

Sherwood Heights Junior High School Council

Meeting Minutes - DRAFT

May 20, 2025 – 6:00pm – Sherwood Heights Junior High School

In attendance:

Executive: Kim Scott (Chair), Melissa Manolescu (Secretary)

Staff: Sunny Sandhu (Principal), Johanna Ryan (School Registrar),

SWH Parents/Guardians: Rachel B, Christina S., Kristin M, Trina E, Andrea K, Leanne W

Regrets: Becky Mitchell (Vice-Chair), Cathy Allen (Trustee and Board Chair)

1. Welcome & Introductions

- a. Meeting called to order by Kim at 6:01pm.

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

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2025-26 KEY BUDGET ASSUMPTIONS

The Board approved the key budget assumptions for the 2025-26 school year (see pg. 24, “[2025-26 Key Budget Assumptions](#)”). The assumptions are based on the Board’s mission and belief statements, EIPS’ [Four-Year Education Plan](#), Alberta’s Budget 2025 and the provincial *Funding Manual for School Authorities 2025-26 School Year*. EIPS will use the approved assumptions to develop its 2025-26 spring budget, which helps schools and departments plan for the upcoming school year. As with all assumptions, changes such as funding, reserve usage, enrolment numbers and standard costs can significantly affect the budget. EIPS will use a series of allocations and initiatives to support its key budget priorities, including:

Literacy and Numeracy – EIPS will support the priority through its Leveraging Student Achievement Reserve, the Reading Enrichment and Development Program, and the Literacy and Numeracy Grant funding.

Collegiate and Career Pathways – EIPS will support the priority through the new Campus EIPS, an ongoing focus on building and expanding Career Pathways opportunities and continued efforts to pursue a collegiate school in Fort Saskatchewan.

Complexity in Classrooms – EIPS will support the priority in the following ways:

- Address learning gaps using the Leveraging Student Achievement reserve funds.
- Build capacity through a new collaborative learning structure, built into the 2025-26 calendar, taking place division wide every Wednesday.
- A specialized support allocation, which is largely consistent with the previous year. However, a change was made to the allocation, which reallocates some additional funds to classroom complexity allocations from system program allocations. Similar to last year, the Division will continue to use its complex classroom allocation to address classroom

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complexity needs equitably. The allocation is based on an algorithm that the Division updated to make improvements, considering several factors, such as provincial achievement and diploma results, levelled inclusive supports, special-education codes and socio-economic factors.

Curriculum and Resource Development – The grant funding for the priority is increasing by almost half to \$700,000. The reason: The new curriculum roll-out involves kindergarten to Grade 6 social studies. The year before, it only involved grades 4-6 for science and French Immersion language arts and literature. EIPS will use the funds for professional learning and resources.

Staff Retention and Equity – EIPS will support the priority by continuing to hire more permanent educational assistants, implementing the new classified compensation structure, offering the Educational Assistant Capacity Building Program, providing more leadership training, adding classified staff to the last operational day of the Division calendar and creating a Workplace Psychological Safety Group.

Early Learning – EIPS will support the priority by piloting two new full-day kindergarten programs—a French Immersion program at École Parc Élémentaire and a science, technology, engineering and mathematics (STEM) program offered at Mundare School and Wes Hosford Elementary.

Education Technology and Artificial Intelligence – EIPS will support the priority by finalizing its artificial intelligence work, a strategic plan for the use of education and system software solutions in schools and developing the educational technology component for the new curriculum.

Equity for Rural – EIPS will support the priority through an allocation to help cover school programming, funding shortfalls for small rural schools, and travel allowances for rural-based school staff to attend meetings and professional learning in urban areas. It also plans to fund a symposium with rural families.

The 2025-26 spring budget will be presented at the public Board meeting on May 29.

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2025-26 STUDENT TRANSPORTATION FEES

ELK ISLAND PUBLIC SCHOOLS 2025-26 TRANSPORTATION FEE SCHEDULE		
DESCRIPTION	Early Incentive Rate (by June 30, 2025)	2025-26 Transportation Rate
Eligible - Students who meet the funding eligibility criteria as per Alberta Education. (Includes full-time Kindergarten)	\$100	\$125
Ineligible - Students who do not meet the funding eligibility criteria as per Alberta Education. (Includes full-time Kindergarten)	\$200	\$225
Kindergarten Eligible - Kindergarten students who meet the funding eligibility criteria as per Alberta Education.	\$65	\$90
Kindergarten Ineligible - Kindergarten students who do not meet the funding eligibility criteria as per Alberta Education.	\$130	\$155
Additional Bus - Additional stop required on a different bus route is non-refundable. (Includes full-time Kindergarten)	\$130	\$155
Kindergarten Additional Bus - Additional stop required on a different bus route is non-refundable.	\$100	\$125

Please contact me with questions or concerns.

Respectfully submitted,
Cathy Allen

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3. Principal Report – Sunny Sandhu

- Budget: Looking at the budget from last year, it was disappointing. In the English program there is currently a class of 39 students. SWH has a number of division programs, but where is the equity with the regular programming? Other junior high schools in EIPS average 26-30 students per class. After taking the SWH numbers to EIPS Board, SWH received increased funding and next year the biggest class will be 32 students.
- Staffing: The goal this year is to have the staff timetables earlier so that planning can happen. Currently still running algorithms to sort timetables for next year –

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trying to honor the highest number of student requests as possible. Two new permanent full-time staff will be hired next year – a French Immersion teacher and an Impact math teacher. Three temporary positions will be available next year to offset staff leaves of absences and enable offering of additional option classes.

c. May and June:

May has been full of field trips! Skills competition, camping, band, track & field, etc. Field trips must be curriculum related. Parents asked for thoughts about field trips; feedback: kinetic learning is good learning for many students, many field trips in a short period of time led to a decrease in marks, why so many in May? can some field trips be earlier in the year?, ie. those not weather- or time-dependent, earlier communication is better regarding field trips. Overall message: field trips are desirable and students enjoy them, but if possible, try to spread them out so that they do not all happen within the same time period.

June activities must be curriculum related as well. Meaningful learning will still happen in June! Following exams, regular classes will continue for the remainder of the day. Goal is to have direct instruction and teacher-led structured reviews following exams, as opposed to past years where students could come to ask questions but formal instruction was not provided. June 19 is the last day of school for grade 9 students; all instructional minutes will have been provided for grade 9 as of June 19, although if needed, students are still welcome to come to school until the last official day of school (June 25). This information will be shared in the Chronicle and on the website, as well as possibly through teacher emails and staff to student communication.

- d. Data Share – Attendance: <10% absenteeism in staff. The budget for substitute teachers, based on last year's numbers, was \$7100 per month and currently the most that has been spent was \$4300 in one month. Thus, there will be funds remaining and SWH will carry over 1% which enables more funds for hiring for next year.
- e. In the News: Regarding the news around teaching staff going on strike, SWH staff have been asked not to discuss this situation with students as it increases anxiety for both students and staff. There are many possible outcomes in this situation (for example, school may continue with work-to-rule mandated) and it is not known what will happen, but it is important to be intentional with wording and not cause unnecessary stress. Sunny to follow up with Student Transportation, as this should include bus drivers.

4. Forest Grove Update– Sunny Sandhu

- a. County is now involved in playground planning; \$250,000 is the base grant from the province and will be able to start looking at fundraising opportunities soon.

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- b. April 30, 2026 is the date the keys will be handed over to EIPS! Building is happening on schedule thus far. Walk-thru is being planned for June.
- c. Sunny and Greg Probert (co-principals) have been doing lots of inventory – decisions on what furniture will move to the new school and what will need to be ordered is happening now.
- d. August 11, 2025 is date planned for demolition of SWH.
- e. Forest Grove mascot should be revealed soon.

5. Closing questions and/or feedback

- a. This is the last School Council meeting of the year. Feedback from parents is important and welcomed by Sunny at School Council meetings or in person anytime!
- b. Engagement Grant – decision to carry over grant money, if possible, to next year.
- c. Career Day – postponed due to a variety of reasons: presenters dropped out, overlap between remaining presenters, Next Generation could not be scheduled, parking lot was under construction so very limited parking available, EIPS already offered many career-related events – possibly revisit in September
- d. ASCA Conference was online this year, poorly run and hard to be engaged in the virtual environment

6. Adjournment – Kim called the meeting to adjourn at 7:27pm