

Sherwood Heights Junior High School Council

Meeting Minutes - DRAFT

March 18, 2025 – 7:00pm – Sherwood Heights Junior High School

In attendance:

Executive: Kim Scott (Chair), Becky Mitchell (Vice-Chair), Melissa Manolescu (Secretary)
Staff: Sunny Sandhu (Principal), Johanna Ryan (School Registrar), Greg Probert (Ecole Campbelltown Principal)
Trustee and Board Chair: Cathy Allen
SWH Parents/Guardians: Andrea Kardal, Rachel Bruce, Theresa Mackenzie

1. Welcome & Introductions

- a. Meeting called to order by Kim at 7:04pm.

2. Trustee Report – as provided by Board Chair Cathy Allen

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2025 ASCA SCHOOL COUNCIL CONFERENCE AND AGM: REGISTRATION SPONSORSHIP

The Board approved sponsoring the registration fee for school councils to participate in the virtual 2025 Alberta School Councils' Association (ASCA) School Council Conference and Annual General Meeting on April 26-27—per school council up to a maximum of \$5,000. To qualify, members must be part of a school council with an active ASCA membership and apply before the registration deadline, April 7.

SCHOOL STATUS REPORT: 2023-24

The Board received for information the School Status Report for the 2023-24 school year. The report identifies enrolment numbers, school utilization rates and per-student costs within the Division. The data is presented by geographic sectors and on a four-year comparative basis to ensure the analysis is based on long-term trends and not isolated incidences (see pg. 36, "[Board Package: School Status Report for 2024-25](#)").

COR AUDIT

The Board received for information a report on the Division's 2024 Occupational Health and Safety Certificate of Recognition (COR) Audit Report. Annually, EIPS undergoes the voluntary COR audit to certify its commitment to occupational health and safety. Overall, the Division scored an impressive COR score of 91 per cent, exceeding the mandatory 60 per cent requirement. The Division's noted areas of strength include:

- use of policies, procedures and online resources;
- integration of health and safety in the workplace;
- emergency plans, first aid and security measures in place; and
- positive role modelling.

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The audit also offered areas for the Division to work on in preparation for the recertification. These include awareness campaigns related to incident reporting, emergency drills, job hazard assessments, and general communication to enhance health and safety efforts.

STUDENT TRANSPORTATION ELIGIBILITY

The Board received for information a report detailing recent amendments to the province's student transportation eligibility criteria, which take effect in the 2025-26 school year. Specifically, the changes relate to student transportation and rider eligibility. Currently, Alberta Education considers an elementary rider, kindergarten to Grade 6, eligible for provincial student transportation funding if they live one kilometre or more from the school they attend. For secondary students, grades 7-12, riders are eligible if they live two kilometres or more from the school they attend.

In 2025-26, Alberta Education will increase the elementary eligibility distance to 1.6 kilometres—the secondary rider eligibility will remain unchanged. The change in elementary eligibility has significant financial implications for both EIPS and school families. For instance, EIPS will see a substantial reduction in funding from the province. That, in turn, will result in an inability for EIPS Student Transportation to maintain its current service level, potentially leading to higher student transportation fees for families. Short term, the province has committed to some transition funding for 2025-26. However, that won't be the case long term. Therefore, the Division needs to develop a plan to address the new criteria and communicate the change to school families promptly.

EIPS BUDGET 2025-26

- The EIPS budget survey data received from parent/guardians, grade 12 students, staff and community members help to inform the EIPS budget priorities.
- The provincial budget was released on February 27, 2025.
- The Board of Trustees have scheduled budget meetings and discussions. (February – May)
- The EIPS Finance team will prepare the EIPS 2025-26 budget that will be presented to the Board of Trustees for approval. This work is guided by the Government of Alberta Funding Manual for School Authorities.
- The Board will approve the 2025-26 EIPS budget at the May public board meeting. This will be submitted to the Government of Alberta.

BOARD RETREAT

The Board of Trustees participated in the annual 3-day Board Retreat in February. This is an opportunity to have deep discussions on governance related issues, the 2025 Board Work Plan and the Four-Year Education Plan.

EIPS ANNUAL FEEDBACK SURVEY

EIPS wants to hear from parents and guardians. Share your thoughts about the Division and school by completing the 2024-25 Annual Feedback Survey. It is open until March 21, 2025. EIPS conducts the survey to gauge its progress toward meeting the goals and priorities outlined in its Four-Year Education

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Plan. The feedback also helps guide future Division planning and decision-making, all aimed at enhancing student learning and better serving the wider community.

ALBERTA EDUCATION 2025 ASSURANCE SURVEY

This survey asks parents and guardians of students in grades 4, 7 and 10 about a variety of topics, including student learning engagement, parental involvement in their child's education and welcome, caring respectful and safe learning environments. The results of the survey help shape School Education Plans, the EIPS Four Year Education Plan and the EIPS Annual Education Results Report (AERR). This survey closes on March 21, 2025.

Please contact me with questions or concerns.

Respectfully submitted,
Cathy Allen
cathy.allen@eips.ca
780-417-8109

3. Principal Report – Sunny Sandhu

- a. As below; agenda items 4-10.

4. Budget and Staffing – Sunny Sandhu

- a. Two Educational Assistants (EAs) recently hired; able to hire as substitute teacher budget remains lower than projected.
- b. Budget: 1% carry over to next year.
- c. Budget to allow for increase in technology and more Chromebooks.

5. Financial Update – school audit – Sunny Sandhu

- a. So far, appears to be all good!
- b. Recommendations are not released yet.

6. Career Fair – May 1, 2025 – Sunny Sandhu

- a. Likely to be planned for 1-5/6pm to include students during school hours, as well as, families after school.
- b. Some students will be away on field trips but hopefully will stay after school.
- c. Details to come soon.

7. School Education Plan – Rough draft for April – Sunny Sandhu

- a. Draft will be shared at School Council in April and through the Chronicle.
- b. Input and thoughts will be welcomed.

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- c. It is a fluid and dynamic document; changes can continue to be made even in September.

8. Academic Intervention – Sunny Sandhu

- a. Read Program – literacy intervention; 10 most at risk students are receiving reading support for 13 weeks.
- b. In-reach Program – staff: Mrs. Fairweather; similar to a study block, maximum 15 students per block, used for students writing missed exams or those who need flexibility in their schedule (for example, when an option class is not a good fit for a particular student).
 - i. Budget-dependent as to whether it will be available next year – registration would be required.
- c. Programming / Course Handbook will be available earlier!
 - i. Updating website accordingly.
 - ii. Registration will take place in April.

9. Forest Grove Update – Sunny Sandhu

- a. Mascot and logo – students will be asked for suggestions.
- b. LOGOS program will be continuing at Forest Grove School.
 - i. Impact, French Immersion, Logos and Honors will all continue to be offered next year at SWH.

10. Course Fees – 2025-26 – Sunny Sandhu

- a. Handouts provided; copied below.
- b. Fees will be listed in Handbook.

11. Closing questions and/or feedback

- a. Ask any questions!
- b. Q: Save-On Foods fundraiser update?
 - i. ~\$1900 collected to date – total amount will be provided in April.
 - ii. Possibly host an end-of-year BBQ night.
- c. Q: What are the plans for spending our Engagement Grant funds?
 - i. Ideas: guest speaker at Career Fair, materials for students to support a 'booth' such as writing/journaling/etc.


12. Adjournment – 8:24pm

Upcoming School Council Meeting Dates – All meetings will be held in the school library at 6:00pm.


- Tuesday April 15, 2025
- Tuesday May 20, 2025

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Course Fees:

Sherwood Heights Junior High SCHOOL FEE SCHEDULE for the Year Ending August 31, 2026		
Category	 Fee Name 2025-26	(A) Per Student Fee 2025-26
Non-Curricular Goods and Services	Student Council	\$ 10.00
Lunch Supervision & Activities	Noon Supervision - Gr. 7-9	\$ 47.00
Course	Art 7	\$ 30.00
Course	Art 8	\$ 30.00
Course	Art 9	\$ 30.00
Course	Band 7/8/9	\$ 35.00
Course	CTF: Construction Technologies 7	\$ 38.00
Course	CTF: Construction Technologies 8	\$ 38.00
Course	CTF: Construction Technologies 9	\$ 40.00
Course	CTF: Fitness and Wellness 7	\$ 5.00
Course	CTF: Fitness and Wellness 8	\$ 5.00
Course	CTF: Fitness and Wellness 9	\$ 5.00
Course	CTF: Food and Textile Technologies 7	\$ 35.00
Course	CTF: Foods 8	\$ 40.00
Course	CTF: Foods 9	\$ 45.00
Course	CTF: Graphic Arts 7	\$ 21.00
Course	CTF: Graphic Arts 8	\$ 21.00
Course	CTF: Graphic Arts 9	\$ 21.00
Course	CTF: Performance Arts Production 8	\$ 12.00
Course	CTF: Performance Arts Production 9	\$ 12.00
Course	CTF: Personal Style & Image Design 7/8/9	\$ 26.00
Course	CTF: Robotics 8	\$ 28.00
Course	CTF: Robotics 9	\$ 28.00
Course	CTF: Textile Arts and Technologies 8	\$ 44.00
Course	CTF: Textile Arts and Technologies 9	\$ 32.00
Course	CTF: World of Sport 9	\$ 5.00
Course	Drama 7	\$ 12.00
Course	Drama 8	\$ 26.00
Course	Drama 9	\$ 16.00
Course	Environmental/Outdoor Education 7	\$ 10.00
Course	Environmental/Outdoor Education 8	\$ 10.00
Course	Environmental/Outdoor Education 9	\$ 10.00
Course	LDC:Music Theatre 7/8/9	\$ 30.00

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SCHOOL FEE SCHEDULE		
for the Year Ending August 31, 2026		
		(A)
Category	Fee Name 2025-26	Per Student Fee 2025-26
Extracurricular	Badminton	\$ 75.00
Extracurricular	Basketball - Jr. B Boys	\$ 48.00
Extracurricular	Basketball - Jr. B Girls	\$ 48.00
Extracurricular	Basketball - Jr. Boys	\$ 215.00
Extracurricular	Basketball - Jr. Girls	\$ 215.00
Extracurricular	Basketball - Sr. Boys	\$ 245.00
Extracurricular	Basketball - Sr. Girls	\$ 245.00
Extracurricular	Cheer Team	
Extracurricular	Cross Country Running	\$ 39.00
Extracurricular	Curling	
Extracurricular	Drama Club	
Extracurricular	Gem Club	\$ 25.00
Extracurricular	Golf	\$ 50.00
Extracurricular	Handball - Jr. Boys/Girls	\$ 84.00
Extracurricular	Handball - Sr. Boys/Girls	\$ 84.00
Extracurricular	Musical Theatre Club	
Extracurricular	Track & Field EIAA	\$ 19.00
Extracurricular	Track & Field Zones	\$ 19.00
Extracurricular	Ultimate Frisbee - Fall/Spring	
Extracurricular	Volleyball - Jr. B Boys	\$ 60.00
Extracurricular	Volleyball - Jr. B Girls	\$ 60.00
Extracurricular	Volleyball - Jr. Boys	\$ 165.00
Extracurricular	Volleyball - Jr. Girls	\$ 165.00
Extracurricular	Volleyball - Sr. Boys	\$ 195.00
Extracurricular	Volleyball - Sr. Girls	\$ 195.00
Activity	Band - Jumpstart Clinic	\$ 26.00
Activity	Farewell: Gr. 9	\$ 22.00
Activity	Field Trip - Band 7	\$ 280.00
Activity	Field Trip - Band 8	\$ 500.00
Activity	Field Trip - Band 9	\$ 500.00
Activity	Field Trip - CTF: Fitness and Wellness 7	\$ 71.00
Activity	Field Trip - CTF: Fitness and Wellness 8	\$ 104.00
Activity	Field Trip - CTF: Fitness and Wellness 9	\$ 150.00
Activity	Field Trip - CTF: World of Sports 9	\$ 47.00
Activity	Field Trip - Drama 7	\$ 20.00
Activity	Field Trip - Drama 8	\$ 20.00
Activity	Field Trip - Drama 9	\$ 20.00
Activity	Field Trip - English	
Activity	Field Trip - Environmental/Outdoor Education 7	\$ 24.00
Activity	Field Trip - Environmental/Outdoor Education 8	\$ 80.00
Activity	Field Trip - Environmental/Outdoor Education 9	\$ 118.00
Activity	Field Trip - French as a Second Language	\$ 25.00
Activity	Field Trip - French Immersion 7/8/9	\$ 38.00
Activity	Field Trip - Leadership 8	\$ 15.00
Activity	Field Trip - Leadership 9	\$ 46.00
Activity	Field Trip - Music Theatre	\$ 44.00
Activity	Field Trip - Performance Arts Production 8	\$ 44.00
Activity	Field Trip - Performance Arts Production 9	\$ 44.00
Activity	Field Trip - Science 7	\$ 26.00
Activity	Field Trip - Science 8	\$ 32.00
Activity	Field Trip - Science 9	\$ 28.00
Activity	LOGOS Retreat	\$ 15.00
Activity	Young Authors' Conference	\$ 30.00
Activity (Travel)	Quebec Trip (French Immersion 9)	\$ 3,165.00
Other Sales & Services	Instrument Rental	\$ 150.00
Other Sales & Services	Uniform Rental	\$ 20.00