

REGULAR BOARD MEETING

AGENDA

October 29, 2021

10:00 A.M.

Virtual Meeting will be Live-Streamed at:

<https://www.youtube.com/watch?v=SIVgqIgVb8Q>



PARKLAND
SCHOOL DIVISION

Our Vision:

Our students possess the confidence, resilience, insight and skills required to thrive in, and positively impact, the world.

PARKLAND SCHOOL DIVISION

Board of Trustees Regular Meeting

October 29, 2021, at 10:00 AM

VIRTUAL MEETING: Live-Streaming: <https://www.youtube.com/watch?v=SIVgqIgvB8Q>

Page Number	A G E N D A
-1-	1. CALL TO ORDER at 10:00 AM 1.1. Treaty 6 Acknowledgement 1.2. National Anthem 1.3. Personal Reflection 1.4. Trustee Announcements 1.5. Changes to the Agenda 1.6. Approval of the Agenda
-3-	2. APPROVAL OF MINUTES 2.1. Regular Meeting of September 14, 2021
	3. BUSINESS ARISING FROM THE MINUTES
	4. DELEGATION / PRESENTATION
	5. BOARD CHAIR REPORT
	6. SUPERINTENDENT REPORT
-10-	7. ACTION ITEMS 7.1. Modular Submission Request (S. McFadyen, S. LaBrie)
-14-	8. ADMINISTRATIVE REPORTS 8.1. 2021-2022 Enrolment Report (S. McFadyen, J. Krefting)
-23- -25- -27-	9. TRUSTEE REPORTS 9.1. Audit Committee Meeting 9.2. Benefits Committee Meeting 9.3. Governance & Planning Session

Our Vision:

Our students possess the confidence, resilience, insight and skills required to thrive in, and positively impact, the world.

	9.4. Public School Boards' Association of Alberta		
	9.5. Alberta School Boards Association		
	9.6. Chamber of Commerce		
	10. FUTURE BUSINESS		
	10.1. Meeting Dates:		
	<i>Board – Open to the Public:</i>		
	Nov 30, 2021	-----	Regular Board Meeting 9:00 AM, Virtual & Live-Streamed
	Dec 14, 2021	-----	Regular Board Meeting 9:00 AM, Virtual & Live-Streamed
	<i>Committees – Closed to the Public:</i>		
	Nov 02, 2021	-----	Teacher Board Advisory Committee Meeting 4:15 PM, Virtual
	Nov 22, 2021	-----	Audit Committee Meeting 1:00 PM, Virtual
	Nov 23, 2021	-----	Governance & Planning Session 9:00 AM, Virtual (<i>full day</i>)
	Dec 01, 2021	-----	Benefits Committee Meeting 3:30 PM, Virtual
	Dec 14, 2021	-----	Governance & Planning Session 1:00 PM, Virtual (<i>afternoon only</i>)
	<i>Other:</i>		
	Nov 02, 2021	-----	Council of School Councils Meeting 7:00 PM, Virtual
	10.2. Notice of Motion		
	10.3. Topics for Future Agendas		
	10.4. Requests for Information		
	10.5. Responses to Requests for Information		
	11. IN-CAMERA		
	12. ACTION IN RESPONSE TO IN-CAMERA		
	13. ADJOURNMENT		



**MINUTES OF THE
REGULAR BOARD MEETING
HELD VIRTUALLY FROM VARIOUS LOCATIONS
ON TUESDAY, SEPTEMBER 14, 2021, AT 6:00 PM**

TRUSTEE ATTENDANCE:

Lorraine Stewart, Chair
Eric Cameron, Vice-Chair
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Paul McCann, Trustee
Darlene Clarke, Trustee
Anne Montgomery, Trustee

ADMINISTRATION ATTENDANCE:

Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Scott McFadyen, Associate Superintendent
Meg Miskolzie, Associate Superintendent
Shae Abba, Director, Human Resources
Serge LaBrie, Director, Facilities Services
Katherine Mann, Division Principal, Instructional Programs
Jordi Weidman, Director, Strategic Communications
TJ Gladstone, Indigenous Facilitator
Keri Zylla, Recording Secretary

CALL TO ORDER

Board Chair Stewart called the meeting to order at 6:03 p.m.

NATIONAL ANTHEM

PERSONAL REFLECTION

TREATY SIX ACKNOWLEDGEMENT

ANNOUNCEMENTS

CHANGES TO THE AGENDA

APPROVAL OF THE AGENDA

Res 078-2021

MOVED by Trustee Montgomery that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Res 079-2021

MOVED by Vice-Chair Cameron that the minutes of the Regular Board Meeting held on June 15, 2021 be approved as presented.

CARRIED UNANIMOUSLY

Res 080-2021

APPROVAL OF THE MINUTES

MOVED by Trustee Montgomery that the minutes of the Special Meeting held on September 7, 2021 be approved as amended.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATION / PRESENTATION

There was no delegation.

RECESS PERIOD / QUESTION PERIOD

Board Chair Stewart called a recess at 6:21 p.m. Meeting resumed at 6:36 p.m.

Trustees and Executive fielded questions submitted to the Board at Board@psd.ca.

BOARD CHAIR REPORT

Board Chair Stewart shared her report

SUPERINTENDENT REPORT

Superintendent Boyce shared her report.

Superintendent Boyce thanked Trustees from the current Board for their contributions to Parkland School Division during their 2017-2021 four-year term.

ACTION ITEMS

Res 081-2021

REVISED BOARD POLICY 8: BOARD COMMITTEES

MOVED by Vice-Chair Cameron that the Board of Trustees approve the Revised Board Policy 8: Board Committees, as amended at the Regular Meeting of September 14, 2021.

CARRIED 6 to 1

In Favour: Board Chair Stewart, Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee McCann, Trustee Clarke

Opposed: Trustee Montgomery

Members of the Board Policy Committee provided additional information and responded to questions.

Board Chair Stewart called a recess at 8:14 p.m. Meeting resumed at 8:20 p.m.

Res 082-2021

BOARD LEGACY DOCUMENT

MOVED by Vice-Chair Cameron that the Board of Trustees approve the Board Legacy Document (2017-2021), as amended at the Regular Meeting of September 14, 2021.

CARRIED UNANIMOUSLY

Deputy Superintendent Francis provided additional information and responded to questions.

Res 083-2021

REQUEST THE MINISTER OF EDUCATION TO CONSIDER EXTENDING THE TIMELINE FOR IMPLEMENTATION OF THE DRAFT K-6 CURRICULUM

MOVED by Trustee McCann that the Board of Trustees for Parkland School Division urge the Minister of Education to consider extending the current timeline for the implementation of the Draft K-6 Curriculum.

Board Chair Stewart transferred chair to Vice-Chair Cameron at 8:40 p.m. and resumed chair at 8:41 p.m.

CARRIED 6 to 1

In Favour: Board Chair Stewart, Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee McCann, Trustee Montgomery

Opposed: Trustee Clarke

Trustee McCann provided additional information and responded to questions.

REQUEST MINISTER OF EDUCATION CONSIDER REWRITING THE DRAFT K-6 CURRICULUM

MOVED by Trustee McCann that the Board of Trustees for Parkland School Division urge the Minister of Education to consider rewriting the Draft K-6 Curriculum prior to beginning the pilot process for integrating new curriculum content.

Res 084-2021

After discussion, the following motion was read and voted on:

MOVED by Trustee McCann that the Board of Trustees for Parkland School Division urge the Minister of Education to consider rewriting the Draft K-6 Curriculum prior to integrating curriculum content.

CARRIED 6 to 1

In Favour: Board Chair Stewart, Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee McCann, Trustee Montgomery

Opposed: Trustee Clarke

Board Chair Stewart transferred chair to Vice-Chair Cameron at 8:57 p.m. and resumed chair at 8:58 p.m.

Trustee McCann provided additional information and responded to questions.

DIRECT THE BOARD CHAIR TO ADVOCATE TO THE GOVERNMENT OF ALBERTA TO IMMEDIATELY REIMPLEMENT IDENTIFICATION AND CONTACT TRACING IN ALBERTA SCHOOLS

Res 085-2021

MOVED by Trustee Montgomery that the Board of Trustees for Parkland School Division direct the Board Chair to advocate to the Government of Alberta to immediately reimplement identification and contact tracing in Alberta schools.

CARRIED 6 to 1

In Favour: Board Chair Stewart, Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee McCann, Trustee Montgomery

Opposed: Trustee Clarke

Trustee Montgomery provided additional information and responded to questions.

ACTION FOR BOARD ADVOCACY

MOVED by Trustee Montgomery that the Board of Trustees plan and implement public awareness measures to inform stakeholders of the continuing authority of the Superintendent to institute additional mask use requirements pursuant the existing Parkland School Division Mask Protocol.

Res 086-2021

After discussion, the following motion was read and voted on:

MOVED by Trustee Montgomery that the Board of Trustees plan and implement public awareness measures to inform stakeholders of the existing Parkland School Division Mask Protocol.

CARRIED 6 to 1

In Favour: Board Chair Stewart, Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee McCann, Trustee Montgomery

Opposed: Trustee Clarke

Trustee Montgomery provided additional information and responded to questions.

ADMINISTRATION REPORTS

2020-2021 INDIGENOUS EDUCATION REPORT

The Board of Trustees received for information, the Indigenous Education Report, as presented at the Regular Meeting of September 14, 2021.

Associate Superintendent Johnston, Ms. Mann and Ms. Gladstone provided additional information and responded to questions.

FACILITIES SUMMER WORK REPORT

The Board of Trustees received for information, the Facilities Summer Work Report, as presented at the Regular Meeting of September 14, 2021.

Associate Superintendent McFadyen and Mr. LaBrie provided additional information and responded to questions.

Ms. Gladstone exited the meeting at 9:58 p.m.

Mr. LaBrie exited the meeting at 10:15 p.m.

HUMAN RESOURCES REPORT

The Board of Trustees received for information, the Human Resources Report (2020-2021), as presented at the Regular Meeting of September 14, 2021.

Deputy Superintendent Francis and Ms. Abba provided additional information and responded to questions.

Ms. Abba exited the meeting at 10:36 p.m.

COVID MEASURES SURVEY RESULTS

The Board of Trustees received for information, the COVID Measures Survey Results, as presented at the Regular Meeting of September 14, 2021.

Superintendent Boyce provided additional information and responded to questions.

TRUSTEE REPORTS

GOVERNANCE AND PLANNING SESSION

Board Chair Stewart shared her report from the August 31, 2021, Governance and Planning Session as presented at the Regular Meeting of September 14, 2021.

PUBLIC SCHOOL BOARDS’ ASSOCIATION OF ALBERTA

There was no report.

ALBERTA SCHOOL BOARDS ASSOCIATION

There was no report.

CHAMBER OF COMMERCE

Board Chair Stewart shared her report.

FUTURE BUSINESS

MEETING DATES:

Board – Open to the Public:

- Oct 29, 2021 ----- Organizational Meeting 9:00 AM, Off-Site Meeting *(available online)*
- Oct 29, 2021 ----- Regular Board Meeting 10:00 AM, Off-Site Meeting *(available online)*

Committees – Closed to the Public:

- Sep 15, 2021 ----- Audit Committee Meeting 1:00 PM, Centre for Education
- Sep 23, 2021 ----- Benefits Committee Meeting 3:15 PM, Centre for Education
- Sep 28, 2021 ----- Governance & Planning Session 9:00 AM, Centre for Education *(full day)*

By Invitation:

- Oct 26, 2021 ----- Trustee Swearing-In Ceremony 6:00 PM, Centre for Education

NOTICE OF MOTION

There was no notice of motion.

TOPICS FOR FUTURE AGENDAS

There were no topics for future agendas.

REQUESTS FOR INFORMATION

There were no requests for information.

IN-CAMERA

There was no In-Camera.

ACTION IN RESPONSE TO IN-CAMERA

There was no Action in Response to In-Camera.

ADJOURNMENT

The meeting was adjourned at 10:53 p.m.

DRAFT

Board Chair

Secretary-Treasurer



MEMORANDUM

October 29, 2021
 Regular Board Meeting

TO Board of Trustees

FROM Shauna Boyce, Superintendent

ORIGINATOR Scott McFadyen, Associate Superintendent of Corporate Services

RESOURCE Serge LaBrie, Director Facilities Services

GOVERNANCE POLICY Board Policy 2: Role of the Board

ADDITIONAL REFERENCE BP 2: Section 35. Resource Stewardship: Acquires and disposes of land and buildings

SUBJECT **MODULAR SUBMISSION RECOMMENDATION**

PURPOSE

For approval. Recommendation required.

RECOMMENDATION

That the Board of Trustees approve the Modular Submission Recommendation as presented at the Regular Meeting of October 28, 2021.

BACKGROUND

The Board of Trustees is responsible for reviewing and approving division modular plan and adhering to the Board Annual Work Plan. The attached report is in support of these responsibilities.

REPORT SUMMARY

Ecole Meridian Heights

Requests 6 new replacement modular classrooms to replace 6 existing units.
 The 5 modular units from 1973-1978 are past due for replacement and the 1 modular unit from 1993 should be replaced as all of the units are located together.

Copperhaven School

Requests 4 new modular classrooms.

The 4 new modular classrooms are required to increase the capacity of the school. Copperhaven School is currently at 88% of its capacity and projected to keep growing.

Blueberry School

Requests 9 new replacement modular classrooms to replace 9 existing units.

The 9 modular units from 1980 are past due for replacement.

Muir Lake School

Requests 5 new replacement modular classrooms to replace 5 existing units.

The 5 modular units from 1980 are past due for replacement.

Ecole Broxton Park School

Requests 6 new replacement modular classrooms to replace 6 existing units.

The 6 modular units from 1985 (4 units) and 1988 (2 units) are past due for replacement.

Administration would be pleased to respond to any questions.

SM:rg



MODULAR SUBMISSION RECOMMENDATION

October 2021

Presented to the Board of Trustees, October 29, 2021
 Scott McFadyen, Associate Superintendent of Corporate Services
 Resource: Serge LaBrie, Director Facilities Services

Our Students Possess the confidence, resilience, insight and skills required to thrive in, and positively impact, the world.

BACKGROUND

The Board of Trustees Modular Classroom Request is due November 1st.

Modular classroom recommendations are based on:

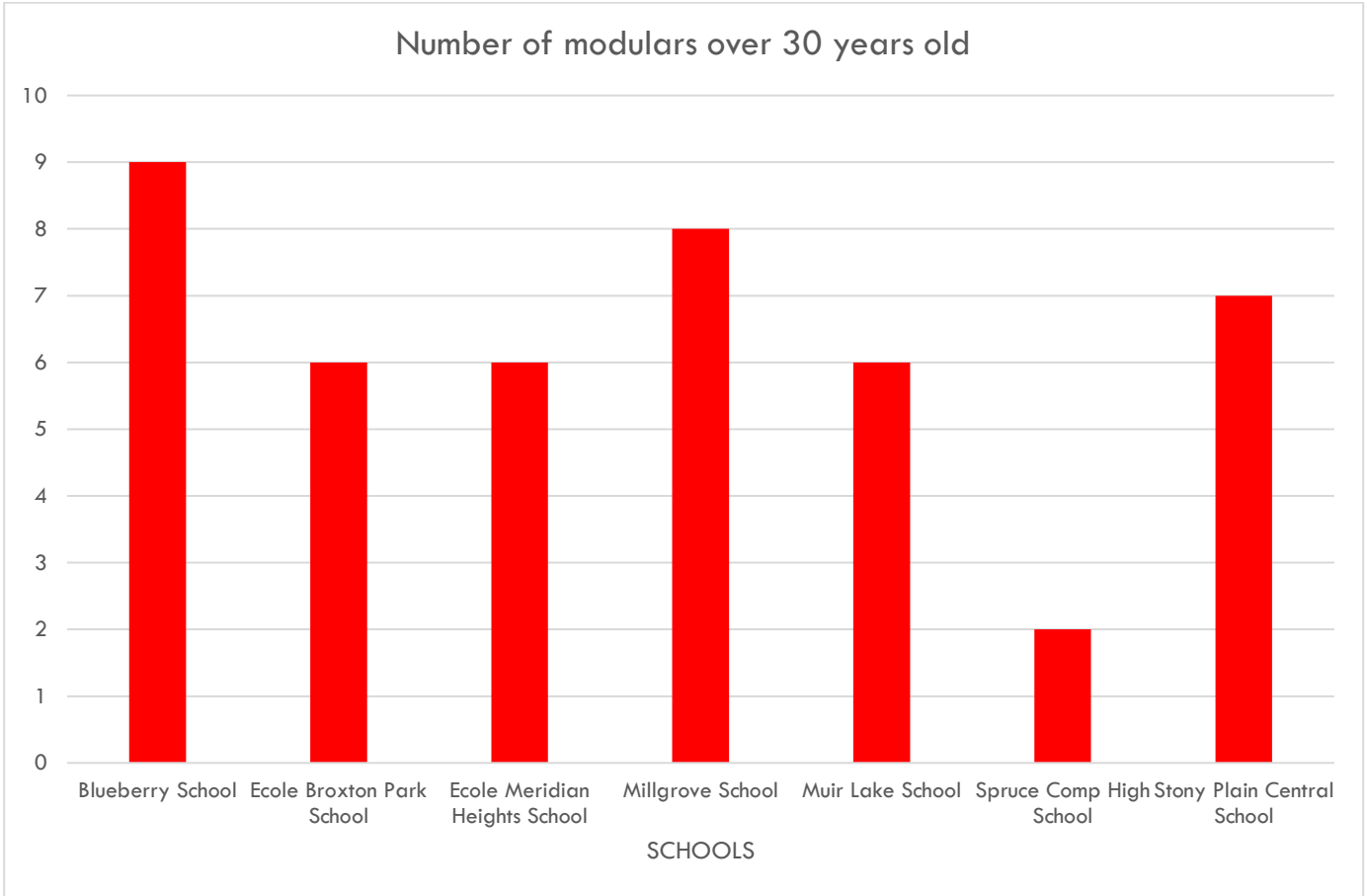
- Age of modular units
- Health and safety issues
- General condition
- Feedback from staff (teachers, maintenance, custodians)

Administration is pleased to make the following recommendation based on expected enrolment pressures and evergreening of existing modular classrooms.

REPORT / TOPIC

The modular classroom request recommendation is:

1. Ecole Meridian Heights School
 - 6 new modular classrooms (modulars).
 - To replace 6 modulars dated: 5 modulars built from 1973-1978 and 1 modular built in 1993.
 - Average age of modulars being recommend for replacement is 48 years old.
 - These modulars are all in one area so must be replaced in one project.
2. Copperhaven School
 - 4 new modular classrooms (modulars).
 - To increase capacity.
 - Current capacity is 88% and is projected to keep growing.
3. Blueberry School
 - 9 new modular classrooms (modulars).
 - To replace 9 modulars built in 1980.
 - Average age of modulars being recommend for replacement is 41 years old.
4. Muir Lake School
 - 5 new modular classrooms (modulars).
 - To replace 5 modular built in 1980.
 - Average age of modulars being recommend for replacement is 41 years old.
 - The 5 modular units being requested are in a row and connected.
 - The 6th unit which is over 30 years old is not connected to the 5 units on this request.
5. Ecole Broxton Park School
 - 6 new modular classrooms (modulars).
 - To replace 6 modulars dated: 4 units built in 1985 and 2 units built in 1988.
 - Average age of modulars being recommend for replacement is 36 years old.





MEMORANDUM

October 29, 2021
Regular Board Meeting

TO	Board of Trustees
FROM	Shauna Boyce, Superintendent
ORIGINATOR	Scott McFadyen, Associate Superintendent
RESOURCE	Jason Krefting, Director of Financial Services
GOVERNANCE POLICY	Board Policy 2: Role of the Board Board Policy 12: Role of the Superintendent
ADDITIONAL REFERENCE	BP 2: Section 7 BP 12: Section 3 (Alberta Education) Funding Manual for School Authorities
SUBJECT	2021-2022 ENROLMENT REPORT

PURPOSE

For information. No recommendation required.

BACKGROUND

The Board of Trustees reviews and approves the budget on an annual basis, performs Board functions required by governing legislation and Ministerial directives, and is responsible to adhere to the Board Annual Work Plan. The 2021-2022 Enrolment Report provides information to support these responsibilities.

REPORT SUMMARY

Attached for information is the September 29, 2021 enrolment count for Parkland School Division. The enrolment reflects the September count that will be used in the Weighted Moving Average (WMA) calculation to determine funded students as per the Alberta Education funding manual.

The September 29 enrolment count for the 2021-2022 school year is 11,944 for the Division. This is an increase of 427 students or 3.7% over the 2020-2021 school year.

By community the enrolment changes compared to the prior year were:

- Community A enrolments increased by 66 students or 11.6%
- Community B enrolments increased by 267 students or 5.6%
- Community C enrolments increased by 188 students or 3.2%
- Outreach enrolments decreased by 94 students or 25.5%

SM:kz

Schedule A - 2021-2022 Budget
Enrolment Report

School Name	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Actual Sep 29 2021	Budget 2021-22	Sep 29 to 2021-22 Budget Variance	Actual Sep 30 2020	Actual Sep 30 2019	Actual Sep 30 2018	Actual Sep 30 2017
Blueberry		60	58	51	66	53	53	66	52	49	64				572	532	40	557	592	581	572
Brookwood	49	84	85	96	81	100									495	501	(6)	498	524	502	777
Connections for Learning		11	16	25	35	43	32	60	83	105	94	24	19	46	593	518	75	427	242	236	137
Home Ed			19	16	21	23	20	22	19	9	7	1	7	1	165	103	62	257	42	37	31
Bright Bank Institutional															-	9	(9)	11	12	12	12
Copperhaven		72	86	90	79	85	68	61	88	60	50				739	753	(14)	708	707	599	
Duffield		30	31	29	24	33	24	20	26	31	34				282	250	32	238	282	290	289
École Broxton Park	47	87	81	69	61	68	69	61	57	38	51				689	683	6	665	667	670	729
École Meridian Heights		79	66	80	86	68	70	64	72	72	67				724	728	(4)	716	757	725	732
Entwistle		17	14	13	14	21	16	12	9	6	4				126	122	4	122	125	133	121
Forest Green		34	34	35	28	37	26	35							229	199	30	226	254	275	301
Graminia		55	46	51	50	53	50	62	45	50	65				527	522	5	501	521	524	526
Greystone Centennial Middle							93	110	100	119	110				532	525	7	511	516	512	537
High Park	23	48	37	47	37	61	56	57	61	49	56				532	510	22	513	539	513	533
Memorial Composite High												403	392	322	1,117	1,057	60	1,027	1,073	1,086	1,122
Millgrove		81	100	100	95	94									470	450	20	464	505	473	545
Muir Lake		60	47	68	48	55	42	28	43	32	37				460	431	29	423	467	458	450
Parkland Village		23	28	28	27	39									145	157	(12)	149	192	186	189
Prescott Learning Centre		89	73	66	91	80	112	95	108	105	60				879	887	(8)	842	850	829	741
Seba Beach															-	-	-	-	66	75	97
Spruce Grove Composite High												427	365	342	1,134	1,072	62	1,097	1,032	1,029	987
Stony Plain Central	24	36	41	41	45	45	49	50	89	87	96				603	592	11	571	638	616	602
Tomahawk		12	8	10	9	10	14	8	9	13	9				102	95	7	95	92	108	115
Wabamun		7	13	10	10	10	13	20	10	21	12				126	113	13	115	102	83	96
Woodhaven Middle							108	83	85	87	65				428	423	5	415	451	467	633
Projected Additional Enrolments*															-	65	(65)				
ECS - Grade 12 Enrolment	143	885	883	925	907	978	915	914	956	933	881	855	783	711	11,669	11,297	372	11,148	11,248	11,019	10,874
Outreach Programs												20	45	210	275	320	(45)	369	278	162	187
Projected Additional Enrolments*															-	-	-		51	103	62
Outreach Programs												20	45	210	275	320	(45)	369	329	265	249
Total Enrolment	143	885	883	925	907	978	915	914	956	933	881	875	828	921	11,944	11,617	327	11,517	11,577	11,284	11,123

Schedule A - 2021-2022 Budget
Enrolment Report
Community A

School Name	Pre-K	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Actual Sep 29 2021	Budget 2021-22	Variance	Actual Sep 30 2020	Actual Sep 30 2019	Actual Sep 30 2018	Actual Sep 30 2017
Duffield		30	31	29	24	33	24	20	26	31	34				282	250	32	238	282	290	289
Entwistle		17	14	13	14	21	16	12	9	6	4				126	122	4	122	125	133	121
Seba Beach															-	-	-	-	66	75	97
Tomahawk		12	8	10	9	10	14	8	9	13	9				102	95	7	95	92	108	115
Wabamun		7	13	10	10	10	13	20	10	21	12				126	113	13	115	102	83	96
Total Community A	-	66	66	62	57	74	67	60	54	71	59	-	-	-	636	580	56	570	667	689	718

Community B

School Name	Pre-K	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Actual Sep 29 2021	Budget 2021-22	Variance	Actual Sep 30 2020	Actual Sep 30 2019	Actual Sep 30 2018	Actual Sep 30 2017
Forest Green		34	34	35	28	37	26	35							229	199	30	226	254	275	301
High Park	23	48	37	47	37	61	56	57	61	49	56				532	510	22	513	539	513	533
Memorial Composite High												403	392	322	1,117	1057	60	1027	1,073	1,086	1,122
Ecole Meridian Heights		79	66	80	86	68	70	64	72	72	67				724	728	(4)	716	757	725	732
Stony Plain Central	24	36	41	41	45	45	49	50	89	87	96				603	592	11	571	638	616	602
Stony Plain	47	197	178	203	196	211	201	206	222	208	219	403	392	322	3,205	3,086	119	3,053	3,261	3,215	3,290
Connections for Learning		11	16	25	35	43	32	60	83	105	94	24	19	46	593	518	75	427	242	236	137
Home Ed			19	16	21	23	20	22	19	9	7	1	7	1	165	103	62	257	42	37	31
Bright Bank Institutional															-	9	(9)	11	12	12	12
Muir Lake		60	47	68	48	55	42	28	43	32	37				460	431	29	423	467	458	450
Blueberry		60	58	51	66	53	53	66	52	49	64				572	532	40	557	592	581	572
Total Community B	47	328	318	363	366	385	348	382	419	403	421	428	418	369	4,995	4,679	316	4,728	4,616	4,539	4,492

Community C

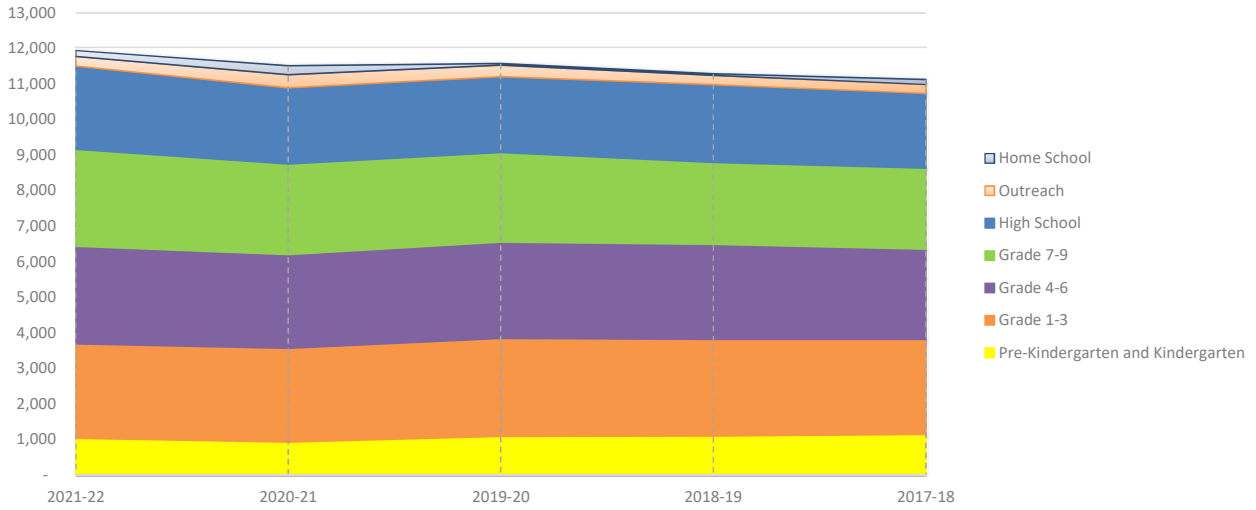
School Name	Pre-K	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Actual Sep 29 2021	Budget 2021-22	Variance	Actual Sep 30 2020	Actual Sep 30 2019	Actual Sep 30 2018	Actual Sep 30 2017
Brookwood	49	84	85	96	81	100									495	501	(6)	498	524	502	777
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Copperhaven		72	86	90	79	85	68	61	88	60	50				739	753	(14)	708	707	599	-
Greystone Centennial Middle							93	110	100	119	110				532	525	7	511	516	512	537
Millgrove		81	100	100	95	94									470	450	20	464	505	473	545
Prescott Learning Centre		89	73	66	91	80	112	95	108	105	60				879	887	(8)	842	850	829	741
Spruce Grove Composite High												427	365	342	1,134	1,072	62	1097	1,032	1,029	987
Woodhaven Middle							108	83	85	87	65				428	423	5	415	451	467	633
Projected Additional Enrolments*															-	65	(65)	-	-	-	-
Spruce Grove	96	413	425	421	407	427	450	410	438	409	336	427	365	342	5,366	5,359	7	5,200	5,252	5,081	4,949
Graminia		55	46	51	50	53	50	62	45	50	65				527	522	5	501	521	524	526
Parkland Village		23	28	28	27	39									145	157	(12)	149	192	186	189
Total Community C	96	491	499	500	484	519	500	472	483	459	401	427	365	342	6,038	6,038	-	5,850	5,965	5,791	5,664

Outreach Programs

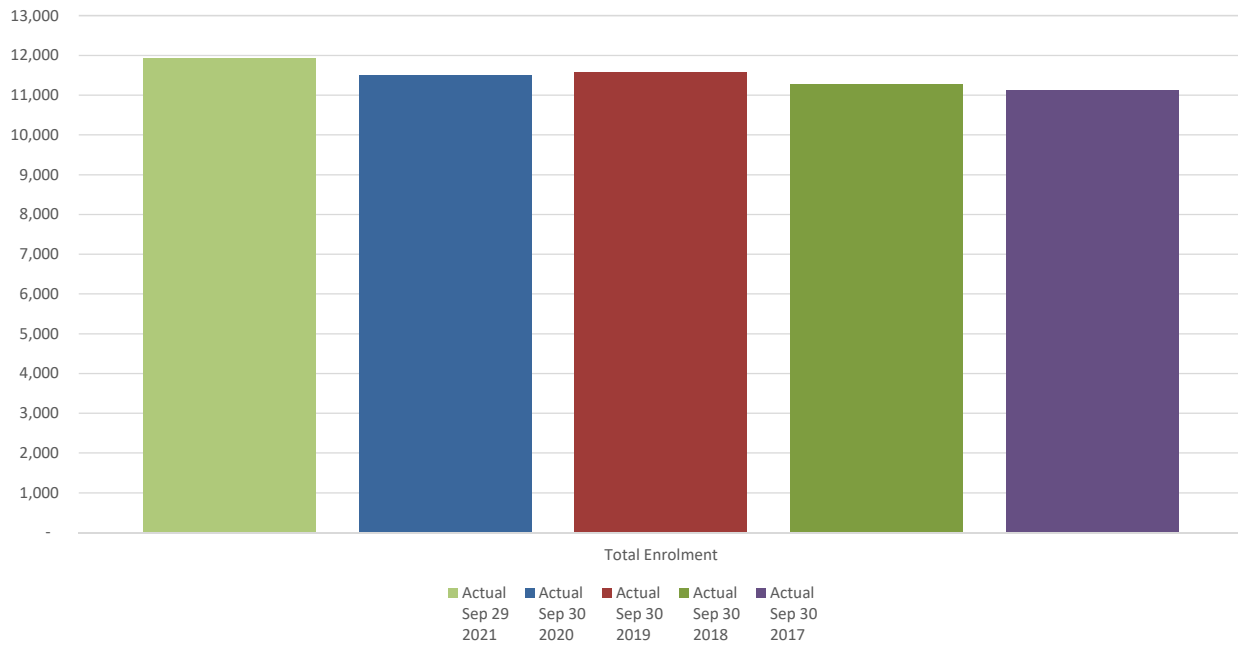
School Name	Pre-K	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Actual Sep 29 2021	Budget 2021-22	Variance	Actual Sep 30 2020	Actual Sep 30 2019	Actual Sep 30 2018	Actual Sep 30 2017
Outreach Programs												20	45	210	275	320	(45)	369	278	162	187
Projected Additional Outreach Enrolments															-	-	-	-	51	103	62
Total Outreach												20	45	210	275	320	(45)	369	329	265	249

Parkland School Division

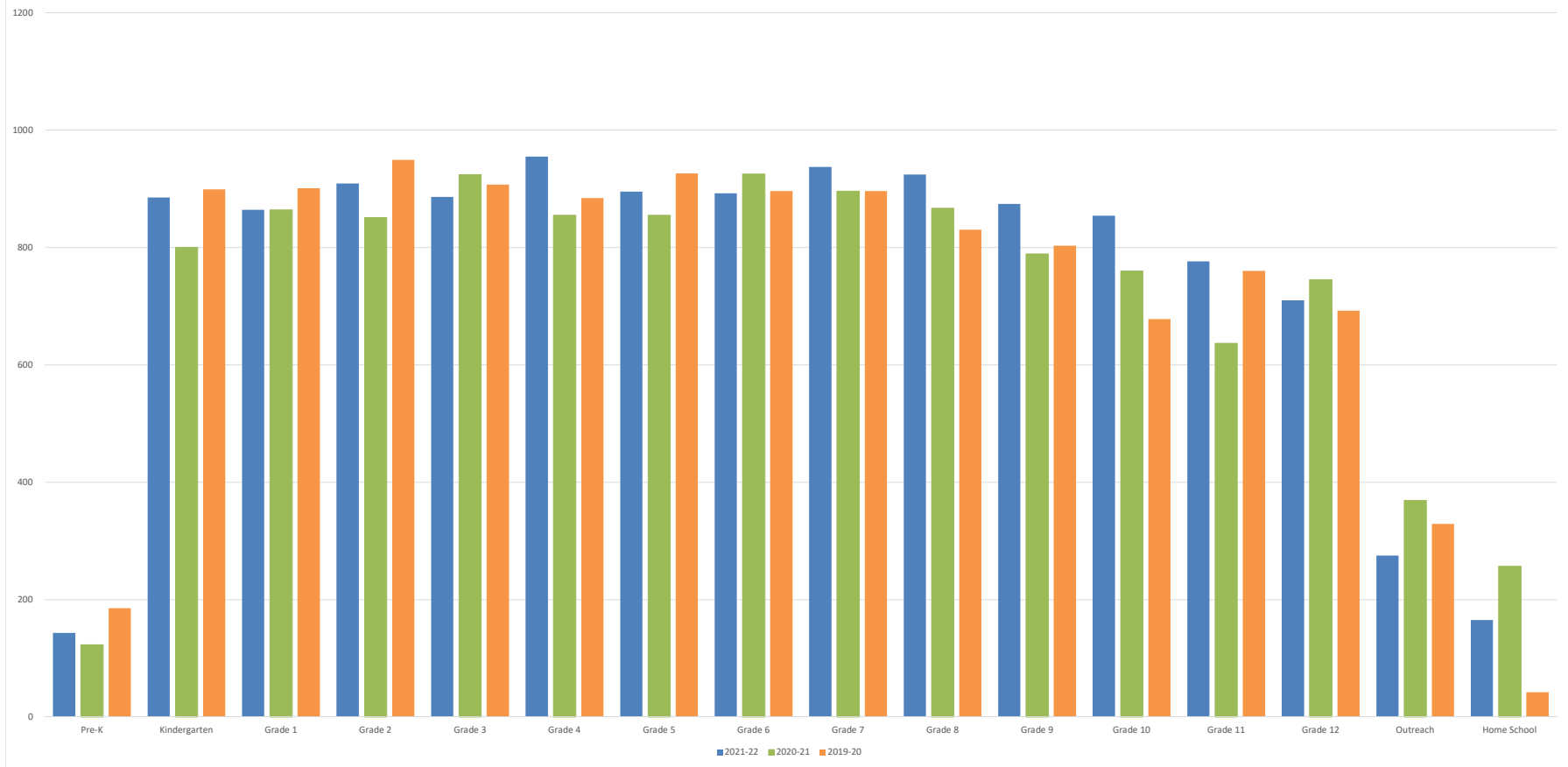
Parkland School Division Enrolments by Grade Grouping



Parkland School Division Enrolment By Year

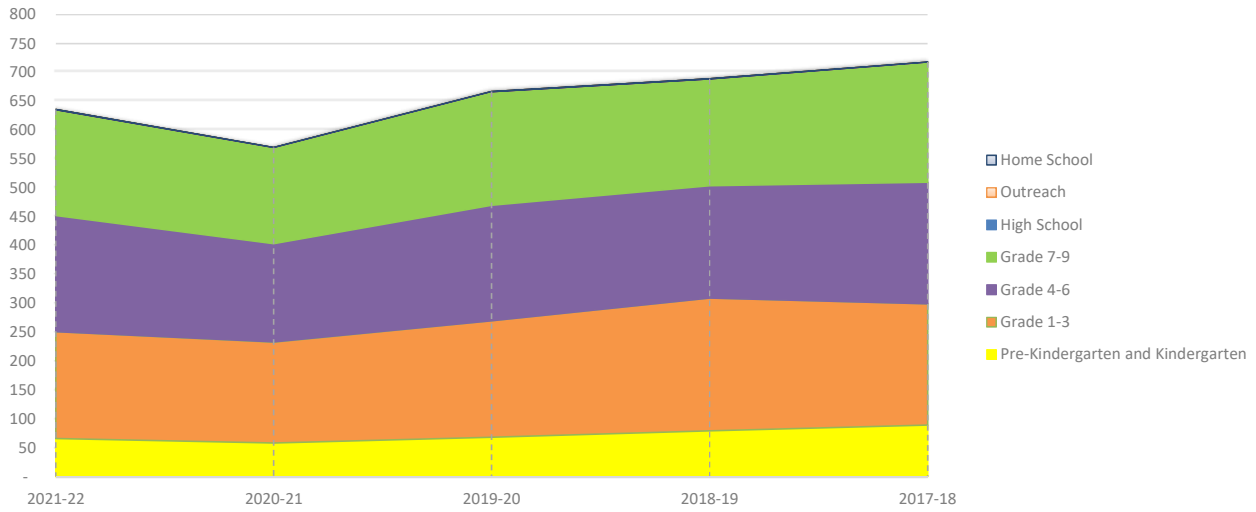


Parkland School Division Enrolments By Grade For Last Three Years

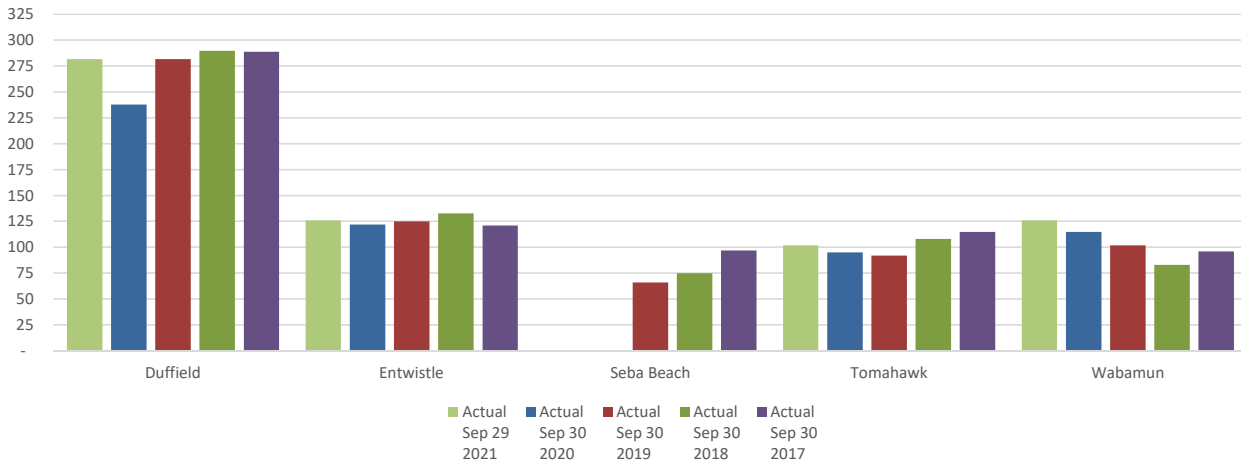


Community A

Community A Enrolments By Grade Grouping By Year

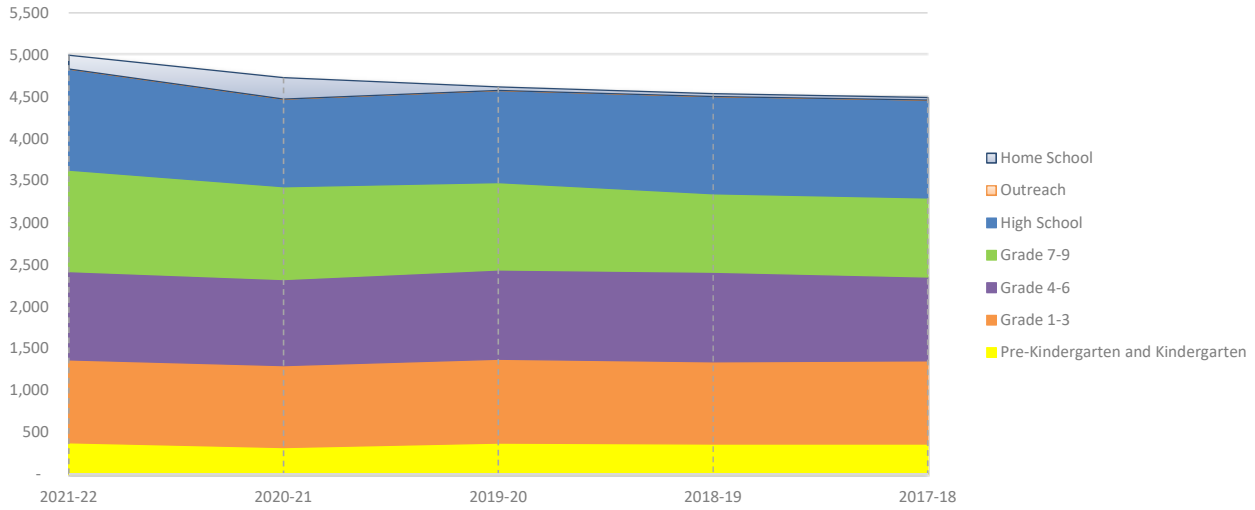


Community A Enrolments By School By Year

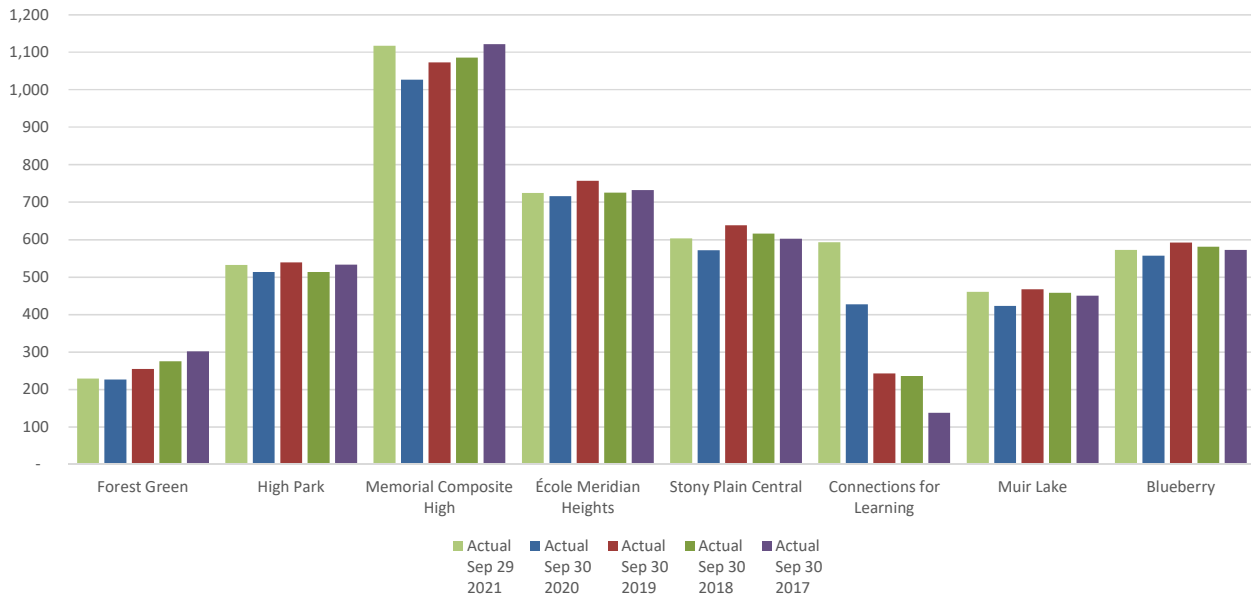


Community B

Community B Enrolments By Grade Grouping

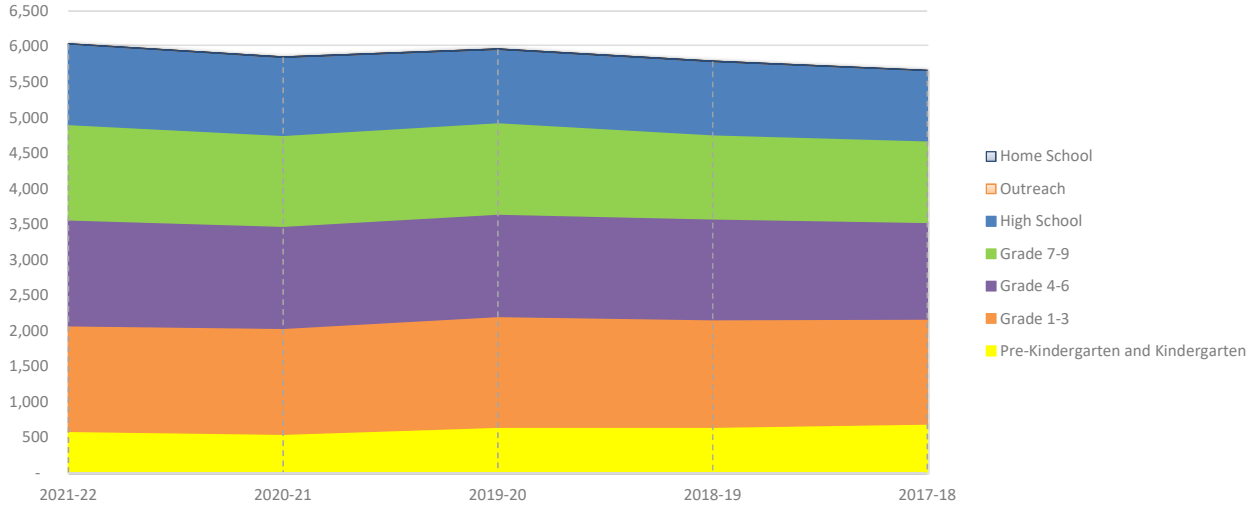


Community B Enrolments By School

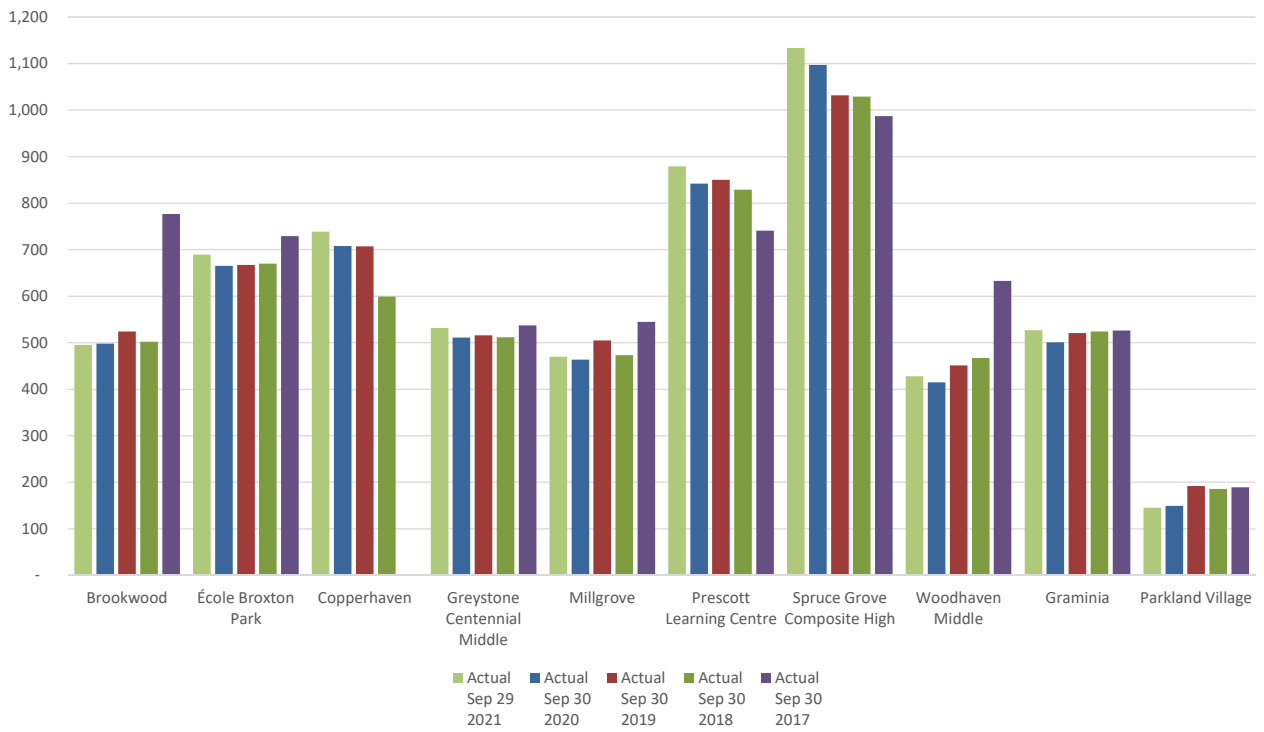


Community C

Community C Enrolments By Grade Grouping



Community C Enrolments By School





MEMORANDUM

October 29, 2021
Audit Committee Meeting

TO	Board of Trustees
FROM	Paul McCann, Trustee
ORIGINATOR	Scott McFadyen, Associate Superintendent
RESOURCE	Jason Krefting, Director Financial Services
GOVERNANCE POLICY	Board Policy 8: Board Committees
ADDITIONAL REFERENCE	BP 8: Appendix 8.5, Audit Committee Terms of Reference (PricewaterhouseCoopers) Audit Plan
SUBJECT	Audit Committee

PURPOSE

For information. No recommendation required.

BACKGROUND

The Board is responsible to establish an Audit Committee as per Board Policy 8: Appendix 8.5 Audit Committee Terms of Reference. The Audit Committee shall “fulfill their oversight responsibility for reliable financial reporting, effective internal controls and compliance with legislation and regulatory requirements”. The Audit Committee is empowered to “meet with Division officers, external auditors or outside counsel, as necessary” and to “review the auditor’s proposed audit scope and approach”. This report is in support of these responsibilities.

REPORT SUMMARY

On Wednesday, September 15, 2021 the Audit Committee reviewed the year ending August 31, 2021 Audit Plan presented by PricewaterhouseCoopers.

Associate Superintendent Scott McFadyen and Mr. Krefting presented the Internal Audit Report which outlined the processes of internal controls within the school division.

The Technology Services Department reviewed their Internal Control Report outlining Parkland School Division's multi-layer protection, security on google workspace, phishing audits for staff monitoring and disaster recovery.

Associate Superintendent Scott McFadyen presented implications of the changes in accounting treatment related to the Weighted Moving Average and Covid Revenue Mitigation Report.

The Audit Committee would be pleased to respond to any questions.

SM:rg



MEMORANDUM

October 29, 2021
Benefit Committee Meeting

TO	Board of Trustees
FROM	Darlene Clarke, Trustee
ORIGINATOR	Scott McFadyen, Associate Superintendent
RESOURCE	Brad Seib, Benefex
GOVERNANCE POLICY	Board Policy 8: Board Committees
ADDITIONAL REFERENCE	BP 8: Appendix 8.3 Benefit Plan Advisory Committee Terms of Reference PSD Experience Report – January 1, 2021 to August 31, 2021
SUBJECT	BENEFIT COMMITTEE

PURPOSE

For information. No recommendation required.

BACKGROUND

This report is being complete to provide information in relation to the information discussed in the Benefit meeting.

REPORT SUMMARY

Benefex reviewed the plan experience for January 1, 2021 to August 31, 2021.

Benefex discussed the Self Insurance (ASO) Benefits and the pooling component of the health benefits which protect PSD from high-cost claims.

Average Health claims per member have increased by 9.01% when compared to the same period a year ago. This follows a 1.63 decrease last year when compared to the year prior.

- The increase in Paramedical increase was expected, as claiming patterns have returned to near pre-Covid levels;

- Prescription Drug claims have decreased slightly; claims under this category were not significantly impacted by the Covid-19 closures last year (and subsequent re-openings);
- The total health claims are up by 7.2% over a 2-year period
- The top 10 high cost drugs claimed are Inflectra, Skyrizi, Stelara, Botox, Victoza, Humira, Ozempic, Symbicort Turbuhaler, Cosentyx, Freestyle Libre Sensor.

Average Dental claims per member have increased by 35% when compared to the same period a year ago. This follows a 22.5% decrease last year when compared to the year prior.

- Dental claims dropped sharply a year ago due to Dental offices being closed for all non-emergency procedures during the March 2020 – June 2020 period.
- Some of this year's claim increases can be attributed to pent up demand from 2020.

Benefex reviewed how many members are registered on the mysunlife.ca website and the site utilization. Site utilization is higher than average, suggesting awareness of this convenient tool is high. Plan members can now view, nominate and change beneficiaries online.

Benefex also reviewed Sun Life's Lumino Health offering, a digital health and wellness tool that can be accessed by members on the mysunlife.ca site.

SM:rg



MEMORANDUM

October 29, 2021
Regular Board Meeting

TO	Board of Trustees
FROM	Lorraine Stewart, Board Chair
ORIGINATOR	Lorraine Stewart, Board Chair
RESOURCE	Board of Trustees and Executive Team
GOVERNANCE POLICY	Board Policy 8: Board Committees Board Policy 12: Role of the Superintendent
ADDITIONAL REFERENCE	BP 8: Appendix 8.1 PSD Tomorrow Committee
SUBJECT	GOVERNANCE AND PLANNING SESSION

PURPOSE

For information. No recommendation required.

BACKGROUND

The purpose of the Governance and Planning Committee is to provide an opportunity for all trustees to engage in dialogue on generative governance, strategic planning, advocacy, student engagement and operational understanding. The Superintendent reports directly to the corporate Board and is accountable to the Board of Trustees for the conduct and operation of the Division. The following report shares the Minutes from the September 28, 2021, Governance and Planning Session.

REPORT SUMMARY

On September 28, 2021, the Governance and Planning Committee met virtually to discuss a number of topics chosen in advance by both the Board of Trustees and the Executive Team, and to complete the annual Superintendent evaluation. The following report is a record of this meeting.

LS: kz



MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Held virtually from various locations
On Tuesday, September 28, 2021, at 9:00 AM

Attendance:

Lorraine Stewart, Board Chair
Eric Cameron, Vice-Chair
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Paul McCann, Trustee
Anne Montgomery, Trustee
Darlene Clarke, Trustee
Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Scott McFadyen, Associate Superintendent
Meg Miskolzie, Associate Superintendent
Serge LaBrie, Director of Facilities
Jordi Weidman, Director of Strategic Communications
Keri Zylla, Recording Secretary

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Board Chair Stewart called the meeting to order at 9:06 a.m. and acknowledged Treaty 6.
- 1.2. **Changes to the Agenda:**
Add agenda item 3.2 Curriculum Engagement Plan
- 1.3. **Approval of the Agenda:** Moved by Trustee Heinrichs that the Board of Trustees accept the agenda as amended.

CARRIED UNANIMOUSLY

- 1.4. **Learning Moment:** Board Chair Stewart shared a video from the current Boards' term (2017-2021).

2. GOVERNANCE

- 2.1. **Board Orientation:** Superintendent Boyce shared three questions for reflection and for Trustees to share their thoughts in preparation for the new Board and upcoming Board orientation.
 - 2.1.1. **What do you wish had been made clear earlier?**
 - 2.1.2. **What does a new Trustee need?**
 - 2.1.3. **What does a returning Trustee need?**

Trustees provided feedback and discussed the importance of specific provisions for orientation at the beginning of a Boards' term.

3. STRATEGIC PLANNING

- 3.1. **Board Legacy Discussion:** Board Chair Stewart opened a discussion on Board Legacy, specifically regarding strategic planning and governance, asking Trustees to share some of the more challenging tasks during their Board term. Discussion ensued.
- 3.2. **Curriculum Engagement Plan:** Board Chair Stewart shared the Board Chairs feedback from a recent Alberta School Boards Association (ASBA) meeting regarding engagement on the Draft K-6 Curriculum and a Curriculum Engagement Guide, provided by ASBA, that may be used to facilitate engagement with community stakeholders. Discussion ensued.

Board Chair called a recess at 10:25am Meeting resumed at 10:45 am.

4. OPERATIONS & INFORMATION

- 4.1. **PSD Assurance Measures Report:** Associate Superintendent Johnston shared details from the Parkland School Division (PSD) Assurance Measures Report and provided access to the provincial, Parkland School Division and School Summaries Assurance Measures Reports by Alberta Education. The Assurance Measures Report will also be presented at the November 30, 2021, Regular Board Meeting. Discussion ensued.
- 4.2. **Modular Submission Request:** Associate Superintendent McFadyen shared the process for deciding where modular classrooms are needed and a brief update on the Modular Submission Request for the 2022-2023 school year that will be brought forward for Board approval at the October 29, 2021, Regular Board Meeting. Discussion ensued.

Mr. LaBrie joined the meeting at 11:30 a.m. for the above report, and exited the meeting at 11:38 a.m.

- 4.3. **Topics for Engagement:** Superintendent Boyce requested ideas for topics of engagement with PSD stakeholders, specifically which items we should delve into more deeply. Discussion ensued.
- 4.4. **Orange Shirt Day Activities:** Superintendent Boyce reviewed some of the plans for September 29, 2021, which will also be Orange Shirt Day in Schools.

Associate Superintendent Johnston shared that this year marks the first National Day for Truth and Reconciliation, and how schools are implementing activities and utilizing every resource to promote deeper understanding and intentional reflection on Truth and Reconciliation.

- 4.5. **Board Meeting Live-Streaming ([Board Policy 7: Board Operations](#)):** Superintendent Boyce shared that future Board Meetings will utilize Zoom as a virtual forum in order to have a livestream feature for members of public.

5. CLOSING

- 5.1. **Roundtable Discussion:** Board Chair Stewart closed the morning session with a roundtable discussion.

Board Chair called a lunch recess at 12:10 p.m. All remaining attendees exited the meeting.

Trustees resumed the meeting at 12:30 p.m. Superintendent Boyce and Associate Superintendent McFadyen each joined at different points of the meeting.

6. TRUSTEES: SUPERINTENDENT EVALUATION

The Board of Trustees engaged in the Annual Superintendent Evaluation.

6.1. Adjournment: The afternoon session was adjourned at 3:46 p.m.

NEXT MEETING: Thursday, October 28, 2021 @ 9:00 a.m. (**FULL-DAY**).