



BOARD HIGHLIGHTS

MAY 2024

TABLE OF CONTENTS

Board Meeting: May 2, 2024.....pg. 1
 Board Meeting: May 30, 2024.....pg. 2

BOARD MEETING: May 2, 2024

New Business

BUDGET ALLOCATIONS AND RESERVES USE: 2024-25

The Board approved the budget allocations and reserve use for the 2024-25 school year. Overall, EIPS’ revenue will increase by 0.4%, or \$769,000, which, for the most part, covers the Division’s anticipated enrolment growth. However, grant rates remain unchanged, meaning it’s a status quo budget, and grant calculations are relatively the same as the 2023-24 school year. For more detailed information, see:

- [Board Recommendation Report: 2024-25 Budget Allocations and the Use of Reserves](#)
- [April 2024 Board Highlights: 2024-25 Key Budget Assumptions](#)

While status-quo, EIPS is working with a tighter budget than the previous year because there is no additional funding to cover rising inflationary costs—such as utilities, employee benefits, custodial supplies and insurance premiums. That, in turn, impacts available student programming and services. As such, Financial Services plans to develop a conservative spring budget that aligns with the funding amount allotted from the province, while also ensuring it supports the mission, belief statements and priorities of EIPS.

ACCUMULATED SURPLUS AND RESERVES

Overall, the Division projects an accumulated surplus of \$5.76 million, as of Aug. 31, 2025. The accumulated surplus comprises investment in tangible capital assets (\$8.33 million), operating reserves (\$6.85 million), capital reserves (\$556,350), and asset-retirement obligation (-\$9.98 million). EIPS also plans to access \$1.42 million from its Division allocated operating reserves to support schools and departments—related to classroom complexity, mental health, career pathways, and artificial intelligence and digital tools. Meanwhile, EIPS’ operating reserve limit is \$12.45 million, which its operating reserves will fall well within.

SCHOOLS AND DEPARTMENTS: 2024-25

Allocations for schools will increase, by 0.8%, primarily because of higher standard costs. Although, the exact allocations for each school will vary based on enrolment number changes, the weighted moving average funding formula and standard cost adjustments. Similarly, for small rural schools, allocations will align with the funding levels detailed in the province’s *Funding Manual for School Authorities 2024-25 School Year*—with any decreases softened through EIPS’ Equitable Access to Education allocation (see pg. 2, “Equitable Access to Education”). Similarly, allocations for central departments will also increase, by 0.6%—mainly because of higher inflationary and staff benefit costs.

ALLOCATION HIGHLIGHTS: Priority areas

Complexity in Classrooms: The specialized support total allocation (\$18.06 million) is largely the same as the previous year. To offer administrators greater flexibility in addressing classroom complexity needs, the Division introduced a new model for these allocations—including reduced amounts for inclusive students and system programs—to allow for a new complex classroom allocation. The allocation is based on an algorithm of various factors, such as provincial achievement and diploma test results and socio-economic factors. Schools will use the funds to support student learning needs and programming specific to their school.



BOARD HIGHLIGHTS

Curriculum and Resource Development: The allocation (\$305,000) dropped by roughly half from the year previous. The reason: The new curriculum roll-out only involves grades 4-6 science and French Immersion language arts and literature. The year before, it involved all elementary grades, kindergarten to Grade 6. Schools will use the allocation to cover professional learning and resources.

Mental Health Strategic Plan: EIPS will use reserves to fund the allocation (\$30,480), to help support the Division's Mental Health Strategic Plan and related professional learning.

Career Pathways: The allocation (\$120,000) remains the same as the last year. EIPS will use the funds to further build and expand Career Pathways opportunities and continue pursuing the secondary collegiate school in Fort Saskatchewan.

Equitable Access to Education: EIPS will use the allocation to ensure all students have access to quality education. The allocation will help cover school programming, funding shortfalls for small rural schools and travel allowances for rural-based school staff to attend meetings and professional learning.

Staff Retention: EIPS will use the allocation to hire more permanent educational assistants and fewer hourly educational assistants.

Artificial Intelligence and Digital Tools: A new allocation (\$163,000) to develop and implement a strategic plan for artificial intelligence and digital tools within EIPS—its use in education and how to best leverage it divisionwide.

POLICY AMENDMENTS

The Board approved amendments to [Policy 17: Student Transportation Services](#). The changes align with the *Education Act* and the province's *Funding Manual for Schools: 2024-25 School Year*.

BOARD MEETING: May 30, 2024

Chair's Report

RECENT EVENTS

Board Chair Cathy Allen highlighted information and events trustees attended throughout April and May:

- On April 18, the Board attended a meeting with the Town of Vegreville.
- On May 1, at the May Committee of School Councils meeting, Elk Island Public Schools (EIPS) was presented with the Alberta School Councils' Association Division School Council Engagement Award, an annual award to recognize school divisions that embrace and are committed to engaging parents and caregivers.
- On May 6-12, EIPS recognized Mental Health Awareness Week.
- On May 7, the Board took part in the Division's Long Service and Retirement Event.
- On May 8, the Board attended an engagement event with Alberta's members of the Legislative Assembly—hosted by the Alberta School Boards Association Zone 2/3. At the event, trustees had the opportunity to share information about EIPS' and its advocacy focus area with Education Minister Demetrios Nicolaides and Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and Alberta's member of the Legislative Assembly for Fort Saskatchewan-Vegreville.
- On May 9, trustees attended a school visit at Next Step Sherwood Park with Kyle Kasawski, Alberta's member of the Legislative Assembly for Sherwood Park, and Janis Irwin, Alberta's member of the Legislative Assembly for Edmonton-Highlands-Norwood.
- On May 14, trustees participated in Next Step's inaugural Moosehide Campaign Walk, which aims to end violence against women and children. In addition to the walk, the event also featured several valuable truth and reconciliation learning opportunities for participants.
- On May 16, trustees attended Fort Saskatchewan's Government Update Forum.
- On May 24, trustees attended the Alberta School Boards Association's Annual Awards Banquet, which included the 2024 Edwin Parr Teacher Awards, an annual program honouring first-year teachers.

ADVOCACY: SCHOOLS IN FORT SASKATCHEWAN

On April 25, trustees attended an EIPS-hosted community conversation to share with school families some of the challenges the Division faces within Fort Saskatchewan—specifically, the limited and ageing infrastructure, the region’s growing population and anticipated capacity challenges. The Division also discussed how it plans to address these and ways the community can help (see, [Let’s Talk About: Schools in Fort Saskatchewan](#)).

EIPS BUS DRIVER APPRECIATION

On May 3, trustees celebrated EIPS bus operators at an appreciation event to thank operators for the vital role they play within the Division and for keeping student safety their top priority.

SCHOOL EVENTS

Throughout May, trustees attended various school celebrations and productions, including Davidson Creek Elementary’s speech competition, Rudolph Hennig Junior High’s band concert, Sherwood Heights Junior High’s Wellness Day, Strathcona Christian Academy Elementary’s Volunteers Tea, and graduation ceremonies for Strathcona Christian Academy Secondary and Vegreville Composite High—congratulations to all EIPS students graduating in 2024. The Board also thanks the schools for extending invitations to attend these events. It’s much appreciated, and trustees always look forward to attending these.

TRUSTEES’ SCHOOL TOURS

On May 6, trustees visited the last four schools of its 2023-24 Trustees’ School Tours—Ardrossan Elementary, Ardrossan Junior Senior High, Bruderheim School and Castle Scotford Colony school. The Board extends thanks to the staff and students at the schools for hosting the tours. Everyone enjoyed learning and hearing about each school and the programs offered.

Superintendent’s Report

RECENT EVENTS

Associate Superintendent Ryan Marshall highlighted recent events, which parallel much of the Board’s work:

- On April 18, senior administration joined the Board at the meeting with the Town of Vegreville. The focus: Vegreville’s strategic direction.
- On April 25, the Division hosted a community conversation in Fort Saskatchewan. The focus: how EIPS plans to manage the region’s ageing infrastructure and growing population, and ways for the Division and community to work together to help move forward a new junior-senior high replacement school.
- On May 6, senior administration joined the Board on its final Trustees’ School Tour for 2023-24—it’s always wonderful to see the pride staff and students have in their schools and program offerings.
- On May 7, EIPS hosted the Division’s Long Service and Retirement Event, an annual reception hosted by EIPS to celebrate retirees and employees who’ve worked with the Division for 20, 25, 30, 35 and 40 years.
- On May 16, senior administration attended Fort Saskatchewan’s Government Update Forum, a meet-and-greet with city officials. The focus: updates about what’s taking shape in Fort Saskatchewan and at EIPS.
- On May 24, Superintendent Stoddard attended Davidson Creek Elementary’s annual speech competition—she described both the event and the speeches as excellent.

MENTAL HEALTH AWARENESS WEEK

Mental Health Awareness Week took place May 6-12. Schools throughout the Division participated in various activities to build mental health awareness and explore positive relationship-building. Mental health is an essential component of the overall well-being of students and staff. As such, EIPS strives to create welcoming, caring, respectful and safe environments that foster student and staff well-being.

GRADUATION CEREMONIES

Throughout May and June, senior administration is attending senior high graduation ceremonies throughout the Division—something it looks forward to every year. Associate Superintendent Ryan Marshall extends congratulations to all EIPS 2024 graduates.

Association and Employee Group Reports

ASBA ZONE 2/3 REPORT

Trustee Jacqueline Shotbolt attended two recent Alberta School Boards Association (ASBA) Zone 2/3 meetings on April 19 and May 24.

Highlights from April 19

- Discussion topics included:
 - the *Real Property Government Act*;
 - an upcoming Alberta Education engagement session on teacher recruitment and retention;
 - Bill 15: Provincial priorities act;
 - dual-credit grants, such as a startup grant and enhancement grant totalling \$4.45 million.
 - the National School Food Program; and
 - the federal carbon tax.
- Zone members also celebrated this year's 12 Honouring Spirit Indigenous Award recipients.
- Zone members also reviewed its position statements, including:
 - to advocate for the federal government to ban flavoured ingredients in vaping products; and
 - to urge the province to index base instruction funding to mitigate inflationary costs.

Highlights from May 24

- Discussion topics included:
 - budget adjustments to meet digital-infrastructure needs in schools; and
 - how to engage the province on the federal carbon tax, school cellphone use and the *Real Property Government Act*.
- The Advocacy Committee will continue to focus efforts to improve inequities for rural-based post-secondary students. The committee also requested feedback from trustees who attended ASBA's engagement event with Alberta's members of the Legislative Assembly on May 8.
- Members celebrated this year's Edwin Parr Teacher Awards. Trustee Shotbolt congratulated EIPS nominee Alexis Kotronis, a first-year teacher at Davidson Creek Elementary.
- Zone 2/3 position statements are due May 31, 2024.

ATA LOCAL REPORT

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

- On April 18-19, Zielke attended the ATA's Diversity Equity Human Rights Conference, which included a range of speakers and learning sessions. The Local's committee participated in an ethnic dance project that's developing an ethnic dance video library for use by physical education teachers.
- On April 26-27, the ATA hosted its annual Spring Professional Development Area Conference. The conference featured an impressive selection of professional learning opportunities, which the Local plans to share with members throughout the school year.
- On May 3, Zielke attended a political engagement session. Highlights included a session by Janet Brown, an Alberta-based pollster and political commentator, who shared that provincial polling data remains consistent

over the last six months, with significant support for the United Conservative Party of Alberta. There was also a workshop with the NDP leadership candidates—who all shared similar concerns about public education.

- On May 17-20, the ATA hosted its Annual Representative Assembly. There, members passed the ATA's 2024-25 budget and voted on its resolutions, which the ATA uses to guide its work for the upcoming year. Resolutions centred on cellphone use, student safety and diversity, professional learning funding, the new social studies curriculum, political associations in schools and designating schools as places of sanctuary.
- On May 29, the Local, in partnership with EIPS, hosted two artificial intelligence learning sessions for members—both well-received.
- On June 14, the Local will host its annual Retirement Dinner. Zielke looks forward to the Board attending and celebrating those retiring this year.

EMPLOYEE RELATIONS GROUP REPORT

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

- EIPS has approved the ERG's recommended amendments to the *Classified Staff Handbook*, including:
 - introducing a second personal day for classified staff; and
 - several text changes to improve the handbook's clarity and readability.
- With schools now working through their 2024-25 budgets, classified staff are working through several reassignments, which can sometimes be challenging.

New Business

POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 10: Policy Making](#)
- [Board Policy 15: Program Reduction and School Closure](#)
- [Board Policy 16: Recruitment and Selection of Personnel](#)
- [Board Policy 26: School Dispute Resolution](#)

Overall, the approved changes strengthen the policies' clarity, definitions, roles, language and readability.

PERSONAL COMMUNICATION DEVICES

The Board directed EIPS administration to update [Administrative Procedure 145: Use of Personal Communication Devices](#) to ensure it reflects [Board Policy 24: Personal Communication Devices](#). Once complete, trustees will review the updated AP 145 at a Board Caucus meeting.

ARTIFICIAL INTELLIGENCE

The Board directed EIPS administration to develop an administrative procedure on artificial intelligence. The new procedure will detail AI use within schools and departments and how to best leverage it divisionwide.

EIPS FOUR-YEAR EDUCATION PLAN: 2022-26

The Board approved the [EIPS Four-Year Education Plan: 2022-26 \(Year 3\)](#), which details the Division's priorities, goals and outcomes over a four-year period. The Division's three key priorities:

- Priority 1:* To promote the growth and success of all students.
- Priority 2:* To enhance high-quality learning and working environments.
- Priority 3:* To enhance public education through effective engagement.

The plan also outlines the performance measures and strategies the Division will use to meet each priority, goal and outcome in the 2024-25 school year.

2024-25 ADMINISTRATIVE FEES

FACILITY RENTAL FEES

The Board approved the facility rental and lease fees for the 2024-25 school year. Fees are reviewed annually and determined by current market rates and operational cost-recovery analysis. In September 2023, EIPS modestly increased rental fees to manage higher operational costs. Because of that increase, EIPS is able to keep rental fees unchanged for the 2024-25 school year. However, to maintain a cost-recovery model, the Division is introducing a tournament setup fee of \$100 per event, and increasing lease fees by 3%. Overall, EIPS rental and lease fees remain lower than other community lease-space providers (see pg. 87, "[Facility and Lease Fee Schedule: 2024-25](#)").

SPECIALIZED SUPPORTS FEES

The Board approved the Specialized Supports Fees for the 2024-25 school year. The fees are charged to a student's resident school division to cover the costs associated with providing specialized supports and services in both inclusive settings and system programs for a non-resident student. For 2024-25, fees will increase by 3% to account for employee benefits, staff grid-salary movements and inflationary increases. EIPS will also introduce a new fee related to its CASA Classrooms, a cross-ministry initiative focused on providing wraparound mental health supports for students and families. The new fee will cover tuition costs for students outside the Division enrolled in CASA Classrooms (see pg. 92, "[2024-25 Specialized Supports Fees](#)").

PARTNERS FOR SCIENCE

The Board approved the Partners for Science (P4S) fees for the 2024-25 school year. Annually, EIPS supplies its schools and other school jurisdictions with P4S kits. Fees aren't charged to EIPS schools but are charged to other school jurisdictions to cover the proportionate operational costs. For the upcoming school year, these fees will increase by 3% and introduce a new staffing fee. Collectively, these will offset the rising costs associated with the P4S program. The Division will also continue to charge a restocking fee for any P4S kits returned late, at \$26.25 per kit—unchanged from 2023-24 (see page 95, "[2024-25 Partners for Science Fees](#)").

ALBERTA NON-RESIDENT AND INTERNATIONAL

The Board approved the Alberta non-resident and international fees for the 2024-25 school year. Rates for non-Alberta residents and international students will increase by 3% to account for employee benefits, staff grid-salary movements and inflationary increases. EIPS fees are comparable to other Alberta-based school division rates. In the 2023-24 school year, EIPS had one international student registered and no non-Albertan resident students enrolled in its schools. For 2024-25, three international students are registered—all at the senior high level (see [Non-Resident Student Fees](#)).

PLAY AND LEARN AT SCHOOL

The Board approved the Play and Learn at School (PALS) fees for the 2024-25 school year. The fee is for the typically developing twin of a child who meets the criteria for PALS programming—providing programming for a typically developing twin benefits the child with disabilities and the PALS program as a whole. For the 2024-25 school year, fees will remain unchanged from the 2023-24 school year—in alignment with the province's Early Childhood Services Base Instruction Grant, as outlined in the *Funding Manual for School Authorities for the 2024-25 School Year* (see pg. 101, "[2024-25 Play and Learn at School Fees](#)").

Committee Reports

STUDENT EXPULSION COMMITTEE

The Board received for information a report from four Student Expulsion Committee meetings held on April 25, May 10 and May 23. The committee reviewed all submitted information and upheld the recommendations put forward by the administration of each school.

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on May 1. Policies discussed: 10, 15, 16, 18, 20, 24 and 26. The Board approved all recommended amendments to policies 10, 15, 16 and 26. Policies 18 and 20 were deferred to a forthcoming Board meeting. The Board will consider the recommendation for Policy 24 after it reviews updates made to Administrative Procedure 145.

Reports for Information

SUMMER PROJECTS: 2023-24

The Board received for information a report from Facility Services highlighting the planned projects for summer 2024. In total, 377 projects are planned, including:

- 18 Infrastructure Maintenance and Renewal projects (\$2.24 million);
- five Capital Maintenance Renewal projects (\$2.84 million);
- three capital reserve projects;
- one modular classroom unit project; and
- 349 operational and maintenance projects.

For the full list of planned summer projects, see pg. 104, "[2023-24 Summer Projects Plan](#)." The 2023-24 summer project highlights include:

Infrastructure Maintenance and Renewal

- Completing Phase 2 of the Salisbury Composite High stormwater project.
- Completing Phase 1 of landscape refurbishment at SouthPointe School.
- Replacing part of the roof at Ardrossan Junior Senior High.
- Refinishing the gym floor at Bev Facey Community High.
- Repaving the courtyard asphalt at Uncas Elementary.
- Installing key fobs at various school sites.

Capital Maintenance and Renewal

- Replacing exterior doors at Brentwood Elementary.
- Replacing exterior doors and windows at Glen Allan Elementary.
- Replacing the main electrical distribution at Clover Bar Junior High.
- Replacing the air-handling unit at École Parc Élémentaire.
- Replacing the hallway ceiling and LED lighting at Woodbridge Farms Elementary.

Operational and Maintenance

The projects range in nature and include improvements to electrical systems, roofing, interiors, exteriors, mechanical equipment and flooring at various EIPS schools.

IMR AND CMR PROJECTS: 2024-25

The Board received for information the list of projects planned under the Infrastructure Maintenance and Renewal (IMR) and the Capital Maintenance and Renewal (CMR) programs during the 2024-25 school year. Annually, Alberta Education provides school divisions with IMR and CMR funding to ensure school facilities meet the necessary regulations and requirements, offer quality learning environments, improve energy conservation and efficiencies, and remain safe and healthy for students and staff.



BOARD HIGHLIGHTS

For the 2024-25 school year, EIPS' approved IMR grant is \$2.22 million, and the CMR grant is \$2.83 million, for an overall total of \$5.05 million—\$1.67 million more than last year. Multiple projects are identified for the 2024-25 school year, which was determined through consultations with Facility Services and EIPS schools, the Facility Condition Index, maintenance input and Alberta Infrastructure's audit information. Projects include repairs and upgrades to educational areas and facilities, replacing technology equipment, changing air-handling units and multiple deferred-maintenance projects (see "[2024-25 Infrastructure Maintenance and Renewal and Capital Maintenance and Renewal Project Plan](#)").

Board Members

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

FOR MORE INFORMATION CONTACT:

Cathy Allen, *Board Chair* | P 780 417 8109

Laura McNabb, *Director, Communication Services* | P 780 417 8204

www.eips.ca | Twitter: [@eips](https://twitter.com/eips) | Facebook: [elkislandpublicschools](https://facebook.com/elkislandpublicschools)