



BOARD MEETING MINUTES

May 30, 2024

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, May 30, 2024—in the Boardroom at the Central Services Office in Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Cathy Allen, calling the meeting to order at 9:00 a.m.

BOARD MEMBERS PRESENT

C. Allen, Board Chair
S. Miller, Vice-Chair
T. Boymook
R. Footz
C. Holowaychuk
D. Irwin
J. Shotbolt
R. Sorochan

ADMINISTRATION PRESENT

R. Marshall, Acting Superintendent
R. Johnson, Associate Superintendent – Human Resources
W. Gilewich, Information and Security Officer
C. Cole, Secretary-Treasurer
L. McNabb, Director, Communications Services
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:00 a.m. with all trustees noted above in attendance except for Trustee Shotbolt.

IN-CAMERA SESSION

Board Chair Allen asked for a trustee to move in camera.

083/2024 | Vice-Chair Miller moved: That the Board meet in camera (9:00 a.m.).

CARRIED UNANIMOUSLY

Trustee Shotbolt arrived at 9:25 a.m.

084/2024 | Trustee Shotbolt moved: That the Board revert to the regular session (10:07 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 10:07 a.m. and reconvened at 10:13 a.m. with all trustees noted above in attendance.

TREATY 6 ACKNOWLEDGMENT

Board Chair Cathy Allen called the meeting followed by the Land and People Acknowledgment.

AGENDA

Board Chair Allen called for any additions or deletions to the Agenda.

085/2024 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Allen called for confirmation of the April 18, 2024 Board Meeting Minutes.

086/2024 | Vice-Chair Miller moved: That the Board of Trustees approves the Minutes of the April 18, 2024 Board Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the May 2, 2024 Board Meeting Minutes.

087/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the Minutes of the May 2, 2024 Board Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the May 8, 2024 Board Special Meeting Minutes.

088/2024 | Trustee Irwin moved: That the Board of Trustees approves the Minutes of the May 8, 2024 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the May 13, 2024 Board Special Meeting Minutes.

Trustee Sorochan expressed gratitude to Carol Langford-Pickering, Recording Secretary, for creating and taking accurate minutes.

089/2024 | Trustee Boymook moved: That the Board of Trustees approves the Minutes of the May 13, 2024 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

CHAIR REPORT

Board Chair Allen presented the Chair's Report. Board Chair also shared gratitude for the Board's opportunity to attend school performances and see firsthand the students in action and the benefits of the teachers' coaching and mentorship.

090/2024 | Board Chair Allen moved: That the Board of Trustees receives for information the Chair Report.

CARRIED UNANIMOUSLY

SUPERINTENDENT REPORT

Acting Superintendent Marshall presented the Superintendent's Report.

091/2024 | Trustee Irwin moved: That the Board of Trustees receives for information the Superintendent Report.

CARRIED UNANIMOUSLY

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

No comments, presentations or delegations were presented.

Association/Employee Groups

ASBA ZONE 2/3 REPORT

Trustee Shotbolt presented the ASBA Zone 2/3 report.

092/2024 | Trustee Shotbolt moved: That the Board of Trustees receives for information the report from the representative of the ASBA Zone 2/3.

CARRIED UNANIMOUSLY

Board Chair Allen noted that the Board of Trustees will be participating at the Alberta School Board Association (ASBA) Spring General Meeting and professional learning sessions on June 3 and 4, 2024.

ATA LOCAL NO. 28 REPORT

Board Chair Allen welcomed and invited the ATA representative, D. Zielke, to present the ATA Local No. 28 Report.

Vice-Chair Miller left the meeting at 10:35 a.m.

093/2024 | Trustee Sorochan moved: That the Board of Trustees receives for information the report from the representative of the ATA Local No. 28.

CARRIED UNANIMOUSLY

Board Chair Allen thanked Deneen Zielke for extending an invitation to the trustees to attend the ATA – Elk Island Local #28 Retirement Celebration on June 14, 2024. This event provides an opportunity to honour the significant work of our certificated staff and their retirement.

Vice-Chair Miller returned at 10:39 a.m.

EMPLOYEE RELATIONS GROUP (ERG) REPORT

Board Chair Allen welcomed and invited ERG Representative, M. Miller, to present the Employee Relations Group Report.

094/2024 | Trustee Shotbolt moved: That the Board of Trustees receives for information the report from the representative of the Employee Relations Group.

CARRIED UNANIMOUSLY

Business Arising from Previous Meeting

No business arising from the previous meeting.

New Business

BUSINESS ARISING FROM IN CAMERA

No business arising from in camera.

BOARD POLICY 10: POLICY MAKING

Trustee Footz presented to the Board for approval the amendments to Board Policy 10: Policy Making.

095/2024 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 10: Policy Making, as presented.

CARRIED UNANIMOUSLY

Acting Superintendent Marshall and Associate Superintendent Johnson left the meeting at 10:43 a.m.

Point of Order called by Trustee Boymook to ensure senior administration is present at the meeting – expressed at least one superintendent designate must be in attendance.

Associate Superintendent Johnson returned at 10:43 a.m.

BOARD POLICY 15: PROGRAM REDUCTION AND SCHOOL CLOSURE

Trustee Footz presented to the Board for approval the amendments to Board Policy 15: Program Reduction and School Closure.

096/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the amendments to Board Policy 15: Program Reduction and School Closure, as presented.

CARRIED UNANIMOUSLY

Acting Superintendent Marshall returned at 10:46 a.m.

BOARD POLICY 16: RECRUITMENT AND SELECTION OF PERSONNEL

Trustee Footz presented to the Board for approval the amendments to Board Policy 16: Recruitment and Selection of Personnel.

097/2024 | Trustee Sorochan moved: That the Board of Trustees approves the amendments to Board Policy 16: Recruitment and Selection of Personnel, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 18: ALTERNATIVE PROGRAMS

Trustee Footz presented to the Board for approval the amendments to Board Policy 18: Alternative Programs.

098/2024 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 18: Alternative Programs, as presented.

Trustee Boymook requested the rationale for amending Board Policy 18: Alternative Programs, section 5, and replacing the word “shall” with “may”, to read:

Transportation to alternative programs ~~shall~~ may be granted according to Board Policy 17: Student Transportation Services or as per an agreement in the program proposal.

Trustee Boymook raised the question that under the new funding manual, funding is received based on the school the student is registered at, and why transportation “may” or “may not” be provided?

Trustee Boymook requested **motion 098/2024** be **tabled** and, that Board Policy 17: Student Transportation Services and Board Policy 18: Alternative Programs be sent back to the Policy Committee for review to ensure the language in Board Policy 17 is in alignment with the requested amendments for Board Policy 18.

VOTE TO TABLE MOTION 098/2024 | CARRIED

In favour: Trustee Footz, Trustee Shotbolt, Trustee Boymook, Board Chair Allen, Vice-Chair Miller, Trustee Holowaychuk, and Trustee Irwin

Opposed: Trustee Sorochan

BOARD POLICY 24: PERSONAL COMMUNICATION DEVICES

Trustee Footz presented to the Board for approval the repeal of Board Policy 24: Personal Communication Devices.

099/2024 | Trustee Sorohan moved: That the Board of Trustees approves the repeal of Board Policy 24: Personal Communication Devices.

CARRIED UNANIMOUSLY

Trustee Holowaychuk proposed a **substitute motion** on **pending motion 099/2024**:

100/2024 | That the Board direct administration to update Administrative Procedure 145 to capture the central ideas of current Board Policy 24: Personal Communication Devices and once completed to bring the updated Administrative Procedure 145 to Caucus for Board review.

Trustee Holowaychuk spoke to **motion 100/2024**.

Trustee Holowaychuk wanted to ensure that our public knows the importance of the concepts that were included in our current Personal Communication Devices Policy. The policy was developed with engagement and one of the most important voices on that engagement were our students' voice. The concepts, I believe, were and are still very important to our Board and feel if we simply repeal the motion, that we are diminishing that. As a Board we now feel the intent of the policy was achieved and could be going forward and has been handled through the administrative procedure.

With the motion including, directing administration to capture the current policy in Administrative Procedure 145, it continues to show the importance of this topic to the Board; and, then bringing the updated Administrative Procedure 145 to caucus allows us to ensure our thoughts around personal communication devices are captured while delegating authority to our Superintendent.

Board Chair Allen opened the floor for debate.

Trustee Holowaychuk presented closing comments. Thanked the trustees for their support. Noted that in order for the Board to keep a pulse on this as a Board, though Policy 10: Policy Making, section 6.8, as *The Superintendent must inform the Board of changes to administrative procedures*.

Board Chair Allen asked the Board if there were any other comments or questions with regards to the substitute motion.

Point of order called by Trustee Boymook: As closing comments have been made to the substitute motion, there was no further discussion — That **substitute motion 100/2024** negates the original Motion 099/2024 on the floor. No further discussion on the repeal of Policy 24: Personal Communication Devices.

Board Chair opened the floor for debate or clarification on **substitute motion 100/2024**.

VOTE ON SUBSTITUTE MOTION 100/2024 | *CARRIED UNANIMOUSLY*

BOARD POLICY 26: SCHOOL DISPUTE RESOLUTION

Trustee Footz presented to the Board for approval the amendments to Board Policy 26: School Dispute Resolution.

101/2024 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 16: Recruitment and Selection of Personnel, as presented.

CARRIED UNANIMOUSLY

ARTIFICIAL INTELLIGENCE

Trustee Footz presented to the Board for approval the recommendation to direct administration to create an administrative procedure to address artificial intelligence.

102/2024 | Trustee Boymook moved: That the Board of Trustees directs administration to develop administrative procedures around artificial intelligence.

CARRIED UNANIMOUSLY

Trustee Irwin requested a friendly amendment to **motion 102/2024**, similar to the substitute motion for Policy 24: Personal Communication Devices.

Trustee Boymook noted that the development of a new administrative procedure is required to come to the Board.

Board Chair Allen confirmed the practice is implied within the process.

EIPS FOUR-YEAR EDUCATION PLAN: 2022-26 (YEAR 3)

Acting Superintendent Marshall presented to the Board for approval the EIPS Four-Year Education Plan: 2022-26 (Year 3). Each year, Alberta Education requires school divisions to develop an education plan. The Plan details the Division's work, priorities, goals and outcomes over a four-year period. It also outlines the performance measures and strategies the Division will use to meet each priority, goal and outcome.

Using all the feedback collected from the EIPS Budget Planning Survey: 2024-25 and two-part EIPS Annual Feedback Survey—for families, staff, students in grades 9 and 12, and community members, in conjunction with other data-based information, the Board has revised its Four-Year Education Plan: 2022-26 (Year 3).

103/2024 | Trustee Boymook moved: That the Board of Trustees approves the EIPS Four-Year Education Plan: 2022-26 (Year 3), which includes revised performance measures and updated priority strategies for the 2024-25 school year.

CARRIED UNANIMOUSLY

Trustee Irwin left at 11:29 a.m. and returned at 11:31 a.m.

Trustee Boymook left at 11:31 a.m.

The board recessed at 11:32 a.m. and reconvened at 11:41 a.m. with all trustees noted above in attendance.

ADMINISTRATIVE FEES 2024-25

FACILITY RENTAL AND LEASE FEES

Assistant Director Dragon presented to the Board for approval the proposed Facility Rental and Lease fees for the 2024-25 school year. Assistant Director Dragon shared kudos to the Facility Services staff who work with the bookings and supported the work on the Rental and Lease Fees.

104/2024 | Trustee Boymook moved: That the Board of Trustees approves the Facility Rental and Lease fees for the 2024-25 school year, as presented.

CARRIED UNANIMOUSLY

The Board inquired about rate discrepancies between various school boards. Assistant Director noted that rental rates are primarily determined based on custodial contracts, however, will look at increasing rates next year due to rising utility costs.

The Board noted that EIPS facilities are public buildings and sometimes in the rural areas the only buildings with a gym; and providing at cost recovery is important.

SPECIALIZED SUPPORTS FEES

Director Reed presented to the Board for approval the proposed Specialized Supports fees for the 2024-25 school year. Director Reed highlighted a new fee for the CASA classrooms at Fort Saskatchewan Elementary and Bev Facey Community High. The partnership with CASA Mental Health will be supported by a multiyear agreement. EIPS to provide funding for the classroom teacher.

105/2024 | Trustee Sorochan moved: That the Board of Trustees approves the Specialized Supports fees for the 2024-25 school year, as presented.

CARRIED UNANIMOUSLY

The Board supported the continued partnership, the removal of barriers for student access to education and the additional mental health support. Board Chair Allen noted that the EIPS and CASA Mental Health partnership supports the Ministerial mandate and cross-ministry work.

PARTNERS FOR SCIENCE (P4S) FEES

Director Smith presented to the Board for approval the proposed Partners for Science (P4S) fees for the 2024-25 school year. The fee schedule reflects an increase for both elementary (3%) and junior high (3%) P4S programs to cover the projected costs of inflation, as well as additional increased staffing costs to create kits for the new curriculum for the 2024-25 school year.

Additional highlights: EIPS continues to receive corporate sponsorship from Dow, the program is supported by two classified EAs at Salisbury Composite High, EIPS schools receive a block allocation, and EICS is charged a per student fee.

106/2024 | Trustee Footz moved: That the Board of Trustees approves the Partners for Science (P4S) fees for the 2024-25 school year, as presented.

CARRIED UNANIMOUSLY

ALBERTA NON-RESIDENT AND INTERNATIONAL STUDENT FEES

Acting Superintendent Marshall presented to the Board for approval the proposed Alberta Non-Resident and International Student fees for the 2024-25 school year.

An increase of three per cent is proposed for Alberta non-resident and international students for the 2024-25 school year. The recommended increase is on a cost recovery basis as an anticipated economic adjustment necessary to cover inflationary costs.

107/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the Alberta Non-Resident and International Student fees for the 2024-25 school year, as presented.

CARRIED UNANIMOUSLY

PLAY AND LEARN AT SCHOOL (PALS) FEES

Director Anderson presented to the Board for approval the proposed Play and Learn at School (PALS) fees for the 2024-25 school year.

The Play and Learn at School fees are aligned with the ECS Base Instruction Grant in the *Funding Manual for School Authorities for the 2024/25 school year*.

108/2024 | Trustee Boymook moved: That the Board of Trustees approves the Play and Learn at School (PALS) fees for the 2024-25 school year, as presented.

CARRIED UNANIMOUSLY

Point of Order called by Trustee Irwin asking why the administrative fees did not come to Caucus for review. Board Chair Allen noted that the administrative fees were scheduled to go straight to Board in May.

Committee Reports

STUDENT EXPULSION COMMITTEE

Trustee Footz presented a report for information from the Student Expulsion Committee meetings held on April 25, May 10 and 23, 2024.

109/2024 | Trustee Footz moved: That the Board of Trustees receives for information the report from the Student Expulsion Committee meetings held on April 25, May 10 and 23, 2024.

CARRIED UNANIMOUSLY

POLICY COMMITTEE

Trustee Footz presented a report for information from the Policy Committee meetings held on May 1, 2024.

110/2024 | Trustee Footz moved: That the Board of Trustees receives for information the report from the Policy Committee meeting held on May 1, 2024.

CARRIED UNANIMOUSLY

Reports for Information

2023-24 SUMMER PROJECTS

Assistant Director Derech presented to the Board the 2023-24 Summer Projects Plan for information. Assistant Director Derech expressed gratitude to the Facility Services staff who supported and continue to support this work.

Board Chair Allen extended thanks to the Facility Services team for the thoughtful and mindful report and opened the floor for questions.

111/2024 | Trustee Boymook moved: That the Board of Trustees receives the Facility Services 2023-24 Summer Projects Plan for information.

CARRIED UNANIMOUSLY

The Board extended thanks to the Facility Services team for their extensive work in maintaining the facilities.

Trustee Irwin left at 12:35 p.m. and returned at 12:37 p.m.

2024-25 INFRASTRUCTURE MAINTENANCE AND RENEWAL AND CAPITAL MAINTENANCE AND RENEWAL PROJECTS

Assistant Director Hoose presented to the Board the 2024-25 Infrastructure Maintenance and Renewal (IMR) and Capital Maintenance and Renewal (CMR) Projects report for information.

112/2024 | Trustee Irwin moved: That the Board of Trustees receives the 2024-25 Infrastructure Maintenance and Renewal (IMR) and Capital Maintenance and Renewal (CMR) Project Plans for information.

CARRIED UNANIMOUSLY

TRUSTEES NOTICES OF MOTIONS/REQUESTS FOR INFORMATION

No notices of motion or requests for information were presented.

Board Chair Allen noted that the Board had reached the end of the public meeting agenda at 12:49 p.m.

IN-CAMERA SESSION

Board Chair Allen asked for a trustee to move in camera.

113/2024 | Trustee Sorochan moved: That the Board meet in camera (12:49 p.m.).

CARRIED UNANIMOUSLY

The Board recessed at 12:55 p.m. and reconvened at 1:55 p.m. with all trustees noted above in attendance.

114/2024 | Trustee Shotbolt moved: That the Board revert to the regular session (2:48 p.m.).

CARRIED UNANIMOUSLY

ADJOURNMENT

Board Chair Allen declared the meeting adjourned at 2:48 p.m.

Cathy Allen, Board Chair

Ryan Marshall, Acting Superintendent