

# **Pine Street School Advisory Council Meeting**

## **May 9, 2023**

The regular meeting of Pine Street School Council was duly called and held on May 9 2023 at Pine Street Elementary School located at 133 Pine Street in Sherwood Park, Alberta. Quorum was met.

**In Attendance:** Tracey Arbuthnott, Murray Howell, Rachelle Gagnon, Lisa Leitch, Kayleigh Chase, Susan Ronsko, Jef Bailey, Sarah Matheson, Leah Brown, Amanda Weiss, Jamie Wells, Kasia Brodziak.

**Opening Remarks & Welcome –** Jef Bailey

Called to order at 6:02 p.m.

MOTION was made by: Sarah Matheson

SECONDED: by Leanne Weiss

CARRIED: Yes

**Attendance and Introductions.**

**Additions to Agenda:** No

**Review of Minutes from March 14, 2023**

MOTION made by: Sarah Matheson to accept the March minutes as is.

SECONDED by: Kayleigh Chase

CARRIED: Yes

**Business Arising from Minutes** None

**Trustee Update – Cathy Allen**

**Trustee Report - Pine Street Council Meeting**

**ASBA EDWIN PARR AWARD: 2023**

The Board approved administration's nomination for this year's EIPS Edwin Parr Teacher Award nominee, Rae-Lynn Billingsley. Annually, the Alberta School Boards Association (ASBA) hosts the award to honour and recognize first-year teachers and their pedagogical excellence. Billingsley, a first-year teacher at A.L. Horton Elementary, was selected for her outstanding commitment to education, dedication to capacity building and innate ability to encourage a love of learning in students.

**THREE-YEAR CAPITAL PLAN: 2024-27**

The Board approved EIPS’ [2024-27 Three-Year Capital Plan](#). Annually, the Board reviews and updates the plan to prioritize its key capital projects.

*Priority 1:* A replacement school for Rudolph Hennig Junior High and Fort Saskatchewan High (grades 7-12).

*Priority 2:* A replacement school for James Mowat Elementary (grades K-6).

*Priority 3:* A modernization and expansion of Vegreville Composite High to accommodate K-12 programming.

Now approved, the Division will submit the *Three-Year Capital Plan* to the province for funding consideration.

**LOGOS CHRISTIAN PROGRAM**

The Board approved the recommendation to amalgamate EIPS’ elementary Logos Christian program at Brentwood Elementary, effective in the 2023-24 school year. Amalgamating the elementary allows for a more viable program, with sustainable student numbers and available student capacity, to hopefully, once again, grow the program in future years.

**ADJUSTED ATTENDANCE BOUNDARY: CAMBRIAN CROSSING**

The Board approved the adjusted regular program attendance boundary for the Cambrian Crossing area structure plan, made up of two new neighbourhoods in Strathcona County — Cambrian and Hearthstone. The table below details the adjusted attendance boundaries for regular programming, effective immediately:

<b>NEIGHBOURHOOD</b>	<b>ELEMENTARY</b>	<b>JUNIOR HIGH</b>	<b>SENIOR HIGH</b>
<b>CAMBRIAN</b>	Westboro Elementary	Clover Bar Junior High	Salisbury Composite High
<b>HEARTHSTONE</b>	Glen Allan Elementary	F.R. Haythorne Junior High	Bev Facey Community High

**PUBLIC ENGAGEMENT – EIPS FRENCH IMMERSION PROGRAM**

On April 13, 2023 a proposed solution was presented to stakeholders at the third public engagement session:

Maintain French Immersion programs at Ardrossan Elementary, Ecole Parc, Ecole Campbelltown (moving to replacement school in 2025-2026) and Heritage Hills

Move all junior high French Immersion students to Bev Facey Community High School

Move all senior high French Immersion students to Bev Facey Community High School

The Board is exploring ways to enhance French Immersion programming by increasing secondary-level retention, addressing anticipated enrolment pressures in Ardrossan and balancing enrolment at the elementary level. Trustees will review all the written feedback and survey data before making decisions. At the June Board meeting, EIPS plans to present a report detailing the French Immersion engagement efforts to date. Changes will not occur until 2024-2025 or 2025-2026.

## **SCHOOL CLOSURE - ANDREW SCHOOL**

At a special board meeting on Thursday May 4, 2023, the EIPS Board of Trustees voted to close Andrew School, effective June 30, 2023. The school continues to experience declining enrollment (40 students) and the building requires \$3.5 million in repairs and maintenance – fire suppression system and replacement of the roof.

## **2023-24 KEY BUDGET ASSUMPTIONS**

The Board approved the key budget assumptions for the 2023-24 school year (see pg. 62, "[2023-24 Key Budget Assumptions](#)"). The assumptions are based on the Board's mission and belief statements, the Division's [Four-Year Education Plan](#), Alberta's Budget 2023 and the provincial *Funding Manual for School Authorities 2023-24 School Year*. EIPS will use the approved assumptions to develop its 2023-24 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.

### **ASSUMPTION HIGHLIGHTS FOR 2023-24**

**General operations** – Focus areas include student learning, student and staff well-being, career pathways, the new curriculum, junior high intervention supports, program equity and Division infrastructure.

**Enrolment** – The Division expects student enrolment to increase by 23 students by fall 2023—to 17,483 students from 17,460 students in fall 2022.

**Funding Grants** – Alberta Education is introducing two new grants—the Teacher Settlement Grant and Class Complexity Grant. It will also continue offering the Student Well-Being Grant and Curriculum Implementation Grant. However, these amounts are still unknown and now require an application process. As well, the province made revisions to the Transportation Grant and System and Administration Grant.

**Other Revenue** – EIPS expects provincial funding to cover its lease agreements for Strathcona Christian Academy Elementary and Strathcona Christian Academy Secondary; the Mental Health Capacity Building Grant; and the Division's Official Languages in Education Program. The Division will also generate revenue through school-generated funds and school fees. Unlike previous years, the spring budget won't include funding for the Odyssey Language Program, as it's unknown if the federal government will continue to support it, and the amount.

**Compensation** – EIPS anticipates the overall certificated standard costs to increase by 2.9% and standard classified costs to increase by 2.3% and 8.5%. The increases are the result of the new collective bargaining agreement and a hike in the employee benefits rate.

**Inflation** – EIPS anticipates non-salary inflationary increases—based on the overall consumer price index. These include higher costs for furnishings, equipment, careers and technology studies supplies, electricity, natural gas and custodial services.

**Carbon Tax** – EIPS anticipates increases in carbon tax costs based on the *2030 Emissions Reduction Plan*, a federal document outlining Canada’s plan to meet its 2030 emissions reduction target. Currently, EIPS pays a \$65 per tonne carbon tax. Annually, that will increase until it reaches the targeted \$170 per tonne, in 2030. As a result, it will continue to impact the Division’s budget, and in term, remove funds from the classroom.

**Reserves** – Alberta Education confirmed EIPS’ operating reserve limit for Aug. 31, 2024—3.2%, or \$6.56 million. The Division must ensure its operating reserves are within 3.2% of its operating expenses. Any reserve money more than that amount must be returned to Alberta Education in December 2025. Administration will ensure operating reserves are below that number.

**Expenses** – The Division anticipates overall capital items purchases to total approximately \$300,000 in 2023-24. Administration also developed a five-year capital projection that lists anticipated capital needs requiring funds into the Capital Reserve over time. The list ensures enough funds in future years.

## **BUDGET ALLOCATIONS AND RESERVES USE: 2023-24**

The Board approved the budget allocations and reserve use for the 2023-24 school year (see pg. 3, “[2023-24 Budget Allocations Including the Use of Reserves](#)”). Overall, EIPS will receive a 4.8%, or \$8.82 million, increase in funding from Alberta Education—\$6.6 million for specifically targeted grants and \$2.2 million for non-targeted grants. Despite the increase, it’s still a tight budget given rising inflation for utilities and employee benefits costs, rules for targeted grants and restrictions on accessing reserves. As such, the Division will develop a conservative spring budget that supports the mission, belief statements and priorities of EIPS.

### **FUNDING CHANGES HIGHLIGHTS: 2023-24**

Changes in funding include:

- a 6% base-funding increase—to offset the decrease in bridge funding.
- a 10% increase to supports and services grants—for specialized learning support; Program Unit Funding; English as an additional language; refugee students; and First Nations, Métis and Inuit education—to offset the decrease in bridge funding.
- a 20% increase to the School Nutrition Grant.
- a 5% increase to the Operations and Maintenance Grant.
- a new Classroom Complexity Grant.
- a new funding model for student transportation that expands rider eligibility and helps absorb rising inflationary costs; and
- the elimination of bridge funding.

### **SCHOOLS AND DEPARTMENTS: 2023-24**

Allocations for schools will increase, by 1.6%, because of higher standard costs. Although, the exact allocations for each school will vary based on enrolment number changes, the weighted-moving-average funding formula and standard cost adjustments. And, for small rural schools, allocations will align with the funding levels detailed in the province's *Funding Manual for School Authorities 2023-24 School Year*.

Similarly, allocations for central departments will also increase, by 2.3%. However, after factoring out the targeted student transportation funding, department allocations will end up decreasing, by 1.1%. The drop is primarily because of one-time spending projects planned in 2022-23—which were funded by reserves.

### **STUDENT TRANSPORTATION FEES: 2023-24**

The Board approved Student Transportation fee schedule for the 2023-24 school year. Student Transportation offers an enhanced transportation fee structure. As such, all riders pay a fee for transportation services. It's an equitable structure for riders and allows EIPS to maintain its current level of service. Thanks to a new provincial funding model for student transportation, fees will decrease in 2023-24. Changes made to the funding model include expanding rider distance eligibility, including for riders attending a school or program of choice, and added funding to cover higher fuel and inflationary costs. Student Transportation will also continue to offer a payment-plan option—available to families with fees of \$300 and more—paid over seven months. The approved 2023-24 student fee schedule is available online at [Student Transportation Fees 2023-24](#).

Please contact me with questions or concerns.

Cathy Allen  
780-417-8109  
[cathy.allen@eips.ca](mailto:cathy.allen@eips.ca)

**Question:** For Student Transportation, will there be more bus routes added? Will this put more strain on the busy transfer centre?

**Answer:** Cathy is not operations, more governance. If Student Transportation was not able to help you, please send Cathy an email. Cathy will forward the message to the superintendent.

**Question:** Who dictates how money received from Alberta Education is spent or allocated in schools?

**Answer:** Finance staff at EIPS do allocations out to schools and Transportation and special programs. In a school, you are allocated money based on the number of students you have enrolled. Alberta Education gives the money to schools, some of it must be spent on certain areas.

**Question:** You mentioned that only half of French Immersion students are graduating with EIPS. Why are the numbers so low?

**Answer:** Counting students that are in French Immersion for grade 7, only around half are graduating within the EIPS French immersion program. Students are switching to ABJ or choosing not to continue in French.

## **Principal Update – Tracey Arbuthnott**

### **School News**

- April has been a busy month of teaching and learning with lots of fieldtrips happening.
- Rocks and Rings were a big hit with all March 13-17
- March 16 grades 4 & 5 went to the TELUS World of Science
- Parent Teacher conferences March 20 to 22
- April 3-6 the school participated in the Save on Foods Food Bank Drive.
- Our Grade ones went to Salisbury Greenhouse celebrating Earth day on April 21
- April 28 the Connections class went to Rock the Spectrum Field trip designed for autistic students.
- Class and team pictures were taken May 3 and 4
- Track team participated at the EIPS Elementary Invitational Track Meet Gr.4-6.
- May 4 we had a Tea and Bannock night for our identified FNMI students and their families
- Gr Ones celebrated Arbor day

### **Employee Recognition, Long Service and Retirement**

- Murray Howell UofA Graduate Certificate in School Leadership
- Janelle Caldwell 10
- Lisa Leitch 10
- Jennifer Appleby 15
- Crystal Brownlee 15
- Deneen Zielke 35
- Wendy Forbes Retirement
- Jocelyne Kavalinas Retirement
- Susan Woodbeck Retirement
- Lorna Magnan Retirement
- Nikki Rufenack Retirement

### **Facilities News**

- Each classrooms receiving a new upgraded teachers' computer (District moving to W11)
- Lots of classroom movement for next year. (See map)
- Replacement of Cad 5 to Cad 6 computer wiring throughout the school
- Window replacements over the summer
- Building of Quite room in FS 128
- Removal of Wall between FS 129 and FS 130
- Outside camera repaired back NE corner

**2023-24 Budget:**

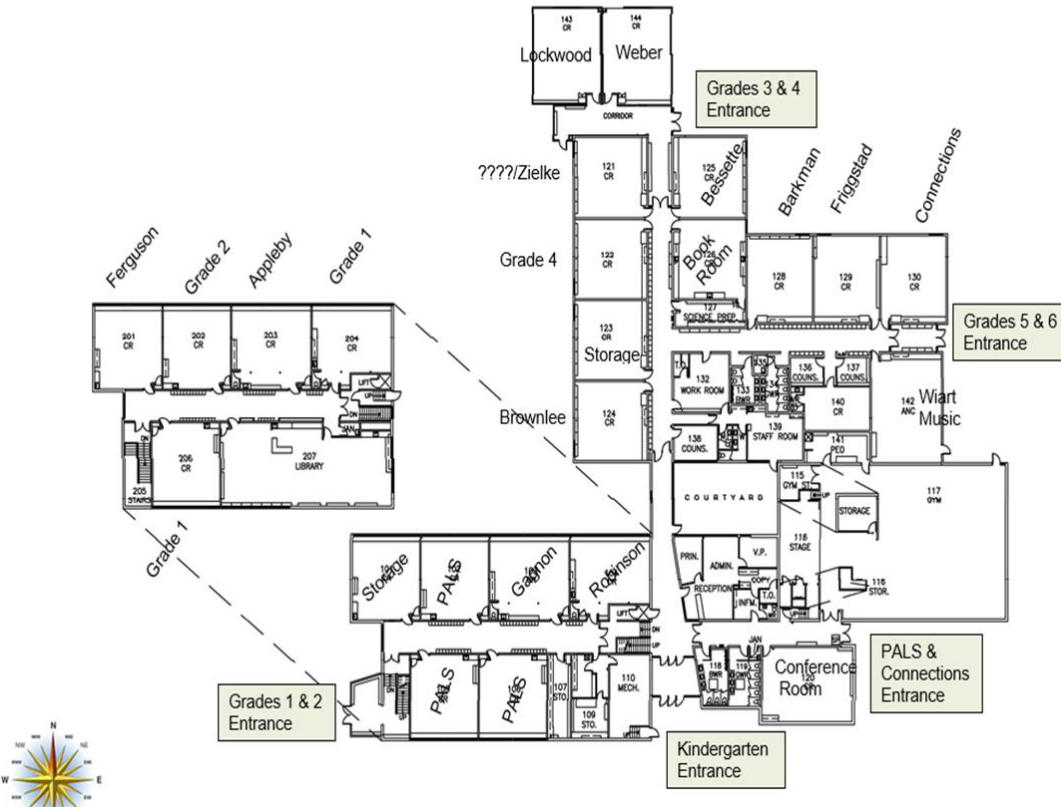
For 2023-24 School year we have the addition of a second Connections program which is also funded as the PALS programs. These district programs are funded using program unit funding rather than student population.

1. 2023-24 Budget: 95.5% Staffing, 4.5% Service, Supplies and Material (Spring budget)
2. EAs funded for 2023-24 school year.
  - K-6: three EAs
  - PALS: Seven EAs (4 PALS Programs 2 AM 2 Pm)
  - Connections: four EAs (2 programs)

Year	POP	Budget	Without district programming funds
2018-19	372	\$2,960,149.00	\$2,389,111
2019-20	355	\$2,872,531.00	\$2,285,440
2020-21	333	\$2,639,746.00	\$2,159,300
2021-22	348	\$2,457,651.00	\$1,964,919
2022-23	341	\$2,579,759.00	\$1,837,558
2023-24	371	\$3,140,983.00	\$2,048,878

**2022-23 Enrollment/Classroom Configuration (Fall Budget)**

Grade	Conn	Teachers	PALS	Teachers	K	Teachers	1	Teachers	2	Teachers	3	Teachers	4	Teachers	5	Teachers	6	Teachers
Student#	13		60		42		43		44		51		31		45		42	
Class	8	CON	30	PALS	21	K	22	Gr 1	22	Gr 2	25	Gr 3 1/2	31	Gr 4	29	Gr 5	30	Gr 6
Class	5	CON	30	PALS	21	K	22	Gr 1	22	Gr 2	26	Gr 3						
Split															16	Gr 5/6	12	
															28			



**Question:** Will the teachers you hire be brand new graduates?

**Answer:** Teachers will be NEW to Pine Street. We had 135 applicants for each position. 10-15 for each are current EIPS teachers.

**Question:** What grades will have split classes next year?

**Answer:** Just one split class for Grade 5-6

**Question:** How many Educational Assistants do you have in your 23-24 budget for kindergarten to grade 6?

**Answer:** The budget shows 3 full-time permanent Educational Assistant. Hoping to hire more temporary/hourly staff in the fall.



## Teacher update – Rachelle Gagnon

Volunteer appreciations week is coming up and we are so happy to see parents in the school. If anyone you know is struggling, talk to your teacher and they can help get resources in place.

**Any other school advisory council business:** no

**Pine Street School Volunteer Parent Society:**

## Treasurer Update – Sarah Matheson

Treasurer's Report May 2023

March and April monthly completed Banking Summaries are attached,

1. Income Included
  - o Save On Foods- \$1347.75 (Deposited in May)
  - o Interest- .69
2. Expenses Included
  - o Winspear Performance 1578.90
  - o Opera Performance, Christmas Deposit & Nitzas were recorded last month but chqs didn't get deposited until March.
  - o Rock & Rings 367.50 (Invoice from April, Chq Written in May)



**Year End Family Dance:** Jamie Wells would like to organize a year end family dance. June 9 6-8pm. Jamie will send a sign-up genius to ensure volunteer support before putting a deposit down on a DJ.  
MOTION made by: Jamie Wells for \$1200 dance budget.  
Seconded by Kayleigh Chase and Leah Brown.  
CARRIED: Yes

A motion was made by Leanne Weiss to adjourn the meeting at 7:12 P.M.  
SECONDED BY: Sarah Matheson  
CARRIED: Yes

The next meeting will take place on **Tuesday June 13, 2023 at 6:00pm, at Pine Street Elementary.**

**Documents Handed out at May 2023 Meeting:**  
**Meeting Agenda May 2023, draft minutes from March 14, 2023 minutes, Treasurer's Report.**