

School Council Annual General Meeting

Minutes – June 11th 2019
6:01pm

1. Call to order – Jen. M – Chair – 6:01pm

Attendance:

Parents: 15 in attendance

Staff: Mrs. Kaye Schindeler – Principal, Mr. Matt Matheson – Assistant Principal, Mrs. Amy Oslanski – Grade 1, Mrs. Mandy Kellough – Grade 1

Other: Don Irwin – School Trustee

2. Review of the agenda – Jen. M

Additions – after Milk Program – Steph with Helping Hands

3. Approval of last meetings minutes

Motioned – Amanda. M

Seconded – Crystal. W

4. Trustee Report – Don Irwin

- Board Highlights: May 29th 2019 & June 6th 2019 ***documents attached***
- Congratulations to DCE on the \$1000 Emerald Award
- Organics Waste – not in the works at this time

5. Admin Report – Mrs. Kaye Schindeler

- Staffing for 2019/20:

Kindergarten – 5 classes

Grade 1 – 4 classes

Grade 2 – 3 classes

Grade 3 – 2 classes

3-4 Split – 1 class

Grade 4 – 2 classes

Grade 5 – 3 classes

Grade 6 – 3 classes

- Grade 4 will have larger class sizes in the high 20's
- Davidson Creek is the only school in EIPS to be supported by Ever Active School's – a provincial initiative designed to create and support healthy school communities. Amy Rice will be the lead and will review any areas of concern



Davidson Creek Elementary
360 Davenport Drive, Sherwood Park, Alberta T8H 1Y1

- There are 20 more bike racks being installed on Wednesday – a \$5000 Ever Active grant will go towards this. Fundraise for more racks next year to accommodate school growth
- Davidson Creek will receive grants from Elk Island for more furniture for the Breakout Room and Lobby
- There were 520 total students for the 2018/19 school year. There are currently 572 registered for 2019/20

6. Wellness Committee Report – Sara. G

- Goals for next year – Wellness Committee to supply a healthy snack – one per class per year. This will require a \$500 start up cost and sponsorship to maintain. Wellness will discuss food permits with Alberta Health Services. Council to approve initiative. All in favour, motion passed
- Orange Shirt Day – Monday September 30th 2019 – possible cash sales on meet the teacher night (September 12th) with sample t-shirts, online ordering. Sara to contact the supplier

7. Chair Report – Jen. M - *document attached*

- Share menu & payment options for vendors at the Summer Sizzler

8. Financial Liaison Report – Melissa. P

- The funding request for track & field is no longer needed - \$400 was allocated
- A funding request to increase the Grade 6 farewell budget by \$50 per class was submitted. There will be a BBQ, games and photo booth. There is only \$150 left to supply food. It was motioned to stick with the initial budget of \$200 per class – 11/15 voted in favour
- A funding request was submitted by Nadine from the Milk Program for an appreciation for the volunteers. Motioned to first reach out to Nitza's for a donation or to use Panago coupons and funds of up to \$100 if needed
Motioned – Steph. P
Seconded – Courtney. M
- The Milk Program made a profit of \$420. This will be used to go towards maintenance costs for the cooler
- Motion to dissolve the Financial Liaison Position as it not required:
Motioned – Melissa. P
Seconded – Jen. M

9. Milk Program – Steph. P

- Storing of un-used milk cards – save for next year in the office
- Refunds are unfortunately not an option
- End milk sales the week before school ends – use up what is left during the final week – fundraising will need to handle cash and 2 people are required to count and log on 2 tally sheets
- Volunteers are needed for next year
- Terms of reference required



10. Helping Hands – Steph .P

- 2000 new books have been purchased for the library. Parent volunteers are needed to code books during the last week of school

Sara
Deanna
Amanda
Sarah
Steph

11. Dissolve the current School Council – Jen. M

Motion to dissolve School Council

Motioned – Melissa. P

Seconded – Courtney. M

All in favour – 15/15- Approved

12. Elections – Jen. M

Chair – No nominations – Melissa. P – Accepted

Vice Chair – No nominations – Ashley. M – Accepted

Secretary – No nominations – Chloe. F declined – Karli. B – Accepted

Communications Officer – Nominated – Steph. P – Accepted

All in favour – 15/15 - Approved

Next meeting: September 10th 2019

Meeting adjourned @ 7:03pm.



Board Highlights

ELK ISLAND PUBLIC SCHOOLS

May 29, 2019

New Business

2019-20 Budget Assumptions

The Board approved the budget assumptions for the 2019-20 school year (see page 3, "[2019-20 Key Budget Assumptions](#)"). The Division will use the assumptions to develop its 2019-20 budget. This year, there are more assumptions than normal, given the late release of the province's 2019 budget—expected to be tabled in fall 2019. As such, Elk Island Public Schools (EIPS) will use the approved assumptions to develop a conservative budget to allow schools and Student Transportation to plan for the 2019-20 school year. As with all assumptions, any changes such as reserve usage, enrolment numbers and standard costs, can affect the initial budget.

ASSUMPTION HIGHLIGHTS

In terms of funding, EIPS anticipates the same provincial funding as it received in the 2018-19 school year. That said, it's expecting the government to discontinue the Classroom Improvement Fund, enrolment growth funding and the school nutrition grant. Other assumptions include zero dollars to support the Teachers' Employer Bargaining Association settlement and the new curriculum and a decrease in funding related to the Local Authorities Pension Plan. The Division will also continue to factor in all costs associated with the Carbon Tax—even if eliminated provincially, a federal tax will likely replace it.

Within EIPS, the Division expects slightly higher student enrolment numbers and employee compensation to stay the same—all staff salaries have a zero per cent increase. It's also understood base-funding will stay the same, which means the province won't cover inflationary costs that relate to salaries, grid movement and benefits. The school certificated standard costs are expected to increase \$778,000—mostly because of grid movement. Similarly, the Division estimates increased costs associated with the Teachers' Employer Bargaining Association negotiations and for inflationary non-salary expenses, which also isn't funded by the province. In addition, EIPS will ensure the Board system and administration expense percentage stay within the 3.6 per cent allowable limit, imposed by Alberta Education.

RESERVE FUND REQUESTS

The Board also approved the following reserve fund requests:

- The use of \$844,204, from the Division Allocated Operating Reserves, to support the Leveraging Student Achievement fund, new school building costs and other projects.

- The transfer of \$48,473, earmarked for the 2021 municipal election, to the Division Allocated Operating Reserves from the Division Unallocated Operating Reserves.
- The use of \$416,717 of capital reserves to purchase vehicles for Facility Services, replace aging equipment at schools and upgrade wireless infrastructure.

Overall, the Unallocated Operating Reserve is at two per cent of the budget, or roughly \$4 million. As such, the Division will not use its reserves to offset any shortfalls for the 2019-20 school year.

2019-20 Budget Allocations

The Board approved the budget allocations for the 2019-20 school year (see page 15, "[2019-20 Budget Allocations](#)"). The Division's accumulated surplus, which includes investment in tangible capital assets, operating reserves and capital reserves, is projected to be \$15.99 million as of Aug. 31, 2020—a decrease of \$1.44 million. The Division will use \$650,000 from its Division Allocated Reserves to cover costs related to the Leveraging Student Achievement Fund, school buildings and Division projects. Unlike other years, because the Division Unallocated Reserve is now at two per cent of the budget, EIPS won't access its reserves to fund any revenue shortfalls in the 2019-20 school year. As such, and given the Division's key budget assumptions, adjustments to EIPS programs and services are necessary to ensure a balanced 2019-20 budget. Some of the strategies the Division is using include the elimination of in-year funding; a hold on evergreening allocations for computers and career and technologies studies equipment; and lowering allocation amounts for schools and EIPS Central Services departments.

Administrative Fees

2019-20 ADMINISTRATIVE FEES: ALBERTA NON-RESIDENT AND INTERNATIONAL STUDENT TUITIONS

The Board approved the Alberta non-resident and international fees for the 2019-20 school year. The fee covers costs associated with educational programming for students who aren't eligible to receive provincial funding. Next year, rates for non-Alberta residents and international students are increasing by 12 per cent—comparable to other Alberta-based school division rates. Currently, there are four international students—three full-year and one half-year—enrolled in EIPS schools and zero non-Albertan resident students enrolled (see page 31, "[2019-20 Alberta Non-Resident and International Student Tuitions](#)").

Your Future in MIND

Board Members

Trina Boymook, Chair
Heather Wall, Vice-Chair
Randy Footz
William (Skip) Gordon
Colleen Halowaychuk
Annette Hubick
Don Irwin
Jim Seutter
Harvey Stadnick

For more information
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Trina Boymook

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P 780 417 8101

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www.eips.ca



May 29, 2019

2019-20 ADMINISTRATIVE FEES: SPECIALIZED STUDENT SERVICES

The Board approved the specialized student services fee schedule for the 2019-20 school year. The fees cover the costs associated with providing specialized supports and services in both inclusive settings and system programs for non-resident students. For the 2019-20 school year, the fee will increase by three per cent, which will help offset the rising costs associated with offering these supports and services (see page 34, "[*2019-20 Specialized Student Services Fees*](#)").

Board Highlights

ELK ISLAND PUBLIC SCHOOLS

June 6, 2019

New Business

Andrew School: Senior high program

The Board of Trustees approved the closure of grades 10 to 12 at Andrew School, effective June 30, 2019. Starting in the 2019-20 school year, Andrew School's grade configuration will change to a kindergarten to Grade 9 program and will no longer offer a senior high program. As a result, the Board also approved a new attendance area for students in grades 10 through 12 who live within the current Andrew School attendance area. As of September 2019, these students are designated to either Lamont High or Vegreville Composite High, depending on where they reside (see "[Senior High Rural Attendance Boundaries](#)"). In addition, the Board approved waiving transportation fees for affected students in grades 10 to 12 who choose to attend Lamont High or Vegreville Composite High as a non-designated school in the upcoming year—a decision the Board will review annually.

Before making a final decision, the Board spent a considerable amount of time reviewing and analyzing data submitted by EIPS administration and feedback collected from the community. In fall 2018, the Board began reviewing the senior high program at Andrew School. Multiple public consultations were conducted with students, staff, families, officials and community members—three working-group meetings, a student forum, and four public meetings. The question at hand: how to address the issue of equity of education in the senior high grades at Andrew School?

As background, 28 students were enrolled in the senior high grades at Andrew School in the 2017-18 school year. For the 2018-19 school year, that number dropped to 19—a figure that's projected to stay roughly the same for the immediate future. With such low numbers, students don't have the same programming available as other senior highs do within the Division.

Public consultations started in October 2018. EIPS conducted two working-group meetings with Andrew School staff, and officials from Lamont County and Andrew. Both were informal conversations that shaped a student forum and a public meeting. Topics presented at all four sessions were similar in nature—background information, Andrew School successes and challenges, and important considerations.

EIPS then developed three preliminary options for senior high students living in the Andrew School attendance area. All three options were presented to the community at a public meeting on Feb. 20, 2019. To complement the public meeting the Division conducted a survey to gather even more input from the community. Following that, trustees participated in a third working-group session, held on March 19, with Andrew School students, grades 7-11. And, on April 11, EIPS hosted a third public meeting to update the community on what was heard throughout the

consultations and discuss next steps. Overall, the data and feedback confirmed the low enrolment at the senior high level limits the access students have to enhanced educational opportunities—in comparison to other schools within the Division (see "[Andrew School Public Consultations: Report Summary](#)").

As such, at the April 18 Board meeting, trustees approved the motion "to consider the closure of grades 10 to 12 at Andrew School, effective June 30, 2019." Following the motion, the Board also requested administration bring forward a [comprehensive report](#) regarding the possible closure. According to the School Act, when a grade reconfiguration is considered and involves three or more grades, it's technically termed a school closure, even though the school isn't being considered for closure. For this reason, there were certain guidelines EIPS had to follow, outlined in the province's School Act "Closure of Schools Regulation: Alberta Regulation 238/1997," to ensure a fair and transparent process and that the decision made is in the best interest of both students and the Division.

One of those included another public meeting, which EIPS held on May 9 (see, "[Public Meeting No. 4 Transcript](#)"). The purpose: To review the main themes that came out of the public consultations, explain next steps, listen to comments and answer questions attendees had. The meeting also included multiple topic-specific stations relating to the proposed grade reconfiguration.

Taking all the data and feedback into consideration—including enrolment projections; attendance boundaries; programming availability, at Andrew School and within the Division; transportation needs for students; budget funding allocations and fiduciary responsibilities; and the Division's long-term capital plans—the Board decided the best way to address the issue of equity of education for students living within the Andrew School attendance area is to close the school's senior high program. Redirecting students to Lamont High and Vegreville Composite High allows senior high students to have better access to programming options, program-specialty teachers, extracurricular opportunities, team sports and a more well-rounded senior high experience.

Between now and September 2019, EIPS will work closely with students and their families to ensure the transition to their new school is handled smoothly and with sensitivity. It will also put a school transition plan in place, which will include consultations with students and families; school council groups from Andrew School, Lamont High and Vegreville Composite High; 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 Sept. 3, 2019.

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June 6, 2019

Trustee Reports Roundtable

Trustee Skip Gordon shared information about Ardrossan Junior Senior High's graduation ceremony on June 27. He's looking forward to attending and bringing greetings.

Chair report

Sizzler update

We will be having one more meeting to make sure everything is good to go on June 18 at 7 pm.

Jack's Burger Shack is no longer available, so I have contacted locally owned Starvin Marvin's to replace.

Stephanie has the volunteer sign up for the Sizzler up on the parent website.

When are the Sizzler brochures going home?

Time Capsule

Submissions are slowly coming in from classrooms. Mr. Matheson and I discussed having an above ground time capsule vs. underground so that the location doesn't get lost.

Appreciation for Staff – Becky, Christa and Charlene

Year End summary:

We started with a fresh clean slate in September and had several ASCA sessions to help the council get up and going.

We provided staff appreciation in the form of meals for teachers during interviews and Celebration of Learning, as well as a small poem and treat midway through the year.

We had an amazing Wellness committee that looked after getting a Milk program, Buddy Bench, and healthful ideas in the school.

We planned a year end celebration for the school, the Summer Sizzler.