



MINUTES
Woodbridge Farms School Council
April 30, 2020
3:30pm
Virtually Through Google Meet due to Covid19

Chair	Tara Lamabe
Vice Chair	Julie Ballhorn
Secretary	Jessica Cook

Agenda Item	Notes	Actions
1.0 Welcome	Call to order 3:35pm	
2.0 Review and Approval of Previous Minutes	- Motion to approve OG. Second CD. All APPROVED none opposed.	Approved as circulated
3.0 Approval of Agenda	- Motion to approve LL. Second by NB. All APPROVED none opposed.	Approved as circulated
4.0 Trustee Report	<p>Don Irwin Reported</p> <p>RECENT EVENTS</p> <p>Board Chair Trina Boymook highlighted recent events:</p> <ul style="list-style-type: none"> ● On April 9, Chair Boymook met virtually with the Mayor of Strathcona County to discuss how EIPS is handling the global COVID-19 pandemic. She also discussed the challenges the Board expects to encounter once in-school classes resume, the Three-Year Capital Plan and the work trustees are doing around Sherwood Heights Junior High. ● April 21, Chair Boymook attended a virtual meeting hosted by the Alberta School Boards Association with the Teachers' Employer 	

Bargaining Association. The focus: recent amendments made to the *Public Education Collective Bargaining Act* since the introduction of the *Fiscal Measures and Taxation Act* and the supporting regulation.

Association/Local Reports

ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from president Deneen Zielke:

- With the restrictions placed on public gatherings by Alberta's Chief Medical Officer, the Local is suspending its council meetings and annual general meeting, which include local elections. Once the restrictions are lifted, the Local will reschedule these meetings in preparation for the next school year.
- The ATA has postponed its Annual Representative's Assembly—scheduled for the long weekend in May. The ATA plans to reschedule the assembly in August.
- EIPS employees are anxiously waiting to hear how the provincial government cuts to education funding will affect the budget for the 2020-21 school year.
- Zielke thanked the Board for live streaming the Board meeting on April 23. Many EIPS employees and family members are interested in the meeting and want to watch. The hope: To inspire people to advocate for adequate and sustainable education funding.

New Business

ADVANCED PLACEMENT PROGRAM

The Board approved the recommendation to make the Advanced Placement program at Bev Facey Community High an official EIPS alternative program. Advanced Placement is an internationally recognized and academically

rigorous program that allows students to complete first-year equivalent university courses while enrolled in senior high. Salisbury Composite High offers a comparable program, the International Baccalaureate Programme, which is already an EIPS alternative program. Now an official alternative program, Bev Facey will receive an annual allocation (\$30,725) to cover the costs associated with operating Advanced Placement courses.

KEY BUDGET ASSUMPTIONS: 2020-21

The Board approved the key budget assumptions for the 2020-21 school year (see page 13 “2020-21 [Key Budget Assumptions](#)”). The assumptions are based on the 2020 provincial budget announced on Feb. 27, 2020. However, because of the recent in-school class cancellations; related funding cuts for the 2019-20 school year; Bill 5, which places new restrictions on how school divisions use operating reserves; and anticipated impacts from COVID-19, there are still a lot of unknowns related to the 2020-21 budget. As such, EIPS will use the approved assumptions to develop a conservative budget to allow schools and departments to begin planning for the 2020-21 school year. As with all assumptions, any changes such as funding changes, reserve usage, enrolment numbers and standard costs can affect the initial budget.

ASSUMPTION HIGHLIGHTS

In terms of funding, EIPS anticipates it will receive the funding amount outlined in Alberta Education’s *Interim Funding Manual*. The manual details several grant changes—including several new grants and the elimination of others—and the new Weighted Moving Average formula for funding enrolment. Other assumptions for the 2020-21 school year are as follows:

- the full funding amount is received as indicated in the Weighted Moving Average formula for funding—not a reduced amount as a result of COVID-19;
- a 40 per cent increase to insurance premiums;
- provincial funding to cover EIPS lease agreements;
- the Alberta Health Services grants remain in place;

- discontinuing Continuing Education’s non-credit and Home Education programs;
- higher costs related to the Federal Carbon Tax;
- a similar school fee collection rate as in 2019-20; and
- The Program Unit Funding assessments are completed by the deadlines imposed by Alberta Education.

In terms of enrolment, the Division expects slightly higher student registration numbers. It also anticipates employee compensation to stay the same—zero per cent increase to staff salaries. The school certificated standard costs are expected to increase by four per cent—mostly because of grid movement and benefit increases. Similarly, classified standard cost changes will range between an increase of 4.2 per cent and a decrease of 1.8 per cent—again based on grid movement and benefits. Lastly, all Board system and administration expenses will stay within the targeted grant amount provided by Alberta Education.

RESERVE USE

The 2020-21 budget will include an estimated one per cent reserve spending by schools and up to one per cent for departments, the use of the Allocated Division Operating Reserve, an increase to the Unallocated Division Operating Reserve and the use of capital reserves.

RESERVE FUND REQUESTS

The Board approved the request to use \$654,499 from the Division’s Capital Reserve to purchase vehicles for Facility Services and complete needed wireless improvements. The Board also approved using \$104,000 from the unspent deferred capital contributions to cover the remaining costs for the wireless improvements.

BUDGET ALLOCATIONS: 2020-21

The Board approved the budget allocations for the 2020-21 school year (see page 27 “[2020-21 Budget Allocations](#)”). Originally, based on the province’s

Budget 2020, the Division projected a \$7.52 million funding shortfall for the 2020-21 school year. However, on April 20, EIPS received updated funding information, resulting in a funding increase of \$1.2 million. The projected shortfall is now \$6.32 million. Additionally, the accumulated surplus is expected to decrease to \$10.49 million as of Aug. 31, 2021—which includes investment in tangible capital assets (\$6.06 million), operating reserves (\$4.33 million) and capital reserves (\$100,000). Like the 2019-20 school year, the Division Unallocated Reserve is below two per cent of the budget, meaning EIPS can't access its reserves to fund any revenue shortfalls in the 2020-21 school year. Without the ability to draw on operating reserves, EIPS must adjust the programs and services it offers to students to ensure a balanced 2020-21 budget. Strategies the Division will use to deal with the shortfall, include reducing allocation amounts for schools and Central Services departments, restructuring the Supports for Students department, eliminating Continuing Education's non-credit and Home Education programs, and lowering carryforward amounts for schools and departments to one per cent.

2020-21 ADMINISTRATIVE FEES

STUDENT TRANSPORTATION FEES

The Board approved the Student Transportation fees for the 2020-21 school year. New in 2020-21, the Division is introducing a two-tiered, cost-recovery fee structure. As such, all riders—[eligible and ineligible](#)—will pay a fee for student transportation services. For some riders, fees will increase, and for others, fees will decrease (see, [Student Transportation: Transportation Fees](#)). Overall, the approved fees are more equitable for riders and allow EIPS to continue to deliver its current level of service. In addition, Student Transportation will continue to offer a payment-plan option—available to all families with fees of \$300 and more.

SPECIALIZED SUPPORTS FEES

The Board approved the Specialized Supports Fees for the 2020-21 school year. Fees will stay the same as the 2019-20 rates. The fees cover the costs associated with providing specialized supports and services in both inclusive

settings and system programs for non-resident students (see pg. 57, [“2020-21 Administrative Fees – Specialized Supports Fees”](#)).

FACILITY RENTAL FEES

The Board approved the school rental and surplus classroom space fee for the 2020-21 school year. Fees are reviewed annually and determined by current market rates and operational cost-recovery analysis. Based on higher expected operational costs and higher insurance rates, fees will increase in September 2020. The new Not-for-Profit Registered Societies Surplus Classroom Space Fee is \$5.16 per square metre, the new For Profit Organization Fee is \$16.50 per square metre, the new after-hours gymnasium rentals is increasing by 10 per cent and the new volleyball equipment rentals rate is \$3.50. The complete list of after-hour rental fees is available at eips.ca/about-us/after-hours-rentals/rental-rates.

PARTNERS FOR SCIENCE

The Board approved the Partners for Science (P4S) fees for the 2020-21 school year. Annually, EIPS supplies its schools and other regional school jurisdictions with P4S kits. Fees aren't charged to EIPS schools but are charged to other school jurisdictions. For the upcoming school year, these fees will remain the same as the 2019-20 rates. The Division will also continue to charge a \$25 restocking fee for any P4S kits returned late. Overall, the fees help offset the costs associated with the P4S program (see page 64, [“2020-21 Partners for Science Fees”](#)).

ALBERTA NON-RESIDENT AND INTERNATIONAL

The Board of Trustees approved the Alberta non-resident and international fees for the 2020-21 school year. Rates for non-Alberta residents and international students will remain unchanged for the 2019-20 school year and are comparable to other Alberta-based school division rates. Currently, there are three international students enrolled in EIPS schools and zero non-Albertan resident students enrolled. The complete list of Alberta non-resident and international fees is available at eips.ca/schools/fees/non-resident-student-fees.

PROPOSED SCHOOL FEES: 2020-21

The Board of Trustees approved the proposed School Fees for 2020-21, which outlines how fees are charged for optional courses, noon supervision, and extracurricular and activity expenses. Now approved, each school will post fees on their individual websites for the 2020-21 school year.

POLICY COMMITTEE

The Board approved amendments to the following policies:

- [Policy 5: Role of the Board Chair](#) – The changes include clarifications about how motions and proposals are submitted to the Board and removing the Teacher Collective Agreement Negotiating Committee from the list of committees of which the Chair is an ex-officio member.
- [Policy 8: Board Committees](#) – The changes include various naming conventions, the addition of the Teacher Collective Agreement Negotiating Committee, edits to the Board Caucus and Policy Committee and the removal of the Transportation Committee.
- [Policy 10: Policy Making](#) – The changes strengthen and clarify the language within the policies.
- [Policy 25: Petitions and Public Notices](#) – Trustees approved the new policy.

ANDREW JUNIOR HIGH PROGRAM

The Board approved the motion: “that administration prepare an information report regarding the possible closure of the junior high program at Andrew School.” The report is due for review before the next Board meeting in May.

ANDREW ALTERNATIVE CALENDAR

The Board approved the motion: “that the Board of Trustees direct the Superintendent to explore an alternative four-day calendar with the

	<p>stakeholders of Andrew School and provide a report to the Board at the next Board meeting in May.”</p> <h2>Committee Reports</h2> <h3>POLICY COMMITTEE</h3> <p>The Board received for information the report from the Policy Committee meeting on April 14. The committee reviewed policies 9, 10, 16, 19 and 22. Policies 9 and 16 require no revisions; the Board approved the recommendations to Policy 10; and policies 19 and 22 require ongoing work.</p> <h2>Reports for Information</h2> <h3>FOUR-YEAR EDUCATION PLAN</h3> <p>The Board received for information a report on the Division’s draft Four-Year Education Plan, detailing EIPS’ priorities, goals and outcomes over the next four years. The three key priorities:</p> <ul style="list-style-type: none">• Priority 1: To promote the growth and success of all students.• Priority 2: To enhance high-quality learning and working environments.• Priority 3: To enhance public education through engagement. <p>Once the Board approves the Education Plan, EIPS administration, schools and departments will develop and implement plans to further build on these priorities. Ongoing communication with the Board will also continue throughout the school year to ensure the Division’s priorities and goals are met.</p>	
5.0 School Report	<p>Andy Cunningham & Teri Pearn presented:</p> <ol style="list-style-type: none">1. Alternative Learning - we are all in this together. Parent feedback has been positive. The focus is on keeping it manageable. More activities on the EIPS website.2. Will there be school in the fall? - we are planning for a return in September.	

	<ol style="list-style-type: none"> 3. Mental health resources - Lots of support within the community. A list of resources can be found on the school website. DocSeeMe a program for councillors to connect with students. Terri Pearn will be our WBF contact. 4. PT interviews - May 5 and 6 from 12:30-3:30pm in 15 minute increments. Focus of conversations should be on students' work to date and how they are doing with alternative learning. 5. Kindergarten Open House - Planning for May 26 via google meet. Information will be sent out to new families in May. 6. Final Report Cards - Information to come out soon. Potential plans are for a simplified report card. 1 mark per subject. Div 1 LA and Math. Div 2 LA, Math, Social and Science. There may or may not be comments documented. 7. ISP's - Will do virtual meetings toward end of the year. Term 2 will be discussed during PT meetings with teacher. 8. New System Programs - Elementary Transitions program grades 4-6. Additional classroom, currently have 25 registered in 2 classes, 1 teacher and 1EA per. Program for students diagnosed with Autism - grades 1-3. Currently 8 students with 1 teacher and 2 EA. 9. Refunds - Field trips will be refunded. Noon supervision refund still to be determined. 10. Budget 20-21 - 2020-2021 - \$2,786,682 2019-2020 - \$2,431,740 2018-2019 \$2,454,352 Increased dollars directly related to new system programs. Less support available for students. Bare budget lines for supplies, materials, equipment, maintenance. Still working through staffing. 	
6.0 New Business	none	
7.0 Adjournment	<p>Meeting was adjourned at 4:24</p> <p>Next Meeting:, TBA</p> <p>Time: TBA</p>	

Woodbridge Farms School Council
30 April, 2020