



BOARD MEETING MINUTES

May 20, 2021

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, May 20, 2021, virtually via Zoom Cloud Meetings and Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Trina Boymook calling the meeting to order at 9:00 a.m.

BOARD MEMBERS PRESENT

Via video conference:

T. Boymook, Board Chair
C. Holowaychuk, Vice-Chair
R. Footz
S. Gordon
A. Hubick
D. Irwin
J. Seutter
H. Stadnick
H. Wall

ADMINISTRATION PRESENT

Via video conference:

M. Liguori, Superintendent
S. Stoddard, Associate Superintendent
B. Billey, Associate Superintendent
C. Cole, Secretary-Treasurer
L. McNabb, Director, Communication Services
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

Meeting called to order at 9:00 a.m. with all trustees noted above in attendance.

TREATY 6 ACKNOWLEDGMENT

Board Chair Boymook called the meeting to order and acknowledged with respect the history, spirituality, and culture and languages of the First Nations people with whom Treaty 6 was signed, the territory wherein EIPS resides. We acknowledge our responsibility as Treaty members. We also honour the heritage and gifts of the Métis people.

AGENDA

Board Chair Boymook called for additions or deletions to the Agenda.

075/2021 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

Reports for Information

2021-22 BUDGET

Board Chair shared that the 2021-22 Budget Report is a report for information and that the 2021-22 Budget recommendation report will come to the Board on May 26, 2021 for approval.

076/2021 | Trustee Seutter moved: That the Board of Trustees receive for information the 2021-22 Budget Report.

Superintendent Liguori shared opening remarks regarding the 2021-22 Spring Budget and that the Board's consideration represented a balance between fiscal realities, fiscal prudence as well as a budget that addresses the challenges our students and staff will potentially face when they return to school for the 2021-22 school year.

Each school and department have carefully analyzed it's needs as well as operational requirements to ensure that the Division is in the best position possible to deliver the highest quality education, one that our students deserve, and we should be expected to provide.

The administration has worked diligently to ensure that what is before the Board has taken in to account those things that are known to us as well as anticipated in the road ahead.

Administration is appreciative of the work the Board has done in preparation for today and the Board's consideration of the use of operating reserves to support student learning as well as mental health.

Thank you to Treasurer Cole and her team for the significant hours of work that go into the preparation of the budget and budget documents.

Secretary-Treasurer Cole proceeded to present the 2021-22 Budget Report. Highlights included:

Administration prepared the 2021-22 proposed budget based on the Board approved assumptions and allocations. The 2021-22 Budget has been developed with a conservative approach due to the uncertainty of the external environment. The assumptions utilized are detailed in the Budget Report.

The introduction of *Bill 5 Fiscal Measures and Taxation Act* in 2020, which results in school divisions requiring ministerial approval to access operating reserves. This includes School Generated Funds (SGF), all reserves at schools and departments (including Student Transportation) and Division allocated and unallocated reserves. Elk Island Public Schools (EIPS) cannot access any of its operating reserves beyond what is submitted in this 2021-22 Spring Budget and approved by the Minister. Because of these reserve restrictions, it is important to ensure EIPS budgets the correct amount of reserve usage.

In summary, for 2021-22 EIPS has prepared a \$197.18 million operating budget drawing \$6.85 million from operating reserves. The use of reserves allows the Division to support:

- students with one-time supports such as focusing on learning loss, social emotional supports, work on the curriculum and continued COVID cost supports (cleaning, disinfecting, PPE);
- mechanical cooling for modular, and additional consultant supports;
- school and department savings up to 1%; and
- expected use of SGF on non-recurring supplies, services and equipment.

In the fall, the Budget will be updated for the following items:

- updates to estimates for more accurate numbers (due to more updated information);
- actual carryforwards from the 2020-21 year-end;
- updates and new approvals for reserve spending, if any; and
- changes to expenses based on the above updates.

The following financial information was presented:

- Budget Process and Assumptions
- Accumulated Surplus
- Reserves
- Revenues and Expenses, including Staff Full Time Equivalent (FTE)
- Alberta Education Revenue
- Allocation Reconciliation

Director of Finance Carmine von Tettenborn presented the Schools Summary and Details by Sector along with Supports for Students - Schools, Early Learning and Specialized Supports - Schools.

Board Chair Boymook left the meeting at 10:07 a.m. and Vice-Chair Holowaychuk assumed the chair. Board Chair returned at 10:08 a.m.

SCHOOLS

The following information was presented by Sector:

- Enrolment
- School Expenses by Category
- School Staffing (FTE)

Board recessed at 10:24 a.m. and reconvened at 10:40 a.m. with all trustees noted above in attendance.

Secretary-Treasurer Cole presented the Central Services summary which included the full-time equivalent change.

CENTRAL SERVICES

The following information was presented by department:

- Central Services Revenue/Allocations
- Central Services Expenses
- Central Services Staffing (FTE)

Trustee Wall left the meeting at 10:51 a.m.

In summary Secretary-Treasurer Cole shared Schools have been able to increase staffing levels slightly higher than 2020-21 Spring Budget levels.

Although 2020-21 presented significant challenges as EIPS responded to the COVID pandemic that began in 2019-20, many lessons were learned and applied to budgeting for the upcoming school year. Estimates have been made with more accurate information based on experience. Alberta Education has held school divisions “harmless” for 2021-22 in that the Educational Funding Envelope remained relatively the same as last year and funding reductions were not made due to the impact of 2020-21 reduced enrolment. As the province deals with the significant financial impact of the pandemic, it is anticipated that in future years school divisions will not be held harmless and changes to the funding formula(s), bridge funding, etc., will occur.

The impacts of the COVID pandemic will continue into 2021-22 and 2022-23 and this budget allows EIPS to target resources on items such as COVID costs, focus on earning loss (two-year support) and social emotional supports (one-year support) to ensure student success not only in their educational experience, but also in their after-school lives.

Board Chair Boymook proceeded with the vote.

VOTE ON MOTION 076/2021 CARRIED UNANIMOUSLY

2021-22 BUDGET REPORT – ALBERTA EDUCATION

Director of Finance von Tettenborn presented the official document that is submitted to Alberta Education and noted that the document is a consolidation of all the information the Board reviewed. Any changes to the Alberta Education’s requirements were highlighted.

077/2021 | Trustee Footz moved: That the Board of Trustees receive for information the 2021-22 Budget Report for Alberta Education.

CARRIED UNANIMOUSLY

BUDGET CLOSING REMARKS

Superintendent Liguori shared once again what a pleasure it was to present the 2021-22 Budget for the Board’s consideration. The 2021-22 Budget strikes a balance between fiscal realities, fiscal prudence and challenges our students and staff will face. Thanked the Board and administration for their work in the budget process.

ADJOURNMENT

The Chair declared the meeting adjourned at 11:20 a.m.

Trina Boymook, Board Chair

Mark Liguori, Superintendent