



# BOARD HIGHLIGHTS

**MAY 2023**

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## BOARD MEETING: May 25, 2023

### Chair’s Report

#### RECENT EVENTS

Board Chair Trina Boymook highlighted recent events:

- On April 21, Chair Boymook was a guest attendee at a Rotary Club meeting, where she shared information about Elk Island Public Schools (EIPS)—its vision, priorities, successes, challenges and strategies moving forward. Attendees asked many questions and were genuinely interested in what is taking place within the Division and public education.
- On April 25, trustees attended an EIPS public meeting for Andrew School, as part of the school closure process. Chair Boymook thanked all those who attended and provided input.
- On April 26, trustees attended a meeting with the City of Fort Saskatchewan council—the first meeting since the election. Both groups shared information about their priorities, strategic plans, infrastructure needs and socioeconomic challenges within the region.
- On April 28, Chair Boymook and trustees Cathy Allen and Jim Seutter took part in Strathcona Christian Academy Elementary’s Great Day of Giving fundraiser. In total, the school raised more than \$250,000, which will go toward building a turf field for mission school in Mexico, and to purchase technology for SCA Elementary.
- On May 2, the Board took part in the Division’s Long Service and Retirement Event, an annual reception hosted by EIPS to celebrate retirees and employees who have worked with the organization for 20, 25, 30, 35 and 40 years.
- On May 3, Jacqueline Shotbolt represented trustees at the Fort Saskatchewan and Lamont Regional Chamber of Commerce roundtable event with the City of Fort Saskatchewan.
- On May 5, Chair Boymook attended and brought greetings at the EIPS Classified Professional Learning Day event. The keynote speaker, Tina Varughese, spoke about unconscious biases, which was excellent.
- On May 9, Chair Boymook, Trustee Footz and Superintendent Mark Liguori attended a meeting with the Town of Vegreville—Mayor Tim MacPhee, CAO Chris Leggett and council members. The focus: potential infrastructure partnerships.

#### TRUSTEES’ SCHOOL TOURS

On April 25, trustees visited A.L. Horton Elementary, Mundare School, Next Step Vegreville, the Pleasant Ridge Colony school and Vegreville Composite High as part of its 2022-23 Trustees’ School Tours. Then, on May 9, trustees toured Lamont Elementary, Lamont High and Elk Island Youth Ranch Learning Centre. The Board extends thanks to all 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

Superintendent Mark Liguori highlighted recent events, which parallel much of the Board’s work:

- On April 25 and May 9, Superintendent Liguori joined trustees on the Trustees’ School Tours.

- On April 25, Superintendent Liguori attended the Division's public meeting for the Andrew School closure. He was pleased to see so many people turn out, and for the frank discussion about the school.
- On April 26, Superintendent Liguori attended the meeting with the City of Fort Saskatchewan council. He also thanked students and staff from Fort Saskatchewan High for hosting the meeting.
- On May 2, Superintendent Liguori attended the EIPS Retirement and Long-Service Reception, particularly special as he brought greetings, and was also a retiree recipient at this year's event.
- On May 9, Superintendent Liguori joined Chair Boymook and Trustee Footz at the meeting with the Town of Vegreville to discuss the recent value scope session and upcoming plans for the town.

## **Classified Staff Professional Learning Day**

The EIPS Classified Staff Professional Learning (PL) Day took place at the Strathcona County Community Centre and Salisbury Composite High on May 5. Throughout the day, classified staff participated in a various centrally co-ordinated professional learning sessions. The event also coincided with a professional learning day for certificated staff who participated in learning sessions throughout the day. Superintendent Liguori thanked Human Resources for organizing the event.

## **Comments from the Public**

### **ANDREW SCHOOL CLOSURE IMPACT**

The Board heard a presentation from Kylie Rude, a parent of a child who attends Andrew School. Rude raised concerns about the recent decision to close Andrew School. Specifically, the new attendance boundaries and bus ride times for students. She asked the Board to reconsider the adjusted attendance boundaries and permit all current Andrew School students to access bus routes to Mundare School next year. The Board thanked Rude for taking the time to present her concerns.

### **FRENCH IMMERSION PROGRAMMING: NO. 1**

The Board heard a presentation from Shaheen Alarakhia, a parent of a child enrolled in EIPS' French Immersion program. Alarakhia raised concerns about a proposed solution for French Immersion programming. She's concerned about the Division's proposed solution to move the secondary French Immersion program to Bev Facey Community High—citing research about the negative impacts of mixing junior high and senior high students. She asked the Board to revisit the results from the 2020 Sherwood Park Value Scoping Session and revise the proposed potential solution. The Board thanked Alarakhia for taking the time to present her concerns.

### **FRENCH IMMERSION PROGRAMMING: NO. 2**

The Board heard a presentation from Melissa Manolescu, the Chair of École Campbelltown School Council. Manolescu expressed concerns the school council has about the Division's proposed solution to move EIPS' secondary French Immersion program to Bev Facey Community High. Specifically, she discussed the 2020 Sherwood Park Value Scoping Session, asked about grade configurations, anticipated enrolment at the new replacement school and Bev Facey, available supports and the potential solution's long-term viability. The Board thanked Manolescu for taking the time to present her concerns.

## **Association and Employee Group Reports**

### **ASBA ZONE 2/3 REPORT**

Trustee Jacqueline Shotbolt attended the Alberta School Boards Association (ASBA) Zone 2/3 meeting on May 1. The highlights:

- The ASBA Board President will clarify with the Minister of Education if the province's stabilization fund ensures school boards are held harmless for lower than anticipated enrolments in 2023-24.

- The Advocacy Committee developed a new tracking process for school councils to submit election-related questions, which is also shareable between zones.
- The Zone is developing a position statement for the next ASBA general meeting—due May 26.
- Registration for the Canadian School Boards Association’s National Gathering and Congress closes June 2.
- Zone 5 is hosting a book club discussion on David Irvine’s book entitled, *Caring is Everything*. The session is open to all trustees and takes place on June 29.
- The next ASBA Zone 2/3 meeting is May 26.

## 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 May 19-22, the ATA hosted its Annual Representative Assembly. There, members passed the ATA’s 2023-24 budget and voted on its resolutions, which the ATA uses to guide its work for the upcoming year.
- Resolution highlights include:
  - To urge the province to require all careers and technology studies, off-campus and dual-credit programming to be taught, instructed and monitored by certificated teachers.
  - To urge the province to address skill-trades staff shortages by providing funding to post-secondary institutions aimed at expanding access to apprenticeships, training and trade certifications.
  - To dissolve the Alberta Teacher Registry and delete all its public-facing information.
  - To support teachers called to duty to fight wildfires over the next two months—an emergent resolution.
- Overall, it was a productive weekend full of debate and solution-seeking.

## EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Chair, Dulcie Arbuckle-Jarvin:

- Classified Professional Learning Day was electrifying. The food trucks were fantastic. And, Tina Varughese, the keynote speaker, offered an entertaining and informative session about unconscious biases and Gen Zen.
- The ERG used the Board-funded Health and Wellness grant to host several wellness sessions at the Classified Professional Learning Day. Overall, the sessions were well-received, with many requesting the Division hosts even more next year.
- Arbuckle-Jarvin thanked Fred Rempel, a consultant with EIPS, for hosting a safety session for educational assistants working in labs for careers and technology studies—focused on machine use and safety.
- The ERG’s Terms of Reference are now complete. The ERG will post it on EIPS’ SharePoint intranet site.
- With schools now working on their 2023-24 budgets, there are a few more declared surplus staff. Human Resources believes it can place these staff members in positions for September 2023.

## New Business

### POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 8: Board Committees](#)
- [Board Policy 9: Board Representatives](#)
- [Board Policy 16: Recruitment and Selection of Personnel](#)
- [Board Policy 18: Alternative Programs](#)
- [Board Policy 21: Expense Transparency](#)
- [Board Policy 22: Health and Safety](#)
- [Board Policy 25: Petitions and Public Notices](#)
- [Board Policy 26: School Dispute Resolution](#)

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

## 2023-24 ADMINISTRATIVE FEES

### FACILITY RENTAL FEES

The Board approved the facility rental and lease fees for the 2023-24 school year. Fees are reviewed annually and determined by current market rates and operational cost-recovery analysis. Based on higher operational, inflation and insurance costs, rental fees are increasing modestly in September 2023. The most notable fee change is the weekend rental rate increasing by \$5 per hour. The increase will ensure the Division maintain its current level of custodial services. While fees are increasing slightly, EIPS after-hour rentals remain lower than other community lease-space providers (see pg. 64, "[After-Hour Fee Schedule:2023-24](#)").

### SPECIALIZED SUPPORTS FEES

The Board approved the Specialized Supports Fees for the 2023-24 school year. The fees are charged to the resident school division and cover the costs associated with providing specialized supports and services in both inclusive settings and system programs for non-resident students. For 2023-24, fees will increase by 3% to account for staff salary and inflationary increases (see pg. 69, "[2023-24 Specialized Supports Fees](#)").

### PARTNERS FOR SCIENCE

The Board approved the Partners for Science (P4S) fees for the 2023-24 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% to help 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 2022-23 (see page 72, "[2023-24 Partners for Science Fees](#)").

### ALBERTA NON-RESIDENT AND INTERNATIONAL

The Board approved the Alberta non-resident and international fees for the 2023-24 school year. Rates for non-Alberta residents and international students will increase by 3% to account for staff salary and inflationary increases. EIPS fees are comparable to other Alberta-based school division rates. In fall 2022, EIPS had one international student registered—the individual is no longer attending EIPS. The Division also has no non-Albertan resident students enrolled in its schools (see [Non-Resident Student Fees](#)).

### PLAY AND LEARN AT SCHOOL

The Board approved the Play and Learn at School (PALS) fees for the 2023-24 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 2023-24 school year, fees will increase by 6% to align with the province's Early Childhood Services Base Instruction Grant, as outlined in the *Funding Manual for School Authorities for the 2023-24 School Year* (see pg. 78, "[2023-24 Play and Learn at School Fees](#)").

## 2023-24 BUDGET REPORT

The Board approved the Division's 2023-24 spring budget, prepared by Financial Services. Every spring, the Division prepares a budget for the upcoming school year—based on provincial funding, Alberta Education's *Funding Manual for School Authorities: 2023-24 School Year*, projected student-enrolment numbers, corresponding staffing estimates and Board-approved [budget assumptions and allocations](#). Overall, the 2023-24 spring budget is a conservative budget and built around two key principles: equitable distribution of funds and programs, and transparent and understandable allocations. The following is a brief summary of the spring EIPS 2023-24 Budget Report. The complete report is available at [eips.ca](#).

In total, EIPS' operating budget is \$208.09 million for the period of Sept. 1, 2023, to Aug. 31, 2024. Of that, \$204.95 million will come from the Division's annual revenue and \$3.14 million from operating reserves. The Division will use the reserves to cover costs for schools and departments, career pathways and the mental health strategic plan.

Meanwhile, EIPS projects an accumulated surplus of \$3.48 million by Aug. 31, 2024. That accumulated surplus includes the asset retirement obligation (-\$9.6 million), operating reserves (\$4.58 million), investment in tangible capital assets (\$7.66 million) and capital reserves (\$840,000). Throughout 2023-24, the Division plans to fund the following items from its capital reserves:

- \$810,000 for Salisbury Composite High's stormwater project;
- \$220,000 for the Division's building management system;
- \$150,000 to purchase a school bus;
- \$100,000 for capital projects; and
- \$50,000 for Information Technology purchases.

Additionally, school allocations will increase by 1.5% because of higher standard costs, although the exact allocations for each school will vary based on enrolment number changes and standard cost adjustments. And, for small rural schools, allocations will align with the funding levels detailed in the province's *Funding Manual for School Authorities*. Similarly, allocations for central departments will fall by 0.4%. However, after factoring out the targeted student transportation funding, department allocations will actually end up decreasing by 3%. The drop is primarily because of one-time spending projects planned in 2022-23—funded by reserves and now complete or no longer supported.

In terms of students and staff, EIPS anticipates a student enrolment of 17,483—up by 23. In contrast, the Division expects a slight decrease in staffing, dropping by approximately 1%, or 12.33 full-time equivalent (FTE) employees—declining to 1,338.91 FTE from 1,351.24 FTE—primarily the result of lower reserve usage. As well, compensation will rise, primarily because of the ratified certificated salary settlement increasing by 2%, a corresponding economic increase for classified employees, salary grid movement and higher benefit costs. Overall, the instructional costs comprise 78% of the total budget, which works out to \$9,659 per student.

Finally, the system administration spending equates to 2.2% (\$4.53 million) of total expenses, which is below the \$6.19-million grant provided by Alberta Education. All unused funds will go toward other Divisional uses—as per guidelines listed within the *Funding Manual for School Authorities: 2023-24 School Year*. And, the Division's Unallocated Reserve is \$3.45 million, which when combined with other operating reserves falls within the provinces operating reserve limit.

Overall, the spring EIPS 2023-24 budget supports the mission, values and priorities of EIPS. It also allows the Division to fund its key focus areas to ensure student success—including health and wellness initiatives, career pathways, the new curriculum, junior high intervention support, equitable programming and infrastructure. Now approved, schools and departments will use EIPS' spring budget to begin planning for the upcoming school year. The complete [EIPS 2023-24 Budget Report](#) is available at [eips.ca](http://eips.ca).

*NOTE: As with all budgets, any changes to funding, reserve usage, enrolment numbers and standard costs can affect the initial budget. As such, in the fall, EIPS will update its 2023-24 budget—no longer a provincial requirement—with the final student-enrolment numbers, revenue and expense variations, carryforward amounts and any reserve spending changes.*

#### BUDGET REPORT: ALBERTA EDUCATION

The Board also approved the Alberta Education Budget Report for the year ending Aug. 31, 2024 (see pg. 138, "[Alberta Education Budget Reports: 2023-24](#)").



# BOARD HIGHLIGHTS

## EIPS FOUR-YEAR EDUCATION PLAN: 2022-26

The Board approved the [EIPS Four-Year Education Plan: 2022-26 \(Year 2\)](#), 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 2023-24 school year.

## Committee Report

### POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on May 10. Policies discussed: 8, 9, 16, 18, 21, 22, 25 and 26. The Board approved all recommended amendments to the eight policies during this Board meeting (see pg. 3, "Policy Amendments"). The annual review of all Board policies is now complete for the 2022-23 school year.

### STUDENT EXPULSION COMMITTEE

The Board received for information a report from two Student Expulsion Committee meetings held on May 12. The committee reviewed all submitted information and upheld the recommendations put forward by the school.

## Reports for Information

### SUMMER PROJECTS: 2022-23

The Board received for information a report from Facility Services highlighting the planned projects for summer 2023. In total, 372 projects are planned, including 36 Infrastructure Maintenance and Renewal projects (\$4.2 million), five Capital Maintenance Renewal projects (\$1.1 million), and 331 Operational and Maintenance projects. Project highlights include:

#### INFRASTRUCTURE MAINTENANCE AND RENEWAL

- Completing Phase 1 of the Salisbury Composite High stormwater project.
- Upgrading careers and technology kitchens at Ardrossan Junior Senior High and F.R. Haythorne Junior High.
- Repaving the parking lot at Rudolph Hennig Junior High and Woodbridge Farms Elementary.
- Replacing the air-handling units at Vegreville Composite High and Lamont Elementary.
- Upgrading the gym lights at Ardrossan Junior Senior High and F.R. Haythorne Junior High.

#### CAPITAL MAINTENANCE AND RENEWAL

- Replacing exterior doors and windows at Pine Street Elementary.
- Completing the replacement design for new exterior doors and windows at Glen Allan Elementary.
- Installing a new air-conditioning system at Bev Facey Community High.
- Replacing the roof and repairing the building envelope at F.R. Haythorne Junior High.
- Replacing the asphalt parking lot at Win Ferguson 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.

Additionally, Facility Services will relocate two modular classroom units to SouthPointe School from École Campbelltown (see pg. 184, "[2022-23 Summer Projects Plan](#)," for the full list of planned summer projects).

## IMR AND CMR PROJECTS: 2023-24

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 2023-24 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.

For the 2023-24 school year, EIPS' approved IMR grant totals \$2.24 million, and the CMR grant totals \$1.14 million, for an overall amount of \$3.38 million—\$443,800 less than the Division's total IMR and CMR funding last year. Multiple projects are identified for the 2023-24 school year—determined through consultations with Facility Services and EIPS schools, the Facility Condition Index, maintenance input and Alberta Infrastructure's audit information. Projects planned include repairs and upgrades to educational areas and facilities, replacing technology equipment, changing air-handling units and multiple deferred-maintenance projects (see pg. 195, "[2023-24 Infrastructure Maintenance and Renewal—IMR and CMR—Project Plans](#)").

## TRUSTEE NOTICES OF MOTIONS AND INFORMATION REQUESTS

Trustee Don Irwin shared a thank you message from the Chair of Wes Hosford Elementary's school council for funding the registration fee to attend the Alberta School Councils Conference 2023. She said it's much appreciated and offered valuable professional learning.

## Special Board Meeting: May 4, 2023

### COMMENTS FROM THE PUBLIC

#### PRESENTATION TO THE BOARD NO. 1: POSSIBLE CLOSURE OF ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Deputy Mayor Tammy Ann Pickett asked the Board, if it votes in favour of closing the school, to allow the village to retain the fitness equipment, playground, pictures, banners, school technology and library contents. The Board thanked Pickett for taking the time to present her thoughts to trustees.

#### PRESENTATION TO THE BOARD NO. 2: ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Mayor Merwin Haight asked the Board, if it votes in favour of closing the school, to provide the village with the original lease-transfer agreement between Elk Island Public Schools, the Village of Andrew and Lamont County. He also asked the Board to provide the village with the estimated demolition costs as it has financial implications for the village and residents. The Board thanked Haight for taking the time to present his concerns to the Board.

### ANDREW SCHOOL

The Board approved a motion in favour of closing Andrew School, effective June 30, 2023. All EIPS students, kindergarten to Grade 6, who live within the Village of Andrew are redesignated to Mundare School. Students living outside the village are redesignated to either Lamont or Vegreville, [depending on where they reside](#). For the 2023-24 school year, the school of choice fee is waived for any pre-registered Andrew School student, kindergarten to Grade 6.



# BOARD HIGHLIGHTS

EIPS will work closely with students and their families to ensure the transition to their new school is handled smoothly. It will also put a school transition plan in place, which will include consultations with students and families; school council groups from Andrew, Lamont, Mundare and Vegreville; school administration; staff; and EIPS senior administration. Additionally, EIPS will ensure facility requirements, support services and student transportation needs are dealt with in advance of the first day of classes on Aug. 31, 2023.

## Board Members

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

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