



BOARD OF TRUSTEES ELK ISLAND PUBLIC SCHOOLS

REGULAR
SESSION

THURSDAY, APRIL 17, 2025

Boardroom
Central Services Office

AGENDA

Mission: To provide high-quality, student-centred education

-
- | | | |
|---------|---|-------------------------|
| 9 a.m. | 1. CALL TO ORDER | C. Allen |
| | 2. IN-CAMERA SESSION | |
| 10 a.m. | 3. LAND AND PEOPLE ACKNOWLEDGMENT | |
| | 4. AMENDMENTS TO AGENDA / ADOPTION OF AGENDA | |
| | 5. RECOGNITION OF EDWIN PARR TEACHER AWARD NOMINEE SUBMISSIONS | M. Nam
(verbal) |
| | 6. APPROVAL OF MINUTES
6.1 Board Meeting – Mar. 20, 2025 | C. Allen
(encl.) |
| | 7. BOARD REPORT
7.1 Strathcona County Family and Community Services 50 th Anniversary
Open House – March 26, 2025
7.2 ASBA 2025 Spring Board Chairs Engagement – March 27, 2025
7.3 COSC Meeting – April 2, 2025
7.4 Strathcona County EIPS Meeting – April 3, 2025
7.5 Fort Saskatchewan & Lamont County Regional Chamber of Commerce - Mayor Gale
Katchur's State of the City Address 2025 – April 4, 2025
7.6 Education Week – April 7-11, 2025
7.7 Education Bill in Spring Legislative Session – Information Session – April 9, 2025
7.8 Sherwood Park & District Chamber of Commerce Trade Fair – April 11, 2025
7.9 Sherwood Park & District Chamber of Commerce Luncheon & General Meeting -
Mayor Rod Frank's State of the County Address – April 16, 2025 | C. Allen
(verbal) |
| | 8. SUPERINTENDENT REPORT
8.1 ASBA 2025 Spring Board Chairs Engagement – March 27, 2025
8.2 COSC Meeting – April 2, 2025
8.3 Strathcona County EIPS Meeting – April 3, 2025
8.4 Kurtis Hewson Leadership Session – April 9, 2025 | S. Stoddard
(verbal) |
| | 9. COMMENTS FROM THE PUBLIC AND STAFF GROUP REPRESENTATIVES | |

ASSOCIATION/EMPLOYEE GROUPS

- | | | |
|------------|---|----------------------------|
| 10. | ASBA ZONE 2/3 REPORT
Meeting held on April 11, 2025 | C. Holowaychuk
(verbal) |
| 11. | ATA LOCAL REPORT | M. Holm
(verbal) |
| 12. | EMPLOYEE RELATIONS GROUP (ERG) REPORT | M. Miller
(verbal) |

BUSINESS ARISING FROM PREVIOUS MEETING

NEW BUSINESS

- | | | |
|------------|--|--------------------------------|
| 13. | BUSINESS ARISING FROM IN CAMERA | |
| 14. | BOARD POLICY 18: ALTERNATIVE PROGRAMS | R. Footz
(encl.) |
| 15. | BOARD POLICY 21: EXPENSE TRANSPARENCY | R. Footz
(encl.) |
| 16. | BOARD POLICY 22: HEALTH AND SAFETY | R. Footz
(encl.) |
| 17. | 2025-26 KEY BUDGET ASSUMPTIONS | S. Stoddard/C. Cole
(encl.) |
| 18. | ANNUAL TRUSTEE REMUNERATION 2024-25 | S. Stoddard/C. Cole
(encl.) |

REPORTS FOR INFORMATION

COMMITTEE REPORT

- | | | |
|------------|--|-----------------------|
| 19. | POLICY COMMITTEE REPORT
Meeting held on April 8, 2025 | R. Footz
(verbal) |
| 20. | GOVERNANCE AND EVALUATION COMMITTEE REPORT
Meeting held on April 8, 2025 | S. Miller
(verbal) |
| 21. | TRUSTEE NOTICES OF MOTIONS/REQUESTS FOR INFORMATION | (verbal) |

ADJOURNMENT

RECOMMENDATIONS: BOARD OF TRUSTEES APR. 17, 2025

2. That the Board meet in camera.
That the Board revert to regular session.
3. *Land and People Acknowledgement*
4. That the Agenda be adopted, as amended or as circulated.
5. *Recognition of Edwin Parr Teacher Award Nominee Submissions*
- 6.1. That the Board of Trustees approve the Minutes of Mar. 20, 2025 Meeting, as amended or as circulated.
7. *Receives for information the Board Report.*
8. *Receives for information the Superintendent Report.*
9. *Comments from the Public and Staff Group Representatives*
10. *Receives for information the report from the ASBA Zone 2/3 representative.*
11. *Receives for information the report from the representative of the ATA Local #28.*
12. *Receives for information the report from the representative of the Employee Relations Group.*
13. *Business Arising from In Camera.*
14. That the Board of Trustees approves amendments to Board Policy 18: Alternative Programs, as presented.
15. That the Board of Trustees approves amendments to Board Policy 21: Expense Transparency, as presented.
16. That the Board of Trustees approves amendments to Board Policy 22: Health and Safety, as presented.
17. That the Board of Trustees approves the key budget assumptions for 2025-26, as presented.

- 18.1 That the Board of Trustees approves trustees' annual remuneration for the 2024-25 year be increased by 3% effective Sept. 1, 2024.
- 18.2 That the Board of Trustees approves trustees' compensation be adjusted September 1 annually using the same methodology as per Section 12.4 of Board Policy 7: Board Operations, excluding the one part: "not to exceed the increase given to Elk Island Public School classified staff, " to read:

"Trustees' compensation shall be adjusted September 1 annually. The methodology to be used is an average of the per cent change in annual average index of Alberta Consumer Price Index (CPI) and the per cent change in annual average earnings Alberta Average Weekly Earnings (AWE)—not less than zero."

Reports for Information

Committee Reports

19. *Receives for information the report from the Policy Committee meeting held on April 8, 2025.*
20. *Receives for information the report from the Governance and Evaluation Committee meeting held on April 8, 2025.*
21. *Trustee Notices of Motions/Requests for Information*



BOARD MEETING MINUTES

March 20, 2025

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, March 20, 2025, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting was convened with Board Chair Allen calling the meeting to order at 9:04 a.m.

BOARD MEMBERS PRESENT

C. Allen, Board Chair
S. Miller, Vice-Chair (virtual)
T. Boymook
R. Footz
C. Holowaychuk
D. Irwin
R. Sorochan

ADMINISTRATION PRESENT

S. Stoddard, Superintendent
C. Cole, Secretary-Treasurer
R. Marshall, Associate Superintendent, Supports for Students
M. Nam, Acting Associate Superintendent, Human Resources
J. Anderson, Executive Director, Division Supports and Student Transportation Services
W. Gilewich, Executive Director, Facility Services and Information Technologies
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:04 a.m. with all trustees noted above in attendance.

IN-CAMERA SESSION

026/2025 | Trustee Irwin moved: That the Board meet in camera (9:04 a.m.).

CARRIED UNANIMOUSLY

027/2025 | Trustee Sorochan moved: That the Board revert to regular session (10:00 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 10:00 a.m. and reconvened at 10:09 a.m. with all trustees noted above in attendance.

LAND AND PEOPLE ACKNOWLEDGMENT

Board Chair Allen welcomed all in attendance in person and virtually to the public session, followed by the Land and People Acknowledgment.

AGENDA

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

028/2025 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Allen called for confirmation of the Feb. 20, 2025 Board Meeting Minutes.

029/2025 | Trustee Holowaychuk moved: That the Board of Trustees approves the Minutes of Feb. 20 2025, Board Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the March 6, 2025 Board Special Meeting Minutes.

030/2025 | Trustee Footz moved: That the Board of Trustees approves the Minutes of March 6, 2025, Board Special Meeting, as circulated.

Point of Order called by Trustee Irwin Trustee Irwin requested to abstain from the vote.

Second vote called on Motion 030/2025

In Favour: Trustee Footz, Trustee Boymook, Vice-Chair Miller, Trustee Holowaychuk, Trustee Sorochan, Board Chair Allen
Pass: Trustee Irwin

BOARD REPORT

Board Chair Allen highlighted recent trustee events for information.

SUPERINTENDENT REPORT

Superintendent Stoddard highlighted recent events for information.

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

No comments, presentations or delegations were reported.

Association/Employee Groups

ASBA ZONE 2/3 REPORT

Trustee Holowaychuk presented the ASBA Zone 2/3 report for the meetings held on February 21 and March 14, 2025. The next meeting is scheduled on April 11, 2025.

ATA LOCAL REPORT

Board Chair Allen welcomed the Alberta Teachers' Association (ATA) representative M. Holm. Representative Holm presented for information the ATA Local #28 report.

EMPLOYEE RELATIONS GROUP (ERG) REPORT

Board Chair Allen welcomed the ERG representative M. Miller. Representative Miller presented the ERG report for information. Representative Miller shared gratitude to the Board for hosting the ERG Luncheon on March 18, 2025.

Business Arising from Previous Meeting

No business arising from previous meeting.

New Business

BUSINESS ARISING FROM IN CAMERA

No business arising from in camera.

BOARD POLICY 25: PETITIONS AND PUBLIC NOTICES

Trustee Footz presented to the Board the recommended amendments to Board Policy 25: Petitions and Public Notices.

031/2025 | Trustee Sorochan moved: That the Board of Trustees approves amendments to Board Policy 25: Petitions and Public Notices, as presented.

CARRIED UNANIMOUSLY

2026-29 THREE-YEAR CAPITAL PLAN

Superintendent Stoddard and Assistant Director Dragon presented to the Board the *2026-29 Three-Year Capital Plan* for approval.

Board Chair Allen extended gratitude to the Planning team for their extensive work on the Three-Year Capital Plan.

032/2025 | Trustee Boymook moved: That the Board of Trustees approves the *2026-29 Three-Year Capital Plan* as presented for submission to Alberta Education.

CARRIED UNANIMOUSLY

Trustee Irwin left at 11:20 a.m. and returned at 11:23 a.m.

COLLEGIATE PROGRAM – DESIGNATION OF SCHOOL CODE AND NAME

Superintendent Stoddard and Associate Superintendent Marshall proposed the creation of a new school code with the name “Campus EIPS” to be used to register high school and returning 12 students in collegiate school program courses.

The Board commended administration for their work on this project considering the many roadblocks, taking the collegiate approach, utilizing EIPS’ facilities and putting the students’ interest at the forefront.

033/2025 | Trustee Boymook moved: That the Board of Trustees approves the creation of a new school code with the name “Campus EIPS” in Alberta Education’s Provincial Education Directory (PED) and the Provincial Approach to Student Information (PASI), which will be used to register students in collegiate school program courses at Ardrossan Junior Senior High, Bev Facey Community High, Fort Saskatchewan High, Lamont High, Salisbury Composite High, Strathcona Christian Academy Secondary, Vegreville Composite High and Next Step Outreach. Campus EIPS will be operated out of Central Services 683 Wye Road, Sherwood Park, Alberta T8B 1N2 and will become operational for the 2025-26 school year.

CARRIED UNANIMOUSLY

Reports for Information

FINANCIAL PROJECTIONS 2024-25

Director Lewis presented to the Board for information the Financial Projections for 2024-25.

UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2024 TO FEB. 28, 2025

Director Lewis presented to the Board for information the Unaudited Financial Report for Sept. 1, 2024 to Feb. 28, 2025.

Committee Reports

POLICY COMMITTEE

Trustee Footz presented a report for information from the Policy Committee meeting held on March 10, 2025. The next meeting is scheduled for April 8, 2025.

STUDENT EXPULSION COMMITTEE

Trustee Footz presented a report for information from the Student Expulsion Committee meeting held on Feb. 28, 2025.

GOVERNANCE AND EVALUATION COMMITTEE

Vice-Chair Miller presented a report for information from the Governance and Evaluation Committee meeting held on March 11, 2025. The next meeting is scheduled for April 8, 2025.

Trustee Notices of Motion and Requests for Information

Trustee Sorochan requested information regarding playgrounds and the assessment process, and why it has changed from past practice. Information to come to Board Caucus.

Board Chair Allen declared that the Board had reached the end of the public session at 12:25 p.m.

IN-CAMERA SESSION

034/2025 | Trustee Irwin moved: That the Board meet in camera (12:25 p.m.).

CARRIED UNANIMOUSLY

Trustees recessed at 12:25 p.m. and reconvened at 12:30 p.m. with all trustees noted above in attendance except for Vice-Chair Miller.

Vice-Chair Miller arrived at 1:09 p.m.

035/2025 | Vice-Chair Miller moved: That the Board revert to regular session (1:44 p.m.).

CARRIED UNANIMOUSLY

ADJOURNMENT

Board Chair Allen declared the meeting adjourned at 1:44 p.m.

Cathy Allen, Board Chair

Sandra Stoddard, Superintendent



RECOMMENDATION REPORT

Page 1 of 1

DATE: April 17, 2025

TO: Board of Trustees

FROM: Policy Committee

SUBJECT: Board Policy 18: Alternative Programs

ORIGINATOR: Randy Footz, Trustee, Policy Committee Chair

RESOURCE STAFF: Sandra Stoddard, Superintendent

REFERENCE: Board Policy 8: Board Committees
Board Policy 10: Policy-Making

EIPS PRIORITY: Enhance public education through effective engagement.

EIPS GOAL: Engaged and effective governance.

EIPS OUTCOME: The Division is committed to engagement and advocacy to enhance public education.

RECOMMENDATION:

That the Board of Trustees approves the amendments to Board Policy 18: Alternative Programs, as presented.

BACKGROUND:

The Board is responsible for developing, approving and monitoring the implementation of policies to guide the Division, and to provide direction in those areas over which the Board wishes to retain authority.

As per Board Policy 8: Board Committees, the purpose of the Policy Committee is to ensure the Board Policy Handbook is current and relevant. The Policy Committee receives feedback and information from trustees, administration and other stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

Amendments, as shown in Attachment 1, are recommended for accuracy and clarity.

COMMUNICATION PLAN:

Once approved, the Board Policy Handbook will be updated and stakeholders will be advised.

ATTACHMENT(S):

1. Policy 18: Alternative Programs (marked)
2. Policy 18: Alternative Programs (unmarked)

Policy 18

ALTERNATIVE PROGRAMS

Background

The Board supports the provision of alternative programs within the Division as an educational choice for students, and parents and guardians.

Definitions

Alternative Program:

as defined in the *Education Act*, an alternative program is an educational program that emphasizes a particular language, culture, religion or subject matter, or uses a particular teaching philosophy; but that is not a special education program—alternative programs in the Division currently include French Immersion, German Language and Culture, Ukrainian Language and Culture, Alternative Christian, Logos Christian, Advanced Placement, International Baccalaureate, Outreach and Sport for Life.

Guidelines

1. Alternative programs shall:
 - 1.1. emphasize a particular language, culture, religion or subject matter, or use a particular teaching philosophy, which is distinctly different from that emphasized in the regular program;
 - 1.2. be established only with Board approval of a detailed program proposal;
 - 1.3. be closed only with Board approval;
 - 1.4. receive a Division budget allocation upon approval by the Board; and
 - 1.5. be allowed to charge a non-instructional fee.
2. The school Principal, alternative program society or other proponents shall submit to the Superintendent, or designate, a proposal to establish an alternative program according to the guidelines provided in ~~an Administrative Procedure~~ 220: Establishing Alternative Programs.
- ~~3. Where an alternative program is offered as an alternative school:~~
 - ~~3.1. the alternative school shall not qualify for the small school allocation; and~~
 - ~~3.2. the alternative school shall receive all other budget allocations and services available to other schools.~~
- 4.3. Criteria for approval and continued support of an alternative program:
 - 4.1-3.1. all Division policies and procedures apply unless specifically exempted by the Board;
 - 4.2-3.2. there is a supportable educational approach, and there are numbers of students sufficient to warrant the program;
 - 4.3-3.3. the program is financially viable, as determined by the Division;
 - 4.4-3.4. the program does not interfere with any student's access to a regular program of instruction;

~~4.5.3.5.~~ the program follows Alberta Education's programs of study or provincially approved courses; and

~~4.6.3.6.~~ the program is integrated as part of the Division within existing schools, wherever feasible.

~~5.4.~~ Transportation to alternative programs may be granted according to [Board Policy 17: Student Transportation Services](#) or as per an agreement in the program proposal.

~~6.5.~~ Staff shall be employed by, evaluated by, and responsible to the Division, according to Division procedures.

~~7.6.~~ Alternative programs shall be reviewed by administration every five years. The Board shall receive these program evaluations as completed.

~~8.7.~~ ~~The Board shall decide whether the alternative program will be terminated.~~

References

Sections 7, 11, 17, 19, 55 *Education Act*

Alberta Education, *Alternative Programs Handbook 2010*

Last reviewed:	Last updated:
May 18, 2012	
Nov. 30, 2015	
Jan. 7, 2016	Jan. 21, 2016
Dec. 12, 2016	
Feb. 12, 2018	
Jan. 29, 2019	March 14, 2019
Dec. 19, 2019	Dec. 19, 2019
Jan. 14, 2020	Jan. 23, 2020
Feb. 9, 2021	May 26, 2021
April 12, 2022	May 25, 2022
April 11, 2023	May 23, 2023
May 1, 2024	
June 10, 2024	June 20, 2024
<u>April 8, 2025</u>	

Policy 18

ALTERNATIVE PROGRAMS**Background**

The Board supports the provision of alternative programs within the Division as an educational choice for students, and parents and guardians.

Definitions**Alternative Program:**

as defined in the *Education Act*, an alternative program is an educational program that emphasizes a particular language, culture, religion or subject matter, or uses a particular teaching philosophy; but that is not a special education program—alternative programs in the Division currently include French Immersion, German Language and Culture, Ukrainian Language and Culture, Alternative Christian, Logos Christian, Advanced Placement, International Baccalaureate, Outreach and Sport for Life.

Guidelines

1. Alternative programs shall:
 - 1.1. emphasize a particular language, culture, religion or subject matter, or use a particular teaching philosophy, which is distinctly different from that emphasized in the regular program;
 - 1.2. be established only with Board approval of a detailed program proposal;
 - 1.3. be closed only with Board approval;
 - 1.4. receive a Division budget allocation upon approval by the Board; and
 - 1.5. be allowed to charge a non-instructional fee.
2. The school Principal, alternative program society or other proponents shall submit to the Superintendent, or designate, a proposal to establish an alternative program according to the guidelines provided in Administrative Procedure 220: Establishing Alternative Programs.
3. Criteria for approval and continued support of an alternative program:
 - 3.1. all Division policies and procedures apply unless specifically exempted by the Board;
 - 3.2. there is a supportable educational approach, and there are numbers of students sufficient to warrant the program;
 - 3.3. the program is financially viable, as determined by the Division;
 - 3.4. the program does not interfere with any student's access to a regular program of instruction;
 - 3.5. the program follows Alberta Education's programs of study or provincially approved courses; and
 - 3.6. the program is integrated as part of the Division within existing schools, wherever feasible.
4. Transportation to alternative programs may be granted according to [Board Policy 17: Student Transportation Services](#) or as per an agreement in the program proposal.

5. Staff shall be employed by, evaluated by, and responsible to the Division, according to Division procedures.
6. Alternative programs shall be reviewed by administration every five years. The Board shall receive these program evaluations as completed.

References

Sections 7, 11, 17, 19, 55 *Education Act*

Alberta Education, *Alternative Programs Handbook 2010*

Last reviewed:	Last updated:
May 18, 2012	
Nov. 30, 2015	
Jan. 7, 2016	Jan. 21, 2016
Dec. 12, 2016	
Feb. 12, 2018	
Jan. 29, 2019	March 14, 2019
Dec. 19, 2019	Dec. 19, 2019
Jan. 14, 2020	Jan. 23, 2020
Feb. 9, 2021	May 26, 2021
April 12, 2022	May 25, 2022
April 11, 2023	May 23, 2023
May 1, 2024	
June 10, 2024	June 20, 2024
April 8, 2025	



RECOMMENDATION REPORT

Page 1 of 1

DATE: April 17, 2025
TO: Board of Trustees
FROM: Policy Committee
SUBJECT: Board Policy 21: Expense Transparency
ORIGINATOR: Randy Footz, Trustee, Policy Committee Chair
RESOURCE STAFF: Sandra Stoddard, Superintendent
REFERENCE: Board Policy 8: Board Committees
Board Policy 10: Policy-Making
EIPS PRIORITY: Enhance public education through effective engagement.
EIPS GOAL: Engaged and effective governance.
EIPS OUTCOME: The Division is committed to engagement and advocacy to enhance public education.

RECOMMENDATION:

That the Board of Trustees approves the amendments to Board Policy 21: Expense Transparency, as presented.

BACKGROUND:

The Board is responsible for developing, approving and monitoring the implementation of policies to guide the Division, and to provide direction in those areas over which the Board wishes to retain authority.

As per Board Policy 8: Board Committees, the purpose of the Policy Committee is to ensure the Board Policy Handbook is current and relevant. The Policy Committee receives feedback and information from trustees, administration and other stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

The amendment, as shown in Attachment 1, is recommended for simplicity.

COMMUNICATION PLAN:

Once approved, the Board Policy Handbook will be updated and stakeholders will be advised.

ATTACHMENT(S):

1. Policy 21: Expense Transparency (marked)
2. Policy 21: Expense Transparency (unmarked)

Policy 21

EXPENSE TRANSPARENCY**Background**

The Board of Trustees shall ensure effective stewardship of funds in the performance of Division business, by using sound logic and financial responsibility in carrying out its duties. All business expenses incurred shall be reasonable, appropriate and able to withstand the scrutiny of auditors or members of the general public.

Definitions**Business travel:**

meetings with external parties and the associated costs, including travel, meals, accommodations, parking, business insurance on private vehicles and related incidentals to the benefit of individuals.

Professional learning:

formal courses, conferences, seminars and other professional-learning events and associated costs, including registration, materials, travel, meals, accommodations, parking and related incidentals to the benefit of individuals.

Professional-membership dues:

dues paid to a professional association on behalf of an individual Board member, the Superintendent or the Secretary-Treasurer.

Working sessions:

meetings with internal departments or schools and the associated costs, including travel, meals, accommodations, parking, business insurance on private vehicles and related incidentals to the benefit of individuals.

Guidelines**1. Expense Transparency: Specifics**

- 1.1. All business-expense receipts shall be itemized and include details of the expense—for example, a list of those attending the meal and the reason for business travel. Alcohol is not an eligible expense and cannot be claimed through a purchase card or expense reimbursement.
- 1.2. Business-expense claims should be submitted by the end of the month in which the business expense was incurred and shall be submitted no later than quarterly. ~~throughout the school year.~~
- 1.3. When business expenses are incurred, the appropriate signing authority shall approve the expenses as follows:
 - 1.3.1. The Board Chair's expenses shall be approved by the Secretary-Treasurer.

- 1.3.2. The Board Vice-Chair's and trustees' expenses shall be approved by the Board Chair.
- 1.3.3. The Superintendent's expenses shall be approved by the Board Chair.
- 1.3.4. The Secretary-Treasurer's expenses shall be approved by the Superintendent.
- 1.4. On a quarterly basis, business expenses incurred by the Board, Superintendent and Secretary-Treasurer related to working sessions, business travel, professional learning and professional-membership dues shall be reported online through the Division's website.
 - 1.4.1. The reports shall include a summary of the expenses incurred during the previous three months, a description, rationale for the expenses and copies of the detailed receipts of more than \$20, with sensitive information redacted.
- 1.5. To minimize administrative costs, the following business expenses will not be allocated to individual Board members nor reported on the quarterly summaries posted on the Division's website:
 - 1.5.1. general overhead costs related to the business of the Board;
 - 1.5.2. professional-membership dues paid on behalf of the Division; and
 - 1.5.3. meal costs at catered events.

Last reviewed:	Last updated:
Sept. 17, 2015	Sept. 17, 2015
	Feb. 18, 2016
Dec. 12, 2016	
Feb. 12, 2018	
	Aug. 30, 2018
Feb. 19, 2019	
	Dec. 19, 2019
Feb. 11, 2020	
June 4, 2020	June 18, 2020
Feb. 9, 2021	March 18, 2021
March 1, 2022	March 17, 2022
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Policy 21

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dues paid to a professional association on behalf of an individual Board member, the Superintendent or the Secretary-Treasurer.

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- 1.2. Business-expense claims should be submitted by the end of the month in which the business expense was incurred and shall be submitted no later than quarterly.
- 1.3. When business expenses are incurred, the appropriate signing authority shall approve the expenses as follows:
 - 1.3.1. The Board Chair's expenses shall be approved by the Secretary-Treasurer.
 - 1.3.2. The Board Vice-Chair's and trustees' expenses shall be approved by the Board Chair.

- 1.3.3. The Superintendent's expenses shall be approved by the Board Chair.
- 1.3.4. The Secretary-Treasurer's expenses shall be approved by the Superintendent.
- 1.4. On a quarterly basis, business expenses incurred by the Board, Superintendent and Secretary-Treasurer related to working sessions, business travel, professional learning and professional-membership dues shall be reported online through the Division's website.
 - 1.4.1. The reports shall include a summary of the expenses incurred during the previous three months, a description, rationale for the expenses and copies of the detailed receipts of more than \$20, with sensitive information redacted.
- 1.5. To minimize administrative costs, the following business expenses will not be allocated to individual Board members nor reported on the quarterly summaries posted on the Division's website:
 - 1.5.1. general overhead costs related to the business of the Board;
 - 1.5.2. professional-membership dues paid on behalf of the Division; and
 - 1.5.3. meal costs at catered events.

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Sept. 17, 2015	Sept. 17, 2015
	Feb. 18, 2016
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Feb. 12, 2018	
	Aug. 30, 2018
Feb. 19, 2019	
	Dec. 19, 2019
Feb. 11, 2020	
June 4, 2020	June 18, 2020
Feb. 9, 2021	March 18, 2021
March 1, 2022	March 17, 2022
March 14, 2023	
May 10, 2023	May 25, 2023
June 10, 2024	June 20, 2024
April 8, 2025	



RECOMMENDATION REPORT

Page 1 of 1

DATE: April 17, 2025

TO: Board of Trustees

FROM: Policy Committee

SUBJECT: Board Policy 22: Health and Safety

ORIGINATOR: Randy Footz, Trustee, Policy Committee Chair

RESOURCE STAFF: Sandra Stoddard, Superintendent

REFERENCE: Board Policy 8: Board Committees
Board Policy 10: Policy-Making

EIPS PRIORITY: Enhance public education through effective engagement.

EIPS GOAL: Engaged and effective governance.

EIPS OUTCOME: The Division is committed to engagement and advocacy to enhance public education.

RECOMMENDATION:

That the Board of Trustees approves the amendments to Board Policy 22: Health and Safety, as presented.

BACKGROUND:

The Board is responsible for developing, approving and monitoring the implementation of policies to guide the Division, and to provide direction in those areas over which the Board wishes to retain authority.

As per Board Policy 8: Board Committees, the purpose of the Policy Committee is to ensure the Board Policy Handbook is current and relevant. The Policy Committee receives feedback and information from trustees, administration and other stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

The amendment, as shown in Attachment 1, is recommended for clarity.

COMMUNICATION PLAN:

Once approved, the Board Policy Handbook will be updated and stakeholders will be advised.

ATTACHMENT(S):

1. Policy 22: Health and Safety (marked)
2. Policy 22: Health and Safety (unmarked)

Policy 22

HEALTH AND SAFETY

Background

Elk Island Public Schools (EIPS) is committed to the physical, psychological and social well-being of its students, employees, volunteers, visitors and contractors by providing safe and healthy learning and working environments. The commitment includes a requirement to ensure each student enrolled in a school operated by the Board of Trustees and each staff member employed by the Board is provided with a welcoming, caring, respectful and safe learning and working environment that respects diversity and fosters a sense of belonging free of discrimination, harassment, intimidation, bullying and violence.

Guidelines

1. Continuous improvement

- 1.1. Health and safety are essential to EIPS' excellence as a school division and a part of everything it does.
- 1.2. The Division's commitment includes providing the necessary resources to meet all applicable legislation and regularly reviewing the health and safety program to improve its effectiveness.
- 1.3. An annual report is provided to the Board to demonstrate continuous improvement of health and safety within the Division.

2. Shared responsibilities

- 2.1. Health and safety are shared responsibilities ~~between~~among the Board, Superintendent, leadership staff, supervisors, employees, students, volunteers, visitors and contractors.
- 2.2. All stakeholders are expected to take reasonable care to protect themselves and others, model safe work behaviours and support a positive health and safety culture.

References

Section 11, 33, 52, 53, 196, 197, 222 *Education Act*

[Board Policy 19: Welcoming, Caring, Respectful and Safe Learning and Working Environments](#)

Last reviewed:	Last updated:
	June 15, 2017
April 16, 2019	
Dec. 19, 2019	Dec. 19, 2019
April 14, 2020	May 28, 2020
June 2, 2021	

May 10, 2022

May 10, 2023

June 10, 2024

April 8, 2025

May 25, 2023

June 20, 2024

Policy 22

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June 20, 2024



RECOMMENDATION REPORT

DATE: April 17, 2025

TO: Board of Trustees

FROM: Sandra Stoddard, Superintendent

SUBJECT: 2025-26 Key Budget Assumptions

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Carmine von Tettenborn, Director, Financial Services

REFERENCE: Board Policy 2: Role of the Board

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Learning and working environments are supported by effective planning, management and investment in Division infrastructure

RECOMMENDATION:

That the Board of Trustees approves the key budget assumptions for 2025-26, as presented.

BACKGROUND:

Board Policy 2: Role of the Board, 1.8 Fiscal Accountability establishes that the Board of Trustees approves the budget assumptions.

EIPS establishes assumptions that are the building blocks of the budget. The Budget Assumptions Report reflects the Board's values and identifies important factors impacting the development and balancing of the budget.

The attached report is submitted for approval by the Board of Trustees.

ATTACHMENT:

1. 2025-26 Budget Assumptions Report

Budget Assumptions 2025-26

April 17, 2025



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OVERVIEW

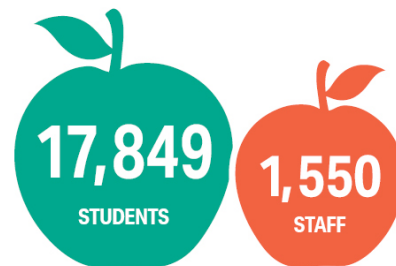
The Division's Board of Trustees has, as Policy 1, its Mission and Belief Statements. These are the backbone of the budget.

Mission

To provide high-quality, student-centred education.

Belief Statements

- Student growth and success are the core work of the Division.
- All students deserve equitable access to high-quality teaching and learning.
- Every student can learn and experience success.
- Success is measured by academic growth, social-emotional learning, physical well-being and the competencies required to live a life of dignity and fulfilment.
- Student growth and success are a shared responsibility between all stakeholders.
- Respectful relationships are foundational to creating an environment where teamwork and collaboration thrive.
- Decisions are informed by reliable data and made in the best interest of all students.

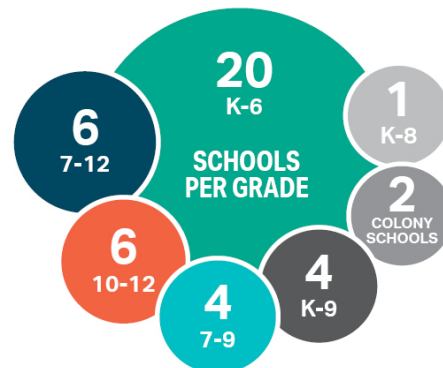


projected for the 2025-26 school year

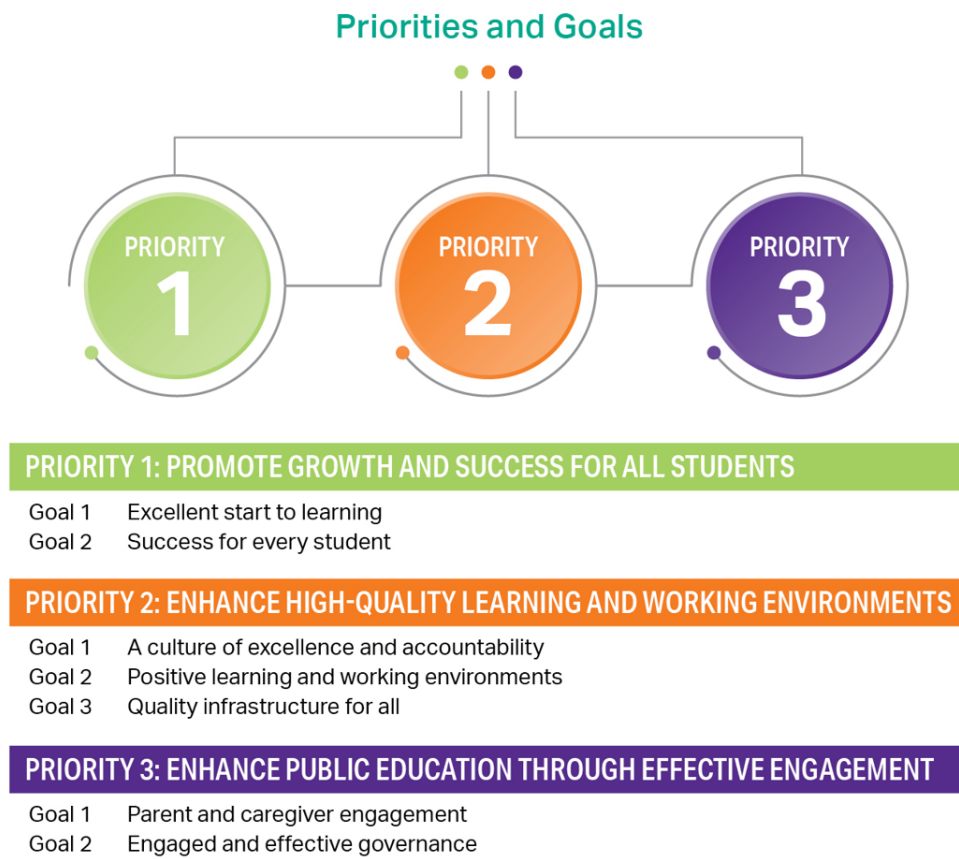
43 TOTAL SCHOOLS

Schools by location

20: Sherwood Park
 5: Strathcona County
 5: Lamont County
 9: City of Fort Saskatchewan
 4: Vegreville, County of Minburn



The Division also develops a four-year education plan consisting of priorities and goals. These are also key to informing the spring budget.



EXTERNAL FACTORS AFFECTING BUDGETING

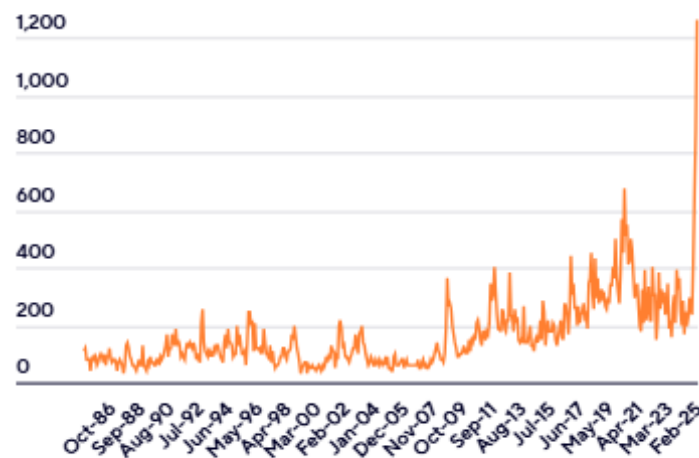
Unlike any year in recent memory, the global geopolitical landscape is experiencing an unprecedented level of uncertainty—some would even say crisis—not seen in decades. The United States has announced, then cancelled, then announced again tariffs and/or reciprocal tariffs on many Canadian products used in their manufacturing affecting the purchase price of many supplies. As Canadian organizations shift to non-U.S. alternatives, global supply chains will come under pressure. This will likely lead to higher prices for non-U.S. products due to increased demand. In cases where U.S. goods are the only viable option, tariffs will be unavoidable. President Trump initiated “Liberation Day” on April 2, 2025 when massive tariffs were applied on a global scale triggering a sharp downturn in international markets. The tariffs have been described *“as a major shock...far more hawkish than expected and worse than the worst-case scenario. This is a game changer, not only for the US economy but for the global economy. Many countries will likely end up in a recession.”*¹ These tariffs have a direct impact on the global supply chain.

¹ <https://www.businessinsider.com/stock-market-futures-trump-liberation-day-tariffs-apple-nike-amazon-2025-4>

In response, Alberta Education is “*encouraging school authorities to explore opportunities to source goods and services locally where appropriate, as part of a broader effort to support the Canadian economy*”.² The Division will proactively explore alternative suppliers to manage costs while continuing to honor existing contracts and trade agreements. Canada’s other trade agreements – independent of the U.S. – may enable Canadian vendors to access non-U.S. inputs and helping to control pricing pressures.

The timing of the federal election, coinciding with the introduction of tariffs, has added another layer of uncertainty. “*In February, the Economic Policy Uncertainty Index in Canada shot up to its highest level since the series began. Even if the current round of tariffs is short-lived, we need to brace for what could be a constant state of extremely high trade uncertainty under Trump 2.0.*”³ Note: The chart below reflects data prior to Liberation Day.

Canadian Economic Policy Uncertainty Index Monthly, not seasonally adjusted



Source: Federal Reserve Bank of St. Louis and ATB Economics

During the pandemic, the Bank of Canada (BoC) rapidly increased interest rates to curb inflation. Past EIPS budget reports have detailed the impact that inflation had on all Division operations. Since then, inflation has eased, and interest rates reduced in response (see chart on next page). With the introduction of US tariffs, investment markets initially reacted with flattened returns. On March 12, the BoC responded to the threat of increased inflation due to higher product costs with lowering interest rates. This is projected to continue throughout 2025 as the targeted policy rate is 2.0%⁴.

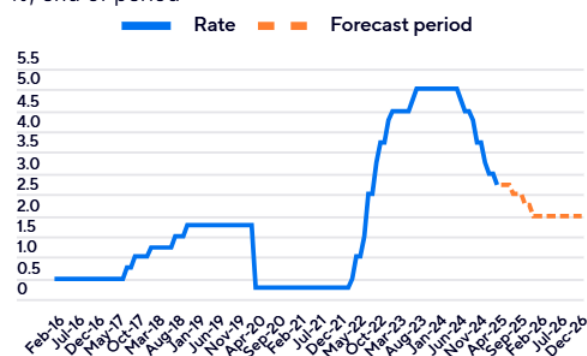
² Email from ECD Deputy Minister, 2025/26 Funding Manual for School Authorities, April 3, 2025.

³ “*Alberta Economic Outlook*”, Alberta Treasury Branch, March 20, 2025, page 3.

⁴ Ibid, page 5.

Bank of Canada policy interest rate

%, end of period



Assumes 25-basis point cuts in July 2025, October 2025 and December 2025.
Source: Bank of Canada/Haver Analytics and ATB Economics

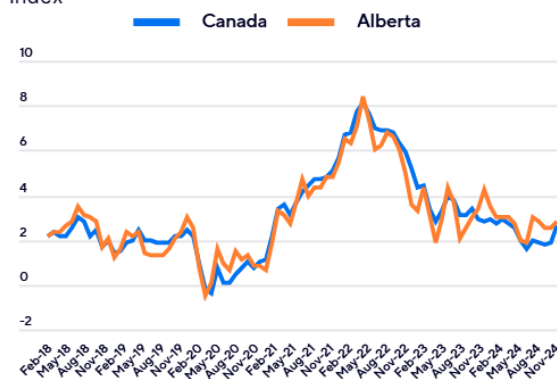
The war in Ukraine has now entered its fourth year, while the war in the Middle East has persisted for over 18 months. Both conflicts are in and out of negotiations as the global community continues to hope for peace and stability. These ongoing wars continue to disrupt global supply chains and contribute to economic uncertainty.

The Division continues to experience inflationary pressures across operations, including increased cost of Alberta School Employee Benefits Plan (ASEBP) benefits, insurance, energy, construction labour and materials, software and purchases such as fleet vehicles and school buses. Given the newly imposed tariffs and the broader economic outlook for the province, these pressures are expected to continue into 2025-26 school year. The forecasts below for Consumer Price Index (CPI) for inflation and population ⁵ are based on pre-Liberation Day data.

Base case	Actuals		Forecasts		
	2023	2024	2025	2026	2027
Consumer Price Index (annual % change)	3.3	2.9	2.6	2.2	1.9
Population (July 1, annual % change)	3.9	4.4	2.5	1.7	1.5

Inflation in Canada and Alberta

Year-over-year % change in the monthly Consumer Price Index



Source: Statistics Canada Table 18-10-0004-01 and ATB Economics

⁵ "Alberta Economic Outlook", Alberta Treasury Branch, March 20, 2025, pages 3 and 5.

Following record-setting population growth in 2023 and 2024 – the fastest since 1981, “*growth is expected to moderate over the next three years, before reverting to its long-term trend as migration stabilizes.*”⁶ In fall 2024, the federal government began limiting the inflow of non-permanent residents by reducing immigration targets and study permits. “*Interprovincial migration is highly sensitive to economic factors and is expected to be impacted by Alberta’s relatively strong economic and labour market conditions, favorable housing affordability and lower tax burden.*”⁷ These trends are illustrated in the Alberta Treasury Branch (ATB) chart on the previous page.

ATB anticipates that interprovincial migration to Alberta will continue, particularly as residents of other provinces—more severely impacted by U.S. tariffs—seek employment opportunities. “*We see interprovincial migration to Alberta continuing ... aided by a smaller economic hit and relative affordability. In-migration will lift housing activity and consumer spending, though it will also put upward pressure on the unemployment rate as more people enter the province in search of work.*”⁸

While Alberta has seen significant population growth, the majority has occurred in the Edmonton and Calgary metropolitan regions. EIPS has not yet experienced the same high levels of enrolment growth. However, that may change if interprovincial migration continues and more affordable housing options become available outside major metro areas. Enrolment remains a key metric we continue to monitor, as it directly influences funding and program planning.

BUDGET PRIORITIES

Each year, EIPS conducts stakeholder engagement through the Annual Budget Planning Survey to seek input from school families, staff, and current Grade 12 students. The Board went over the Budget Survey Results, reviewed information from assurance reviews along with the Annual Education Results Report. The results re-affirmed the Board’s key priorities which guides our budget work. Information from all sources must be balanced against the funding provided by Alberta Education (AE) when developing a budget.

The following key priorities were identified for the 2025-26 budget cycle:

- Ongoing support of literacy and numeracy improvement
- Continued pursuit of Collegiate School/Program and support for Career Pathways
- Addressing complexity in classrooms
- Staff equity and high-quality resources
 - Curriculum and resource development to support teachers
 - Compensation structure and training leading to staff retention
- Equity for rural schools to address unique needs

⁶ Population Projects: Alberta and Census Divisions, 2024-2051. September 23, 2024, page 1.

⁷ Ibid, page 2.

⁸ “*Alberta Economic Outlook*”, Alberta Treasury Branch, March 20, 2025, page 4.

- Expansion of Early Learning opportunities by offering full-day kindergarten programming
- Educational technology and Artificial Intelligence (AI) considerations

The Budget Allocations Report will identify how these key priorities are addressed.

GENERAL ASSUMPTIONS

Elk Island Public Schools aligns the budget with its mission and belief statements in Policy 1 as well as the priorities and goals outlined in the [*2022-26 EIPS Four-Year Educational Plan \(Year 4\)*](#).

- In December, stakeholders were surveyed about their priorities and these were reviewed with the Board in February.
- Every spring, EIPS reviews the EIPS Four-Year Education Plan and fine-tunes it, if necessary, which involves stakeholder engagement to develop the Division's goals, outcomes, strategies, and success measures.
- The education plan informs the EIPS spring budget and individual school education plans—also developed with input from staff, students, and school families.
- After announcing the budget, the Division allocates or redirects resources to meet the priorities and responsibilities outlined in the education plan.

Elk Island Public Schools' budget will also ensure:

- Sufficient resources are allocated to meet the needs for health and safety,
- Comply with applicable legislation,
- Use one-time sources of funding, such as operating and capital reserves for one-time items, and
- Funding received for 2025-26 is spent on students for that year, subject to minimum operating reserve levels acceptable to the Board.

REVENUE ASSUMPTIONS

EIPS receives >90 per cent of its total funding from AE. Predictable, sustainable and timely funding is essential to a strong education system. Changes to provincial funding have significant impacts on programs, services and supports. AE released the *Funding Manual for School Authorities 2025/26 School Year* (Funding Manual) on April 2, 2025.

Enrolment

Adjusted Enrolment Method (AEM)

A significant change has been made to the funding allocation formula for calculating Full Time Equivalent enrolments. Previously, it was based on a percentage of projected Year 1 (2024-25) enrolment (50%), a percentage of estimated Year 2 (2023-24) (30%) and actual Year 3 (2022-23) (20%) enrolments. New for 2025-26 school year, the formula has been changed to be weighted on two years versus three. The revised AEM enrolment calculation is based on 70% of projected Year 1 (2025-26) enrolment and 30% of estimated Year 2 (2024-25) enrolment. By moving the Year 3 20% factor into Year 1, most of the growth being experienced will be funded; therefore, the Supplemental Enrolment Growth Grant has been removed.

Seventy per cent of the funding is based on the number of students enrolled as of Sept. 27, 2025 (last Friday before September 30 Truth and Reconciliation Day). It is important that enrolment projections are developed carefully. An overestimation would result in a risk to EIPS as the funding received in the current year will be returned to AE. Underestimating enrolment numbers would result in reduced funding that would not be collected until the following year.

2025-26 Enrolment Projections using the Adjusted Average Enrolment (AEM)

	2025-26		2024-25		2025-26
	Projected 100%	70%	Estimated 100%	30%	Projected AEM Enrolment
Student Enrolment					
Funded Students					
Early Childhood Services (ECS)	1,232	862	1,292	388	1,250
Grades 1-9 Students					
Elementary (grades 1-3)	3,759	2,631	3,892	1,168	3,799
Elementary (grades 4-6)	4,085	2,860	4,053	1,216	4,075
Junior High (grades 7-9)	4,060	2,842	4,011	1,203	4,045
Subtotal Grades 1-9 Students	11,904	8,333	11,956	3,587	11,920
Senior High Students					
Years 1-3	4,393	3,075	4,352	1,306	4,381
Year 4	236	165	268	80	246
Year 5+	84	59	77	23	82
Subtotal Senior High Students	4,713	3,299	4,697	1,409	4,708
Total Funded Students (Headcount)	17,849	12,494	17,945	5,384	17,878
Total AEM Funded (ECS at .5 FTE)	17,233.0	12,063	17,299.0	5,190	17,253

* 2024-25 as per updated 2024-25 FES reports. Appendix A data is as at Fall Budget.

As per the above, AEM for 2025-26 is 17,253.

Spring Enrolment

Enrolment of 17,239 (excluding the Next Step schools) has been determined and is broken down in the following table.

Five Years of Enrolment Data - Excluding Next Step Schools and Elk Island Youth Ranch (see App. A)

Sector	Spring 2025-26	Fall 2024-25	Fall 2023-24	Fall 2022-23	Fall 2021-22
Sherwood Park	10,137	10,094	10,049	9,953	9,825
Strathcona County	2,050	2,158	2,147	2,164	2,133
Fort Saskatchewan	3,461	3,451	3,481	3,419	3,299
Lamont County	860	902	906	915	886
County of Minburn	731	738	743	728	693
TBA	-	-	-	-	-
Total	17,239	17,343	17,326	17,179	16,836

Total enrolment currently is estimated to be 17,849 (see Appendix A). Enrolment will be adjusted in the fall. This is the second year of EIPS' Returning Student Registration system (RSR) and New Student Registration system (NSR). Financial Services once again sent each schools' registration numbers to principals for review. Based on their input, as well as reviewing Barager's and 2024-25 fall data, some adjustments were made mostly for kindergartens but also other grades if there were significant differences. Enrolments for pre-K were also adjusted based on estimates provided by Early Learning.

Grants – New, Continuing, Revised, Renamed and Discontinued

- in July 2024, there was a 1.1% increase to 2024-25 base grant funding rates to address higher-than-expected enrolment growth and unavoidable cost pressures, including inflation. There was also at the time a 2% increase to many of the services and supports grants (Specialized Learning Supports for example). AE doesn't normally announce additional funding outside of the budget cycle, but they did so school divisions could address cost pressures for 2024-25 school year.
- the following grants were increased for 2025-26:

Grant Type (with exceptions)	Public
Program Supports and Services	2.32%
• Classroom Complexity	20.00%
School-Based Grants	
• Operations & Maintenance	3.00%
• Transportation	2.32%
• School Technology Grant	20.00%
Community-Based Grants	2.32%
• Francophone Equivalency	25%

Note: Base Instruction grants, Fort McMurray Allowance grant is excluded from grant rate increase.

- most calculations remain the same, only increases are due to enrolment growth, when it occurs, and AEM increases.

School Nutrition Grants – New

There was a slight increase to the provincial grant. On March 10, 2025 it was announced that Alberta and the federal government ratified a \$42 million agreement to supplement Alberta's existing school nutrition program; the funds will come over three years. We await further details on the federal program and how much our division will receive.

Supplemental Rural Allocation – New

A new supplemental rural allocation has been added to Operations and Maintenance Grant to provide additional funding to address the unique challenges related to rurality and sparsity of these schools. The Division's allocation is \$12,000.

Supplemental Enrolment Growth – Discontinued

The province has discontinued the Supplemental Enrolment Growth Grant. For divisions experiencing growth, they will receive additional funding via the revised WMA formula; however, for divisions experiencing decline they will not be sheltered by the higher enrolment of year 3 which used to be included in the funding formula.

Capital Maintenance and Renewal (CMR) – Continuing

The CMR grant decreased slightly to \$2.81 million from \$2.84 million in 2024-25 (\$30,000 decrease). Alberta Education provided this number with a proviso that they are working to finalize rates, area, and factors used in their calculation and finalized numbers will be available with final profiles in April.

Classroom Complexity Grant – Continuing

"The Classroom Complexity Grant is provided to school authorities to address classroom complexity by adding more classroom support staff such as educational assistants or to increase their hours, by providing more training opportunities for staff, and/or by hiring specialists such as counsellors, psychologists, interpreters and more teachers." (2025-26 Funding Manual)

This grant is targeted to increase the amount of support teachers have in the classroom, for which the province is spending \$126 million over the three years (\$42 million per year); 2025-26 is year three. EIPS' portion of the 2025-26 amount is \$1,026,424 (2024-25 amount was \$861,061 and 2022-23 was \$858,000). These funds are to support school divisions in addressing the demands placed on classrooms due to the growing number of students with diverse cognitive, social, and emotional needs by increasing the amount of support teachers have in the classroom. As each division has diverse needs, there is flexibility to adapt this funding to their specific needs.

School authorities are free to use this money to:

- hire more educational assistants or increase their hours,

- provide more training opportunities for staff, and/or
- hire specialists such as counsellors, psychologists, interpreters, or even more teachers.

Collegiate and Dual Programming Opportunities – Continuing

As per a news release March 28, the province is investing \$100 million over three years to fund more Collegiate and Dual Programming opportunities. \$21 million will go towards funding and renovating collegiate learning spaces, and \$4.6 million will go toward starting up new or improving existing dual credit programs. Dual-credit programs allow high school students to earn both high school and post-secondary credits simultaneously. While collegiate programs offer specialized programming in particular subjects and/or field in partnership with post-secondary institutions and partners to provide a clear pathway for students in their chosen fields.

The Division submitted an application to Alberta Education on January 31, 2025 for a Collegiate school in Fort Saskatchewan and is awaiting their decision as to funding. In the meantime, the Division has moved forward with “Campus EIPS” to deliver meaningful programming for senior high school students to prepare them for a successful future and life beyond high school and has also requested additional funding for this as well.

Curriculum Implementation Grant – Continuing

The funding will support resource development, enable the purchase of new curriculum-aligned resources, and provide for teacher professional learning for those involved in delivering the curriculum. This will maximize the benefits to students and teachers and strengthen learning in Alberta. The rates for the learning resource component and teacher professional learning component remain the same as last year. Two years ago, the grant was for ECS – grade 6, last year it was for grades 4-6, this year it is for ECS to grade 6 again.

Curriculum work will continue into 2025-26 school year. The funding is currently budgeted at the same value as last year for \$309,000. Now that the funding manual is available, this amount will be calculated and an updated value will be included in the Spring Budget. 2025-26 curriculum work is for ECS – grade 6 Social Studies. Last year it was the same amount for grades 4-6 science and French Immersion Language Arts and Literature.

Institutional Program Grants – Continuing

AE allocates funding using one year of projected costs and will adjust it in the following school year when actual program costs are known. Authorities will submit projected program costs for the upcoming 2025/26 school year. The difference between the funding profile and our calculated costs are due to the increase in standard cost.

System and Administration Grant – Continuing

This targeted grant has changed from the 2024-25 funding level of \$6,545,997 as it is calculated on 2023-24 actual expenditures which were approximately \$6.7 million higher than 2022-23 for a total of \$6,759,894. EIPS has reviewed the prescribed list of eligible expenditures and is confident it will be below the grant maximum threshold. As in 2024-25, any unused portions can be used towards other Board expenditures such as instruction. In 2023-24, \$1.64 million was redirected to schools.

Teacher Settlement Grant – Continuing

The 2025-26 allocation is calculated using information provided to the ministry from school jurisdictions through prior year's Audited Financial Statements and Budget Reports. The allocation will be updated in February 2026 to incorporate the most current information from the 2024-25 Audited Financial Statements submitted in November 2025.

Literacy and Numeracy Support Funding – Replaced previous name

This grant was formerly called the Learning Disruption grant. Literacy and numeracy support funding is intended to provide targeted programming during the school year for children and students in kindergarten to grade 3. School authorities will have the flexibility to design programming to best meet their local needs. Beginning in 2025-26, grant applications are no longer required.

Mental Health Well-Being – Replaced previous pilot

This grant was formerly called the Mental Health in Schools Pilot and came to an end. The allocation for funding is based on enrolments, base funding, and socioeconomic status. Funding from AE is \$440,000, Administration will continue to work on the details of how this will be allocated.

School Technology Grant – Revised

The SuperNet Service Funding has been combined with the new Technology Support Funding of \$150,000 to support school authorities with the costs of information security.

Transportation Funding – Revised

In addition to the 2.32% increase to the grant, the Transportation Grant in the Funding Manual has been updated so the distance eligibility criteria align with the new distance criteria in School Transportation Regulation that comes into effect September 1, 2025.

- The distance eligibility criteria for ECS to Grade 6 students is 1.6 kilometres and the distance for Grades 7 to 12 students is 2 kilometres.
- For the 2025/26 school year only, ECS to grade 6 students and children that meet the criteria of an eligible passenger or transported ECS child will be eligible for funding if they reside at least 1 kilometre from their attending school and are being transported.

Other Alberta Education Targeted Grants

Specific amounts are not yet known; we will apply for them and will include in the budget when they are known:

- Dual Credit Start-up Grant and Dual Credit Enhancement Grant
- Low Incidence Supports and Services Funding

OTHER REVENUE ASSUMPTIONS

- Lease funding from AE for Strathcona Christian Secondary and Strathcona Christian Elementary has been included in the budget. Confirmation of this lease support should come at the end of June this year (last year's confirmation was received on July 10, 2024). Each year the support letter always says, "one-time funding".
- Funding for Mental Health Capacity Building (MHCB) grant of \$235,532 will remain for 2025-26, which is year three of the three-year extension signed June 2023 for the period September 1, 2023 and expiring on August 31, 2026.
- The majority of the PUF students will be able to be assessed by the Dec. 1, 2025, deadline imposed by AE, the remaining few will be completed by Feb. 1, 2026 for which we will receive 50% funding.
- Official Languages in Education Program (OLEP) is funded by the federal government and is negotiated with the provinces through *Protocols for Agreements*. Alberta's funding is divided between minority-language (francophone) education and French second-language instruction. EIPS' portion is unknown at this time. Therefore, the budget has been built with the same funding as last year at \$289,437. This estimate will be updated once we are informed of the amount; depending on timing the allocations may be in the Spring Budget, if not then the Fall Budget will be updated.
- Odyssey has been removed from the Spring Budget as at this time it is not known if support will continue and for what amount. Odyssey is an official languages program, also funded by the federal government and administered by Alberta Ministries. This program provides French language assistants to work in a classroom setting with teachers, utilizing games and activities to help students improve their French language. The salary is covered by program funding while EIPS covers the costs of their benefits.
- School Generated Funds (SGF) have been included in the Spring Budget with a 2% inflationary increase over the 2023-24 actuals.

- School Fee collection rates for 2025-26 are expected to continue improving, the target is 90%. Fees will be set at cost recovery and approved by the Superintendent and Secretary-Treasurer in early May.
- Consistent with prior years, EIPS will offer a fee waiver process to support those families who cannot pay fees.

EXPENSE ASSUMPTIONS

Compensation – Standard Cost

Salary and benefits comprise over 75% of the 2025-26 budget. This is one of our biggest items and hence much time is spent estimating the costs for the upcoming year.

The use of standard costs for certificated and classified staff at the schools ensures staffing decisions are based on hiring the best person as opposed to the actual cost of individuals. It also provides timely reporting to aid monitoring and projections at the schools as costs are charged over ten months instead of tied to how individuals are paid.

The goal is to develop a standard cost for use by schools and ensure it is as close to actual as possible. A standard cost set too high will create a surplus that should have been spent on current year students. A standard cost set too low will create a deficit that must be paid from funds designated for students in future years. Neither situation is ideal but the risk to the Division is greater if a deficit is created.

- Salary grid movement and benefit increases have been factored into standard costs.
- The standard cost includes no economic adjustments for certificated or classified staff.
 - The teacher's collective agreement expired on August 31, 2024. Consistent with prior year's assumption (and Alberta Education's past practice), EIPS is assuming that Alberta Education will fund 100% of the outcome of the collective bargaining for the new collective agreement
 - Classified salary and benefits costs are reflective of costs prior to any reclassifications arising from the new compensation structure effective for 2025-26 for classified staff. An amount will be held in contingency until Fall Budget. Alberta education does not fund any increases to classified staffing and increases must be found within the current funding profile.

Standard Costs – Schools

- Certificated standard costs are impacted by retirements (and their replacements), maternity leaves (and their replacements), sick leaves, full-time to part-time FTE ratio changes, grid movement (including its timing), economic adjustments, and benefit changes.

- A key assumption every year is that permanent staff FTE stays the same as of mid-February.
- The increase of probationary and temporary teaching positions decreases overall standard cost because our staffing mix has a reduced number of more experienced teachers than there would have been in prior years.

Standard Costs – Classified

- A weighted average salary of all employees within each paygrade was calculated with the following exception:
 - The standard cost rate for all positions was determined by averaging permanent staff pay rates only, which is the same process as 2024-25 except for educational assistants (EA).
 - The EAs rates have been calculated for both permanent and hourly staff.
 - Consistent with last year, schools will have to budget in the spring for salaried EAs only.
- The following factors were considered: increments (grid movement) were projected to Aug. 31, 2025, and for 2025-26, vacation costs and benefit rate changes.

Standard Cost – Benefits

- Alberta School Employee Benefits Plan (ASEBP) has indicated that the premium rate increase for 2025-26 will be limited to an increase of 4.3% overall (2024-25 – 7.8%, 2023-24 – 10.3%, 2022-23 – 7.7%). “Inflationary pressures have continued to put upward pressure on costs for prescription drugs, medical service providers, and dental services. Future premium rates will be dependent on claims experience, investment returns, plan design changes, and other factors.”⁹ In the area of extended health care, the monthly premium has increased for the family rate by \$15.25/month (4.1% increase), and the dental family rate has increased \$10.50/month (5.0% increase). **The overall year-over-year net increase to ASEBP benefits for both certificated and classified staff is conservatively estimated to be approximately \$0.53 million.**
- The Experience Adjustment of various coverages remained the unchanged:
 - Life Insurance, Accidental Death & Dismemberment and Extended Disability – Premiums are at base rate (2024-25 at base rate)
 - Extended Health Care, Dental, Vision – Premiums are at base rate (2024-25 at base rate)
- Board supported benefit premiums for Life/AD&D, Extended Disability, Extended Health Care, Dental and Vision are 100% for both certificated and classified staff.

⁹ “ASEBP Trustee’s Report”, March 14, 2025, page 2.

- Health Spending Account (HSA) and Wellness Spending Account (WSA) costs have been estimated based on current utilization.
- Statutory benefits such as CPP, EI, WCB and Local Authorities Pension Plan (LAPP) have been updated, where necessary, according to the latest government or LAPP information available.

An example of estimated annual increased benefit costs for an employee earning \$85,000, with family benefits:

- Dental, vision and health family rate has increased by \$273 (2024-25 – \$608),
- CPP/EI is \$238 more (2024-25 – \$334 more),
- Life and AD&D is \$0 due to remaining at base rate (2024-25 – \$12.65 less),
- Extended disability is \$85 more (2024-25 – \$83 less), and
- WCB (classified staff and CTS teachers) is \$289 more (2024-25 – \$136 more).

Total increase for 2025-26 is \$886 (2024-25 – \$982).

Certificated standard cost will increase 0.5% (\$610) to **\$111,910** (\$95,543 in salary and \$16,367 in benefits). With 825.6 FTE budgeted as active, that increase equates to \$0.50 million. The breakdown of the net increase was a \$84 decrease in salary and a \$694 increase in benefits.

- The classified standard cost changes range from an increase of 0.2% to 3.4% due to an increase in the benefit rate and salary grid movement.

Other Expenses

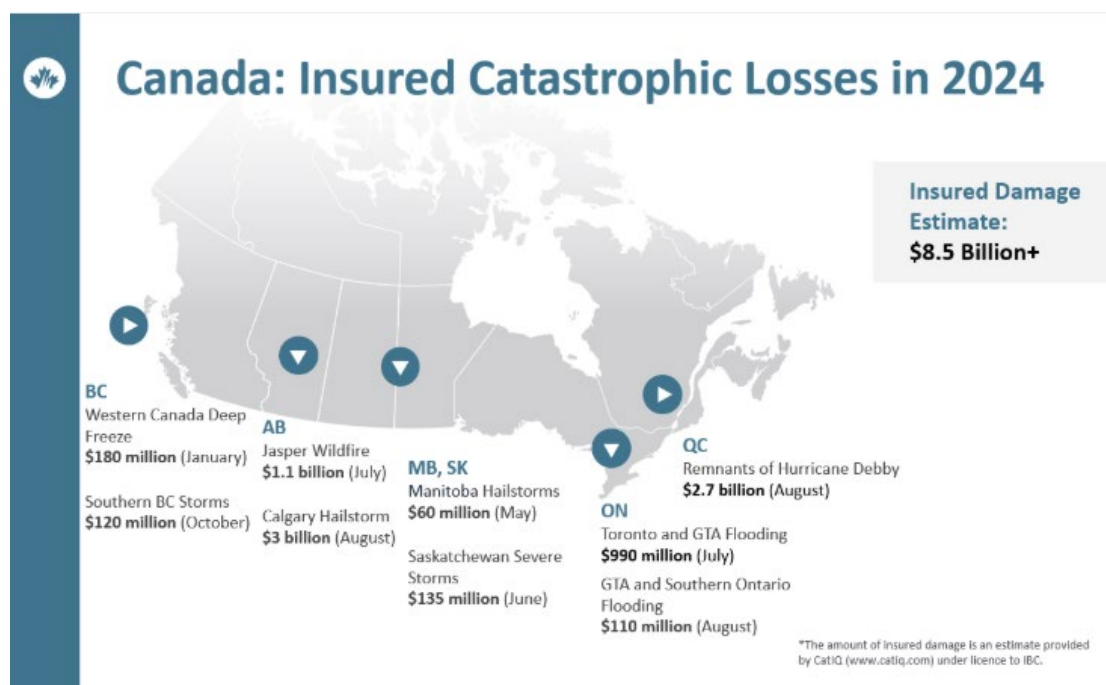
Insurance

For the past number of years, the insurance market has been a ‘hard market’, and there were signs it began softening in some areas last year. What will the conditions be for 2025? According to Canadian Underwriter, *“Despite climate change, nuclear verdicts, and widespread inflationary effects, expect a mixed bag of market conditions for 2025, which is deemed to be a “positive sign of recovery from the hard market.” In particular, auto, specialty, and excess and surplus lines will soften..., while property will remain hard in 2025.”*¹⁰ 2024 saw a number of natural catastrophes in Canada, that led to the most expensive year for severe weather-related losses in Canadian history at \$8.5 Billion. *“Globally, it was the fourth, if not the fifth year in a row of >\$100 billion of NatCat losses.”*¹¹ This has led to a hardened property market which will likely continue into the future as the industry deals with uncertainty and how to price premiums. *“Our underwriting modelling, created over 100 years ago, has not caught up with all the changing weather patterns. One hundred-year events are now occurring on a 10-year timeline and cadence, so it creates a lot*

¹⁰ [Canadian Underwriter. Should Canada Prepare for Hard or Soft Market Conditions in 2025. December 5, 2024](#)

¹¹ [Canadian Underwriter. Insured NatCat Losses Could top Out At \\$9B. November 8, 2024.](#)

of unpredictability.”¹⁰ However, the second chart below shows that five of the top ten events in the past 27 years occurred annually since 2020.



Source: Insurance Bureau of Canada¹²

Ranking	Year	Billions values in 2024 \$CAD	Location in Canada. Alberta events highlighted in red
1	2024	\$8.55	Calgary hailstorm, Jasper wildfire, remnants of Hurricane Debby, Greater Toronto Area (GTA) floods
2	2016	6.20	Fort McMurray, Alberta, fire
3	2013	4.03	Alberta floods, Greater Toronto Area (GTA) floods, GTA ice storm
4	2022	3.61	Multiple events
5	2023	3.61	Nova Scotia floods, Okanagan and Shuswap, BC, area wildfires
6	1998	2.94	Quebec ice storm
7	2021	2.56	Calgary hailstorm, British Columbia floods
8	2020	2.52	Fort McMurray flood, Calgary hailstorm
9	2018	2.49	Multiple events: Ontario and Quebec rainstorms and windstorms
10	2011	2.05	Slave Lake, Alberta, fire and windstorm
		\$38.56	

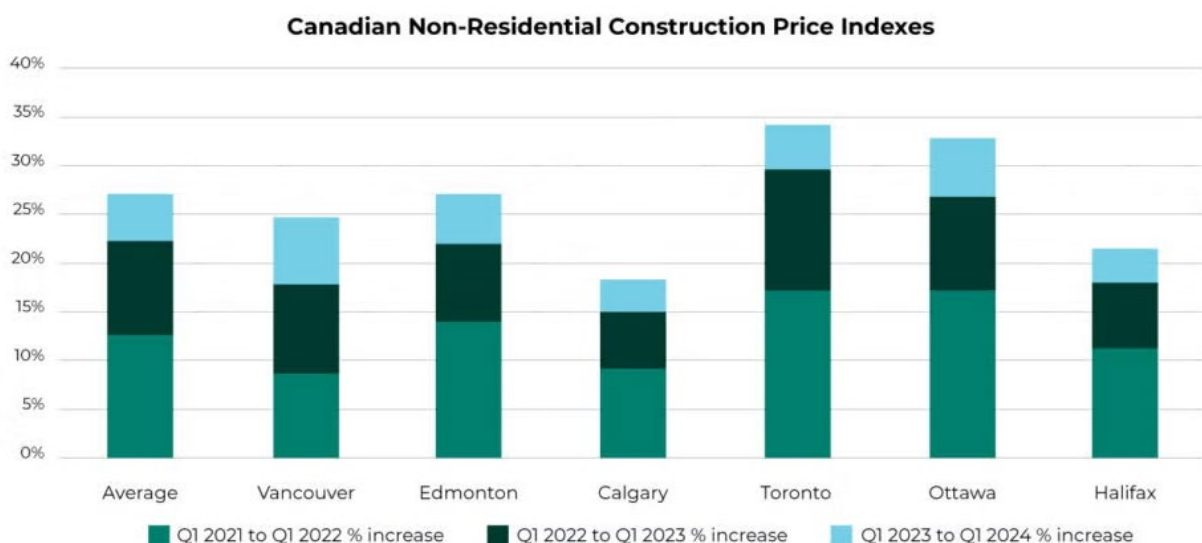
Source: Insurance Bureau of Canada¹³

¹² [ibc.ca. 2024 Shatters Record for Costliest Year in Canadian History at \\$8.5B. January 13, 2025.](https://www.abc.ca/2024/01/13/2024-shatters-record-for-costliest-year-in-canadian-history-at-8.5b/)

¹³ Ibid.

A 2025 market forecast for Canada identifies three key threat areas, which are a continuation from 2024, meaning trends continue as well as their potential impact on premiums.

1. *"The growing severity of natural catastrophes – insurers continue searching for solutions to stay strong amid the increasing frequency and severity of natural disasters, for which losses are further ballooned by inflation. Businesses located in high-risk areas may face higher premiums, limited coverage and elevated deductibles.*
2. *Growing threat of cyberattacks – cybercrime continues to be a significant threat...from ransomware to social engineering, phishing, AI-driven impersonation and more, cybercriminals launch sophisticated attacks at all businesses, regardless of sector or size.*
3. *Increasing cost of property repairs and supply chain disruptions – the cost of repairing or replacing damaged property has increased sharply, driven by rising prices for construction materials, labour and replacement parts, as well as persistent supply chain issues."* This forecast, written prior to Liberation Day, stated "Ongoing supply chain issues are causing delays in repairs and replacements, prolonging claim resolutions and adding to overall claim costs due to extended business interruptions."¹⁴



Source: Acera Insurance¹⁵

Given this market update, and being consistent with last year's increases, we have built the budget with estimates of increases of 5% for liability and 25% for property coverages (last year was 5% and 30% respectively), 10% for CBO and 5% for non-CBO vehicles (last year was 10% for both) – assuming no large losses within the program or even within the province. If these happen, there could be a further negative impact on next year's rates.

¹⁴ [Acera Insurance. 2025 Commercial Insurance Market Forecast for Canadian Businesses.](#)

¹⁵ [Acera Insurance. 2025 Commercial Insurance Market Forecast for Canadian Businesses.](#)

Inflation

As in every recent year, there are inflationary non-salary costs that are expected to increase. However, due to the current geopolitical environment, there is a new threat this year and it is unknown how long the tariffs will last and how long recovery will take. *“Tariffs affect many facets of the economy, including inflation. The imposition of tariffs by the United States and/or countermeasure tariffs by the Canadian government will have an impact on prices paid by Canadian consumers in the coming months. No special adjustments will be required to the Consumer Price Index for tariffs, as their effect is embedded in the final prices collected.”*¹⁶

The overall consumer price index (CPI) for the province has decreased by 2.4% to a rate of 2.8% from February 2024 to February 2025 (4.2% from February 2023 to February 2024). The national average is 2.6%, with largest accelerations being in New Brunswick and Ontario.

While the CPI is not reflective of all costs a school board would incur, there are many similarities such as furnishings, equipment, food for CTS courses, reading materials, etc. Except for utilities and custodial costs, these inflationary costs will be covered by schools and departments.

Carbon Tax

The consumer carbon price was scheduled to increase by \$15/tonne to \$95/tonne on April 1, 2025, under the Greenhouse Gas Pollution Pricing Act (GGPPA). However, as of April 1, the six-year national consumer carbon tax has been repealed. At the time of repeal, the federal surcharge was 17.6 cents per litre of gasoline and 15.25 cents per cubic metre of natural gas. The industrial component of the GGPPA—an output-based emissions trading system for large emitters—remains in effect.

The two major federal parties have opposing positions on industrial carbon pricing. The Conservatives have pledged to eliminate it, while the Liberals intend to maintain and modify the existing framework. With polling currently favoring a Liberal win, and Prime Minister Carney being a strong advocate for carbon pricing to achieve net-zero goals, it is expected that some transition of pricing pressure from consumers to industry may occur.

As the federal election overlaps with spring budget development—and the results won’t be known until late April, followed by time to form a new Parliament—department budgets continue to include consumer carbon tax costs for utilities, busing, and in the schools’ calculation for fees. If the consumer carbon tax is not transitioned into the industrial component, these funds will be held as a contingency to mitigate potential tariff impact. Facility Services is particularly susceptible to tariffs via the various construction projects as some components are only available from the US; each project will require active management to source alternative non-US materials where possible.

¹⁶ [Statistics Canada. Consumer Price Index, February 2025](#)

DEPARTMENT ESTIMATES AND ASSUMPTIONS

Departments will provide additional support to schools through the increased resource allocations – whether they be one time or ongoing.

Facility Services

The methodologies utilized for 2025-27:

- Snow removal is based on a five-year average,
- Electricity usage is estimated on consumption averages of the last seven years, which account for potential decreases due to COVID. The current electrical contract is from January 2024 through December 2028. It is expected electricity costs to decrease in the 2025-26 year by approximately 12%. This estimate uses our contract cost as well as an estimated increase in delivery costs of 3%.
- Water and sewer costs are also based on a five-year average of actual costs, and
- Natural gas usage is estimated on consumption averages of the last six years. The natural gas contract was renewed in January, 2025. It is anticipated that GJ rates will be approximately the same as our current price. An overall increase of 11% is anticipated due to potential carbon tax costs and an estimated 3% increase in delivery costs. Costs were anticipated to increase due to carbon tax which was to increase to \$4.86/GJ (18.75% increase over April 1, 2024 rate of \$4.09/GJ). However, due to the repeal of the Consumer Carbon Tax, the amount budgeted for carbon tax, \$621,000 will be treated as discussed earlier.

Student Transportation Services

- Grant funding increased by 2.32% over 2024-25 apart from the Fuel Contingency Funding which is paid when fuel rises above \$1.25/litre.
- Alignment of the Funding Manual with the Regulation. 1.6 kms for grades k-6 and 2.0 kms for grades 7-12. This will mean we will receive funding for all students whether they ride the bus or not at the funded distances rather than 2.4 km.
- Other inflationary pressures include insurance for contracted bus operators (CBO) with an increase of 7.1 per cent (2024-25 was 8.6 per cent).

Human Resources

- Human Resources is continuing to use four-year averages for budgeting various staffing leaves. Two years ago, they used a combination of four-year and three-year averages as operations were returning to near normal as the prior COVID years were having a lesser impact.

Information Technology

- Software costs are increasing in the range of 1% to 36% for 97 software licenses; last year the average annual increase was 5.23% (prior year was 4.57%). These increases are a mixture of vendor rate increases and the impact of foreign exchange for software charged in USD. Due to the instability of the Canadian economy from the tariffs imposed by the US, the forward estimate of the exchange rate is 1.524 for the upcoming school year, this is an increase from the 1.403 projected for 2024-25 Fall Budget.

RESERVE ASSUMPTIONS

AE has established the maximum limit on operating reserves as 6% of Total Expenses reported in the August 31, 2025 Audited Financial Statements.

For 2024-25 this amount is \$12.67 million (@ 6% of 2023-24 operating reserves). The amount estimated for 2025-26 is \$12.79 million (@ 6%). Once Audited Financial Statements are reviewed in November 2025, any reserve balance over the cap will be recovered by AE from remaining scheduled payments for the remainder of the 2025-26 school year.

Should a division need to exceed the cap, there are four criteria: short term requirement, one time project that requires accumulation of reserves, project related to safety of students, project has been preapproved by the Minister. Requests for exemptions must be submitted by November 30, 2026, along with a draw down plan indicating when reserves will be below the limit.

The 2025-26 Funding Manual is clear as to the exclusion of School Generated Funds when calculating the cap *“Operating reserves for the purpose of this section includes the sum of Unrestricted Surplus and Total Operating Reserve balances less School Generated Funds”*.¹⁷

CAPITAL ASSUMPTIONS

While capital construction projects, such as new schools, new modulars and large maintenance items are capital, these projects are dependent on provincial prioritization and funding. This could be in the form of project announcements, or CMR/IMR funding.

There are many other types of capital items that will be purchased from a school or department operating budget or funded from capital reserves.

Some examples are:

- Shop and CTS equipment
- Servers and network infrastructure
- Vehicles/buses

Capital includes most items that will last more than one year and with an individual cost greater than \$5,000.

¹⁷ “Funding Manual for School Authorities 2025/26 School Year”, Section K3, page 186.

Capital items are recorded as assets. This means that if an item is deemed to be capital it does not appear immediately in the statement of operations (i.e., as an expense). Rather it is amortized (or expensed) over the asset's estimated useful life.

Each year, schools buy capital items from their operating budgets. Financial Services estimates about \$300,000 will be purchased (based on averages over the past several years pulling out anomalies).

Administration has drafted a Five-Year Capital Plan. A determination of where these items will be funded from (operations, capital reserves, etc.) will come in the Allocations Report.

EIPS Consolidated 5 Year Capital Plan 2025-26 Budget						
	2025-26 Year 1	2026-27 Year 2	2027-28 Year 3	2028-29 Year 4	2029-30 Year 5	TOTALS
Information Technologies (funded by Capital Reserves)						
Switches and Access Points	120,822	102,059	577,961			800,842
CEN Data Server Replacement & RAM Upgrade			423,795			423,795
Security Appliance FortiAuth	177,420					177,420
Firewall Replacement		442,200				442,200
IT Sub-Total	298,242	544,259	1,001,756	-	-	1,844,257
Facility Services (funded by Facilities)						
Vehicles	-	330,200	363,220	399,542	439,496	1,532,458
FAC Sub-Total	-	330,200	363,220	399,542	439,496	1,532,458
Schools (funded by Schools)						
School Bus Replacements ^{1 2}	152,810	362,282	-	226,322	241,032	982,446
Collegiate School Equipment Purchases						-
School Purchases from Operating Budget	300,000	300,000	300,000	300,000	300,000	1,500,000
SCH Sub-Total	452,810	662,282	300,000	526,322	541,032	2,482,446
GRAND TOTAL	\$ 751,052	\$ 1,536,741	\$ 1,664,976	\$ 925,864	\$ 980,528	\$ 5,859,161

¹ Schools will pay for the buses over 10 years to the Division, Funding from Reserves is to finance the initial purchase.

² An annual inflationary estimate of 6.5% was provided by bus manufacturing company after March 18 report.

NOTE: The potential impact of tariffs, both US and CAN reciprocal, have not been factored in to these numbers

APPENDIX

A. 2025-26 Budget Enrolment Detail

RESOURCES

<https://www150.statcan.gc.ca/n1/daily-quotidien/250318/dq250318a-eng.htm>

<https://www.atb.com/economic-outlook-mar-2025>

[Population Projections. Alberta and local geographic areas, 2024 - 2051. September 23, 2024.](#)

Enrolment Detail - by Sector

	2023-24	2024-25	2025-26
	Fall	Fall	Projected Budget
Enrolment			
Sector 1 - Sherwood Park			
Bev Facey Community High	1,018	1,029	1,060
Brentwood Elementary	456	446	427
Clover Bar Junior High	392	433	483
Davidson Creek Elementary	652	666	632
École Campbelltown	382	372	357
F. R. Haythorne Junior High	619	580	584
Glen Allan Elementary	288	284	271
Heritage Hills Elementary	519	491	515
Lakeland Ridge	728	718	714
Mills Haven Elementary	464	472	490
Pine Street Elementary	372	370	349
Salisbury Composite High	1,440	1,508	1,510
Sherwood Heights Junior High	628	626	616
Strathcona Christian Academy Elementary	577	579	607
Strathcona Christian Academy Secondary	630	654	687
Wes Hosford Elementary	320	307	296
Westboro Elementary	247	244	243
Woodbridge Farms Elementary	317	315	296
	10,049	10,094	10,137
Sector 2 - Strathcona County			
Ardrossan Elementary	598	613	610
Ardrossan Junior Senior High	827	850	787
Castle (Scottford Colony)	26	29	29
Fultonvale Elementary Junior High	503	497	458
Uncas Elementary	193	169	166
	2,147	2,158	2,050
Sector 3 - Fort Saskatchewan			
École Parc Élémentaire	352	307	305
Fort Saskatchewan Christian	427	427	438
Fort Saskatchewan Elementary	310	307	298
Fort Saskatchewan High	469	469	473
James Mowat Elementary	416	364	359
Rudolph Hennig Junior High	413	433	452
SouthPointe School	683	735	726
Win Ferguson Elementary	411	409	410
	3,481	3,451	3,461
Sector 4 - Lamont County			
Bruderheim School	115	111	102
Lamont Elementary	331	336	331
Lamont High	344	353	337
Mundare School	116	102	90
	906	902	860
Sector 5 - County of Minburn			
A. L. Horton Elementary	353	345	328
Pleasant Ridge Colony	17	23	22
Vegreville Composite High	373	370	381
	743	738	731
Total Enrolment in Sectors	17,326	17,343	17,239
Elk Island Youth Ranch Learning Centre	6	6	6
Campus EIPS	-	-	4
Next Step Outreach	428	600	600
To Be Allocated	-	-	-
Total Enrolment	17,760	17,949	17,849



RECOMMENDATION REPORT

Page 1 of 2

DATE: April 17, 2025

TO: Board of Trustees

FROM: Sandra Stoddard, Superintendent

SUBJECT: Annual Trustee Remuneration 2024-25

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Leah Lewis, Director, Financial Services
Carmine von Tettenborn, Director, Financial Services

REFERENCE: Board Policy 7: Board Operations

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Learning and working environments are supported by effective planning, management and investment in Division infrastructure.

RECOMMENDATION:

1. That the Board of Trustees approves trustees' annual remuneration for the 2024-25 year be increased by 3% effective Sept. 1, 2024.
2. That the Board of Trustees approves trustees' compensation be adjusted September 1 annually using the same methodology as per Section 12.4 of Board Policy 7: Board Operations, excluding the one part: "not to exceed the increase given to Elk Island Public School classified staff," to read:

"Trustees' compensation shall be adjusted September 1 annually. The methodology to be used is an average of the per cent change in annual average index of Alberta Consumer Price Index (CPI) and the per cent change in annual average earnings Alberta Average Weekly Earnings (AWE)—not less than zero."

BACKGROUND:

Per [Section 12.4 of Board Policy 7: Board Operations](#):

Trustees' compensation shall be adjusted September 1 annually. The methodology to be used is an average of the per cent change in annual average index of Alberta Consumer Price Index (CPI) and the per cent change in annual average earnings Alberta Average Weekly Earnings (AWE)—not to exceed the increase given to Elk Island Public Schools classified staff and not less than zero.

Consumer Price Index (CPI) is an indicator of changes in consumer prices experienced by Canadians. It is obtained by comparing, over time, the cost of a fixed basket of goods and services purchased by consumers. In



RECOMMENDATION REPORT

Page 2 of 2

June 2024, the Alberta CPI increased by 3.0%. This means that on a year-over-year basis, Albertans paid 3.0% more in June 2024 for the goods and services that comprise the CPI than in the same month a year ago.

Alberta's Average Weekly Earnings (AWE) is derived by dividing total weekly earnings by the total number of employees in the province. Alberta's average weekly earnings increased by 4.6% in June 2024 compared to June 2023.

The average of the percent change for the above two items is 3.8%.

This originally came to the Board in September 2024 for no change but that was because there was no increase to classified staff at the time. In March 2025, classified staff were given a 3% lump sum payment.

As trustee compensation is not to exceed increases to classified staff, the increase should be 3.0% for 2024-25.

Increases to EIPS' trustees compensation throughout the years was usually only seen when there were increases in wages to other staff groups. The only outlier in the last 10 years was an increase due to a change in legislation which required 100% of the trustee compensation to be taxable. Teacher compensation is tied to collective bargaining. EIPS' classified staff have typically followed the teacher trends. In 2025-26 though, classified staff are moving to a new compensation structure which will be reviewed annually to ensure alignment with the Alberta labour market rather than linking salary adjustments to teacher bargaining. As such, it makes sense to align trustee remuneration with cost-of-living adjustments at this time. Every summer the annual June CPI and AWE will be reviewed and the average will be applied to September 1, trustee compensation.

NEXT STEPS:

1. Payroll will be adjusted accordingly if the first recommendation is approved.
2. Board Policy 7: Board Operations will be amended to align with the recommendation approved by the Board and updated to the website.

ATTACHMENTS:

1. 2024-25 Trustees' Annual Remuneration Schedule

EIPS Board of Trustees Annual Remuneration 2024-25						
Summary	Travel Allowances					
	Base 2024-25	Executive Allowance	Chair/Vice Chair	Additional Travel	Basic	Total
Boymook (Sherwood Park)	38,015	-	-	-	3,464	41,479
Allen (Sherwood Park)	38,015	13,574	1,447	-	3,464	56,499
Irwin (Sherwood Park)	38,015	-	-	-	3,464	41,479
Miller (Strathcona County)	38,015	6,601	723	1,444	3,464	50,246
Sorochan (Fort Sask.)	38,015	-	-	1,444	3,464	42,922
Holowaychuk (Lamont)	38,015	-	-	5,078	3,464	46,556
Footz (Minburn)	38,015	-	-	5,078	3,464	46,556
	266,105	20,175	2,169	13,042	24,247	325,738