

JAN. 25, 2024

Chair's Report

RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- On January 8, trustees met with the Alberta Teachers' Association's Local No. 28 executive to discuss joint concerns, advocacy and possible future initiatives.
- On January 10, trustees attended a professional learning session about artificial intelligence (AI) hosted by Jodie Lobana, an educator, author and management consultant specializing in AI governance.
- On January 17, trustees attended Sherwood Park and District Chamber of Commerce's luncheon and general meeting—which included a guest-speaker session with Nate Glubish, Alberta's Minister of Technology and Innovation and a member of the Legislative Assembly for Strathcona-Sherwood Park.
- On January 19, trustees hosted Minister Glubish at Bev Facey Composite High for a school tour. The tour concentrated on the school's cybersecurity, coding and robotics classrooms—areas all covered within the Minister's portfolio. Overall, Glubish was impressed by the program and encouraged students to pursue the sector, highlighting several potential opportunities.
- On January 23, trustees participated in Alberta Education's new curriculum engagement session to develop the scope and sequence for the new social studies curriculum. The Board looks forward to seeing the finalized version when it's ready.

Superintendent's Report

RECENT EVENTS

Superintendent Stoddard highlighted several recent events:

- On January 10, she attended the Committee of School Councils' meeting. The committee is made of school council representatives from across the Division who gather regularly to discuss issues shaping the Division and share what is happening at their individual schools. For Superintendent Stoddard, it's a privilege to take part in these meetings.
- On January 15, she attended a professional learning session about enterprise risk management—hosted by MNP LLP, one of Canada's leading professional services firms. The highlight: how to approach risk management through the lens of achieving an organization's strategic priorities.
- Superintendent Stoddard also joined trustees for the following events:
 - The AI professional learning session—an ongoing learning area for the Division in terms of how it's used and its risks and benefits.
 - The Sherwood Park and District Chamber of Commerce's luncheon and general meeting. The highlight: Technology and Innovation Minister Nate Glubish spoke, who shared details about his current focus areas and advocacy efforts to benefit the broad community.
 - The school tour of Bev Facey Community High with Minister Glubish. Superintendent Stoddard thanked the school's cybersecurity, robotics and coding teacher for helping guide students, helping them explore their passions and teaching them how to solve complex real-world problems—not an easy task.

ASSISTANT PRINCIPAL CONFIRMATION PROCESS

Throughout December and January, the Division confirmed more than 20 assistant principals—through its ongoing Assistant Principal Confirmation Process. Superintendent Sandra Stoddard, along with associate superintendents Ragan Johnson and Ryan Marshall, met with each assistant principal individually to learn more about their leadership journey—sharing their experiences, principles, core values and leadership approach.

HIGH SCHOOL INFORMATION NIGHT

On January 15, the Division hosted its annual High School Information Night, which was well attended. Every year, the Division hosts the event for students in grades 8-9 and their families to learn more about EIPS and its senior high program, including course offerings, instruction, programming, extracurricular opportunities, diploma requirements and career pathways. Attendees also had the chance to discuss programming and ask questions with senior high administrators. Superintendent Stoddard thanked all EIPS staff who helped organize and who presented at the information night.

FRENCH IMMERSION INFORMATION SESSION

On January 17, the Division hosted a French Immersion information session. Every year, the Division hosts the event for families interested in enrolling in the program and those moving to junior high and senior high levels. Through the event, attendees learned about the program, its vision, course offerings and career pathways. They also had a chance to ask questions and speak with school administration.

Association and Employee Relation Reports

ASBA ZONE 2/3 MEETING

Trustee Jacqueline Shotbolt presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on January 19. Discussion highlights included:

- Regular zone business—including executive reports, membership news, financial reports and reports for information.
- The Zone moved the budget assumptions and sustainability engagement to the February meeting—to allow more time to finalize the presentation.
- Ron Taylor, an Alberta Education representative, joined the meeting to advise he will soon bring a new zone representative from the department. He also asked members to send any pending questions within 24 hours to 48 hours of the Zone meeting to allow time to collect information and adequately answer.
- The generative discussion included creative strategies school boards can use to better engage students.
- ABSA's Board of Directors is exploring ways to better support rural divisions and schools.
- The deadline for proposal position statements is April 12, 2024.
- ASBA is currently accepting nominations for the following awards:
 - Honouring Spirit: Indigenous student award – deadline Feb. 25, 2024
 - Lieutenant Governor of Alberta Student Award – deadline April 15, 2024
 - Edwin Parr Teacher Award – deadline March 18, 2024
 - Friends of Education Award – deadline March 18, 2024
 - Community Engagement Award – deadline Sept. 16, 2024
 - School Board Innovation and Excellence Award – deadline Sept. 16, 2024

ATA LOCAL REPORT

The Board of Trustees received for information the Alberta Teachers' Association (ATA) Local No. 28 report from Deneen Zielke, the Local's President.

- On February 8-9, the ATA is hosting its North Central Teachers' Convention.
- On February 9, the ATA is hosting its annual Partners in Education Luncheon. Zielke invited all trustees and EIPS administration to attend, featuring keynote speaker Cadmus Delorme, a Cree and Saulteaux who is the former Chief of Cowessess First Nation in Southern Saskatchewan and current Chair of the Residential Schools Document Advisory Committee. Under his leadership, Cowessess First Nation prioritized economic self-sustainability and progressed renewable energy, agriculture and land use efficiency initiatives to create current and future business opportunities. Delorme will share stories of truth and understanding—and why both matter for reconciliation.

EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Michelle Miller, the committee's Chair:

- On January 30, the ERG will begin its review of the EIPS Classified Handbook.
- On March 1, EIPS will host its annual Classified Professional Learn Day. Work is underway to ensure it's a great day of learning, with various sessions already planned for the Division's classified staff.

New Business

THREE-YEAR ENGAGEMENT STRATEGY: FRENCH IMMERSION AND SENIOR HIGH ENROLMENT

As part of EIPS' Three-Year Engagement Plan, the Division has put significant work into exploring how best to enhance its French Immersion program—addressing enrolment pressures, boosting program retention and balancing enrolment (see *eips.ca*, "[French Immersion Engagement](#)"). To develop a solution, EIPS undertook a year-long public engagement effort that included four phases of consultations with the school community—families, students, staff and community members.

After an exhaustive review of all the stakeholder feedback, background information, trends, facts and figures, enrolment projections, attendance boundaries, available infrastructure, and input from working-group meetings with principals and staff, the Board approved a solution to best address the anticipated enrolment pressures in Ardrossan, enhance French Immersion program retention and balance senior high enrolment in Sherwood Park:

- relocate EIPS' senior high French Immersion program, grades 10-12, to Salisbury Composite High—effective when the new Sherwood Park replacement school opens, expected in the 2026-27 school year;
- adjust Strathcona County's senior high attendance boundaries for Lakeland Ridge to be redesignated to Bev Facey Community High—effective when the new Sherwood Park replacement school opens, expected in the 2026-27 school year; and
- adjust the French Immersion junior high attendance boundaries for Cambrian Crossing, to be redesignated to Sherwood Heights Junior High—effective in the 2024-25 school year.

Overall, the approved solution:

- aligns with what was heard from stakeholders and the French Immersion vision;
- addresses the anticipated enrolment pressures in Ardrossan;
- balances senior high enrolment in Sherwood Park;
- enables most alternative and specialized programs offered at the schools to remain unchanged;
- addresses students going to a school closest to where the majority resides;
- addresses retention by supporting transitions and keeping students in their community as long as possible;
- enables robust programming, especially regarding program offerings, career and technology courses, options, extracurriculars and sports teams; and
- is sustainable into the future.

Now approved, EIPS will engage families and staff to develop an implementation plan to ensure a smooth transition for everyone when the changes take effect.

BOARD POLICY AMENDMENTS

The Board approved amendments to the following Board policies:

- [Policy 7: Board Operations](#) – a safety plan was added for stakeholder presentations.
- [Policy 13: Appeals and Hearings Regarding Student Matters](#) – a clarification to written notice requirements before hearings.
- [Policy 14: Hearings on Teacher Transfers](#) – edits to strengthen the policy's clarity, language and readability.



BOARD HIGHLIGHTS

SIGNING AUTHORITY MATRIX

The Board approved the amended Signing Authority Matrix for the Division. Collectively, the changes strengthen the matrix's definitions, process, language and clarity (see pg. 404, "[Board Package: Signing Authority Matrix](#)").

SCHOOL FEE PARAMETERS: 2024-25

The Board approved the school fee parameters for the 2024-25 school year. Overall, the 2024-25 school fee parameters are similar to the previous year. Highlights include:

Optional-courses fees – five per cent allowable increase—up to seven per cent for food courses

Noon-supervision fees – five per cent allowable increase

Activity fees – five per cent allowable increase

Extracurricular fees – five per cent allowable increase

Non-curricular travel fees – five per cent allowable increase

Non-curricular goods and services fees – five per cent allowable increase

Schools must set all fees at a cost-recovery rate. If fees are over-charged by more than \$10 a student, schools must refund that amount to the student through credit. Additionally, if any fees exceed the listed parameters, the school must submit an explanation for EIPS' Superintendent and Secretary-Treasurer to review. With the fee parameters now approved, schools can begin establishing their 2024-25 School Fees Schedule.

2024 ASCA SCHOOL COUNCIL CONFERENCE AND AGM: REGISTRATION SPONSORSHIP

The Board approved sponsoring the registration fee for school council members to participate in the 2024 Alberta School Councils' Association (ASCA) School Council Conference and Annual General Meeting on April 26-28—for one member per school council up to a maximum of \$5,000. To qualify, members must be part of a school council with an active ASCA membership and apply before the registration deadline, April 8.

Committee Report

STUDENT EXPULSION COMMITTEE

The Board received for information a report from two Student Expulsion Committee meetings held on January 10 and January 15. The committee reviewed all relevant information and upheld the recommendations put forward by each school's administration.

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on January 15. The committee reviewed four policies—7, 13, 12 and 14. Policy 12 was deferred to a later date. Meanwhile, amendments to policies 7, 13 and 14 were approved earlier at the January Board meeting (see pg. 4, "Board Policy Amendments").

ADVOCACY COMMITTEE

The Board received for information a report from the Advocacy Committee meeting held on January 15. At the meeting, the committee finalized the Board's updated advocacy plan, which it will bring forward at the next Board Caucus meeting in February.

Reports for Information

SCHOOL STATUS REPORT: 2022-23

The Board received for information the School Status Report for the 2022-23 school year. The report identifies enrolment numbers, school utilization rates and per-student costs within the Division. The data is presented by

geographic sectors and on a four-year comparative basis to ensure the analysis is based on long-term trends and not isolated incidences (see pg. 427, "[Board Package: School Status Report for 2022-23](#)"). Highlights from the report:

- In 2022-23, the average per EIPS student cost was \$7,097—down from the previous year by \$44.
- In 2022-23, 20 Division schools operated above the \$7,097 average—the highest being the now-closed Andrew School, operating at more than \$14,000 per student.
- In 2022-23, the overall student enrolment was 16,628—up from 16,304 in 2021-22. *NOTE:* The enrolment number excludes special education and PALS students.
- In 2022-23, EIPS' utilization rate rose to 76 per cent—rising two per cent from the previous year.

LEVERAGING STUDENT ACHIEVEMENT FUND INITIATIVES

The Board received for information the Leveraging Student Achievement (LSA) Fund Initiative Report. In total, the LSA fund balance is \$101,000—used to support initiatives that focus on student learning needs and equity of student programming. For 2023-24, planned LSA initiatives all focus on junior high literacy and numeracy—areas where the Division still sees the highest level of learning loss since the pandemic. Specifically, the Division intends to hire two lead teachers—one for literacy and one for numeracy—to support EIPS' junior high schools, working directly with struggling students and with teachers to help plan, develop, deliver and assess lessons to address learning loss. The goal, of course, is to improve educational outcomes for students in literacy and numeracy; enhance professional learning; and improve supports for students, staff and families.

Trustee Reports

BOARD REPORT REQUEST

Trustee Trina Boymook requested EIPS administration prepare the following reports:

- A Board report detailing the transition plan for when the senior high French Immersion program moves to Salisbury Composite High and the senior high attendance boundary changes in Sherwood Park to balance enrolment—taking effect when the new Sherwood Park replacement school opens.
- A Board Caucus report detailing EIPS' noon-hour supervision costs and the related fees schools collected for the service.
- A Board Caucus report detailing the 2024-25 registration results, including kindergarten registration, new student registration, returning student registration, attendance numbers for the related program information sessions, and online analytics results related to promoting and supporting the 2024-25 registration process.

FAREWELL CELEBRATION

Trustee Randy Footz thanked Board Chair Cathy Allen and Carol Langford-Pickering, the EIPS Board executive assistant, for their work organizing the farewell event for former trustee Jim Seutter. It was a lovely event that Seutter much appreciated.

Board Members

Cathy Allen, *Chair* | Susan Miller, *Vice-Chair* | Trina Boymook | Randy Footz | Colleen Holowaychuk | Don Irwin | Jacqueline Shotbolt | Ralph Sorochan

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