

Sherwood Heights Junior High School Council

DRAFT Meeting Minutes for January 23, 2024

In Attendance

Executive: Leanne Weiss (Chair) Kim Scott (Vice Chair), Becky Mitchell (Secretary)

Administration: Amit Mali (Principal), Malori Sparrow (AP), Jess Miskiw (AP), Jess Moen

Parents & Staff: Cara K, Melissa

1. Welcome & Introductions

Leanne W. called the Sherwood Heights Junior High (SWH) School Council meeting to order at 6:05pm.

2. Approval of November 2023 Minutes

Kristin M motioned to approve January 2023 minutes and Cara K seconded
Motion Carried

3. Approval of Agenda

Cara K motioned to approve agenda
Motion Carried

4. New Business

Leanne requested to hold March meeting on online

5. Information Reports

a. COSC Report

-All COSC Minutes and Agendas can be found on EIPS website under [Committee of School Councils \(COSC\)](#)

Highlights from the Wednesday, January 10, 2024 meeting

ASSURANCE REVIEW: the [Annual Education Results Report 2022-23: Overview](#) can be found online at www.eips.ca

CAREGIVER EDUCATION SERIES: Alberta Health Services hosts a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers, and community members who want to learn more about challenges impacting children and adolescents. Session topics include anxiety, depression, and technology, while teaching leadership skills, communication, resiliency and more. [Learn more](#)

MENTAL HEALTH STRATEGIC PLAN: Reset rooms EIPS Director of Specialized Supports Marcus Reed and Mental Health Advisor Mardi Hardt presented on the reset rooms initiative from the Division's Mental Health Strategic Plan. They spoke on how stress can be measured, and how a comfortable stress level varies from person-to-person. They provided a Steadying Strategies Checklist to COSC members in person and in the January COSC meeting [package](#) online. Hardt expressed she'd be more than happy to provide a workshop on stress to school councils and their schools, based upon scheduling availability.

b. Principal's Report

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Amit M., Principal shared the following information

Staffing Update

- Mr. Tuckwood accepted Acting Principal position. Malori Sparrow back in Assistant Principal
- New EAs hired to support special needs programming
- Honours plaques have been ordered and engraved- arriving soon
- Support Team Updates

Wellness Wednesdays- Reset Room Initiative

- Students have the opportunity to win prizes by participating to support their understanding around mental wellness
- February: Going into gr 7 classes to talk about mental health literacy
- ADHD presentation a great success. 109 families attended.
- Will run the same kind of session about Anxiety in April
- Wellness Day May 24/24 THEME: Saved by the 90s- Will have presenters
- **PARENT VOLUNTEER REQUEST:** Possibly have parents come out again to volunteer with snack break
- **SCHOOL COUNCIL INVOLVEMENT REQUEST:** to have School Council assist in supplying the snack
- **PARENT VOLUNTEER SESSION REQUEST:** Request to have parents who own local businesses to come in to teach health and wellness. For more information or suggest a session idea, email Jess.Miskiw@eips.ca or Jessica.moen@eips.ca

Gr. 9 Farewell Update

- Staff committee met before the Christmas Break
- June 7 (will confirm this day)
- Ceremony booked at SCS
- Meeting again as Staff to discuss the ceremony details
- In March will start discussing with Gr. 9 students to see how they would like to celebrate the event as a group. Students will be able to vote on decision once they have a few ideas.

Jan 31- PD Day

- Morning sessions planned for classified staff
- Afternoon is all staff wellness session
- Amit M attending another school to present Racism Session

Ongoing Fundraiser Update

- Currently at \$1800 from Save-on Fundraiser. School is looking at different ways to use the funds and support students.

Recommendation for French Immersion and senior high enrolment in Sherwood Park

Amit talked about the board's newest proposal. Please see below for details. SWH will wait for the Board's decision.

TAKEN FROM EMAIL SEND BY EIPS COMMUNICATION: Currently, the Board is reviewing the recommendation report, which was also posted publicly earlier this afternoon. Trustees will spend the next few days combing through the report and then discuss it in detail at the next public Board meeting on Jan. 25, 2024—the meeting starts at 10 a.m., which is open to the public and livestreamed on [EIPS' YouTube channel](#). At that point, the Board will debate the recommendation and vote to approve, amend or not approve the recommendation. Ultimately, whatever direction the Board takes, it will be in the best interests of all EIPS students.

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In the meantime, EIPS encourages everyone to review the new recommendation report, a video from Superintendent Sandra Stoddard explaining the recommendation and rationale behind it, and accompanying background information. For ease of access, each is linked below. The information is also available at eips.ca.

- [Recommendation Report](#): Secondary French Immersion and senior high enrolment
- [Superintendent's Message](#): A recommendation for the secondary French Immersion program and balancing senior high in Sherwood Park (time: 10 minutes)
- [EIPS Engagement: French Immersion programming](#)

NOTE: Any changes to EIPS secondary French Immersion and senior high boundaries will take effect when the new Sherwood Park replacement school opens. So, at the earliest, in the 2026-27 school year.

School fees

- Survey coming out to parents through email
- In March Amit will present any changes to school fees to parents at the School Council meeting
- Roughly 10% of families request waived fees, school is working to take into consideration the balance of offering programming to all students while maintaining a cost-effective approach to options fees.

Parent Questions/Discussion:

Q: Melissa asked how can parents see the Assurance reviews?

A: Amit stated the parents can access the assurance review on the school website.

PARENT RECOMMENDATION: Kim recommended sharing the Save-On Foods ongoing fundraiser with families as a reminder and to inform new families.

PARENT RECOMMENDATION: Melissa asked if the school can better communicate what the Save-On Foods receipt fundraiser money is used for so parents can better understand how it support their students.

ACTION ITEM: Amit will add it to the next newsletter

PARENT RECOMNEDATION: Kim suggested adding another ongoing fundraiser to the school. COBBS Bread. Amit agreed this was a good idea.

ACTION ITEM: Kim will look into it more and get it set up with the school's approval.

Melissa noted that the fundraiser can now be run out both locations as they have the same owners now.

c. Trustee's Report

MEMORANDUM OF AGREEMENT

Trustees approved the motion: "That the Board of Trustees ratify the memorandum of agreement for the Elk Island Public Schools Teachers' Collective Agreement, Sept. 1, 2020 to Aug. 31, 2024."

RECEIPT OF TRUSTEE RESIGNATION

The Board accepted the resignation of Trustee Jim Seutter, effective Nov. 30, 2023. Seutter recently moved. His new residence is outside the ward he represents, which disqualifies him as an EIPS trustee. As outlined in the Education Act, section 81(2), a by-election isn't required when there is only one vacancy on the Board. As such, EIPS will not hold a by-election. Instead, the remaining eight trustees will assume Seutter's duties, by modifying:

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- the 2023-24 Trustee School Liaison Representative list;
- the 2023-24 Board Committee Representatives list; and
- the 2023-24 Acting Chair Schedule.

AUDITED FINANCIAL STATEMENTS: 2022-2023

The Board approved the Audited Financial Statements for Aug. 31, 2023. MNP LLP, a national accounting firm, audited the statements and provided the opinion:

“[The Division’s] financial statements present fairly, in all material respects, the financial position of EIPS as at August 31, 2023, and the results of its operations, its remeasurement gains and losses, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.”

Briefly, the presented statements indicate net financial assets of \$24.5 million and liabilities of \$31.2 million, which also includes the new asset retirement obligation of \$14.1 million.

Additionally, the non-financial assets include \$158.2 million in capital assets and \$1.7 million in prepaid expenses. Meanwhile, the spent deferred capital contributions total \$144.9 million, comprised of provincial funding to cover capital assets. Overall, the Division ended the 2022-23 school year with an accumulated surplus of \$8.3 million and an operating deficit of \$5.3 million.

ANNUAL EDUCATION RESULTS REPORT 2022-23

The Board approved EIPS’ Annual Education Results Report 2022-23, an Alberta Education reporting requirement that provides school families and community members easy-to-understand information about the Division. It also serves as a mechanism to improve accountability and transparency with local stakeholders. The Annual Education Results Report 2022-23 features detailed information about how EIPS is doing relative to Alberta Education’s performance measures; how the Division’s supporting students to achieve the best possible outcomes; and its successes, challenges and priorities moving forward. Now approved, the Division will submit the report to Alberta Education on November 30. After sending it to the province, EIPS will also post it online and share it with stakeholders and the Committee of School Councils. To read the report visit, eips.ca.

EIPS 2023-24 FALL BUDGET

The Board approved the EIPS 2023-24 Fall Budget Report for the period of Sept. 1, 2023 to Aug. 31, 2024. The Board originally approved the 2023-24 operating budget on May 25, 2023. Every fall, the budget is updated to account for current information regarding enrolment numbers, revenue changes, actual carry-forward amounts, expenses and planned reserve spending. Overall, the EIPS 2023-24 budget provides stability for schools and maintains essential services (see pg. 184, “2023-24 Fall Budget”).

Highlights from the Fall Budget Report: 2023-24 include:

operating budget – \$207.5 million, which includes a \$1.05-million draw from operating reserves
student enrolment – 17,760, as of Sept. 29, 2023

employees (full-time equivalent) – 1,372.58, as of Sept. 30, 2023

compensation – a 2% increase, effective Sept. 1, 2023—in accordance with the certificated settlement ratified June 2022. As approved by the Board, classified staff received the same increase in pay as certificated staff.

operating reserves – \$7.25 million, as of Aug. 31, 2024.

capital reserves – \$965,000, as of Aug. 31, 2024

instructional spending – 78.5% of the total budget, equating to \$9,448 per student.

system administration spending – \$4.59 million, 2.2%, of total expenses.

NOTE: System administration spending is within the \$6.19 million provided by Alberta

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Education. EIPS will distribute the surplus funds for other uses, as allowed in the Funding Manual for School Authorities 2023-24 School Year.

SPORT FOR LIFE

The Board approved designating Clover Bar Junior High's Sport for Life program as an EIPS alternative program, effective starting in the 2024-25 school year. Open to students in grades 7 through 9, the year-long program introduces learners to healthy living through a range of sport, recreation and well-being activities. The aim is for students to use the skills and knowledge attained through the program and incorporate these into their daily living—now and throughout their lives. As such, the Board also approved amending Board Policy 18: Alternative Programs. Starting in the 2024-25 school year, the policy will list the Sport for Life program as an EIPS alternative program.

LOCALLY DEVELOPED COURSES: 2023-24

The Board received for information a report about the locally developed courses available to students in the second semester of 2023-24. The Division plans to introduce Developing Personal Value: 15, 25 and 35 at Next Step starting in February 2024. Open to students in grades 10, 11 and 12, the course helps learners recognize their inherent worth by emphasizing their infinite personal value.

UNAUDITED ACCUMULATED SURPLUS

The Board approved the transfer of \$5.62 million to the Division's unrestricted surplus from its internally restricted operating reserves to offset the net results in 2022-23.

UNAUDITED FINANCIAL REPORT: SEPTEMBER TO NOVEMBER 2023

The Board received for information the Unaudited Financial Report for EIPS, prepared by Financial Services. As of Nov. 30, 2023, revenues exceeded expenses, resulting in an operating surplus of \$1.24 million. The operational revenue for the three months was \$50.58 million, which represents 25 per cent of the budget. Meanwhile, total expenses incurred was \$49.33 million, which represents 25 per cent of the budget. The primary reason for the surplus: costs associated with staffing, services and supplies that will be incurred later in the school year (see pg. 81, "Unaudited Financial Report for Sept. 1, 2023, to Nov. 30, 2023").

Please contact me with questions or concerns.

cathy.allen@eips.ca

780-417-8109

6. Adjournment

Closing note: Leanne and Amit will meet early February to discuss the next meeting location.

Leanne adjourned the meeting at 7:03pm.