



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

April 05, 2016

Public Session: 9:30 AM

*Our Vision:
Parkland School Division is a place where exploration, creativity and imagination make learning exciting and where all learners aspire to reach their dreams.*

Parkland School Division No. 70

BOARD OF TRUSTEES REGULAR MEETING

April 05, 2016

Public Session 9:30 AM
Parkland School Division Centre for Education, Stony Plain

A G E N D A

Page Number

1. **CALL TO ORDER at 9:30 AM**
 - 1.1. National Anthem
 - 1.2. Announcements
 - 1.3. Changes to the Agenda
 - 1.4. Approval of the Agenda

2. **APPROVAL OF MINUTES**
 - 2.1. Regular Board Meeting of March 01, 2016
 - 2.2. Special Board Meeting of March 11, 2016
 - 2.3. Special Board Meeting of March 16, 2016

3. **BUSINESS ARISING FROM THE MINUTES**

4. **DELEGATION/PRESENTATION**
 - 4.1 Parkland Village School – Micro-Society

Recess Break / Public Question Period

5. **BOARD CHAIR REPORT**
 - 5.1. Correspondence
 - 5.1.1.

6. **SUPERINTENDENT'S REPORT**
 - 6.1. Superintendent's Report
 - 6.2. Building Update (K. Wilkins)

7. ACTION ITEMS

- 9- 7.1. Second Quarter Financial Report Period Ending February 29 (C. Jonsson)
- 37- 7.2. Three Year Capital Plan (C. Jonsson)
- 38- 7.3. Transportation Fees (C. Jonsson)

8. ADMINISTRATION REPORTS

- 41- 8.1. Grade 12 Diploma Examination Results Report (S. Johnston)
- 44- 8.2. Transportation Services Department Report (S. Johnston)
- 49- 8.3. People Services Department Report (K. Wilkins)

9. TRUSTEE REPORTS

- 54- 9.1. PSD Tomorrow – March 15, 2016 (E. Cameron)
- 57- 9.2. PSD Tomorrow – March 21, 2016 (E. Cameron)
- 59- 9.3. Council of School Councils (D. Kilduff)
- 62- 9.4. Benefits Committee (D. Kilduff)
- 9.5. Public School Boards’ Association of Alberta (R. Gilchrist)
- 9.6. Alberta School Boards Association (S. Kucher-Johnson)
- 9.7. C 2 Committee (R. Gilchrist)
- 9.8. Report on Rural Symposium Conference (Trustee Heinrichs)

10. RESPONSES TO REQUEST FOR INFORMATION

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

- Apr 19, 2016Education Committee 9:00 am, Centre for Education
- May 3, 2016Regular Board Meeting 6:30 pm, Centre for Education

Closed to the Public:

- Apr 19, 2016PSD Tomorrow Committee 12:30 pm, Centre for Education

11.2. Topics for future agendas

11.3. Requests for information

12. ADJOURNMENT



UNADOPTED

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON MARCH 01, 2016

TRUSTEE ATTENDANCE:

Eric Cameron, Chair	Present
Kathleen Linder, Vice-Chair	Present
Ron Heinrichs	Present
Richard Gilchrist	Present
Sally Kucher-Johnson	Present
Dorcas Kilduff	Present
Elsie Kinsey	Regrets

ADMINISTRATION ATTENDANCE:

- Tim Monds, Superintendent of Schools
 - Kelly Wilkins, Deputy Superintendent
 - Claire Jonsson, Associate Superintendent
 - Dr. Dianne McConnell, Associate Superintendent
 - Scott Johnston, Associate Superintendent
 - Jordi Weidman, Director, Strategic Planning & Communications
 - Jason Krefting, Director, Business and Finance Services
 - Serge LaBrie, Director, Facilities Services
 - Brenda Scott, Executive Assistant
-

CALL TO ORDER

The meeting was called to order by Chair Cameron at 6:30 p.m.

NATIONAL ANTHEM

Following the playing of the national anthem, the Chair requested a moment for attendees to reflect on their purpose in attending the meeting.

ANNOUNCEMENTS

Trustee Heinrichs shared information on the Wabamun Breakfast Club launch held at Wabamun School on February 19, 2016. This is an opportunity for students, staff and community to share a breakfast. A video on the event was shared with Trustees.

Trustee Heinrichs also shared information on the West-end CTF Showcase held at Seba Beach School. Students from west-end schools shared their CTF projects. Trustee Linder congratulated Ms. Karen Lasuik, teacher at Blueberry School, who has been chosen to referee the Women’s Basketball at the upcoming 2016 Summer Olympics.

Trustee Gilchrist arrived 6:37 p.m.

CHANGES TO THE AGENDA

- Add 5.1.2 Scholarship thank cards
- Add 7.6 Canadian Educators Conference on Mental Health
- Move 8.1 Fees Report before 7.2 – Fees/Allowances 2016-17
- Delete 12 – In camera

APPROVAL OF THE AGENDA

Res 029-2016

MOVED by Trustee Heinrichs that the Agenda be approved as amended.

CARRIED

APPROVAL OF THE MINUTES

Board Chair

Secretary-Treasurer

UNADOPTED

- Res 030-2016** **MOVED** by Trustee Linder that the Minutes of the Regular Meeting held on February 02, 2016 be approved as presented. **CARRIED**
- Res 031-2016** **MOVED** by Trustee Kucher-Johnson that the Minutes of the Special Meeting held on February 02, 2016 be approved as presented. **CARRIED**
- Res 032-2016** **MOVED** by Trustee Heinrichs that the Minutes of the Special Meeting held on February 16, 2016 be approved as presented. **CARRIED**

BUSINESS ARISING FROM THE MINUTES

There was no business.

DELEGATION / PRESENTATION

There were no delegations.

BOARD CHAIR REPORT

Chair Cameron shared correspondence received since last regular meeting. Trustees will receive a calendar appointment for the upcoming governance seminar being held at the PSBAA Spring Annual General Meeting in June.

Recess Break / Public Question Period

There were no questions from the public.

SUPERINTENDENT REPORT

Superintendent Monds provided a verbal report on the work being done in Parkland School Division. A video on a teacher from Graminia School celebrating her 7th (leap year) birthday with her 7 year old students was shared. Trustees have been invited for a tour of the Prescott Learning Centre later this month.

Deputy Superintendent Wilkins provided a verbal report and spoke to the progress at Prescott Learning Centre and New School No. 2. Work continues on the implementation plan for the Spruce Grove schools. It is expected the keys to Prescott Learning Centre will be handed over to Parkland School Division on August 2, 2016.

ACTION ITEMS

FINANCIAL REPORT PERIOD ENDING DECEMBER 31 2015

- Res 033-2016** **MOVED** by Trustee Linder that Board of Trustees approves the monthly financial report for the period ending January 31, 2016 as presented at the Regular Meeting of March 01, 2016. **CARRIED**

Ms. Jonsson and Mr. Krefting provided information on the motion and responded to questions.

FEES REPORT

- Res 034-2016** **MOVED** by Trustee Gilchrist that the Board of Trustees receives as information the Fees Report as presented at the Regular Meeting of March 1, 2016. **CARRIED**

Ms. Jonsson and Mr. Krefting provided information on the motion and responded to questions.

- Res 035-2016** **MOVED** by Trustee Gilchrist that the Board of Trustees establish an adhoc committee to review student fees and establish the terms of reference. **CARRIED**

Trustees interested in participating on the adhoc committee shall submit their names to Board Chair.

FEES AND ALLOWANCES FOR 2016-2017 – IMF, NON-RESIDENT

Board Chair

Secretary-Treasurer

UNADOPTED

Res 036-2016 **MOVED** by Trustee Linder that the Board of Trustees approves the Fees and Allowances for Instructional Material Fees and Non-Resident Tuition Fees 2016-2017 as presented at the Regular Meeting of March 1, 2016.

CARRIED

Ms. Jonsson provided information on the motion and responded to questions.

Res 037-2016 **SCHOOL CALENDARS 2016-17, 2017-18, 2018-19**
MOVED by Trustee Heinrichs that the Board of approves the 2016-17 School Calendar and approves in principle the 2017-18 and 2018-19 School Calendar as presented at the Regular Meeting of March 1, 2016.

CARRIED

Mr. Johnston provided information on the motion and responded to questions.

Res 038-2016 **BOARD POLICY 15 – SCHOOL CLOSURE**
MOVED by Trustee Kucher-Johnson that the Board of Trustees approves the revisions to Board Policy 15 – School Closure, as presented at the Regular Meeting of March 1, 2016.

CARRIED

Ms. Jonsson provided information on the motion and responded to questions.

Res 039-2016 **EDWIN PARR NOMINEE**
MOVED by Trustee Linder that the Board of Trustees puts forth, Ms. Brogan Foley, Duffield School, as Parkland School Division’s nominee to the ASBA Zone 2/3 Edwin Parr Selection Committee as presented at the Regular Meeting of March 01, 2016.

CARRIED

Ms. Wilkins provided information on the motion and responded to questions.

Res 040-2016 **CANADIAN EDUCATOR CONFERENCE ON MENTAL HEALTH**
MOVED by Trustee Linder that the Board of Trustees approves sending Trustee Linder and Trustee Kilduff to the Canadian Educator Conference on Mental Health to be held at Ottawa, Ontario on April 7-8, 2016.

CARRIED

ADMINISTRATIVE REPORTS
FINANCIAL REPORTING PROFILE 2009-2010 TO 2014-2015

Res 041-2016 **MOVED** by Trustee Heinrichs that Board of Trustees receives as information the Financial Reporting Profile for the 2009-2010 to 2014-2015 School Years as presented at the regular meeting of March 1, 2016.

CARRIED

Ms. Jonsson provided information on the motion and responded to questions. The following information was shared:

2014-15 Capital Reserves		Administration	1,540
Building	1,638	Unsupported	535
Equipment	1,535	Instruction	1,087
Vehicles	836	Maintenance	593
	<u>\$4,009</u>	<u>Transportation</u>	<u>254</u>
			\$4,009

Res 042-2016 **2015-2016 INFRASTRUCTURE MAINTENANCE RENEWAL (IMR) EXPENDITURE REPORT**
MOVED by Trustee Linder that Board of Trustees receives as information the 2015-2016 Infrastructure Maintenance Renewal (IMR) Expenditure Report as presented at the Regular Meeting of March 01, 2016.

CARRIED

Mr. LaBrie provided information on the motion and responded to questions.

Board Chair

Secretary-Treasurer

UNADOPTED

TRUSTEE REPORTS

PSD Tomorrow Committee

Res 043-2016

MOVED by Trustee Heinrichs that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of February 16, 2016 as presented at the Regular Meeting of March 1, 2016.

CARRIED

Teacher / Board Advisory Committee

Res 044-2016

MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the unadopted Teacher/Board Advisory Committee minutes of February 16, 2016 as presented at the Regular Meeting of March 1, 2016.

CARRIED

Keephills Condominium Association

Res 045-2016

MOVED by Trustee Heinrichs that the Board of Trustees receives as information the minutes of the 32nd Annual General Meeting of Keephills Condominium Association held February 17, 2016 as amended at the Regular Meeting of March 1, 2016.

CARRIED

Council of School Council

Res 046-2016

MOVED by Trustee Kilduff that the Board of Trustees receives as information the draft Council of School Council minutes held February 16, 2016 as presented at the Regular Meeting of March 1, 2016.

CARRIED

Public School Boards` Association of Alberta

Trustee Gilchrist spoke to a written report that he shared with Trustees.

Alberta School Boards` Association

Trustee Kilduff spoke to a written report on the Alberta School Boards` Association of Alberta.

FUTURE BUSINESS

Meeting Dates

Open to the Public:

Apr 5, 2016 Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

Mar 15, 2016 Student Advisory Committee 9:00 am, Tomahawk School

Mar 15, 2016 PSD Tomorrow Committee 12:30 pm, Centre for Education

Topics for Future Agendas

There were no topics suggested.

Request for Information

There were no requests for information.

ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

Board Chair

Secretary-Treasurer



MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON MARCH 11, 2016

TRUSTEE ATTENDANCE:

Eric Cameron, Chair	Recused
Kathleen Linder, Vice-Chair	Present
Ron Heinrichs	Present
Richard Gilchrist	Recused
Sally Kucher-Johnson	Present
Dorcas Kilduff	Present
Elsie Kinsey	Present

ADMINISTRATION ATTENDANCE:

Claire Jonsson, Associate Superintendent
Teresa Haykowsky, Partner, McLennan Ross LLP

CALL TO ORDER

The meeting was called to order by Vice-Chair Linder at 9:30 a.m.

Res 047-2016

MOTION TO MOVE INCAMERA

MOVED by Trustee Heinrichs that the Board of Trustees moves in camera at 9:30 a.m.

CARRIED

Res 048-2016

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Kucher-Johnson that the Board of Trustees reverts to a public meeting at 11:30 a.m.

CARRIED

ADJOURNMENT

The meeting was adjourned at 11:30 a.m.

Board Chair

Secretary-Treasurer



MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON MARCH 16, 2016

TRUSTEE ATTENDANCE:

Eric Cameron, Chair	Recused
Kathleen Linder, Vice-Chair	Present
Ron Heinrichs	Present
Richard Gilchrist	Recused
Sally Kucher-Johnson	Present
Dorcas Kilduff	Present
Elsie Kinsey	Present

ADMINISTRATION ATTENDANCE:

Claire Jonsson, Secretary-Treasurer, Parkland School Division
 Teresa Haykowsky, Partner, McLennan Ross LLP

CALL TO ORDER

The meeting was called to order by Vice-Chair Linder at 9:00 a.m.

Res 051-2016

MOTION TO MOVE INCAMERA

MOVED by Trustee Heinrichs that the Board of Trustees moves in camera at 9:00 a.m.

CARRIED

Res 052-2016

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Heinrichs that the Board of Trustees reverts to a public meeting at 3:13 p.m.

CARRIED

Res 053-2016

STUDENT APPEAL 2016-01

MOVED by Trustee Kucher-Johnson that the March 16, 2016, student appeal in relation to student 2016-01 be dismissed. The decision being appealed is reasonable. It is justifiable, rational, transparent and intelligible. Nonetheless, the Hearing Panel will have several comments to make in its written reasons which will be issued by Monday, March 21, 2016 by email and fax as per recent established communication practice with the Corporate Secretary.

CARRIED

Written reasons will not be contained in the minutes of the meeting.

ADJOURNMENT

The meeting was adjourned at 3:20 p.m.

Board Chair

Secretary-Treasurer



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **SECOND QUARTER FINANCIAL REPORT FOR THE PERIOD ENDING
FEBRUARY 28, 2016**

Recommendation

That the Board of Trustees approves the second quarterly financial report for the period ending February 28, 2016 as presented at the Regular meeting of April 5, 2016.

Background

The Quarterly Financial reports are part of the Accountability responsibility and authority of the Corporate Board, as defined and directed by Policy A3: Accountability. The Budget year for our Learning Organization commences 01 September of each year and concludes on 31 August. Within the context of a full school year, Administration provides four Quarterly Financial reports as follows:

- First Quarterly Report (January)
- Second Quarterly Report (April)
- Third Quarterly Report (June)
- Audited Financial Statements (November – of the subsequent school year)

The Board will recall that in November 2015 it received and approved the Audited Financial Statements for the 2014-2015 school year. The Monthly Financial statement included within this agenda is for the period ended February 28, 2016. The Audited Financial Statements for the current school year will be presented to the Board in November 2016. With each financial report, sites are expected to be at or below the percentage thresholds defined by the point within the budget/reporting cycle. The Financial Statements include details on any variances within any site reports that are greater than 2%. For example, the Transportation Site Budget will show a higher percentage used in all quarterly statements because the Transportation Department expends its annual budget over a ten month period rather than a twelve month period.

Administration would be pleased to respond to any questions regarding this report.

CJ:jc

Statement of Revenues and Expenses - February 29, 2016
Parkland School Division

	Preliminary Budget ¹ 2015-16	Final Budget ² 2015-16	Revised Budget ³ 2015-16	YTD Actuals Feb 29/16	\$ Revised Budget Remaining	% Budget Used
Revenues						
Instruction	93,334,666	93,536,252	94,877,201	47,745,887	47,131,315	50.32%
Operations and Maintenance	13,283,486	13,419,277	13,422,990	6,673,738	6,749,252	49.72%
Transportation	10,704,194	10,651,613	10,713,263	5,399,370	5,313,893	50.40%
Board and System Administration	4,028,321	4,053,454	4,061,159	2,020,495	2,040,664	49.75%
External Services	38,680	38,680	40,324.43	25,330	14,994	62.82%
School Generated Funds	2,281,466	2,281,466	2,145,466	1,169,783	975,683	54.52%
Total Revenues	123,670,813	123,980,741	125,260,404	63,034,603	62,225,800	50.32%
Expenses						
Instruction	93,284,249	93,596,424	94,719,735	46,650,440	48,069,295	49.25%
Operations and Maintenance	13,283,485	13,438,098	13,441,811	6,070,271	7,371,540	45.16%
Transportation	10,821,194	10,768,613	10,830,263	5,935,333	4,894,931	54.80%
Board and System Administration	4,028,321	4,053,454	4,061,159	1,927,498	2,133,660	47.46%
External Services	38,680	38,680	40,325	25,330	14,994	62.82%
School Generated Funds	2,281,466	2,281,466	2,145,466	865,520	1,279,946	40.34%
Total Expenses	123,737,395	124,176,734	125,238,759	61,474,392	63,764,366	49.09%
Surplus/(Deficit)	(66,582)	(195,993)	21,645	1,560,211		
Operating Surplus (Deficit)	(66,582)	(195,993)	21,645	1,255,948		
School Generated Funds Surplus (Deficit)			-	304,263		
Surplus/(Deficit)	(66,582)	(195,993)	21,645	1,560,211		
Target Percentage						50.00%
	Preliminary Surplus/ (Deficit)	Final Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Program						
Instruction	50,418	(78,993)	138,645	1,095,446		
Operations and Maintenance	-	-	-	603,467		
Transportation	(117,000)	(117,000)	(117,000)	(535,962)		
Board and System Administration	-	-	-	92,997		
External Services	-	-	-	-		
Surplus/(Deficit) from Operations	(66,582)	(195,993)	21,645	1,255,948		
School Generated Funds				304,263		
Total Surplus/(Deficit)	(66,582)	(195,993)	21,645	1,560,211		

1 Approved by the Board of Trustees, June 16, 2015
2 Approved by the Board of Trustees, November 3, 2015
3 Revised February 29, 2016

Revenue

	Preliminary Budget ¹ 2015-16	Final Budget ² 2015-16	Revised Budget ³ 2015-16	YTD Actuals Feb 29/16	\$ Revised Budget Remaining	% Budget Used
Alberta Education						
School Jurisdiction Base Funding						
Base Instruction (Gr 1-12)	64,084,972	63,632,018	64,107,712	31,523,508	32,584,204	49.17%
Early Childhood Services (ECS)	3,216,324	3,279,782	3,283,122	2,015,514	1,267,608	61.39%
Home Education	58,478	60,149	63,491	31,745	31,745	50.00%
Outreach Schools	188,918	188,918	188,918	94,459	94,459	50.00%
Sub Total	67,548,693	67,160,868	67,643,243	33,665,226	33,978,017	49.77%
Alberta Education - Administration						
Administration allocation	3,745,208	3,735,554	3,735,554	1,867,777	1,867,777	50.00%
Sub Total	3,745,208	3,735,554	3,735,554	1,867,777	1,867,777	50.00%
Differential Cost Funding						
ECS Program Unit	5,048,170	5,245,243	6,249,272	2,466,730	3,782,542	39.47%
English as a Second Language	75,398	74,220	82,467	41,234	41,234	50.00%
First Nations, Metis & Inuit Education	752,806	722,175	669,161	334,580	334,580	50.00%
Inclusive Education	6,007,339	6,004,459	5,875,615	2,937,807	2,937,807	50.00%
Small Schools by Necessity	808,000	900,142	900,142	450,071	450,071	50.00%
Socio - Economic Status	831,039	831,809	804,494	402,247	402,247	50.00%
Equity of Opportunity	1,130,686	1,125,131	1,108,525	949,785	158,741	85.68%
Sub Total	14,653,439	14,903,179	15,689,676	7,582,454	8,107,222	48.33%
Differential Cost Funding - Operations and Maintenance						
Operations & Maintenance Support	7,724,023	8,000,524	8,000,524	4,000,262	4,000,262	50.00%
Sub Total	7,724,023	8,000,524	8,000,524	4,000,262	4,000,262	50.00%
Alberta Education - Other						
Institutional Programs	291,771	288,783	287,843	143,921	143,921	50.00%
Children and Youth with Complex Needs	-	65,000	60,000	-	60,000	0.00%
Government Contributions to ATRF	6,584,451	6,584,451	6,584,451	3,425,744	3,158,707	52.03%
Curriculum Development	55,000	55,000	55,000	-	55,000	0.00%
Lump Sum Payment	555,000	555,000	579,734	579,734	-	100.00%
Sub Total	7,486,222	7,548,234	7,567,028	4,149,399	3,417,628	54.84%
Transportation Funding						
Transportation - Rural	6,059,979	6,166,536	6,101,667	3,019,851	3,081,816	49.49%
Special Education Transportation	688,052	667,808	610,694	336,932	273,762	55.17%
Transportation - Disabled - ECS	239,181	236,609	276,739	118,305	158,434	42.75%
Transportation - In Home - ECS	51,110	51,110	58,824	25,755	33,069	43.78%
Urban Transportation	2,573,889	2,471,303	2,602,389	1,222,915	1,379,473	46.99%
Sub Total	9,612,211	9,593,366	9,650,313	4,723,758	4,926,555	48.95%
Provincial Priority Targeted Funding						
Supernet Service	240,000	240,000	240,000	139,992	100,008	58.33%
Sub Total	240,000	240,000	240,000	139,992	100,008	58.33%

1 Approved by the Board of Trustees, June 16, 2015

2 Approved by the Board of Trustees, November 3, 2015

3 Revised February 29, 2016

Revenue

	Preliminary Budget ¹ 2015-16	Final Budget ² 2015-16	Revised Budget ³ 2015-16	YTD Actuals Feb 29/16	\$ Revised Budget Remaining	% Budget Used
Capital Funding						
Infrastructure Maintenance and Renewal	1,767,682	1,767,682	1,767,682	883,841	883,841	50.00%
Sub Total	1,767,682	1,767,682	1,767,682	883,841	883,841	50.00%
Federal French Funding						
Federal French Funding	103,000	109,000	109,479	-	109,479	0.00%
Sub Total	103,000	109,000	109,479	-	109,479	0.00%
Other Provincial Support Funding - Alberta Finance						
Supported Capital Interest	1,786	1,786	1,786	1,787	(1)	100.04%
Sub Total	1,786	1,786	1,786	1,787	(1)	100.04%
Federal Government						
First Nations Tuition	1,682,573	1,882,235	1,737,568	835,785	901,783	48.10%
Sub Total	1,682,573	1,882,235	1,737,568	835,785	901,783	48.10%
From Alberta School Authorities						
Tuition Fees	33,571	36,215	36,215	36,215	-	100.00%
Transportation Fees	76,000	73,000	73,000	-	73,000	0.00%
Sub Total	109,571	109,215	109,215	36,215	73,000	33.16%
From Municipalities						
Joint Use Agreements	23,000	23,000	23,288	17,035	6,254	73.15%
Sub Total	23,000	23,000	23,288	17,035	6,254	73.15%
Private Organizations						
Transportation - Private Schools	16,159	10,015	10,015	-	10,015	0.00%
Transportation Insurance	182,505	165,017	165,017	-	165,017	0.00%
Sub Total	198,664	175,032	175,032	-	175,032	0.00%
Individuals						
Tuition Fees	11,250	11,250	27,200	18,400	8,800	67.65%
Transportation Fees	785,000	800,215	800,215	664,140	136,075	83.00%
Donations	94,451	94,451	299,451	164,559	134,892	54.95%
Rentals - Facilities	15,680	15,680	15,680	6,677	9,003	42.58%
Instructional Material Fees (ECS)	49,966	50,736	50,736	29,959	20,776	59.05%
Instructional Material Fees	685,931	686,920	686,920	485,825	201,094	70.73%
School Based Course Material Fees	870,077	866,137	900,138	643,909	256,229	71.53%
Other Student Fees	704,099	704,099	1,184,191	642,807	541,384	54.28%
Interest & Investment Income	143,200	170,000	170,000	63,277	106,723	37.22%
Misc. Sales	527,116	606,281	550,187	348,635	201,553	63.37%
Fundraising	1,283,059	1,283,059	683,059	373,324	309,735	54.65%
Sub Total	5,169,830	5,288,827	5,367,777	3,441,513	1,926,264	64.11%
Other						
Amortization of Capital Allocations	3,604,912	3,442,239	3,442,239	1,689,560	1,752,679	49.08%
Sub Total	3,604,912	3,442,239	3,442,239	1,689,560	1,752,679	49.08%
TOTAL REVENUES	123,670,813	123,980,741	125,260,404	63,034,603	62,225,800	50.32%

1 Approved by the Board of Trustees, June 16, 2015

2 Approved by the Board of Trustees, November 3, 2015

3 Revised February 29, 2016

Allocation of Revenue and Expenses to Programs
February 29, 2016

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	45,497,011	4,884,103	4,723,758	1,907,837	-	57,012,709
Other - Government of Alberta	-	1,787	-	-	-	1,787
Federal Government and First Nations	710,417	91,936	-	33,431	-	835,785
Other Alberta school authorities	36,215	-	-	-	-	36,215
Out of province authorities	-	-	-	-	-	-
Alberta Municipalities-special tax levies	-	-	-	-	-	-
Fees	1,813,751	-	664,140	-	-	2,477,891
Other sales and services	320,393	9,294	11,472	15,950	15,711	372,819
Investment income	-	-	-	63,277	-	63,277
Gifts and donations	164,559	-	-	-	-	164,559
Rental of facilities	-	4,877	-	-	1,800	6,677
Fundraising	373,324	-	-	-	-	373,324
Gains on disposal of capital assets	-	-	-	-	-	-
Amortization of capital allocations	-	1,681,741	-	-	7,819	1,689,560
Other revenue	-	-	-	-	-	-
TOTAL REVENUES	48,915,670	6,673,738	5,399,370	2,020,495	25,330	63,034,603
EXPENSES						
Certificated salaries	27,743,869	-	-	255,460	-	27,999,329
Certificated benefits	5,998,736	-	-	98,908	-	6,097,644
Non-certificated salaries and wages	7,506,591	1,841,312	256,669	807,805	10,665	10,423,041
Non-certificated benefits	1,941,424	472,513	58,024	167,346	-	2,639,306
SUB - TOTAL	43,190,619	2,313,825	314,693	1,329,519	10,665	47,159,319
Services, contracts and supplies	3,286,830	2,055,630	5,607,900	549,002	6,847	11,506,209
Direct Cost of Fundraising and Fees	688,385	-	-	-	-	688,385
Amortization of supported capital assets	-	1,681,741	-	-	7,819	1,689,560
Amortization of unsupported capital assets	350,126	17,288	12,740	48,977	-	429,131
Interest and charges	-	1,787	-	-	-	1,787
Losses on disposal of capital assets	-	-	-	-	-	-
Other expense	-	-	-	-	-	-
TOTAL EXPENSES	47,515,960	6,070,271	5,935,333	1,927,498	25,330	61,474,392
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	1,399,710	603,467	(535,962)	92,997	-	1,560,211

Expenses

By Program	Preliminary	Final	Revised	YTD	\$ Revised	% Budget
	Budget ¹ 2015-16	Budget ² 2015-16	Budget ³ 2015-16	Actuals Feb 29/16	Budget Remaining	
Early Childhood Services	6,014,352	7,674,427	8,675,346	3,937,405	4,737,942	45.39%
Instruction	89,534,537	87,297,093	87,283,486	43,228,429	44,055,057	49.53%
Board & System Administration	4,028,321	3,955,494	3,963,199	1,878,521	2,084,678	47.40%
Plant Operations & Maintenance	7,183,809	8,175,775	8,179,488	3,763,430	4,416,058	46.01%
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	606,025	1,161,657	34.28%
Transportation	10,821,194	10,711,213	10,772,863	5,922,593	4,850,270	54.98%
External Services	38,680	38,680	40,325	17,511	22,813	43.43%
Amortization of capital assets and interest	4,348,820	4,556,370	4,556,370	2,120,478	2,435,892	46.54%
TOTAL EXPENSES	123,737,395	124,176,734	125,238,759	61,474,392	63,764,366	49.09%

By Category	Preliminary	Final	Revised	YTD	\$ Revised	% Budget
	Budget ¹ 2015-16	Budget ² 2015-16	Budget ³ 2015-16	Actuals Feb 29/16	Budget Remaining	
Salaries, wages and benefits	91,483,926	92,045,046	92,345,305	47,159,319	45,185,985	51.07%
Services, contracts and supplies	23,853,715	23,526,170	24,423,936	10,723,049	13,700,887	43.90%
School generated funds	2,281,466	2,281,466	2,145,466	865,520	1,279,946	40.34%
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	606,025	1,161,657	34.28%
Amortization of capital assets and interest	4,350,606	4,556,370	4,556,370	2,120,478	2,435,892	46.54%
TOTAL EXPENSES	123,737,395	124,176,734	125,238,759	61,474,392	63,764,366	49.09%

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2 Approved by the Board of Trustees, November 3, 2015
3 Revised February 29, 2016

Expenses by Site - February 29, 2016
Parkland School Division

Site	Preliminary Budget Expenditures ¹ 2015-16	Final Budget Expenditures ² 2015-16	Revised Budget Expenditures ³ 2015-16	Budgeted Reserves/ (Deficits) 2015-16	Total Revised Budget 2015-16	YTD Actuals Feb 29/16	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	625,050	625,050	625,050		625,050	323,591	301,460	51.8%	
Office of the Superintendent	530,790	530,790	530,790		530,790	213,282	317,508	40.2%	Staff development, travel and subsistence expenditures below plan
Human Resources	440,068	440,068	440,068		440,068	193,885	246,183	44.1%	Staff development is below plan
Deputy Superintendent	594,760	594,759	594,759		594,759	313,429	281,330	52.7%	Annual Expenditures for website hosting and Thought Exchange paid for the year
Learning Services	1,980,392	1,977,014	1,925,598		1,925,598	993,082	932,516	51.6%	
Business & Finance	2,168,427	2,121,427	2,130,777		2,130,777	967,549	1,163,228	45.4%	Legal fees are below plan and Audit fees will not be incurred until later in the year.
Tech Support Services	1,812,190	1,853,849	1,853,849		1,853,849	853,049	1,000,800	46.0%	Temporary support and equipment expenditures below plan
Print Centre	87,000	87,000	87,000		87,000	45,798	41,202	52.6%	Timing differences between expenditures and chargebacks
Student Transportation	10,763,794	10,710,113	10,771,763		10,771,763	5,921,584	4,850,180	55.0%	Transportation expenditures are primarily over 10 months
Maintenance	4,088,989	4,445,542	4,449,255	-	4,449,255	1,911,874	2,537,381	43.0%	Combine Maintenance and Custodial (45.7%)
Custodial	3,484,534	3,484,534	3,486,178		3,486,178	1,713,062	1,773,116	49.1%	
Instructional Pool	3,025,346	3,342,637	3,343,401	-	3,343,401	1,455,990	1,887,412	43.5%	
Instructional Pool - Projected					-				
Blueberry	3,923,628	3,974,180	3,982,333	-	3,982,333	1,976,025	2,006,308	49.6%	
Brookwood	5,341,655	5,307,228	5,342,414	-	5,342,414	2,542,450	2,799,963	47.6%	Substitutes are below plan
École Broxton Park	5,969,091	5,681,918	5,670,906	-	5,670,906	2,958,877	2,712,028	52.2%	Support staff are paid over 10 months
Connections for Learning	1,417,079	1,321,037	1,324,596	-	1,324,596	646,047	678,549	48.8%	
Duffield	2,328,809	2,195,729	2,209,852	-	2,209,852	1,124,256	1,085,596	50.9%	
Entwistle	1,108,153	1,027,961	1,034,897	(9,540)	1,025,357	537,193	488,164	52.4%	Technology integration, and furniture and equipment above plan
Forest Green	1,999,713	2,132,690	2,138,810	-	2,138,810	1,100,536	1,038,274	51.5%	
Graminia	3,487,949	3,454,260	3,512,582	-	3,512,582	1,753,310	1,759,272	49.9%	
Greystone Centennial Middle	4,451,998	4,289,304	4,290,993	-	4,290,993	2,138,510	2,152,484	49.8%	
High Park	3,048,573	3,092,430	3,118,229	-	3,118,229	1,554,268	1,563,961	49.8%	
Memorial Composite High	7,589,870	7,817,368	7,722,416	-	7,722,416	3,970,637	3,751,779	51.4%	Combine Memorial Composite & Outreach
Memorial Outreach	537,996	511,784	510,884	-	510,884	251,705	259,179	49.3%	(51.4%).
École Meridian Heights	5,110,569	4,860,412	4,868,406	-	4,868,406	2,422,125	2,446,281	49.8%	
Millgrove	3,122,937	3,071,128	3,075,697	-	3,075,697	1,566,714	1,508,983	50.9%	
Muir Lake	2,934,695	3,014,107	2,988,050	-	2,988,050	1,489,448	1,498,602	49.8%	
Parkland Village	2,021,024	1,989,730	1,994,803	-	1,994,803	949,615	1,045,188	47.6%	Salary and Benefits are below plan
Seba Beach	886,833	878,432	888,008	-	888,008	460,066	427,942	51.8%	
Spruce Grove Composite High	6,880,519	6,732,045	6,741,070	-	6,741,070	3,295,445	3,445,625	48.9%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	431,632	437,263	441,086	-	441,086	196,813	244,273	44.6%	(48.6%).

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3 Revised February 29, 2016

Expenses by Site - February 29, 2016
Parkland School Division

	Preliminary Budget Expenditures ¹ 2015-16	Final Budget Expenditures ² 2015-16	Revised Budget Expenditures ³ 2015-16	Budgeted Reserves/ (Deficits) 2015-16	Total Revised Budget 2015-16	YTD Actuals Feb 29/16	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Stony Plain Central	3,573,425	3,704,291	3,713,837	-	3,713,837	1,766,540	1,947,297	47.6%	
Tomahawk	1,151,665	1,133,553	1,138,644	-	1,138,644	575,878	562,766	50.6%	
Wabamun	1,083,369	1,124,711	1,144,854	-	1,144,854	555,784	589,070	48.5%	
Woodhaven Middle	4,156,227	4,138,895	4,131,954	(54,061)	4,077,893	2,075,185	2,002,708	50.9%	
Innovation and Teaching	-	-	-	-	-	-	-	-	
Resiliency Program	239,647	239,647	279,647	-	279,647	99,835	179,812	35.7%	Supply expenditures are below plan
Real Program	1,534,541	1,701,358	1,701,358	-	1,701,358	903,691	797,667	53.1%	Support staff are paid over 10 months
Alternative Program	900,278	1,003,319	1,014,766	-	1,014,766	478,566	536,200	47.2%	Support salaries below plan
Early Education	4,119,975	4,139,203	5,142,620	-	5,142,620	2,179,338	2,963,282	42.4%	
Total Expenses	108,953,190	109,186,765	110,362,200	(63,601)	110,298,599	54,475,029	55,823,570	49.4%	
Target Percentage								50.0%	
Other Sites									
Capital and Debt Services	4,150,606	4,356,370	4,356,370	-	4,356,370	2,102,069	2,254,301	48.3%	
Capital Projects - Building	-	-	-	-	-	-	-	-	
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	-	1,767,682	606,025	1,161,657	34.3%	
School Generated Funds	2,281,466	2,281,466	2,145,466	-	2,145,466	865,520	1,279,946	40.3%	
Government Contributions to ATRF	6,584,451	6,584,451	6,607,041	-	6,607,041	3,425,744	3,181,297	51.8%	
Leadership Council	-	-	-	-	-	5	(5)	-	
	14,784,205	14,989,969	14,876,559	-	14,876,559	6,999,363	7,877,196	47.0%	
Total Expenses	123,737,395	124,176,734	125,238,759	(63,601)	125,175,158	61,474,392	63,700,766	49.1%	

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PARKLAND SCHOOL DIVISION NO. 70

INTERIM FINANCIAL STATEMENTS

February 29, 2016

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STATEMENT OF FINANCIAL POSITION
As at February 29, 2016

	February 29, 2016	August 31, 2015
FINANCIAL ASSETS		
Cash and cash equivalents	14,719,723	11,646,225
Accounts receivable (net after allowances)	549,812	2,023,940
Portfolio investments	-	-
Other financial assets	-	-
Total financial assets	15,269,536	13,670,165
LIABILITIES		
Bank indebtedness	-	-
Accounts payable and accrued liabilities	3,961,418	3,455,465
Deferred revenue	79,961,791	82,008,950
Employee future benefit liabilities	210,255	167,700
Liability for contaminated sites	-	-
Other liabilities	-	-
Debt		
Supported: Debentures and other supported debt	-	15,370
Unsupported: Debentures and capital loans	-	-
Mortgages	-	-
Capital leases	-	-
Total liabilities	84,133,464	85,647,485
Net financial assets (debt)	(68,863,929)	(71,977,320)
NON-FINANCIAL ASSETS		
Tangible capital assets		
Land	4,167,683	4,167,683
Construction in progress	1,905,492	1,905,492
Buildings	133,740,641	
Less: Accumulated amortization	(57,945,346)	77,458,823
Equipment	9,232,106	
Less: Accumulated amortization	(7,797,013)	1,656,414
Vehicles	1,266,658	
Less: Accumulated amortization	(1,186,483)	61,208
Computer Equipment	3,222,337	
Less: Accumulated amortization	(1,993,580)	1,340,767
Total tangible capital assets	84,612,495	86,590,387
Prepaid expenses	435,231	10,518
Other non-financial assets	-	-
Total non-financial assets	85,047,726	86,600,905
Accumulated surplus	16,183,796	14,623,585
Accumulating surplus / (deficit) is comprised of:		
Accumulated operating surplus (deficit)	16,183,796	14,623,585
Accumulated remeasurement gains (losses)	-	-
	16,183,796	14,623,585

STATEMENT OF OPERATIONS
For the six months ended February 29, 2016

	Annual Budget 2015-2016	Actual February 29, 2016	Actual February 28, 2015
REVENUES			
Alberta Education	116,382,389	58,702,269	55,362,252
Other - Government of Alberta	1,786	1,787	3,574
Federal Government and First Nations	1,785,573	835,785	795,295
Other Alberta school authorities	109,571	36,215	-
Out of province authorities	11,250	-	-
Alberta municipalities-special tax levies	-	-	-
Property taxes	-	-	-
Fees	3,095,074	2,477,891	2,417,714
Other sales and services	725,780	372,819	506,431
Investment income	143,200	63,277	76,600
Gifts and donations	94,451	164,559	161,215
Rental of facilities	38,680	6,677	6,377
Fundraising	1,283,059	373,324	505,264
Gains on disposal of capital assets	-	-	-
Other revenue	-	-	-
Total revenues	123,670,813	63,034,603	59,834,722
EXPENSES			
Instruction - ECS	8,454,595	3,937,405	3,807,823
Instruction - Grades 1 - 12	87,094,294	43,578,555	42,144,364
Plant operations and maintenance	13,300,311	6,070,271	6,349,139
Transportation	10,821,194	5,935,333	6,150,349
Board & system administration	4,028,321	1,927,498	1,988,015
External services	38,680	25,330	20,886
Total expenses	123,737,395	61,474,392	60,460,576
Operating surplus (deficit)	(66,582)	1,560,211	(625,854)

STATEMENT OF CASH FLOWS
For the six months ended February 29, 2016

	February 29, 2016	August 31, 2015
CASH FLOWS FROM:		
A. OPERATING TRANSACTIONS		
Operating surplus (deficit)	1,560,211	(6,341)
Add (Deduct) items not affecting cash:		
Total amortization expense	2,118,691	4,348,925
Gains on disposal of tangible capital assets	-	-
Losses on disposal of tangible capital assets	-	-
Expended deferred capital revenue recognition	(1,689,560)	(3,489,546)
Deferred capital revenue write-off	-	-
Donations in kind	-	-
Changes in:		
Accounts receivable	1,474,128	(925,921)
Prepays	(424,713)	59,233
Other financial assets	-	-
Non-financial assets	-	-
Accounts payable, accrued and other liabilities	505,953	(496,292)
Deferred revenue (excluding EDCR)	(357,599)	4,344,849
Employee future benefit liabilities	42,555	61,000
Other (describe)	-	-
Total cash flows from operating transactions	3,229,666	3,895,907
B. CAPITAL TRANSACTIONS		
Purchases of tangible capital assets		
Land	-	-
Buildings	(5,271)	(3,199,565)
Equipment	(23,346)	(469,639)
Vehicles	(39,154)	-
Computer equipment	(73,027)	(955,962)
Net proceeds from disposal of unsupported capital assets	-	-
Other (describe)	-	-
Total cash flows from capital transactions	(140,798)	(4,625,166)
C. INVESTING TRANSACTIONS		
Purchases of portfolio investments	-	-
Dispositions of portfolio investments	-	-
Remeasurement gains (losses) reclassified to the statement of operations	-	-
Change in endowments	-	-
Other (describe)	-	-
Total cash flows from investing transactions	-	-
D. FINANCING TRANSACTIONS		
Issue of debt	-	-
Repayment of debt	(15,370)	(22,347)
Other factors affecting debt (describe)	-	-
Issuance of capital leases	-	-
Repayment of capital leases	-	-
Other factors affecting capital leases (describe)	-	-
Other (describe)	-	-
Total cash flows from financing transactions	(15,370)	(22,347)
Increase (decrease) in cash and cash equivalents	3,073,498	(751,606)
Cash and cash equivalents, at beginning of year	11,646,225	12,397,831
Cash and cash equivalents, at end of year	14,719,723	11,646,225

STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (NET DEBT)
For the six months ended February 29, 2016

	Actual February 29, 2016	Actual August 31, 2015
Operating surplus (deficit)	1,560,211	(6,341)
Effect of changes in tangible capital assets		
Acquisition of tangible capital assets	(140,798)	(4,625,167)
Amortization of tangible capital assets	2,118,691	4,348,925
Net carrying value of tangible capital assets disposed of	-	-
Write-down carrying value of tangible capital assets	-	-
Other changes	-	-
Total effect of changes in tangible capital assets	1,977,893	(276,242)
Changes in:		
Prepaid expenses	(424,713)	59,233
Other non-financial assets	-	-
Net remeasurement gains and (losses)	-	-
Endowments	-	-
Increase (decrease) in net financial assets (net debt)	3,113,391	(223,350)
Net financial assets (net debt) at beginning of year	(71,977,320)	(71,753,970)
Net financial assets (net debt) at end of year	(68,863,929)	(71,977,320)

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
For the six months ended February 29, 2016

	ACCUMULATED SURPLUS	ACCUMULATED REMEASUREMENT GAINS (LOSSES)	ACCUMULATED OPERATING SURPLUS	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
							TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES
Balance at August 31, 2015	14,623,585	-	14,623,585	6,235,103	-	943,769	3,435,815	4,008,898
Prior period adjustments:								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Adjusted Balance, August 31, 2015	14,623,585	-	14,623,585	6,235,103	-	943,769	3,435,815	4,008,898
Operating surplus (deficit)	1,560,211		1,560,211			1,560,211		
Board funded tangible capital asset additions				48,400		-	-	(48,400)
Disposal of unsupported tangible capital assets or board funded portion of supported	-		-	-		-		-
Write-down of unsupported tangible capital assets or board funded portion of supported	-		-	-		-		-
Net remeasurement gains (losses) for the year	-	-						
Endowment expenses & disbursements	-		-		-	-		
Endowment contributions	-		-		-	-		
Investment income & realized capital gains on endowments	-		-		-	-		
Direct credits to accumulated surplus	-	-	-	-	-	-	-	-
Amortization of tangible capital assets	-			(2,118,691)		2,118,691		
Capital revenue recognized	-			1,689,560		(1,689,560)		
Debt principal repayments (unsupported)	-			-		-		
Additional capital debt or capital leases	-			-		-		
Net transfers to operating reserves	-					(3,696,174)	3,696,174	
Net transfers from operating reserves	-					1,192,194	(1,192,194)	
Net transfers to capital reserves	-					(629,132)		629,132
Net transfers from capital reserves	-					200,000		(200,000)
Assumption/transfer of other operations' surplus	-		-	-	-	-	-	-
(Other Changes)	-	-	-	-	-	-	-	-
Balance at February 29, 2016	16,183,796	-	16,183,796	5,854,372	-	-	5,939,794	4,389,629

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
For the six months ended February 29, 2016

	INTERNALLY RESTRICTED RESERVES BY PROGRAM									
	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		External Services	
	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
Balance at August 31, 2015	2,939,492	1,593,643	-	592,410	275,248	1,540,337	221,075	254,123	-	28,385
Prior period adjustments:										
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
Adjusted Balance, August 31, 2015	2,939,492	1,593,643	-	592,410	275,248	1,540,337	221,075	254,123	-	28,385
Operating surplus (deficit)										
Board funded tangible capital asset additions	-	(48,400)	-	-	-	-	-	-	-	-
Disposal of unsupported tangible capital assets or board funded portion of supported		-		-		-		-		-
Write-down of unsupported tangible capital assets or board funded portion of supported		-		-		-		-		-
Net remeasurement gains (losses) for the year										
Endowment expenses & disbursements										
Endowment contributions										
Investment income & realized capital gains on endowments										
Direct credits to accumulated surplus	-	-	-	-	-	-	-	-	-	-
Amortization of tangible capital assets										
Capital revenue recognized										
Debt principal repayments (unsupported)										
Additional capital debt or capital leases										
Net transfers to operating reserves	1,399,710		603,467		92,997		1,600,000		-	
Net transfers from operating reserves	(552,157)						(640,037)		-	
Net transfers to capital reserves		350,126		17,288		48,977		212,740		-
Net transfers from capital reserves		-		-		-		(200,000)		-
Assumption/transfer of other operations' surplus	-	-	-	-	-	-	-	-	-	-
(Other Changes)	-	-	-	-	-	-	-	-	-	-
Balance at February 29, 2016	3,787,045	1,895,369	603,467	609,698	368,245	1,589,314	1,181,038	266,863	-	28,385

**SCHEDULE OF CAPITAL REVENUE
(EXTERNALLY RESTRICTED CAPITAL REVENUE ONLY)
For the six months ended February 29, 2016**

	Unexpended Deferred Capital Revenue				Expended Deferred Capital Revenue
	Provincially Approved & Funded Projects ^(A)	Surplus from Provincially Approved Projects ^(B)	Proceeds on Disposal of Provincially Funded Tangible Capital Assets ^(C)	Unexpended Deferred Capital Revenue from Other Sources ^(D)	
Balance at August 31, 2015	800,429	-	-	-	80,355,280
Prior period adjustments		-	-	-	-
Adjusted balance, August 31, 2015	800,429	-	-	-	80,355,280
Add:					
Unexpended capital revenue <u>received</u> from:					
Alberta Education school building & modular projects (excl. IMR)					
Infrastructure Maintenance & Renewal capital related to school facilities	5,271				
Other sources: <i>(Describe)</i>	-			-	
Other sources <i>(Describe)</i> :	-			-	
Unexpended capital revenue <u>receivable</u> from:					
Alberta Education school building & modular (excl. IMR)	-				
Other sources: <i>(Describe)</i>				-	
Other sources: <i>(Describe)</i>				-	
Interest earned on unexpended capital revenue	-	-	-	-	
Other unexpended capital revenue: <i>(Describe,</i>				-	
Net proceeds on disposal of supported tangible capital assets			-	-	
Insurance proceeds (and related interest)			-	-	
Donated tangible capital assets (Explain):					
Alberta Schools Alternative Program (ASAP), Building Alberta School Construction Program, (BASCP) and other Alberta Infrastructure managed projects					-
Transferred in (out) tangible capital assets (amortizable, @ net book value)					-
Expended capital revenue - current year	(10,208)	-	-	-	10,208
Surplus funds approved for future project(s)	-	-			
Other adjustments (Explain):		-	-	-	-
Deduct:					
Net book value of supported tangible capital dispositions or write-offs					-
Other adjustments (Explain):	-	-	-	-	-
Capital revenue recognized - Alberta Education					1,689,560
Capital revenue recognized - Other Government of Alberta					-
Capital revenue recognized - Other revenue					-
Balance at February 29, 2016	795,493	-	-	-	78,675,928
	(A)	(B)	(C)	(D)	
Balance of Unexpended Deferred Capital Revenue at August 31, 2015 (A) + (B) + (C) + (D)				795,493	

SCHEDULE OF PROGRAM OPERATIONS
For the six months ended February 29, 2016

REVENUES	February 29, 2016						August 31, 2015	
	Instruction		Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL
	ECS	Grades 1 - 12						
(1) Alberta Education	4,482,243	41,014,767	6,565,844	4,723,758	1,907,837	7,819	58,702,269	112,354,522
(2) Other - Government of Alberta	-	-	1,787	-	-	-	1,787	2,280
(3) Federal Government and First Nations	-	710,417	91,936	-	33,431	-	835,785	1,720,967
(4) Other Alberta school authorities	-	36,215	-	-	-	-	36,215	104,491
(5) Out of province authorities	-	-	-	-	-	-	-	-
(6) Alberta municipalities-special tax levies	-	-	-	-	-	-	-	-
(7) Property taxes	-	-	-	-	-	-	-	-
(8) Fees	52,259	1,761,492	-	664,140	-	-	2,477,891	3,184,886
(9) Other sales and services	-	320,393	9,294	11,472	15,950	15,711	372,819	1,581,894
(10) Investment income	-	-	-	-	63,277	-	63,277	185,961
(11) Gifts and donations	-	164,559	-	-	-	-	164,559	132,707
(12) Rental of facilities	-	-	4,877	-	-	1,800	6,677	7,577
(13) Fundraising	-	373,324	-	-	-	-	373,324	1,140,331
(14) Gains on disposal of tangible capital assets	-	-	-	-	-	-	-	-
(15) Other revenue	-	-	-	-	-	-	-	-
(16) TOTAL REVENUES	4,534,502	44,381,167	6,673,738	5,399,370	2,020,495	25,330	63,034,603	120,415,616
EXPENSES								
(17) Certificated salaries	1,762,937	25,980,931	-	-	255,460	-	27,999,329	53,521,042
(18) Certificated benefits	225,284	5,773,452	-	-	98,908	-	6,097,644	12,803,636
(19) Non-certificated salaries and wages	1,501,194	6,005,396	1,841,312	256,669	807,805	10,665	10,423,041	17,568,753
(20) Non-certificated benefits	338,634	1,602,789	472,513	58,024	167,346	-	2,639,306	4,491,145
(21) SUB - TOTAL	3,828,049	39,362,569	2,313,825	314,693	1,329,519	10,665	47,159,319	88,384,576
(22) Services, contracts and supplies	109,355	3,865,860	2,055,630	5,607,900	549,002	6,847	12,194,595	27,686,176
(23) Amortization of supported tangible capital assets	-	-	1,681,741	-	-	7,819	1,689,560	3,489,546
(24) Amortization of unsupported tangible capital assets	-	350,126	17,288	12,740	48,977	-	429,131	859,379
(25) Supported interest on capital debt	-	-	1,787	-	-	-	1,787	2,280
(26) Unsupported interest on capital debt	-	-	-	-	-	-	-	-
(27) Other interest and finance charges	-	-	-	-	-	-	-	-
(28) Losses on disposal of tangible capital assets	-	-	-	-	-	-	-	-
(29) Other expense	-	-	-	-	-	-	-	-
(30) TOTAL EXPENSES	3,937,405	43,578,555	6,070,271	5,935,333	1,927,498	25,330	61,474,392	120,421,957
(31) OPERATING SURPLUS (DEFICIT)	597,098	802,612	603,467	(535,962)	92,997	-	1,560,211	(6,341)



Where the world opens up

Management's Discussion and Analysis

February 29, 2016

Management's discussion and analysis

The following is a discussion of the financial condition and results of operations of Parkland School Division No. 70 (the Division) for the six months ended February 29, 2016 and should be read with the Division's interim financial statements. The statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

1. Significant Changes and Events

1.1 Labour Relations

Parkland School Division No. 70 (the Division) has collective agreements for the 2015-16 school year with all of its key employee groups. The ATA collective agreement expires at August 31, 2016. The collective agreements with the two support unions were renewed this year.

1.2 Provincial Funding

Total revenues for the Division are anticipated to increase by 2.8% over 2014-2015. This is primarily from enrolment growth and an increase in the base grant rates.

The 2015-2016 Provincial budget included a provision for an increase in general student enrolment and a 1.8% increase in the base grant rates. Base funding represents 53.7% of all revenues for the year.

To encourage small class sizes for early learners, class size grants increased by 2%.

The Infrastructure Maintenance and Renewal (IMR) grant, which provides funds for school renovation and facility upgrading projects is \$1.8M for the year.



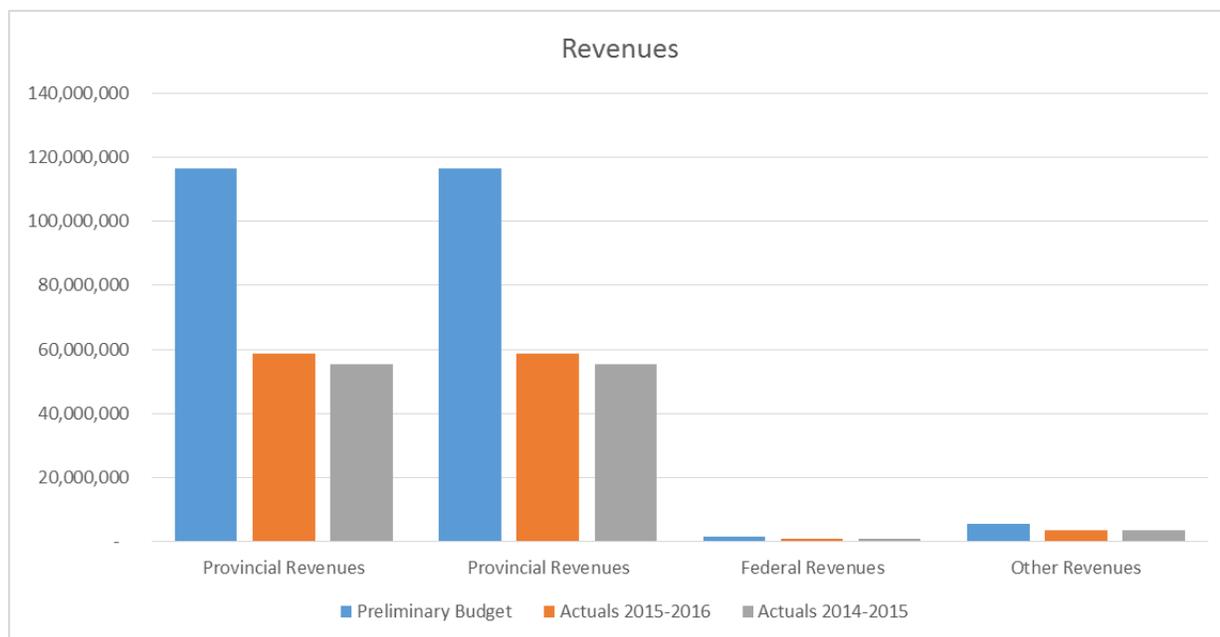
1.3 Reserves Designated for New Bus Transfer Station

On November 3, 2015 the Board of Trustees passed resolution number 146-15 that approves the establishment of a reserve in the amount of \$1.8 million to support expenditures for the design and construction of a regional bus transfer station located at the future school site schedule to open in September 2017 in the City of Spruce

Grove's west end. This reserve includes the unrestricted surplus of \$943,768.

2. Results from Operations

2.1 Revenues



2.1.1 Revenue from Provincial Government

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
116,384,175	58,704,056	50.4%	55,365,826	6.0%

The Alberta Government is the key revenue source of the Division providing 94% of its revenues.

Revenue received from the Government of Alberta was as budgeted during the quarter.

Compared to the previous year these revenues have increased 6.0% due to an increase in increases in enrollments and Federal French Funding being recorded as revenue from Alberta Education.

2.1.2 Revenue from Federal Government

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
1,682,573	835,785	49.7%	795,295	5.1%

The Federal Government provides funding for First Nation students. Revenue from the Federal Government was as budgeted in the current year and 5.1% over the prior year.

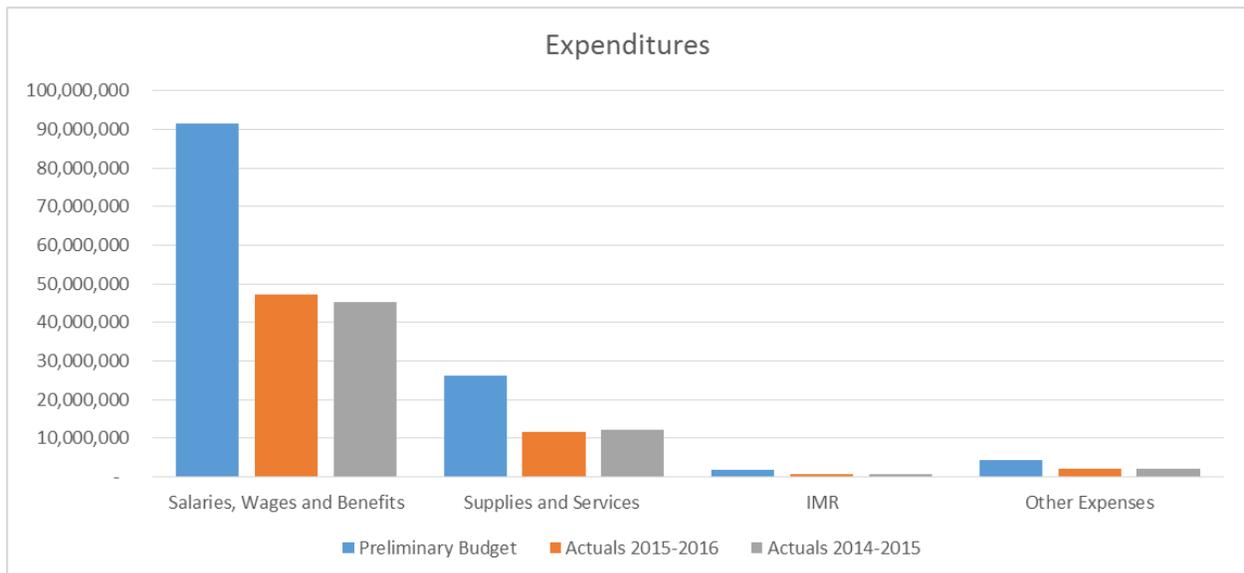
2.1.3 Other Revenues

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
5,604,065	3,494,763	62.4%	3,673,601	-4.9%

Other revenues are 12.4% higher than target as fee collections are higher in the beginning of the year.

Other revenues have decreased by 4.9% over last year due to changes in School Generated Funds activity and the timing of payments.

2.2 Expenditures



2.2.1 Salaries, Wages and Benefits

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
91,483,926	47,159,319	51.5%	45,219,745	4.3%

Salaries, wages and benefits are 1.5% higher than target due to support positions being paid over 10 months rather than 12 months.

There was a 4.3% increase over last year in this category due to the increased staffing levels and benefits costs and the one-time 1% lump sum payment to teachers.

2.2.2 Service, contracts and supplies

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
26,135,181	11,588,569	44.3%	12,299,271	-5.8%

Service, contracts and supplies is 5.7% below target as expenditures made on supplies, furniture and equipment are made as required. Expenditures decreased over last year by 5.8% as a result of timing of expenditures.

2.2.3 Infrastructure Maintenance Renewal

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
1,767,682	606,025	34.3%	763,575	-20.6%

Spending fluctuates within the Infrastructure, Maintenance and Renewal program due to the project-based nature of the spending and the funding provided by the government. Current year expenditures are in line with plan. The decrease compared to the prior year is the result of additional IMR expenditures in the prior year due to additional IMR funding.

2.2.4 Other Expenses

Annual Budget 2015-16	Six Months Ended February 29, 2016	% of Target	Six Months Ended February 28, 2015	% Change
4,350,606	2,120,478	48.7%	2,177,985	-2.6%

Other expenses include amortization of capital assets and are achieving the target for the year. The decrease over the prior year is the result of assets becoming fully amortized.

2.3 Excess of Revenues over Expenses

Overall, the Division had a surplus for the six month period of \$1.6M. This included a surplus from operations of \$1.3M and a surplus in School Generated Funds of \$304K. This corresponds to the following programs and is compared to the same period last year:

Program	Budget 2015-16	Actual 2015-16	Actual 2014-15
Instruction	50,418	1,095,446	384,865
Administration	-	92,997	(77,760)
Operations and Maintenance	-	603,467	175,888
Transportation	(117,000)	(535,962)	(359,920)
External Services	-	-	-
Total	(66,582)	1,255,948	123,073
Add: SGF		304,263	(55,551)
Total	(66,582)	1,560,211	67,522

The Instructional program had a surplus of \$1.1M as a result of the timing of expenditures during the year, several schools have plans for technology and equipment that have not yet been purchased. The Administration program's revenues exceeded expenditures by \$93K. Operations and Maintenance had a surplus of \$603K as a result of IMR revenues received during the quarter in addition to deferred revenue from the previous revenue being recognized in the current year. IMR expenditures are project based and expenditures are recorded as incurred. The Transportation program had a deficit of \$536K. This is in line with expectations as most of the expenditures are incurred over 10 months while the revenues are received over 12 months.

2.4 Accumulated Surplus from Operations Current Period

Program	Audited Reserves Sep 1, 2015	Actual Surplus (Deficit) Feb 29, 2016	Reserve Movements	Operating Reserves Feb 29, 2016
Instruction	1,937,859	1,095,446	(552,157)	2,481,148
Administration	275,248	92,997		368,245
Operations and Maintenance	-	603,467		603,467
Transportation	221,075	(535,962)	(104,074)	(418,961)
External services	-	-		-
Bus Transfer Station	-	-	1,600,000	1,600,000
Total	2,434,185	1,255,948	943,769	4,633,899
Unrestricted Surplus	943,769	-	(943,769)	-
Accumulated Surplus from Operations (Excluding SGF)	3,377,954	1,255,948	-	4,633,899
Add: SGF	1,001,630	304,263		1,305,893
Accumulated Surplus from Operations	4,379,584	1,560,211	-	5,939,792

Projected Surplus from Operations

Program	Audited Reserves Sep 1, 2015	Budget Surplus (Deficit) Q2 Revised	Reserve Movements	Projected Operating Reserves Aug 31, 2016
Instruction	1,937,859	138,645	(552,157)	1,524,347
Administration	275,248	-	-	275,248
Operations and Maintenance	-	-	-	-
Transportation	221,075	(117,000)	(104,074)	-
External services	-	-	-	-
Bus Transfer Station	-	-	1,600,000	1,600,000
Total	2,434,185	21,645	943,769	3,399,595
Unrestricted Surplus	943,769	-	(943,769)	-
Accumulated Surplus from Operations (Excluding SGF)	3,377,954	21,645	-	3,399,595
Add: SGF	1,001,630	-	-	1,001,630
Accumulated Surplus from Operations	4,379,584	21,645	-	4,401,225

The projected financial health indicator Accumulated Surplus from Operations to Expense Ratio (A.S.O. %) is 2.74%.

2.5 Accumulated Surplus

The Accumulated Surplus is comprised of the Accumulated Surplus from Operations, Capital Reserves and the Investment in Capital Assets.

The Operating Surplus by program are the reserves designated for operating purposes by the Board.

The Unrestricted Surplus is a reserve that the Board has not reserved for a specific purpose.

School Generated Funds are reserves within the school that are reserved for specific projects with the schools.

Capital Reserves by program are the reserves designated for future capital purchases by the Board.

Investment in Capital Assets represents the Division's amortized investment in Board supported capital assets.

	Audited Balance at Sep 1, 2015	Actual Balance at Feb 29/16	Projected Balance at Aug 31, 2016
Operating Surplus			
Instruction	1,937,862	2,481,152	1,524,347
Administration	275,248	368,245	275,248
Operations and Maintenance	-	603,467	-
Transportation	221,075	(418,962)	-
External Services	-	-	-
Bus Transfer Station	-	1,600,000	1,600,000
Total Restricted Operating Surplus before SGF	2,434,185	4,633,901	3,399,595
Unrestricted Surplus	943,769	-	-
Accumulated Surplus from Operations (Excluding SGF)	3,377,954	4,633,901	3,399,595
School Generated Funds	1,001,630	1,305,893	1,001,630
Accumulated Surplus from Operations	4,379,584	5,939,794	4,401,225
Capital Reserves			
Instruction	1,593,643	1,895,369	1,774,069
Operations and Maintenance	592,410	609,698	569,698
Administration	1,540,337	1,589,314	1,564,314
Transportation	254,123	66,863	(8,137)
External Services	28,385	28,385	28,385
Bus Transfer Station	-	200,000	200,000
Total Capital Reserves	4,008,898	4,389,629	4,128,329
Investment in Capital Assets	6,235,103	5,854,372	6,115,672
Total Accumulated Surplus	14,623,585	16,183,795	14,645,226

3. Financial Condition

The following explains the changes in the Statement of Financial Position at February 29, 2016.

	Feb 29 2016	Aug 31 2015	Change	
Financial Assets				
Cash	14,719,723	11,646,225	3,073,498	See cash flow statement
Accounts receivable	549,812	2,023,940	(1,474,128)	Primarily the result of ECS PUF funding received in September
	15,269,536	13,670,165	1,599,371	
Liabilities				
Accounts payable and accruals	3,961,418	3,455,465	505,953	Fluctuations due to payroll cutoffs
Deferred revenue	79,961,791	82,008,950	(2,047,159)	IMR revenue deferred at year end recognized as revenue in the current year.
Employee Future Benefits Liabilities	210,255	167,700	42,555	Contributions and Actuarial Report
Supported Debentures	-	15,370	(15,370)	Supported debt has been paid.
	84,133,464	85,647,485	(1,514,021)	
Net Debt	(68,863,929)	(71,977,320)	3,113,391	
Non-Financial Assets				
Property and equipment	84,612,495	86,590,387	(1,977,893)	Current quarter amortization
Prepaid expenses	435,231	10,518	424,713	Annual Insurance and registration paid at the beginning of the year and expensed throughout the year.
	85,047,726	86,600,905	(1,553,180)	
Accumulated Surplus	16,183,796	14,623,585	1,560,211	

4. IMR Projects 2015-16 Overview

Completed Projects in 2015-16

School	Description	2014-15 Actuals	2015-16 Actuals	Final Cost at Feb 29, 2016
Blueberry	Replace boilers	185,742	18,979	204,720
Brookwood	Install Metal Cladding		8,890	8,890
Broxton Park	Install Metal Cladding		14,529	14,529
Broxton Park	Security System for New Portable		9,652	9,652
Broxton Park	Washroom Renovations	65,641	64,727	130,368
Broxton Park	Parking Lot Expansion	71,374		71,374
Duffield	Reroof 4 sections		178,853	178,853
Entwistle	Gym floor sand & recoat		31,180	31,180
MCHS	Boiler repairs and upgrades		26,975	26,975
MCHS	Parking Lot Repairs		15,342	15,342
Seba Beach	Repairs to Roof		6,299	6,299
Tomahawk	Resurface portables		14,732	14,732
Woodhaven	Bleacher Replacement		20,777	20,777
Total Value of Completed IMR Projects in 2015-16		322,756	410,934	733,690

Projects in Progress

School	Description	2014-15 Actuals	2015-16 Actuals	Total Cost at Feb 29, 2016
Blueberry	DDC migration		48,550	48,550
Broxton Park	Replace four furnaces		27,026	
Graminia	Replace Fire Hydrant Water Line		32,543	32,543
Meridian H.	Repair AS4	11,394		11,394
SGCHS	Landscaping		13,452	
SPC	Foods Lab Renovation	53,107	39,045	92,152
SPC	Art Room Renovation	2,233	17,389	19,621
Wabamun	Replace 6 furnaces throughout the school	70,173	771	70,944
Woodhaven	Foods Lab Renovation		16,317	16,317
Total Outstanding IMR Projects in 2015-16		136,907	195,091	291,521

IMR Program Summary

IMR Carry over at September 1, 2015	472,373
IMR Allocation 2015-16	1,767,682
Year to date IMR Expense	(606,025)
Remaining 2015-16	1,634,030



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **THREE YEAR CAPITAL PLAN (2017-2020)**

Recommendation

That the Board of Trustees approves the Three Year Capital Plan (2017-2020) as presented at the Regular Meeting of April 5, 2016.

Background

On March 21, 2016, the Board of Trustees met to review and discuss the Division's Capital Plan and priorities as follows:

2017-2018 – Year One

- **Priority One:** New K-9 (900 Capacity) replacement school for Stony Plain Central School in Stony Plain at a cost of \$25.2 million dollars

2018-2019 – Year Two

- **Priority One:** Complete preservation and modernization of Woodhaven School in Spruce Grove at a cost of \$7.05 million dollars
- **Priority Two:** Modernization of Spruce Grove Composite High School at a cost of \$17 million dollars

2019-2020 – Year Three

- **Priority One:** New High School at a cost of \$51.8 million dollars to be located in the Parkland School Division.

The Three Year Capital Plan is reviewed on an annual basis and submitted to Alberta Education by April 1 of each year.

Administration would be pleased to respond to any questions.

CJ:jc



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Originator: Dennis Simcoe, Director Transportation Services
Subject: **TRANSPORTATION FEES FOR 2016-2017**

Recommendation

That the Board of Trustees approves the name change of the Transportation Surcharge to Transportation Rider Fee; and further,

That the Board of Trustees approves the Transportation Fees for 2016-2017 as presented at the Regular Meeting of April 5, 2016.

Background

Transportation Fees:

In Alberta, Section 51(3) of the School Act states that a Board may charge a parent of a student receiving transportation provided by the Board and fee determined by the Board.

Parkland School Division provided student bus services to Kindergarten to Grade 12 students:

- who reside more than 2.4 kilometers from their designated school site (eligible – funded).
- who reside less than 2.4 kilometers and more than 0.9 kilometers from the designated school site provided an urban bus pass is purchased (ineligible – unfunded).

Parkland School Division's practice has been that urban ineligible students pay the approved fee to a maximum family rate. If the student does not attend their designated school, a cross attendance fee is implemented. Rural students are charged only the cross attendance fee where applicable. In order to balance the transportation budget, the Board established a transportation surcharge in 2013-2014. A fee increase is recommended for 2016-2017.

The proposed increase to transportation fees is required to maintain the current level of transportation services to the families within Parkland School Division Regional Transportation service area. This fee

increase is a result of the need to manage the operating funding gap between the expected transportation service level and the available transportation grant funding.

The fee increase for the Transportation Rider Fee, formerly Transportation Surcharge, is \$0.50 per month, or a total increase of \$5.00 per year. The total annual Transportation Rider Fee of \$50.00 is less than \$0.28 per day per student based on 184 days of transport.

The increase in transportation fees for all urban ineligible student riders is 14% for individual riders or the equivalent of \$1.36 per day based on 184 days of transport. The maximum family rate has been increased to reflect families of three or more students (previously 2 or more), to the equivalent of \$1.13 per day per student based on 184 days of transport.

Cross attendance fees increase 23% for individual student riders or \$2.01 per day based on 184 days of transport. The maximum family rate for cross attendance for families of three or more students (previously two or more) will increase to \$1.68 per day per student for 184 days of the school year.

The fee for private school student riders will increase to the actual operational cost associated with transporting private school students, who are not funded through Alberta Education Grants. This equates to \$4.35 per day based on 184 days of transport. The maximum family rate has been removed to reflect the actual cost per student transported.

Bus pass/RFID card replacement and temporary bus passes (for periods of two weeks or less) will increase from \$10 to \$20 per instance.

Administration would be pleased to respond to any questions.

CJ: jc

Administrative Procedure 505 – Appendix A

FEE ALLOWANCES FOR 2016-17

Proposed April 5, 2016

	2015-16	2016-17	\$ CHANGE
1.0 TRANSPORTATION RIDER FEE	45	50	5
FOR EACH TRANSPORTED STUDENT			
2.0 TRANSPORTATION FEES FOR INELIGIBLE PASSENGERS			
IN STONY PLAIN, SPRUCE GROVE AND TO THOSE STUDENTS ATTENDING PRIVATE SCHOOLS (Res 043-01)			
2.1 ECS (full day / half time) *	110	125	15
2.2 Grades 1 to 12	220	250	30
2.3 Maximum Rate Per Family	440	625	185
2.4 Cross Attendance Area ECS (full day / half time) *	150	185	35
2.5 Cross Attendance Area Grades 1 to 12	300	370	70
2.6 Cross Attendance Area (max. per family)	600	925	325
2.7 Private School Grades ECS (full day / half time) * - (at cost)	150	400	250
2.8 Private School Grades 1 to 12 - (at cost)	300	800	500
2.9 Private School (max. per family)	600	N/A	N/A
2.10 Replacement bus pass/RFID/ Temporary bus pass	10	20	10
* Week 1(Mon,Wed,Fri) / Week 2 (Tues,Thurs)			
3.0 INSTRUCTIONAL MATERIAL FEES (IMF) Approved March 1, 2016			
3.1 ECS	57	57	0
3.2 Elementary (Grades 1 to 6)	57	57	0
3.3 Junior High (Grades 7 to 9)	77	77	0
3.4 Senior High (Grades 10 to 12)	121	121	0
3.5 Maximum Per Family (<i>Excluding ECS</i>)	280	280	0
3.6 Summer School	At Cost	At Cost	0
4.0 NON-RESIDENT TUITION FEES Approved March 1, 2016			
4.1 Mild Disability/Disorder	13,277	13,277	0
4.2 Moderate Disability/Disorder	14,829	14,829	0
4.3 Severe Disability/Disorder	25,842	25,842	0
4.4 Complex/Profound Disability/Disorder	36,215	36,215	0
4.5 English Language Learners	13,277	13,277	0
4.6 International Students	11,250	11,250	0

Reference: Section 16, 51, 60, 61, 113, School Act

Revised April 2016



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Scott Johnston, Associate Superintendent
Subject: **GRADE 12 DIPLOMA EXAMINATIONS RESULTS – JANUARY 2016**

Recommendation

That the Board of Trustees receives as information Parkland School Division Grade 12 Diploma Exam Results for January 2016 as presented at its Regular meeting of April 5, 2016.

Background

Alberta Education's Diploma Examinations help schools and jurisdictions monitor student performance in relation to provincial standards for a wide variety of skills, knowledge, and competencies as outlined in the Ministry's Programs of Study. For teachers, these assessments provide valuable feedback on program strengths and weaknesses, the effectiveness of instructional techniques and student comprehension levels. Post-secondary institutions use Diploma marks as an entry-measurement for accepting potential students.

The following report provides an overview of Parkland School Division's achievements on the Diploma Examinations for January 2016. The analysis compares Parkland's performance to the overall provincial level of performance.

Administration would be pleased to respond to questions.

SJ:jc



Parkland School Division
Diploma Examination Results - January 2016
Executive Summary

*Presented to Board of Trustees, April 05, 2016
Scott Johnston, Associate Superintendent*

Note: The January Diploma Examination results do not provide a complete overview of the Division's Diploma results for the year. In addition to the January examinations, students also write Diploma exams in November, April, June and August. Comprehensive results are tabulated and made available to jurisdictions in September. Therefore, the January examinations can only provide an indication of the Division's progress in student achievement. Caution is advised in using the results to determine any significant trends in achievement.

Highlights of the January 2016 Examinations:

The students and staff of both Memorial Composite High School and Spruce Grove Composite High School and their respective Outreach schools and Connections for Learning are to be commended for the excellent results achieved by Grade 12 students on the January 2016 Diploma Examinations.

Notably, achievement surpassed last year's results at the jurisdictional level in all subjects at the acceptable standard.

- Although not representative of the entire Grade 12 cohort of learners, the January 2016 Diploma results **equaled or surpassed the provincial results** on:
 - 10/12 Diploma Examinations at the Acceptable Standard
 - 6/12 Diploma Examinations at the Standard of Excellence
- Although not representative of the entire Grade 12 cohort of learners, the January 2016 Diploma results **equaled or surpassed last year's PSD results** on:
 - 12/12 Diploma Examinations at the Acceptable Standard
 - 10/12 Diploma Examinations at the Standard of Excellence

Assessment for Learning

- Parkland High Schools and their respective Outreach Schools carefully analyze the results of the January 2016 Diploma Examinations to guide their instruction in semester two.
- Although not an assessment of the entire Grade 12 cohort, the examination results provide data that teachers use to continually guide and improve instruction.

**Parkland School Division
Diploma Examination Results - January 2015**

Subject	# Students Writing		Standard	Province			Parkland School Div.		
	Province	PSD		2016	2015	2014	2016	2015	2014
Biology 30	9,338	119	Acceptable	96.5	94.4	93.9	95.8	95.2	95.0
			Excellence	38.7	36.2	34.3	27.7	29.9	28.8
Chemistry 30	8,719	112	Acceptable	95.1	92.3	92.1	97.3	95.5	91.8
			Excellence	39.7	34.4	35.2	36.6	30.4	30.9
English Language Arts 30-1	11,551	143	Acceptable	98.3	96.8	96.9	100.0	98.6	100
			Excellence	19.4	14.6	16.0	27.7	16.8	16.6
English Language Arts 30-2	8,243	162	Acceptable	97.0	95.8	98.4	98.1	98.0	98.6
			Excellence	9.0	7.8	8.3	7.4	9.3	14.3
Mathematics 30-1	11,070	113	Acceptable	93.5	90.8	89.9	92.9	92.7	91.0
			Excellence	36.0	35.8	32.6	42.5	35.4	29.5
Mathematics 30-2	6,242	118	Acceptable	93.1	88.9	89.4	97.5	89.7	88.7
			Excellence	19.8	14.2	15.3	22.0	12.0	16.9
Physics 30	4,329	61	Acceptable	96.4	93.7	92.6	96.7	86.7	96.7
			Excellence	44.8	38.7	35.7	36.1	30.0	31.1
Science 30	3,441	79	Acceptable	96.9	95.7	84.7	98.7	94.7	97.7
			Excellence	28.0	25.8	24.5	21.5	17.1	20.9
Social Studies 30-1	9,464	150	Acceptable	98.6	97.6	97.4	99.3	97.7	97.7
			Excellence	24.2	21.7	20.0	25.3	25.0	20.9
Social Studies 30-2	8,765	187	Acceptable	95.0	93.8	93.6	96.8	96.5	97.2
			Excellence	12.1	10.7	11.5	11.2	9.4	12.2
Fr Social Studies 30-1	9,464	13	Acceptable	98.6	97.8*	97.5*	100.0	100	100
			Excellence	24.2	24.2*	21.8*	38.5	20.0	28.6
Fr Social Studies 30-2	8,765	9	Acceptable	95.0	92.3*	93.1*	100.0	100	100
			Excellence	12.1	12.3*	13.3*	33.3	36.8	45.5

*Historical French subject marks for Social Studies (2014-2015) represent full year.



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Scott Johnston, Associate Superintendent
Resource Person: Dennis Simcoe, Director Transportation
Subject: **TRANSPORTATION DEPARTMENT REPORT 2015-2016**

Recommendation

That the Board of Trustees receives as information the Transportation Department Report 2015-2016 as presented at the regular meeting of April 5, 2016.

Background

Parkland School Division operates one of the largest regional student transportation systems in the province. This means that we not only provide safe, effective and efficient transportation services to Parkland students, but also to other school divisions, which includes Evergreen Catholic, Wild Rose, Black Gold, Grande Yellowhead, St. Thomas Aquinas, and Edmonton Public. We also provide services to Living Waters Christian Academy, St. Matthew's, Bosco, Drayton Christian and Devon Christian, which are private schools. In total, 48 schools are served that are located within Parkland County, Spruce Grove, Stony Plain, Drayton Valley, Devon, Evansburg and Edmonton. The department is open from 7:00 AM to 5:00 PM during bus operational days. During this time, staff will handle all facets of the operation including bus dispatch and all external and internal inquires related to transportation services and school attendance boundaries.

Administration would be pleased to respond to any questions regarding this report.

SJ:jc



Transportation Department 2015-2016 Report April 2016

*Presented to Board of Trustees, April 5, 2016
Scott Johnston, Associate Superintendent
Resource: Dennis Simcoe, Director Transportation*

Department Statistics

To provide transportation services we make efficient use of school buses ranging from 20 to 90 passengers, cabs, and parent-provided transportation. In the safe transportation of 10,445 eligible and ineligible students across 16,079 km each day, we utilize:

- 180 buses
- 11 Cabs
- 198 Bus Operators
- 27 Contractors
- 6.0 Office Staff
- 13 Transfer Site Supervisors

Regional Transportation

Cooperative busing:

Parkland School Division is a regional transportation provider. In addition to providing Transportation to 7,731 Parkland School Division students, this system provides bus services for Evergreen Catholic Separate School Division, Wildrose School Division in Drayton Valley, Black Gold School Division in Devon, Grande Yellowhead School Division in Evansburg, Living Waters Christian Academy, St. Mathew Lutheran Christian Academy, Columbus Academy, Devon Christian School, St. Thomas Aquinas Roman Catholic Schools in Drayton Valley and Leduc, Elves Special Needs Society, Alberta School for the Deaf, the Connect Society, Glenrose Rehabilitation Hospital, and Harry Ainlay High School (Alberta School for the Deaf) in Edmonton through 20 locations throughout the region. Currently, we note that:

- The Regional Transportation System has existed since approximately 1995.
- Bus route design is based on maximizing the overall efficiency of the system and is not dedicated to specific stakeholders.

PSD receives provincial grants for cooperative busing totaling \$449,440. This grant supports:

- 2,714 (26%) of students who are eligible for cooperative busing
- 70 buses (40%) and 1 cab are utilized to service these locations
- Currently there are 8 formal agreements in place: Evergreen, Wildrose, Grande Yellowhead, Living Waters, Devon Christian, St Mathew School, and St. Thomas Aquinas Roman Catholic (2). All agreements need to be renegotiated.

Initiatives

Transfinder:

- Routefinder Pro is currently being implemented with tentative go-live for September 2016.
- Infofinder LE will provide applicable transportation information to all authorized users.
- Redistricting will provide attendance area management.

School You Project:

- Regional Traffic Safety Initiative that utilizes a decaled school bus to promote the awareness of why vehicles must stop when buses are loading or unloading students.

Bus Pass Sales:

- On-line advance bus pass sales will be available starting June 1, 2015

Student Tracking:

- Student Tracking for all Kindergarten to Grade 4 students (3433 students) for 2015 – 16 school year. Expansion of service to include grades 5 – 12 is planned to occur upon completion of installation of the Transportation Software, Routefinder Pro.

Communication and Community Engagement**Communication:**

- We relay information in the event of bus delays or cancellations. The web address for the site is www.psd70.ab.ca/transportation . This information site is accessible for parents/guardians to be able to check, on a daily basis, the status of their child’s bus routes, inclement weather policy, transportation fees and general information. The site also provides contractors and Bus Operators accessibility to forms and general information.
- A monthly newsletter is provided to our internal and external audience that has information for the current month in regards to important dates, general safety information and related transportation articles.

Attendance Area Inquiries:

- The department receives approximately 80 inquires per month

Transportation Council:

- The Transportation Council, which is comprised of Bus Operators and Contractors, meets once a month to discuss issues concerning transportation regulations, routing, bus operator concerns, new initiatives and participation in planning for events for Bus Operators. These events include the safety seminar and driver appreciation year end barbeque.

Student Learning**School Bus Safety Program:**

- During the school year, 4047 K-7 students from 15 schools participated in classroom presentations that included a school bus on site to participate in an actual rear door evacuation. Blueberry and Broxton also had their 8/9 students get involved in the program.

First Ride Program:

- Prior to the commencement of the school year we offer the First Ride Program, which is designed to teach new students and their parents all aspects of school bus safety procedures. It includes an actual school bus ride.
- 118 students and 192 parents participated in the program this year.
- With the increase of 10% more participation, one more session has been added for upcoming year.

Emergency Bus Evacuations:

- Rear and front door evacuations are performed to ensure all of our students are familiar with safely exiting a bus in an emergency situation.

Safety

Route Monitoring:

- As part of our constant commitment to safety, field monitoring is completed to ensure our safety standards are met and the approved routes are being followed.
- Total number of monitoring reports = 52 to date
- Safety Officer's vehicle is equipped with a live GPS monitoring system to assist in this task

Safe Stop Assessments:

- Alberta Education has established the requirement of a route assessment on every route operated by the division. Every Bus Operator completed the form with a specific set of criteria to review the safe operation of their route. In turn, if there are any areas that have been identified of concern the department follows up with resolution.

School Bus Roadeo:

- Parkland School Division School Bus Roadeo is scheduled for May 7, 2016 at the Memorial Composite High School transfer terminal. The Provincial School Bus Roadeo is June 4, 2016 in Red Deer, AB.
- Each year Bus Operators participate in friendly competition to see who will represent us at the Provincial Roadeo. From there, the winner participates in the International Roadeo that is held in various locations throughout North America.
- Ten bus operators took part in the local event which included a one hour written test and ten driving events. The top three drivers went to the provincial event in Hinton.

Number of Collisions:

- All collisions are investigated, with a follow up written report filed. This is a summary of all seven categories. Please note in all the categories reported there were no injuries as all the incidents were at low impact speeds, ranging from things like bus mirrors clipping to rear end collisions.

2015-2016 School Year

• Theft	0
• Incidents	0
• Vandalism	0
• Fire	0
• Number of Collisions Classified as Non-Preventable	16
• Number of Collisions Classified as Preventable	<u>14</u>
• Reported Incidents	30

Professional Development

Bus Operators Safety Seminar:

- The department organizes an annual Safety Seminar for all bus operators. This year, 181 bus operators attended the event. Railway safety, distracted driving and fire extinguisher training were the topics of this year's seminars.

"S" Endorsement Training and Refresher:

- Twenty-eight Bus Operators completed this course, which consists of 20 hours of class instruction with a knowledge test after each series and a road evaluation; thirteen bus operators completed the 10-hour refresher course followed by a trip inspection and road evaluation.

First Aid Training:

- Twenty-nine Bus Operators participated in first aid training.

Drivers Abstracts:

- Fifty-eight abstracts were pulled for the high school.

High School Teacher Driver Training

- 55 Teacher drivers took part in 2 sessions on Daily Trip Inspections and Hours of Service training to qualify to drive the white activity buses. Training time was approximately 4 hours.

Innovation and Efficiencies**Additional Safety Equipment**

- To assist in managing student behavior, 3 camera video systems were installed on the majority of buses in the system. To effectively view the buses larger than 72 passengers, a fourth camera is being installed at the bus mid-point as a trial.
- Four buses are operating with the 4th stop arm camera with success so far. This is to enforce 8-way/stop arm violations.
- LED lights and second stop arms were added to certain buses for added safety for the students.

Challenges

- Busing operation growth has outpaced the rate of increase in staff of the Department.
- Rapid growth of Spruce Grove has filled all available buses to near max capacity with no expansion room available at Greystone Transfer Station for additional buses.
- The current bus contract rates are making it difficult for contractors to remain financially viable.
- Transportation logistics software, WayTo, is being replaced with Routefinder Pro.
- Continuing development of drivers in the processes of student management is necessary.
- GPS tracking via radio network system has capability limitations resulting in reduced tracking and monitoring effectiveness.
- Driver recruitment and retention



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Resource Person: Shae Abba, Director Human Resources
Subject: **PEOPLE SERVICES DEPARTMENT REPORT 2015-2016**

Recommendation

That the Board of Trustees receives as information the People Services Department Report 2015-2016 as presented at the regular meeting of April 5, 2016.

Background

To ensure the Board of Trustees continues to understand the successes and challenges faced in retaining and recruiting staff to Parkland School Division, a summary of Human Resources activities is respectfully submitted.

Administration would be pleased to respond to any questions regarding this report.

KW:bms



People Services Department 2015-2016 Report
April 2016

*Presented to Board of Trustees, April 5, 2016
Kelly Wilkins, Deputy Superintendent
Resource: Shae Abba, Director People Services*

Department Staff (4 Staff)

- 3-full time: Director, People Services, 2 People Services Business Partners,
- 1-part time: Placement Coordinator

Recruitment and Selection

- People Services is responsible for providing all recruitment and selection services to the Division, including Senior Executives, non-union group positions including Directors, union positions including Principal, Assistant Principal, teaching and support positions. This includes recruitment for casual support staff and substitute teachers.
- For the 2015-2016 school year the Department managed **290** competitions (**185** Teaching Positions, **105** Support positions). 15% increase in recruiting over 2014-2015.

Employee Headcount: as of March 11, 2016

Employee Group/Position	Headcount	2014/2015	FTE	2014/2015
ATA total	674	617	584.96	576.7
Teacher	625	571	535.96	530.7
Administration	49	46	49	46
CAAMSE total	368	358	310.05	292.2
IUOE total	76	80	61.94	62.51
NUG total	30	29	29.61	29

Staff Supervision, Growth and Evaluation

- People Services advises and supports Administrators in providing quality supervision, growth and evaluation of staff.

Coaching and Support

- People Services provides support to both Parkland’s leadership team and staff in addressing and resolving workplace issues.

Career Fairs

- Parkland School Division No. 70 participated at teacher career fairs at the University of Alberta, Faculté St. Jean and Concordia University College. People Services Director is a member of the Program Advisory Committee for Concordia’s BEd(AD) program, and Norquest College Administrative Assistant Program Advisory Committee.

Practicum Students

- Parkland School Division has had the honor of facilitating several practicum students for the 2015-2016 school year.

Teacher	31
Education Assistant	4
SPLA	2

*2014-2015 -16 registered practicums.

Substitute Teacher Placement Office

- Recruiting for substitute teachers is on-going throughout the year, with an open posting appearing on the Employment section of the Division’s website. People Services staff are responsible for interviewing and selecting candidates whose backgrounds and skills match the needs of our schools. There are currently 193 teachers on our Substitute Teacher list. The number has dropped from 2014-2015 due to the regular audits and removing Subs that have little to no subbing activity. (5% decrease from 2014-2015)
- Substitute teachers are held to the same high standards as Temporary or Continuing Teachers. Any concerns are investigated and appropriate action is taken, up to and including removal from the Substitute Teacher List.

Casual Support and Caretaking Staff

- People Services is responsible for recruiting and maintaining a list of qualified casual support and caretaking staff who are required for short term work assignments at schools and the Centre for Education. There is an open posting on the Division’s website inviting applications. There are currently 129 individuals on our Casual list. The number is lower than last year due to the regular audits and removing casuals that have little to no casual activity. (10% decrease from 2014-2015)

Negotiations Support

- The People Services and Finance Departments gather information to report on trends and issues pertaining to the administration of the three collective agreements (ATA, CAAMSE, and IUOE). The Department also assists in the development of the Division’s bargaining proposals, and the People Services Director is a member/Spokesperson on the Division’s collective bargaining teams.
- 2015-2016 Successfully Negotiated two collective agreements:
 - IUOE – Aug 31, 2017
 - CAAMSE – Aug 21, 2019
- ATA Collective Agreement term ends August 31, 2016.

Professional Development

- Professional development initiatives across the Division are ongoing, contributing to the growth of Parkland School Division and its employees.
- Financial Services conducted a Budgeting and Forecasting Workshop for Principals, Directors and Managers.
- 4 Learning Coaches began their work with schools at the beginning of the school year.
- Exploring Leadership continued this year, with a cohort group of 16 (12 teachers and 4 Support Staff) meeting four times during the school year to learn more about effective leadership. The

sessions involve discussions regarding leadership concepts and include guest speakers and book studies.

- Franklin-Covey’s “7 Habits of Highly Effective People” is offered to all Parkland School Division staff on a regular basis. 1 session was held this year, February 23 and 24, 2016.
- This year, Learning Supports offered “Fierce Conversations”, 2 sessions were held this year, one for staff at Blueberry School and one was open to everyone in the School Division.
- Support to new teachers continues with New Teacher Orientation on August 24 and 25, 2015, and 5 call back sessions held throughout the year on a variety of topics.
- New teachers are assigned a mentor at their school for additional assistance and support.
- An extensive list of professional development opportunities were provided to our teachers through our Learning Supports department.
- New Principals, attend Principal Call Back and are directly supported by Senior Executive throughout the year.
- New Principal’s and Director’s are supported directly through a formal Mentorship.
- Division PD Day, January 29, 2016 was a huge success.

Disability Management

- People Services staff work with leaders to facilitate the return to work of teachers and support staff from sick leave/extended disability leave or work-related injuries (Workers Compensation). In some cases, graduated returns to work arrangements are medically recommended to ensure a smooth transition back to full duties. In other instances, suitable alternate work needs to be identified which is in keeping with the employee’s restrictions and limitations. The leaders in Parkland School Division continue to be very supportive and demonstrate exemplary commitment to the accommodation of our staff.
- ASEBP – Alberta School Employee Benefit Plan administers the extended disability benefit for teachers. People Services works closely with ASEBP account manager to ensure employee accommodations are reasonable and proper medical clearance is provided. In January 2015 ASEBP implemented an Early Intervention Program allowing collaboration between PSD and certificated staff to accommodate work load while employee remains at work in some capacity while they recover from short term illness.
- Non-teaching staff short term disability medical validation is managed by Homewood Health (name change from OHI). Homewood Health works closely with the employee and their medical practitioner then consults with People Services to determine best course of action to return employee back to work in a timely manner.
- Non-teaching staff Long Term Disability (LTD) is managed by Sunlife Financial.
- There are currently 13 Teachers (52% reduction from 2014/15) and 10 Support Staff (29% reduction from 2014/15) on disability. The breakdown is as follows:

Short Term Disability	2015/2016	2014/2015	Long Term Disability	2015/2016	2014/2015
Teachers	3	4	Teachers (EDB)	10	23
Support Staff	7	8	Support Staff	3	6

Employee and Family Assistance Program

- The People Services Department manages Parkland School Division’s contract for the Employee and Family Assistance Program (EFAP).
- On January 1, 2015 ASEBP started offering certificated staff EFAP Services through Homewood Health Inc.
- On April 1, 2016 non-certificated staff will transition EFAP Services to Homewood Health. Homewood Health has a model of offering short term counselling with a transition to community support without impacting Sunlife Paramedical benefits. Long term counselling would be accessed with Homewood Health and billed to Sunlife Paramedical benefits.
- EFAP utilization for 2015 calendar year was 13.03% (22 new cases and 2 continuing cases) up 3.82% over 2014.

Utilization by Group		Trend
Teachers	36%	Down
Support Staff	18%	Down
Dependents	45%	Up



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **PSD Tomorrow Committee**

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of March 15, 2016 as presented at the Regular Meeting of April 5, 2016.

TM:bms



MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, MARCH 15, 2016.

ATTENDANCE:

Eric Cameron, Board Chair
Kathleen Linder, Vice-Chair - *Arrived at 1:00 p.m.*
Ron Heinrichs, Trustee
Richard Gilchrist, Trustee
Elsie Kinsey, Trustee
Sally Kucher-Johnson, Trustee
Dorcas Kilduff, Trustee
Tim Monds, Superintendent
Kelly Wilkins, Deputy Superintendent - *Arrived at 1:05 p.m.*
Claire Jonsson, Associate Superintendent - *Arrived at 1:00 p.m.*
Scott Johnston, Associate Superintendent
Dianne McConnell, Associate Superintendent
Jordi Weidman, Director, Strategic Planning & Communications
Dennis Simcoe, Director, Transportation Services
Jason Krefting, Director, Business & Finance Services
Serge LaBrie, Director, Facilities Services
Brenda Scott, Recording Secretary

REGRETS:

1. Call to Order

Board Chair Cameron called meeting to order 12:45 p.m.

1.1. Changes to the Agenda

Add – Agenda Item 9.4 – year end BBQ
Add – Agenda Item 10.0 – In Camera

1.2. Approval of the Agenda

MOVED by Trustee Cameron that the Board of Trustees accept the agenda as amended.

CARRIED

2. Capital Plan Submission

Mr. LaBrie, Director Facilities Services, spoke to the Capital Plan Submission for 2017-2020. Discussion ensued. Trustees requested more time to review the information, a meeting will be held on March 21, 2016 for further discussion. The Three Year Capital Plan is presented to the Board for approval at the April 5, 2016 Regular Board meeting.

3. Transportation Fees

Ms. Jonsson brought forward information on proposed transportation fees for the next school year. Mr. Simcoe, Director Transportation Services provided the background information. Discussion ensued. A motion to approve transportation fees for the next school year will be brought forward at the next regular board meeting.

Chair called a recess at 3:43 pm
Meeting resumed at 3:52 p.m.

4. Draft Administrative Procedure – AP 350 – Developing and Maintaining a Culture of Inclusion and Wellness and AP 355 – Student Discipline

Mr. Johnston provided information on proposed changes to the AP 350 and AP 355. Discussion ensued and Trustees provided feedback on the Administrative Procedures. Administrative Procedure 350 and 355 will be forwarded to Alberta Education.

Trustee Linder and Associate Superintendent Jonsson left the meeting – 3:28 p.m.

Trustee Gilchrist left the meeting – 3:30 p.m.

5. Adhoc School Fees Committee

At the Regular Board meeting March 1, 2016, the Board of Trustees passed a motion to establish an adhoc committee to review school fees. Trustee Heinrichs, Gilchrist and Cameron will be on the committee and will be reporting back to the Board on a regular basis.

6. Trustee Conferences Procedures

This topic will be addressed at the next PSD Tomorrow meeting. Trustees are encouraged to provide their feedback on procedures for choosing conferences for trustees.

7. PSBAA – Work Plan

Trustee Heinrichs will check into the requirements for feedback on the PSBAA Work Plan.

8. Advocacy Committee

There is no report.

9. Updates

9.1. New Schools

Reminder that Trustees require work boots for the tour of the Prescott Learning Centre. Vests and googles will be provided.

9.2. Ward Restructure

There was no report.

9.3. Administrative Procedure – School Viability

Mr. Monds confirmed with Trustees that they received, from Ms. Jonsson, a copy of the AP 107- School Viability with recommended changes.

9.4. Year End BBQ

The date of June 11 has been chosen for trustee/senior executive for a year BBQ.

10. In Camera

Res 049-2016 MOTION TO MOVE INCAMERA

MOVED by Trustee Heinrichs that the Board of Trustees moves in camera at 3:50 p.m.

CARRIED

Res 050-2016 MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Kinsey that the Board of Trustees reverts to a public meeting at 4:20 p.m.

CARRIED

11. Adjournment

The meeting was adjourned at 4:20 p.m.

NEXT MEETING - Tuesday, April 19, 2016 at 12:30 p.m.



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **PSD Tomorrow Committee**

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of March 21, 2016 as presented at the Regular Meeting of April 5, 2016.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, MARCH 21, 2016.**

ATTENDANCE:

Eric Cameron, Board Chair
Kathleen Linder, Vice-Chair
Ron Heinrichs, Trustee
Richard Gilchrist, Trustee
Elsie Kinsey, Trustee
Sally Kucher-Johnson, Trustee
Dorcas Kilduff, Trustee
Tim Monds, Superintendent
Kelly Wilkins, Deputy Superintendent
Claire Jonsson, Associate Superintendent
Dianne McConnell, Associate Superintendent
Serge LaBrie, Director, Facilities Services
Jenny Chen, Recording Secretary

REGRETS:

Scott Johnston, Associate Superintendent

1. Call to Order

Board Chair Cameron called meeting to order 12:43 p.m.

2. Capital Plan Submission

Information regarding 3-year capital plan was provided, and discussion ensued. The capital plan will be brought forward for approval at the Regular Board Meeting on April 5, 2016.

3. Adjournment

The meeting was adjourned at 1:24 p.m.

NEXT MEETING - Tuesday, April 19, 2016 at 12:30 p.m.



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Scott Johnston, Associate Superintendent
Subject: Council of School Councils (COSC) Committee

Recommendation

That the Board of Trustees receives as information the draft Council of School Councils (COSC) Committee minutes of March 16, 2016 as presented at the Regular Meeting of April 5, 2016.

SJ: jc



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON WEDNESDAY, MARCH 16, 2016**

ATTENDANCE:

School Council Reps

Blueberry School
Duffield School
École Broxton Park School
Forest Green School
Graminia School
Greystone Centennial Middle School
Spruce Grove Composite High School
Woodhaven Middle School

Board of Trustees

Dorcas Kilduff, Trustee
Administration
Scott Johnston, Associate Superintendent
Recording Secretary
Jenny Chen

1. CALL TO ORDER

Chair, Rhonda Schumm, called the meeting to order at 7:04 pm.

2. WELCOME & INTRODUCTIONS

Participants introduced themselves.

3. APPROVAL OF AGENDA

Moved by Lori Howarth that the Agenda of the March 16, 2016 be approved as presented. Seconded by Gina Nielsen-Miller. CARRIED

4. APPROVAL OF MINUTES

Moved by Lisa Warner that the Minutes of the February 10, 2016 meeting be approved. Seconded by Monica Allen. CARRIED

5. Board Report – Trustee Kilduff

- The Board approved Instructional Material Fees and Non-Resident Tuition Fees 2016 – 2017 at the Regular Meeting of March 01, 2016. There is no increase in Instructional Material Fees and Non-Resident Tuition Fees. Transportation fees are to be determined.
- The Board of Trustees approved the 2016-17 School Calendar and approved in principle the 2017-18 and 2018-19 School Calendars.
- The Board of Trustees approved the revisions to Board Policy 15 – School Closure.
- The Board of Trustees decided to put forth Brogan Foley of Duffield School as Parkland School Division’s nominee to ASBA Zone 2/3 Edwin Parr Selection Committee.
- Questions were raised around schedule of new schools and reduction of portables. New schools are under way as scheduled. There is currently no plan to reduce or replace portables.
- Notion, structure and information of Micro Society was shared.
- Administrative procedures have been reviewed and revised to adapt to changes regarding sexual diversity in Alberta Human Rights Act. Question regarding students’ privacy and parents’ role in students’ private matters occurred. Parents are considered a major part in students’ life. With students’ best interests in mind, schools will continue to work with parents in a safe, caring and respectful manner towards students’ success and wellbeing.

6. Alberta School Councils' Association (ASCA)

- **AGM** – Rhonda inquired who will be attending the ASCA Conference & AGM, April 22-24, 2016 and will follow up after meeting. Draft resolutions have been previewed at school council level. Discussion around Greystone School Council's resolution and Visual Resources resolution occurred. Revision of draft resolutions is allowed on day of AGM. Procedure for voting and use of proxy form is shared.

7. Divisional Education Planning

Mr. Johnston provided information on schedule and procedure of divisional education planning. A number of tools and procedures (Discussion Sessions, Thought Exchange, Tell Them from Me, etc.) are utilized to measure how the Division met its goals.

School Councils are encouraged to attend Parkland School Division's Strategic Planning Meeting which includes discussion on education plans.

Discussion around introduction and procedures prior to opening of Prescott Learning Centre occurred.

School Councils are encouraged to communicate with the division regarding any issues they encounter in the community and on social media regarding school operations.

8. Yearly Agenda for School Councils

There was discussion around whether a suggested yearly agenda is available. There is a school council yearly agenda framework available. Rhonda Schumm requested to connect with division regarding education planning to facilitate planning of school councils' yearly agenda. Trustee Kilduff offered to provide divisional agenda for school councils prior to start of the coming school year.

9. Spruce Grove Attendance Area Review Update

The Board of Trustees approved Spruce Grove Attendance Area Proposal B. Principals have been working diligently with division on carrying out new attendance area plans. School councils are encouraged to check for updates on website.

10. Announcements

▪ **Alberta School Councils Association Wednesday Webinars**

March 23: Meeting Management

April 6: Supporting Youth Exploring CAREERS

April 13: Masterful Minutes

April 27: How Can I Support My Child's Development and Use of Competencies?

May 11: School Council Purpose

May 18: Fundraising Association Partnership Purpose

May 25: Chair Basics

June 1: Meeting Management

June 8: Masterful Minutes

▪ **April 8-9, 2016: Inclusion Alberta Family Conference**

11. Future Agenda Items

None was brought up.

12. ADJOURNMENT

Meeting adjourned at 8:32 p.m.

Meeting Schedule:

- Wednesday, April 6, 2016 (confirmed)
- Wednesday, May 4, 2016



MEMORANDUM

Date: April 5, 2016
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **Benefits Committee**

Recommendation

That the Board of Trustees receives as information the Benefits Committee minutes of March 21, 2016 as presented at the Regular Meeting of April 5, 2016.

CJ:jc



**MINUTES OF THE BENEFITS COMMITTEE MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON
MONDAY, MARCH 21, 2016.**

ATTENDANCE:

Dorcas Kilduff, Trustee
Brad Seib, Benefex Consulting Inc.
Kyle Stinson, Benefex Consulting Inc.
Jay McGeough, IUOE
Darlene Keating, IUOE
Lori Green – NUG
Shae Abba, Director, People Services

Theresa Trommelen, CAAMSE
Lorraine Redl, CAAMSE
Claire Jonsson, Associate Superintendent
Jenny Chen, Recording Secretary

Regrets:

Cheryl Hardy, Payroll Lead

1. CALL TO ORDER

The meeting was called to order at 3:15 pm by Darlene Keating.

1.1 Changes to the Agenda

Item added:

3.1.2 Delisted Healthcare Providers

1.2 Approval of the Agenda

MOVED by Darlene Keating that the agenda be approved as amended.

CARRIED

2. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

3. EXPERIENCE REPORT

3.1.1 ASO Health & Dental Experience Report – January 1 to December 31, 2015

Kyle Stinson reported on the ASO Health and Dental Experience Report for the period January 1 to December 31, 2015 with the committee. On the health side, claims for 2015 dropped by 9.5% despite increased plan participation. On the dental side, we see a 3rd consecutive year of increased utilization, by 7.6% from 2014 to 2015. Health Spending Account utilization continued its year over year increase, by 5.17% from 2014 to 2015.

3.1.2 Delisted Healthcare Providers

Brad Seib shared information on delisted healthcare providers as of March 21, 2016. Sunlife will not process claims for services or supplies obtained from delisted providers. Delisted providers are updated on mysunlife.ca

Communication regarding delisted healthcare providers will be posted on Chalk Board. Payroll will send an email to all support staff with links to the Chalk Board.

3.2 Question and Answer Session

- There was discussion regarding changes made in the recently revised Group Benefits Booklet. Booklets were updated as of December 1, 2015 that reflect changes to the maximum for life insurance and the maximum and non-evidence maximum for LTD. As this affected very few employees, no wider communication was required.
- Trustee Kilduff asked if a bulletin indicating changes to booklets is available. Brad indicated that communication is distributed in cases where significant plan design changes are made that affect a larger portion of the employee group. Communication will be sent to employee groups when new versions are updated.

Attendees thanked Brad and Kyle for their presentation.

4. ITEMS FOR FUTURE AGENDAS

- Wellness Account - September 2016.

5. ADJOURNMENT

The meeting was adjourned at 4:06 pm.

NEXT MEETING

The next Benefits Committee meeting will be held Wednesday, May 25, 2016 at 3:15 pm