



Parkland School Division No. 70

## **BOARD OF TRUSTEES**

### **A G E N D A**

**May 03, 2016**

Public Session: 6:30 PM

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*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**

**May 03, 2016**

Public Session 6:30 PM  
Parkland School Division Centre for Education, Stony Plain

## **A G E N D A**

*Page Number*

1. **CALL TO ORDER at 6:30 PM**
  - 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 April 05, 2016
3. **BUSINESS ARISING FROM THE MINUTES**
4. **DELEGATION/PRESENTATION**

Recess Break / Public Question Period
5. **BOARD CHAIR REPORT**
  - 5.1. Correspondence
    - 5.1.1. Scholarship Thank-you
6. **SUPERINTENDENT'S REPORT**
  - 6.1. Superintendent's Report
  - 6.2. Building Update (K. Wilkins)

-3-

## 7. ACTION ITEMS

- 7- 7.1. Monthly Financial Report Period Ending March 31 (C. Jonsson)

## 8. ADMINISTRATION REPORTS

- 15- 8.1. Tell Them From Me Survey Results Report (S. Johnston)  
-39- 8.2. Financial Services Department Report (C. Jonsson)

## 9. TRUSTEE REPORTS

- 43- 9.1. PSD Tomorrow (E. Cameron)  
-47- 9.2. Council of School Councils (R. Gilchrist)  
-50- 9.3. Education Committee (R. Heinrichs)  
-52- 9.4. Teacher / Board Advisory Committee (R. Heinrichs)  
-55- 9.5. Audit Committee (K. Linder)  
9.6. Public School Boards' Association of Alberta (R. Gilchrist)  
9.7. Alberta School Boards Association (E. Kinsey)  
9.8. C 2 Committee (R. Gilchrist)  
9.9. Report on the Canadian Educators on Mental Health Conference (K. Linder)  
9.10. Report on the Alberta School Council Association Conference (R. Heinrichs)

## 10. RESPONSES TO REQUEST FOR INFORMATION

## 11. FUTURE BUSINESS

### 11.1. Meeting Dates:

#### *Open to the Public:*

May 31, 2016 .....Regular Board Meeting 9:30 am, Centre for Education

#### *Closed to the Public:*

May 4, 2016 .....PSD Shares – Celebrating Parkland School Division  
7:00 am, Best Western Inn & Suites, Stony Plain

May 4, 2016 .....Education Planning Workshop 9:30 am, Best Western  
Inn and Suites, Stony Plain

May 6, 2016 .....Milestones and Merit Celebration 5:30 pm, River Cree  
Marriott

May 17, 2016 .....PSD 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 APRIL 5, 2016**

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**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	Present

**ADMINISTRATION ATTENDANCE:**

Tim Monds, Superintendent of Schools - Regrets  
Kelly Wilkins, Deputy Superintendent  
Claire Jonsson, Associate Superintendent - Regrets  
Dr. Dianne McConnell, Associate Superintendent  
Scott Johnston, Associate Superintendent  
Jordi Weidman, Director, Strategic Planning & Communications  
Jason Krefting, Director, Business and Finance Services  
Dennis Simcoe, Director, Transportation Services  
Shae Abba, Director, People Services  
Brenda Scott, Executive Assistant

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**CALL TO ORDER**

The meeting was called to order by Chair Cameron at 9:30 a.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**

There were no announcements.

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**APPROVAL OF THE AGENDA**

<b>Res 054-2016</b>	<b>MOVED</b> by Trustee Heinrichs that the Agenda be approved as presented.	<b>CARRIED</b>
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**APPROVAL OF THE MINUTES**

<b>Res 055-2016</b>	<b>MOVED</b> by Trustee Heinrichs that the Minutes of the Regular Meeting held on March 01, 2016 be approved as presented.	<b>CARRIED</b>
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<b>Res 056-2016</b>	<b>MOVED</b> by Trustee Kucher-Johnson that the Minutes of the Special Meeting held on March 11, 2016 be approved as presented.	<b>CARRIED</b>
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<b>Res 057-2016</b>	<b>MOVED</b> by Trustee Linder that the Minutes of the Special Meeting held on March 16, 2016 be approved as presented.	<b>CARRIED</b>
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**BUSINESS ARISING FROM THE MINUTES**

There was no business.

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Board Chair

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Secretary-Treasurer

**DELEGATION / PRESENTATION**

**Parkland Village School – Micro-Society**

Students from Parkland Village School presented information on the Micro-Society that has been developed in Parkland Village School. They shared the history and development of their Micro-Society, demonstrated a market day and Trustees were provided “Micro Bucks” to spend at the market.

*Recess was called 10:00 am.*

**Recess Break / Public Question Period**

*There were no questions from the public.*

*Meeting was resumed 10:10 am.*

**BOARD CHAIR REPORT**

There was no correspondence.

**SUPERINTENDENT REPORT**

Deputy Superintendent Wilkins provided a verbal report on the work being done in Parkland School Division. There is a second “Jump on the Bus” activity happening April 29 which allows local businesses to visit schools to see education in action. Mr. Johnston spoke to the updated Administration Procedures 350 and 355 that are now posted on the public website. A video on the celebration on inclusion in PSD was shared with Trustees. Mrs. Shauna Boyce was publicly acknowledged as the newest member of Senior Administration.

Ms. Wilkins spoke to the progress at Prescott Learning Centre and New School No. 2

**ACTION ITEMS**

**SECOND QUARTER FINANCIAL REPORT PERIOD ENDING FEBRUARY 29 2016**

**Res 058-2016** **MOVED** by Trustee Kucher-Johnson that Board of Trustees approves the second quarterly financial report for the period ending February 29, 2016 as presented at the Regular meeting of April 5, 2016.

**CARRIED**

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

**THREE YEAR CAPITAL PLAN**

**Res 059-2016** **MOVED** by Trustee Gilchrist that the Board of Trustees approves the Three Year Capital Plan (2017-2020) as presented at the Regular Meeting of April 5, 2016.

**CARRIED**

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

**TRANSPORTATION FEES**

**Res 060-2016** **MOVED** by Trustee Linder 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 amended at the Regular Meeting of April 5, 2016.

**CARRIED**

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

**ADMINISTRATIVE REPORTS**

**GRADE 12 DIPLOMA EXAMINATIONS RESULTS – JANUARY 2016**

**Res 061-2016** **MOVED** by Trustee Heinrichs that 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.

**CARRIED**

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Board Chair

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Secretary-Treasurer

**UNADOPTED**

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

**TRANSPORTATION SERVICES DEPARTMENT REPORT**

**Res 062-2016**

**MOVED** by Trustee Kinsey that Board of Trustees receives as information the Transportation Department Report 2015-2016 as presented at the regular meeting of April 5, 2016.

**CARRIED**

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

*Board Chair passed gavel to Vice-chair 11:10*

**PEOPLE SERVICES DEPARTMENT REPORT**

**Res 063-2016**

**MOVED** by Trustee Heinrichs that Board of Trustees receives as information the People Services Department Report 2015-2016 as presented at the regular meeting of April 5, 2016.

**CARRIED**

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

*Gavel returned to Board Chair 11:20*

**TRUSTEE REPORTS**

**PSD Tomorrow Committee**

**Res 064-2016**

**MOVED** by Trustee Kinsey 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.

**CARRIED**

**PSD Tomorrow Committee**

**Res 065-2016**

**MOVED** by Trustee Kucher-Johnson 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.

**CARRIED**

**Council of School Councils Committee**

**Res 066-2016**

**MOVED** by Trustee Kilduff 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.

**CARRIED**

**Benefits Committee**

**Res 067-2016**

**MOVED** by Trustee Kilduff 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.

**CARRIED**

**Public School Boards' Association of Alberta**

There was no report.

**Alberta School Boards' Association**

Trustee Kucher-Johnson spoke to a written report on the Alberta School Boards' Association of Alberta.

**C2 Committee**

There was no report.

**Report on Rural Symposium Conference**

Trustee Heinrichs gave a verbal report on the conference that he, Trustee Kinsey, Trustee Kilduff and Trustee Linder attended in March 2016. The session presented by Parkland School Division Principals, Mr. Worthington and Ms. Stewart, was very well received by conference participants.

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Board Chair

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Secretary-Treasurer

**FUTURE BUSINESS**

**Meeting Dates**

*Open to the Public:*

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

*Closed to the Public:*

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

**Topics for Future Agendas**

Report on the Student Advisory Meetings.

**Request for Information**

There were no requests for information.

**ADJOURNMENT**

The meeting was adjourned at 11:50 p.m.

DRAFT

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Board Chair

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Secretary-Treasurer



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **MONTHLY FINANCIAL REPORT – PERIOD ENDING MARCH 31, 2016**

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### Recommendation

That the Board of Trustees approves the monthly financial report for the period ending March 31, 2016 as presented at the Regular Meeting of May 3, 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 March 31, 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.

CJ:jc



**Statement of Revenues and Expenses - March 31, 2016**  
**Parkland School Division**

	Preliminary Budget <sup>1</sup> 2015-16	Final Budget <sup>2</sup> 2015-16	Revised Budget <sup>3</sup> 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used
<b>Revenues</b>						
Instruction	93,334,666	93,536,252	94,877,201	57,506,684	37,370,517	60.61%
Operations and Maintenance	13,283,486	13,419,277	13,422,990	7,783,594	5,639,396	57.99%
Transportation	10,704,194	10,651,613	10,713,263	6,512,443	4,200,820	60.79%
Board and System Administration	4,028,321	4,053,454	4,061,159	2,362,639	1,698,520	58.18%
External Services	38,680	38,680	40,324.43	28,304	12,020	70.19%
School Generated Funds	2,281,466	2,281,466	2,145,466	1,308,682	836,784	61.00%
<b>Total Revenues</b>	<b>123,670,813</b>	<b>123,980,741</b>	<b>125,260,404</b>	<b>75,502,348</b>	<b>49,758,056</b>	<b>60.28%</b>
<b>Expenses</b>						
Instruction	93,284,249	93,596,424	94,719,735	54,685,261	40,034,474	57.73%
Operations and Maintenance	13,283,485	13,438,098	13,441,811	7,154,113	6,287,698	53.22%
Transportation	10,821,194	10,768,613	10,830,263	6,869,470	3,960,793	63.43%
Board and System Administration	4,028,321	4,053,454	4,061,159	2,256,069	1,805,090	55.55%
External Services	38,680	38,680	40,325	28,304	12,020	70.19%
School Generated Funds	2,281,466	2,281,466	2,145,466	1,121,654	1,023,812	52.28%
<b>Total Expenses</b>	<b>123,737,395</b>	<b>124,176,734</b>	<b>125,238,759</b>	<b>72,114,872</b>	<b>53,123,887</b>	<b>57.58%</b>
<b>Surplus/(Deficit)</b>	<b>(66,582)</b>	<b>(195,993)</b>	<b>21,645</b>	<b>3,387,476</b>		
<b>Operating Surplus (Deficit)</b>	<b>(66,582)</b>	<b>(195,993)</b>	<b>21,645</b>	<b>3,200,448</b>		
<b>School Generated Funds Surplus (Deficit)</b>			<b>-</b>	<b>187,028</b>		
<b>Surplus/(Deficit)</b>	<b>(66,582)</b>	<b>(195,993)</b>	<b>21,645</b>	<b>3,387,476</b>		
<b>Target Percentage</b>						<b>58.33%</b>
Program	Preliminary Surplus/ (Deficit)	Final Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Instruction	50,418	(78,993)	138,645	2,821,423		
Operations and Maintenance	-	-	-	629,481		
Transportation	(117,000)	(117,000)	(117,000)	(357,027)		
Board and System Administration	-	-	-	106,570		
External Services	-	-	-	-		
<b>Surplus/(Deficit) from Operations</b>	<b>(66,582)</b>	<b>(195,993)</b>	<b>21,645</b>	<b>3,200,447</b>		
School Generated Funds				187,028		
<b>Total Surplus/(Deficit)</b>	<b>(66,582)</b>	<b>(195,993)</b>	<b>21,645</b>	<b>3,387,475</b>		

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 <sup>1</sup> 2015-16	Final Budget <sup>2</sup> 2015-16	Revised Budget <sup>3</sup> 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used
<b>Alberta Education</b>						
<b>School Jurisdiction Base Funding</b>						
Base Instruction (Gr 1-12)	64,084,972	63,632,018	64,107,712	38,157,939	25,949,773	59.52%
Early Childhood Services (ECS)	3,216,324	3,279,782	3,283,122	2,435,363	847,759	74.18%
Home Education	58,478	60,149	63,491	38,359	25,131	60.42%
Outreach Schools	188,918	188,918	188,918	114,139	74,779	60.42%
<b>Sub Total</b>	<b>67,548,693</b>	<b>67,160,868</b>	<b>67,643,243</b>	<b>40,745,801</b>	<b>26,897,442</b>	<b>60.24%</b>
<b>Alberta Education - Administration</b>						
Administration allocation	3,745,208	3,735,554	3,735,554	2,179,073	1,556,481	58.33%
<b>Sub Total</b>	<b>3,745,208</b>	<b>3,735,554</b>	<b>3,735,554</b>	<b>2,179,073</b>	<b>1,556,481</b>	<b>58.33%</b>
<b>Differential Cost Funding</b>						
ECS Program Unit	5,048,170	5,245,243	6,249,272	3,018,790	3,230,482	48.31%
English as a Second Language	75,398	74,220	82,467	49,824	32,643	60.42%
First Nations, Metis & Inuit Education	752,806	722,175	669,161	404,841	264,319	60.50%
Inclusive Education	6,007,339	6,004,459	5,875,615	3,520,709	2,354,906	59.92%
Small Schools by Necessity	808,000	900,142	900,142	543,842	356,300	60.42%
Socio - Economic Status	831,039	831,809	804,494	486,134	318,360	60.43%
Equity of Opportunity	1,130,686	1,125,131	1,108,525	1,109,535	(1,009)	100.09%
<b>Sub Total</b>	<b>14,653,439</b>	<b>14,903,179</b>	<b>15,689,676</b>	<b>9,133,675</b>	<b>6,556,001</b>	<b>58.21%</b>
<b>Differential Cost Funding - Operations and Maintenance</b>						
Operations & Maintenance Support	7,724,023	8,000,524	8,000,524	4,789,914	3,210,610	59.87%
<b>Sub Total</b>	<b>7,724,023</b>	<b>8,000,524</b>	<b>8,000,524</b>	<b>4,789,914</b>	<b>3,210,610</b>	<b>59.87%</b>
<b>Alberta Education - Other</b>						
Institutional Programs	291,771	288,783	287,843	173,907	113,936	60.42%
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	4,002,095	2,582,356	60.78%
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%
<b>Sub Total</b>	<b>7,486,222</b>	<b>7,548,234</b>	<b>7,567,028</b>	<b>4,755,736</b>	<b>2,811,291</b>	<b>62.85%</b>
<b>Transportation Funding</b>						
Transportation - Rural	6,059,979	6,166,536	6,101,667	3,615,970	2,485,698	59.26%
Special Education Transportation	688,052	667,808	610,694	403,443	207,251	66.06%
Transportation - Disabled - ECS	239,181	236,609	276,739	141,658	135,081	51.19%
Transportation - In Home - ECS	51,110	51,110	58,824	30,839	27,985	52.43%
Urban Transportation	2,573,889	2,471,303	2,602,389	1,464,319	1,138,070	56.27%
<b>Sub Total</b>	<b>9,612,211</b>	<b>9,593,366</b>	<b>9,650,313</b>	<b>5,656,228</b>	<b>3,994,085</b>	<b>58.61%</b>
<b>Provincial Priority Targeted Funding</b>						
Supernet Service	240,000	240,000	240,000	139,992	100,008	58.33%
<b>Sub Total</b>	<b>240,000</b>	<b>240,000</b>	<b>240,000</b>	<b>139,992</b>	<b>100,008</b>	<b>58.33%</b>

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 <sup>1</sup> 2015-16	Final Budget <sup>2</sup> 2015-16	Revised Budget <sup>3</sup> 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used
<b>Capital Funding</b>						
Infrastructure Maintenance and Renewal	1,767,682	1,767,682	1,767,682	883,841	883,841	50.00%
<b>Sub Total</b>	<b>1,767,682</b>	<b>1,767,682</b>	<b>1,767,682</b>	<b>883,841</b>	<b>883,841</b>	<b>50.00%</b>
<b>Federal French Funding</b>						
Federal French Funding	103,000	109,000	109,479	109,479	-	100.00%
<b>Sub Total</b>	<b>103,000</b>	<b>109,000</b>	<b>109,479</b>	<b>109,479</b>	<b>-</b>	<b>100.00%</b>
<b>Other Provincial Support Funding - Alberta Finance</b>						
Supported Capital Interest	1,786	1,786	1,786	1,787	(1)	100.04%
<b>Sub Total</b>	<b>1,786</b>	<b>1,786</b>	<b>1,786</b>	<b>1,787</b>	<b>(1)</b>	<b>100.04%</b>
<b>Federal Government</b>						
First Nations Tuition	1,682,573	1,882,235	1,737,568	1,230,128	507,440	70.80%
<b>Sub Total</b>	<b>1,682,573</b>	<b>1,882,235</b>	<b>1,737,568</b>	<b>1,230,128</b>	<b>507,440</b>	<b>70.80%</b>
<b>From Alberta School Authorities</b>						
Tuition Fees	33,571	36,215	36,215	36,215	-	100.00%
Transportation Fees	76,000	73,000	73,000	-	73,000	0.00%
<b>Sub Total</b>	<b>109,571</b>	<b>109,215</b>	<b>109,215</b>	<b>36,215</b>	<b>73,000</b>	<b>33.16%</b>
<b>From Municipalities</b>						
Joint Use Agreements	23,000	23,000	23,288	17,035	6,254	73.15%
<b>Sub Total</b>	<b>23,000</b>	<b>23,000</b>	<b>23,288</b>	<b>17,035</b>	<b>6,254</b>	<b>73.15%</b>
<b>Private Organizations</b>						
Transportation - Private Schools	16,159	10,015	10,015	-	10,015	0.00%
Transportation Insurance	182,505	165,017	165,017	157,688	7,329	95.56%
<b>Sub Total</b>	<b>198,664</b>	<b>175,032</b>	<b>175,032</b>	<b>157,688</b>	<b>17,344</b>	<b>90.09%</b>
<b>Individuals</b>						
Tuition Fees	11,250	11,250	27,200	19,800	7,400	72.79%
Transportation Fees	785,000	800,215	800,215	685,115	115,100	85.62%
Donations	94,451	94,451	299,451	175,906	123,545	58.74%
Rentals - Facilities	15,680	15,680	15,680	6,977	8,703	44.50%
Instructional Material Fees (ECS)	49,966	50,736	50,736	30,620	20,116	60.35%
Instructional Material Fees	685,931	686,920	686,920	500,709	186,211	72.89%
School Based Course Material Fees	870,077	866,137	900,138	691,158	208,980	76.78%
Other Student Fees	704,099	704,099	1,184,191	702,665	481,526	59.34%
Interest & Investment Income	143,200	170,000	170,000	73,407	96,593	43.18%
Misc. Sales	527,116	606,281	550,187	377,522	172,665	68.62%
Fundraising	1,283,059	1,283,059	683,059	429,115	253,944	62.82%
<b>Sub Total</b>	<b>5,169,830</b>	<b>5,288,827</b>	<b>5,367,777</b>	<b>3,692,993</b>	<b>1,674,783</b>	<b>68.80%</b>
<b>Other</b>						
Amortization of Capital Allocations	3,604,912	3,442,239	3,442,239	1,972,761	1,469,478	57.31%
<b>Sub Total</b>	<b>3,604,912</b>	<b>3,442,239</b>	<b>3,442,239</b>	<b>1,972,761</b>	<b>1,469,478</b>	<b>57.31%</b>
<b>TOTAL REVENUES</b>	<b>123,670,813</b>	<b>123,980,741</b>	<b>125,260,404</b>	<b>75,502,348</b>	<b>49,758,056</b>	<b>60.28%</b>

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**

**March 31, 2016**

<b>REVENUES</b>	<b>Instruction</b>	<b>Operations and Maintenance of Schools &amp; Maintenance Shops</b>	<b>Transportation</b>	<b>Board &amp; System Administration</b>	<b>External Services</b>	<b>TOTAL</b>
Alberta Education	54,837,836	5,673,755	5,656,228	2,225,921	-	68,393,740
Other - Government of Alberta	-	1,787	-	-	-	1,787
Federal Government and First Nations	1,052,524	130,242	-	47,361	-	1,230,128
Other Alberta school authorities	36,215	-	-	-	-	36,215
Out of province authorities	-	-	-	-	-	-
Alberta Municipalities-special tax levies	-	-	-	-	-	-
Fees	1,936,401		685,115			2,621,516
Other sales and services	347,369	9,294	171,100	15,950	17,082	560,795
Investment income	-	-	-	73,407	-	73,407
Gifts and donations	175,906	-	-	-	-	175,906
Rental of facilities	-	4,877	-	-	2,100	6,977
Fundraising	429,115	-	-	-	-	429,115
Gains on disposal of capital assets	-	-	-	-	-	-
Amortization of capital allocations	-	1,963,639	-	-	9,122	1,972,761
Other revenue	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>58,815,367</b>	<b>7,783,594</b>	<b>6,512,443</b>	<b>2,362,639</b>	<b>28,304</b>	<b>75,502,348</b>
<b>EXPENSES</b>						
Certificated salaries	32,336,433			297,202	-	32,633,635
Certificated benefits	7,202,107			118,725	-	7,320,832
Non-certificated salaries and wages	8,802,438	2,151,457	302,949	941,528	10,665	12,209,037
Non-certificated benefits	2,287,431	558,734	69,969	198,162	-	3,114,295
<b>SUB - TOTAL</b>	<b>50,628,409</b>	<b>2,710,190</b>	<b>372,918</b>	<b>1,555,617</b>	<b>10,665</b>	<b>55,277,799</b>
Services, contracts and supplies	3,836,683	2,458,327	6,481,689	643,312	8,518	13,428,529
Direct Cost of Fundraising and Fees	933,342					933,342
Amortization of supported capital assets	-	1,963,639	-	-	9,122	1,972,761
Amortization of unsupported capital assets	408,481	20,169	14,863	57,140		500,653
Interest and charges	-	1,787	-	-	-	1,787
Losses on disposal of capital assets	-	-	-	-	-	-
Other expense	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>55,806,915</b>	<b>7,154,113</b>	<b>6,869,470</b>	<b>2,256,069</b>	<b>28,304</b>	<b>72,114,872</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>3,008,452</b>	<b>629,481</b>	<b>(357,027)</b>	<b>106,570</b>	<b>-</b>	<b>3,387,476</b>

## Expenses

	Preliminary Budget <sup>1</sup> 2015-16	Final Budget <sup>2</sup> 2015-16	Revised Budget <sup>3</sup> 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used
<b>By Program</b>						
Early Childhood Services	6,014,352	7,674,427	8,675,346	4,657,748	4,017,599	53.69%
Instruction	89,534,537	87,297,093	87,283,486	50,740,687	36,542,799	58.13%
Board & System Administration	4,028,321	3,955,494	3,963,199	2,198,929	1,764,270	55.48%
Plant Operations & Maintenance	7,183,809	8,175,775	8,179,488	4,507,049	3,672,438	55.10%
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	661,468	1,106,214	37.42%
Transportation	10,821,194	10,711,213	10,772,863	6,854,607	3,918,256	63.63%
External Services	38,680	38,680	40,325	19,182	21,142	47.57%
Amortization of capital assets and interest	4,348,820	4,556,370	4,556,370	2,475,202	2,081,168	54.32%

<b>TOTAL EXPENSES</b>	<b>123,737,395</b>	<b>124,176,734</b>	<b>125,238,759</b>	<b>72,114,872</b>	<b>53,123,887</b>	<b>57.58%</b>
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	Preliminary Budget <sup>1</sup> 2015-16	Final Budget <sup>2</sup> 2015-16	Revised Budget <sup>3</sup> 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used
<b>By Category</b>						
Salaries, wages and benefits	91,483,926	92,045,046	92,345,305	55,277,799	37,067,505	59.86%
Services, contracts and supplies	23,853,715	23,526,170	24,423,936	12,578,749	11,845,187	51.50%
School generated funds	2,281,466	2,281,466	2,145,466	1,121,654	1,023,812	52.28%
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	661,468	1,106,214	37.42%
Amortization of capital assets and interest	4,350,606	4,556,370	4,556,370	2,475,202	2,081,168	54.32%

<b>TOTAL EXPENSES</b>	<b>123,737,395</b>	<b>124,176,734</b>	<b>125,238,759</b>	<b>72,114,872</b>	<b>53,123,887</b>	<b>57.58%</b>
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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

**Expenses by Site - March 31, 2016**  
**Parkland School Division**

Site	Preliminary Budget Expenditures <sup>1</sup> 2015-16	Final Budget Expenditures <sup>2</sup> 2015-16	Revised Budget Expenditures <sup>3</sup> 2015-16	Budgeted Reserves/ (Deficits) 2015-16	Total Revised Budget 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	625,050	625,050	625,050		625,050	359,252	265,799	57.5%	
Office of the Superintendent	530,790	530,790	530,790		530,790	255,038	275,752	48.0%	Staff development, travel and subsistence expenditures below plan
Human Resources	440,068	440,068	440,068		440,068	236,213	203,855	53.7%	Staff development is below plan
Deputy Superintendent	594,760	594,759	594,759		594,759	359,364	235,395	60.4%	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	1,152,694	772,903	59.9%	
Business & Finance	2,168,427	2,121,427	2,130,777		2,130,777	1,147,760	983,016	53.9%	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	1,007,021	846,829	54.3%	Temporary support and equipment expenditures below plan
Print Centre	87,000	87,000	87,000		87,000	28,987	58,013	33.3%	Timing differences between expenditures and chargebacks
Student Transportation	10,763,794	10,710,113	10,771,763		10,771,763	6,853,414	3,918,350	63.6%	Transportation expenditures are primarily over 10 months
Maintenance	4,088,989	4,445,542	4,449,255	-	4,449,255	2,349,918	2,099,337	52.8%	Combine Maintenance and Custodial (54.7%)
Custodial	3,484,534	3,484,534	3,486,178	-	3,486,178	1,994,196	1,491,982	57.2%	
Instructional Pool	3,025,346	3,342,637	3,343,401	-	3,343,401	1,611,365	1,732,037	48.2%	Support services are below plan
Blueberry	3,923,628	3,974,180	3,982,333	-	3,982,333	2,319,039	1,663,294	58.2%	
Brookwood	5,341,655	5,307,228	5,342,414	-	5,342,414	3,002,186	2,340,228	56.2%	Substitutes are below plan
École Broxton Park	5,969,091	5,681,918	5,670,906	-	5,670,906	3,471,118	2,199,787	61.2%	Support staff are paid over 10 months
Connections for Learning	1,417,079	1,321,037	1,324,596	-	1,324,596	720,744	603,852	54.4%	Support services and supplies are below plan
Duffield	2,328,809	2,195,729	2,209,852	-	2,209,852	1,321,705	888,147	59.8%	
Entwistle	1,108,153	1,027,961	1,034,897	(9,540)	1,025,357	631,906	393,451	61.6%	Technology integration, and furniture and equipment above plan
Forest Green	1,999,713	2,132,690	2,138,810	-	2,138,810	1,285,449	853,361	60.1%	
Graminia	3,487,949	3,454,260	3,512,582	-	3,512,582	2,105,269	1,407,313	59.9%	
Greystone Centennial Middle	4,451,998	4,289,304	4,290,993	-	4,290,993	2,516,863	1,774,131	58.7%	
High Park	3,048,573	3,092,430	3,118,229	-	3,118,229	1,833,019	1,285,210	58.8%	
Memorial Composite High	7,589,870	7,817,368	7,722,416	-	7,722,416	4,650,153	3,072,263	60.2%	Combine Memorial Composite & Outreach (51.4%).
Memorial Outreach	537,996	511,784	510,884	-	510,884	303,903	206,981	59.5%	
École Meridian Heights	5,110,569	4,860,412	4,868,406	-	4,868,406	2,830,420	2,037,986	58.1%	
Millgrove	3,122,937	3,071,128	3,075,697	-	3,075,697	1,833,964	1,241,733	59.6%	
Muir Lake	2,934,695	3,014,107	2,988,050	-	2,988,050	1,748,798	1,239,252	58.5%	
Parkland Village	2,021,024	1,989,730	1,994,803	-	1,994,803	1,117,337	877,466	56.0%	Salary and Benefits are below plan
Seba Beach	886,833	878,432	888,008	-	888,008	535,511	352,496	60.3%	
Spruce Grove Composite High	6,880,519	6,732,045	6,741,070	-	6,741,070	3,880,436	2,860,634	57.6%	Combine Spruce Grove Composite & Outreach (57.2%).
Spruce Grove Outreach	431,632	437,263	441,086	-	441,086	229,970	211,116	52.1%	

1 Approved by the Board of Trustees, June 16, 2015  
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**Expenses by Site - March 31, 2016**  
**Parkland School Division**

	Preliminary Budget Expenditures <sup>1</sup> 2015-16	Final Budget Expenditures <sup>2</sup> 2015-16	Revised Budget Expenditures <sup>3</sup> 2015-16	Budgeted Reserves/ (Deficits) 2015-16	Total Revised Budget 2015-16	YTD Actuals Mar 31/16	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Stony Plain Central	3,573,425	3,704,291	3,713,837	-	3,713,837	2,062,670	1,651,167	55.5%	Substitutes and supply expenditures below plan
Tomahawk	1,151,665	1,133,553	1,138,644	-	1,138,644	671,888	466,757	59.0%	
Wabamun	1,083,369	1,124,711	1,144,854	-	1,144,854	652,465	492,389	57.0%	
Woodhaven Middle	4,156,227	4,138,895	4,131,954	(54,061)	4,077,893	2,438,423	1,639,470	59.8%	
Innovation and Teaching	-	-	-	-	-	23	(23)		
Resiliency Program	239,647	239,647	279,647	-	279,647	129,964	149,683	46.5%	Supply expenditures are below plan
Real Program	1,534,541	1,701,358	1,701,358	-	1,701,358	1,062,344	639,014	62.4%	Support staff are paid over 10 months
Alternative Program	900,278	1,003,319	1,014,766	-	1,014,766	599,557	415,209	59.1%	Support salaries below plan
Early Education	4,119,975	4,139,203	5,142,620	-	5,142,620	2,562,138	2,580,482	49.8%	Supply and equipment expenditures are below plan
<b>Total Expenses</b>	<b>108,953,190</b>	<b>109,186,765</b>	<b>110,362,200</b>	<b>(63,601)</b>	<b>110,298,599</b>	<b>63,872,862</b>	<b>46,425,737</b>	<b>57.9%</b>	
<b>Target Percentage</b>								<b>58.3%</b>	
<b>Other Sites</b>									
Capital and Debt Services	4,150,606	4,356,370	4,356,370	-	4,356,370	2,456,792	1,899,578	56.4%	
Capital Projects - Building	-	-	-	-	-	-	-		
Infrastructure Maintenance Renewal	1,767,682	1,767,682	1,767,682	-	1,767,682	661,468	1,106,214	37.4%	
School Generated Funds	2,281,466	2,281,466	2,145,466	-	2,145,466	1,121,654	1,023,812	52.3%	
Government Contributions to ATRF	6,584,451	6,584,451	6,607,041	-	6,607,041	4,002,095	2,604,946	60.6%	
Leadership Council	-	-	-	-	-	-	-		
	<b>14,784,205</b>	<b>14,989,969</b>	<b>14,876,559</b>	<b>-</b>	<b>14,876,559</b>	<b>8,242,010</b>	<b>6,634,550</b>	<b>55.4%</b>	
<b>Total Expenses</b>	<b>123,737,395</b>	<b>124,176,734</b>	<b>125,238,759</b>	<b>(63,601)</b>	<b>125,175,158</b>	<b>72,114,872</b>	<b>53,060,286</b>	<b>57.6%</b>	

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



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Scott Johnston, Associate Superintendent  
**Subject:** **TELL THEM FROM ME SURVEY REPORT – FEBRUARY 2016**

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### Recommendation

That the Board of Trustees receives as information Parkland School Division's *Tell Them From Me Report on Student Outcomes Elementary Survey*, and the *Tell Them From Me Report on Student Outcomes Secondary Survey* (February 2016) as presented at its regular meeting of May 3, 2016.

### Background

The *Tell Them From Me Survey on Student Outcomes* (TTFM) is a three year project between Alberta Education and school jurisdictions. The TTFM project enables jurisdictions and schools to measure student engagement in the social, academic and intellectual domains. The results are later included in the Division's Accountability Pillar Results Report (Fall).

The Elementary Survey (K-6) measures 19 indicators and the Secondary Survey (7-12) measures 40 indicators, based on the most recent research on school and classroom effectiveness.

This school year marks the third and final year of Alberta Education's contract with The Learning Bar. As the TTFM is a pilot, it has not been implemented by all jurisdictions and the results are compared nationally as opposed to provincially. Further implementation is currently under review by Alberta Education.

Administration would be pleased to respond to questions.

SJ:jc



Your version of the **OurSCHOOL** student survey measures 19 indicators based on the most recent research on school and classroom effectiveness. This report provides highlights based on data from 1,397 students in 19 schools that participated in the survey between 2 Feb. 2016 and 26 Feb. 2016.

The results for the district are based on last year's results for all students using The Learning Bar Survey for grade levels assessed by this district, and are compared with Canadian norms.

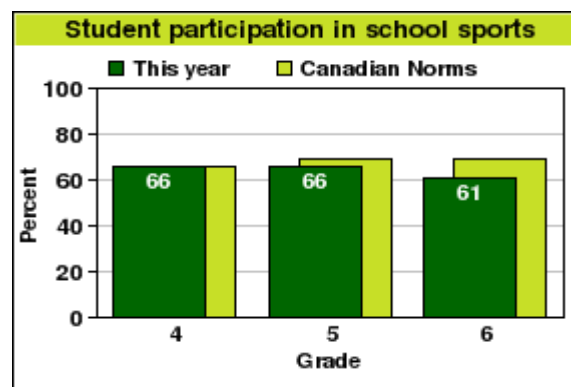
For details on the survey see [www.thelearningbar.com](http://www.thelearningbar.com).

\*Note: Only grades with more than 50 students from at least two schools are displayed on the bar charts.

## Social-Emotional Outcomes

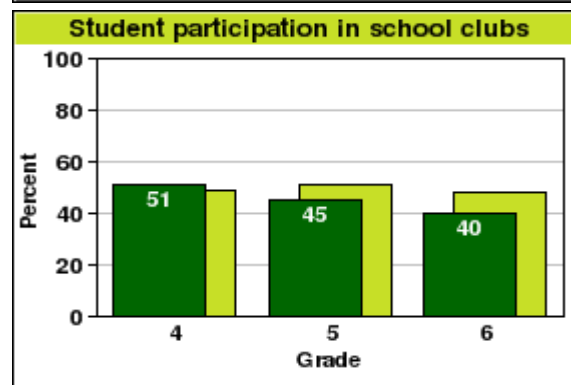
### Student participation in school sports

- Students who play sports with an instructor at school, other than in a gym class.
- 64% of students in this district had a high rate of participation in sports; the Canadian norm for these grades is 68%.
- 59% of the girls and 69% of the boys in this district had a high rate of participation in sports. The Canadian norm for girls is 66% and for boys is 70%.



### Student participation in school clubs

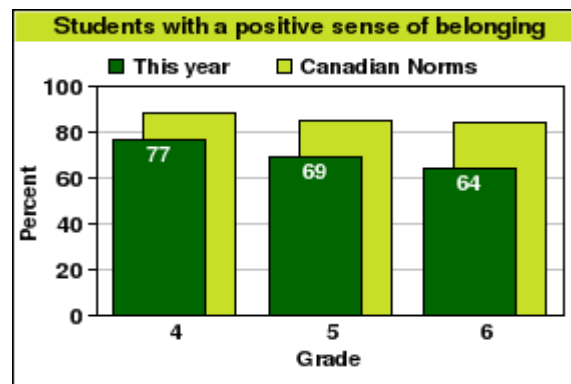
- Students who take part in art, drama, or music groups; school clubs; or a school committee.
- 45% of students in this district had a high rate of participation in clubs; the Canadian norm for these grades is 49%.
- 53% of the girls and 38% of the boys in this district had a high rate of participation in clubs. The Canadian norm for girls is 57% and for boys is 42%.



## Social-Emotional Outcomes

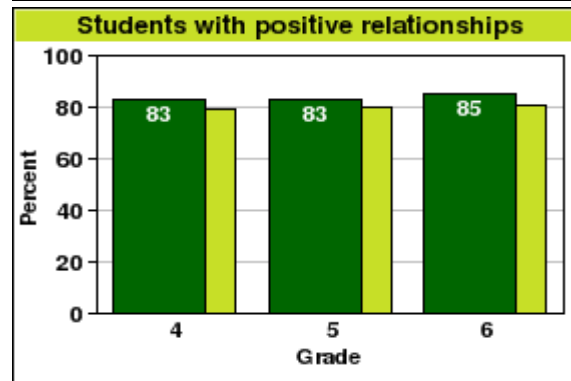
### Students with a positive sense of belonging

- Students who feel accepted and valued by their peers and by others at their school.
- 70% of students in this district had a high sense of belonging; the Canadian norm for these grades is 86%.
- 67% of the girls and 73% of the boys in this district had a high sense of belonging. The Canadian norm for girls is 86% and for boys is 85%.



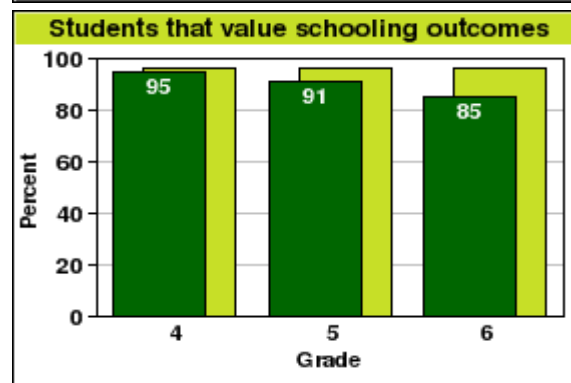
### Students with positive relationships

- Students who have friends at school they can trust and who encourage them to make positive choices.
- In this district, 84% of students had positive relationships; the Canadian norm for these grades is 80%.
- 84% of the girls and 84% of the boys in this district had positive relationships. The Canadian norm for girls is 84% and for boys is 77%.



### Students that value schooling outcomes

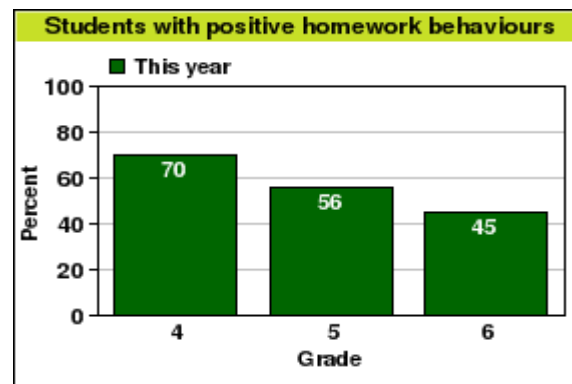
- Students who believe that education will benefit them personally and economically, and will have a strong bearing on their future.
- 90% of students in this district valued school outcomes; the Canadian norm for these grades is 96%.
- 93% of the girls and 88% of the boys in this district valued school outcomes. The Canadian norm for girls is 97% and for boys is 95%.



## Social-Emotional Outcomes

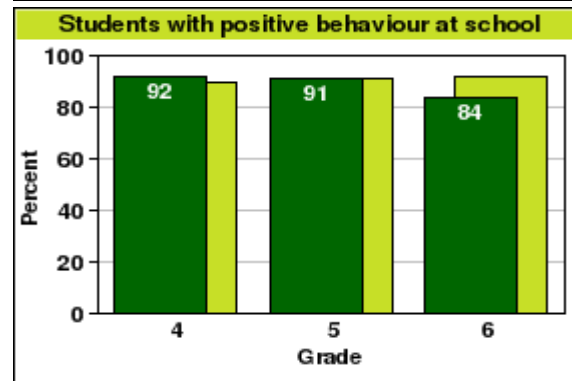
### Students with positive homework behaviours

- Students who do homework for their classes with a positive attitude and in a timely manner.
- In this district, 57% of students had positive homework behaviours.
- 64% of the girls and 51% of the boys in this district had positive homework behaviours.



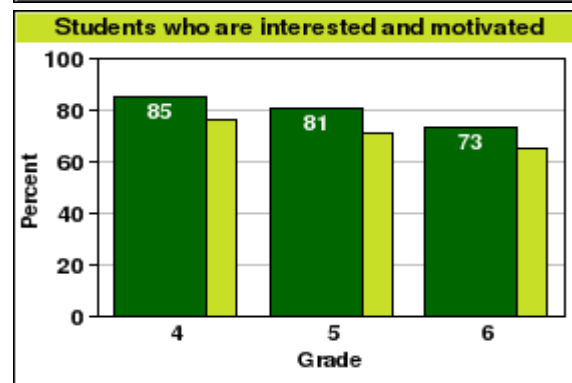
### Students with positive behaviour at school

- Students that do not get in trouble at school for disruptive or inappropriate behaviour.
- In this district, 89% of students had positive behaviour; the Canadian norm for these grades is 91%.
- 94% of the girls and 84% of the boys in this district with positive student behaviour at school. The Canadian norm for girls is 95% and for boys is 87%.



### Students who are interested and motivated

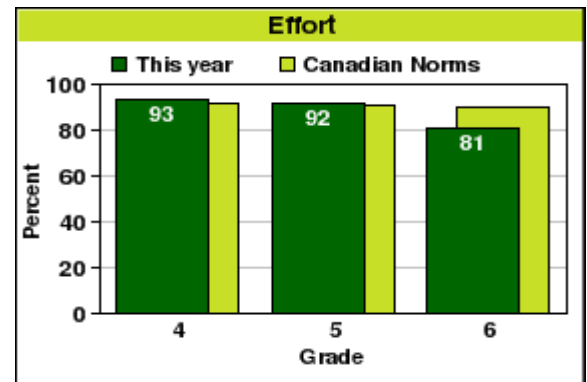
- Students who are interested and motivated in their learning.
- 80% of students in this district were interested and motivated; the Canadian norm for these grades is 71%.
- 82% of the girls and 78% of the boys in this district were interested and motivated. The Canadian norm for girls is 74% and for boys is 68%.



## Social-Emotional Outcomes

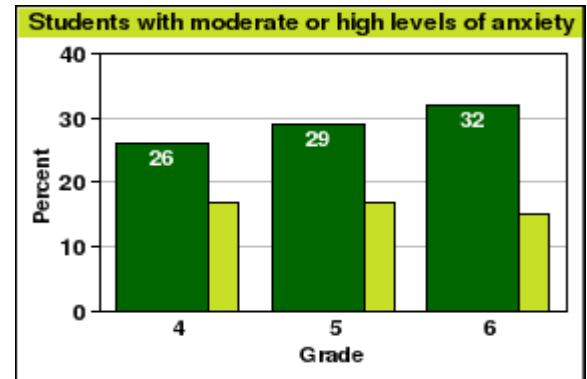
### Effort

- Students who try hard to succeed in their learning.
- 89% of students in this district tried hard to succeed; the Canadian norm for these grades is 91%.
- 90% of the girls and 88% of the boys in this district tried hard to succeed. The Canadian norm for girls is 93% and for boys is 89%.



### Students with moderate or high levels of anxiety

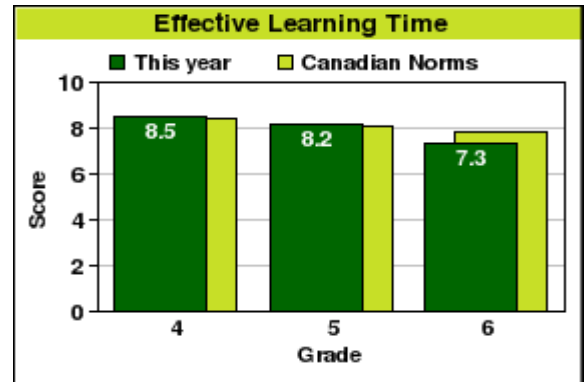
- Students who have intense feelings of fear, intense anxiety, or worry about particular events or social situations.
- 29% of students in this district had moderate to high levels of anxiety; the Canadian norm for these grades is 16%.
- 36% of the girls and 22% of the boys in this district had moderate to high levels of anxiety. The Canadian norm for girls is 20% and for boys is 13%.



## DRIVERS of Student Outcomes

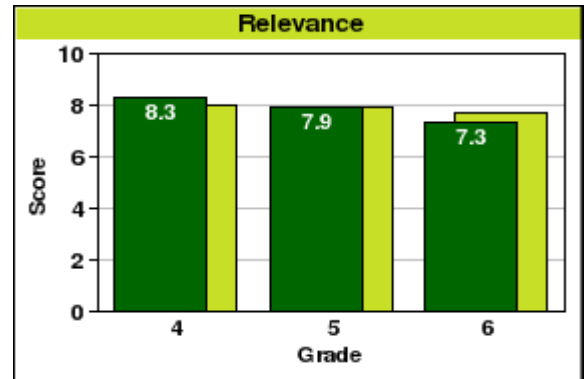
### Effective Learning Time

- Important concepts are taught well, class time is used efficiently, and homework and evaluations support course objectives.
- In this district, students rated effective classroom learning time 8 out of 10; the Canadian norm for these grades is 8.1.
- In this district, effective classroom learning time was rated 8 out of 10 by girls and 8 out of 10 by boys. The Canadian norm for girls is 8.2 and for boys is 8.



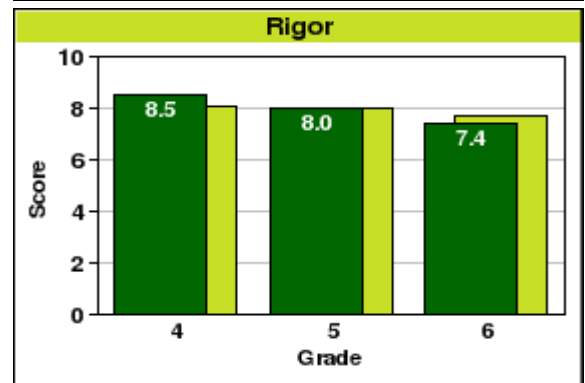
### Relevance

- Students who find classroom instruction relevant to their everyday lives.
- In this district, students rated relevance 7.8 out of 10; the Canadian norm for these grades is 7.9.
- In this district, relevance was rated 7.9 out of 10 by girls and 7.8 out of 10 by boys. The Canadian norm for girls is 8 and for boys is 7.8.



### Rigor

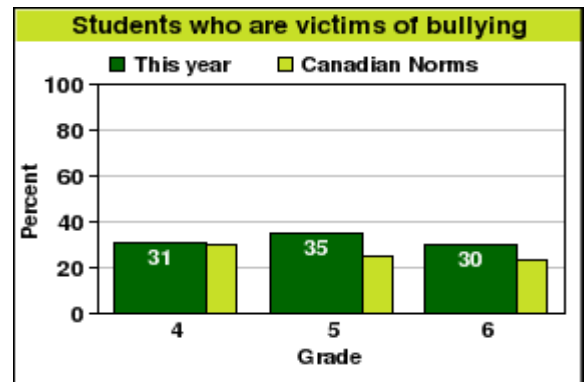
- Students who find the classroom instruction is well-organized, with a clear purpose, and with immediate and appropriate feedback that helps them learn.
- In this district, students rated rigor 8 out of 10; the Canadian norm for these grades is 7.9.
- In this district, rigor was rated 8 out of 10 by girls and 8 out of 10 by boys. The Canadian norm for girls is 8 and for boys is 7.9.



## DRIVERS of Student Outcomes

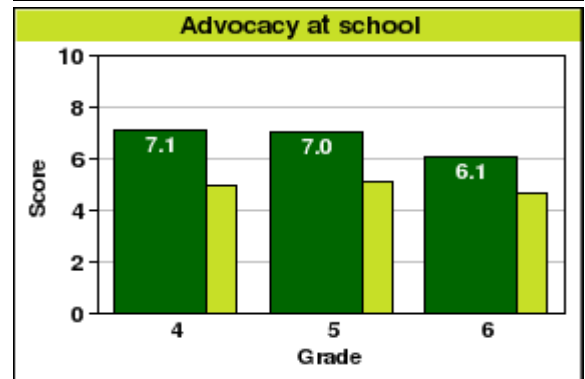
### Students who are victims of bullying

- Students who are subjected to physical, social, or verbal bullying, or are bullied over the internet.
- 32% of students in this district were victims of moderate to severe bullying in the previous month; the Canadian norm for these grades is 26%.
- 31% of the girls and 34% of the boys in this district were victims of moderate to severe bullying in the previous month. The Canadian norm for girls is 26% and for boys is 26%.



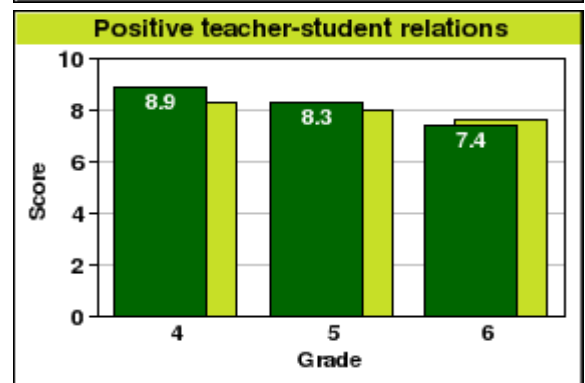
### Advocacy at school

- Students who feel they have someone at school who consistently provides encouragement and can be turned to for advice.
- In this district, students rated advocacy at school 6.8 out of 10; the Canadian norm for these grades is 4.9.
- In this district, advocacy at school was rated 6.6 out of 10 by girls and 6.9 out of 10 by boys. The Canadian norm for girls is 4.9 and for boys is 5.



### Positive teacher-student relations

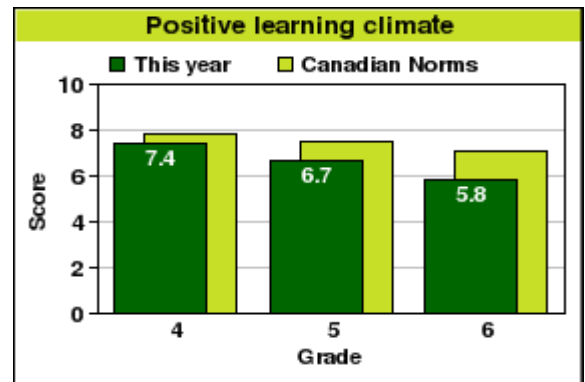
- Students who feel teachers are responsive to their needs, and encourage independence with a democratic approach.
- In this district, positive teacher-student relations were rated 8.2 out of 10; the Canadian norm for these grades is 7.9.
- In this district, positive teacher-student relations were rated 8.2 out of 10 by girls and 8.1 out of 10 by boys. The Canadian norm for girls is 8.1 and for boys is 7.8.



## DRIVERS of Student Outcomes

### Positive learning climate

- There are clear rules and expectations for classroom behaviour. Students understand these and teachers maintain high expectations that they be followed.
- In this district, students rated disciplinary climate of the classroom 6.6 out of 10; the Canadian norm for these grades is 7.4.
- In this district, disciplinary climate of the classroom was rated 6.7 out of 10 by girls and 6.6 out of 10 by boys. The Canadian norm for girls is 7.5 and for boys is 7.4.



### Expectations for success

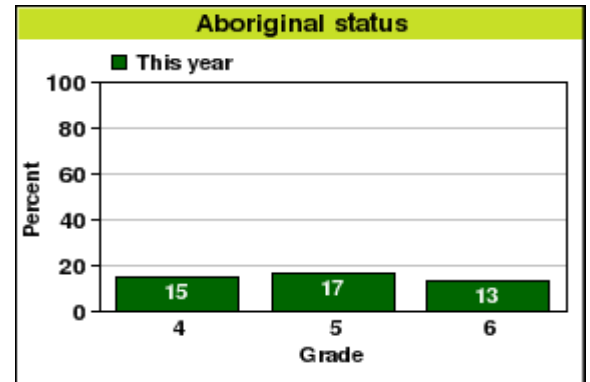
- The school staff emphasizes academic skills and hold high expectations for all students to succeed.
- In this district, students rated teachers' expectations for academic success 8.5 out of 10; the Canadian norm for these grades is 8.7.
- In this district, teachers' expectations for academic success were rated 8.6 out of 10 by girls and 8.4 out of 10 by boys. The Canadian norm for girls is 8.8 and for boys is 8.6.



## Demographic Factors

### Aboriginal status

- Students who are of Aboriginal origin, that is, North American Indian, Métis, or Inuk.
- 15% of students in this district are of Aboriginal origin.
- 16% of the girls and 14% of the boys in this district are of Aboriginal origin.





Your version of the **OurSCHOOL** student survey measures 40 indicators based on the most recent research on school and classroom effectiveness. This report provides highlights based on data from 2,515 students in 17 schools that participated in the survey between 8 Feb. 2016 and 26 Feb. 2016.

The results for the district are based on last year's results for all students using The Learning Bar Survey for grade levels assessed by this district, and are compared with Canadian norms.

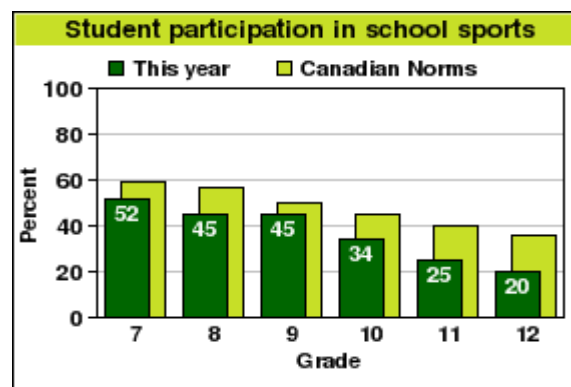
For details on the survey see [www.thelearningbar.com](http://www.thelearningbar.com).

\*Note: Only grades with more than 50 students from at least two schools are displayed on the bar charts.

## Social-Emotional Outcomes

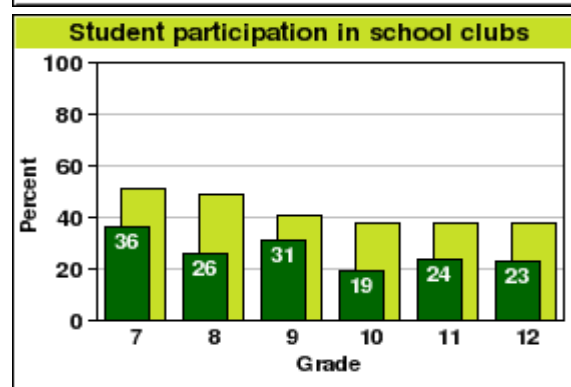
### Student participation in school sports

- Students who play sports with an instructor at school, other than in a gym class.
- 37% of students in this district had a high rate of participation in sports; the Canadian norm for these grades is 48%.
- 36% of the girls and 38% of the boys in this district had a high rate of participation in sports. The Canadian norm for girls is 44% and for boys is 52%.



### Student participation in school clubs

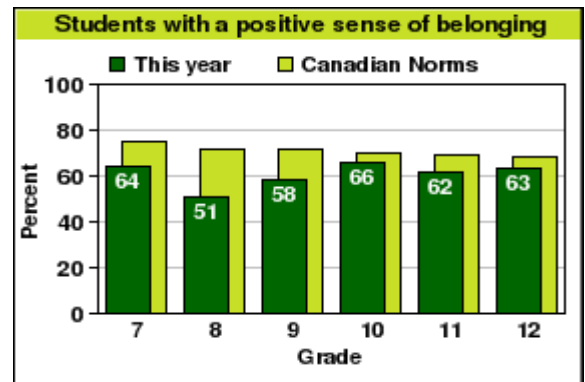
- Students who take part in art, drama, or music groups; school clubs; or a school committee.
- 27% of students in this district had a high rate of participation in clubs; the Canadian norm for these grades is 42%.
- 29% of the girls and 24% of the boys in this district had a high rate of participation in clubs. The Canadian norm for girls is 49% and for boys is 36%.



## Social-Emotional Outcomes

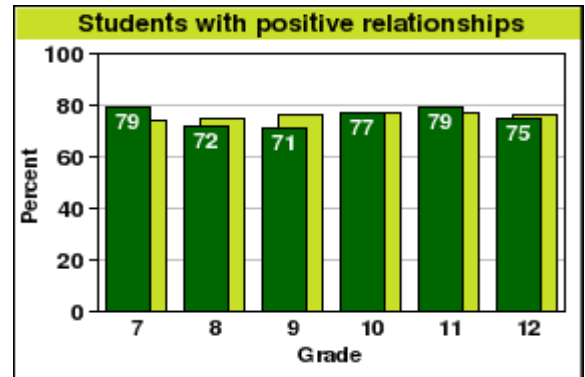
### Students with a positive sense of belonging

- Students who feel accepted and valued by their peers and by others at their school.
- 61% of students in this district had a high sense of belonging; the Canadian norm for these grades is 71%.
- 55% of the girls and 66% of the boys in this district had a high sense of belonging. The Canadian norm for girls is 71% and for boys is 71%.



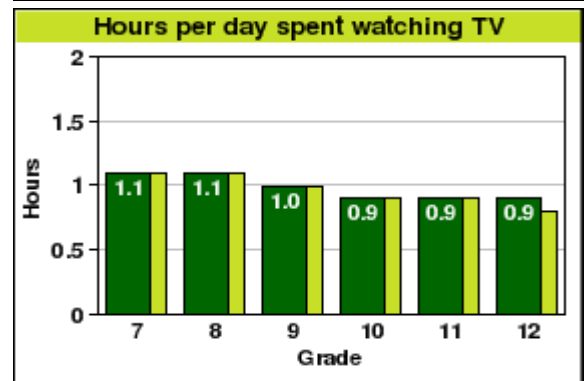
### Students with positive relationships

- Students who have friends at school they can trust and who encourage them to make positive choices.
- In this district, 76% of students had positive relationships; the Canadian norm for these grades is 76%.
- 78% of the girls and 74% of the boys in this district had positive relationships. The Canadian norm for girls is 81% and for boys is 71%.



### Hours per day spent watching TV

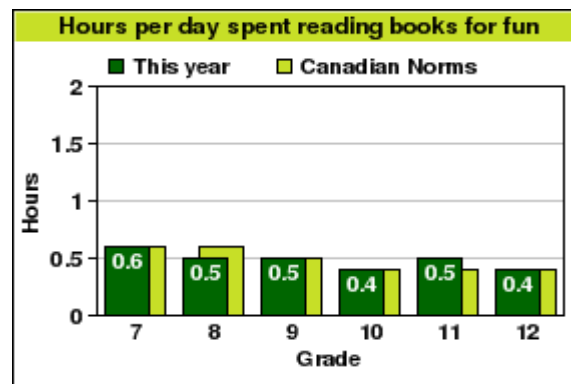
- During a typical weekday (i.e., Monday to Friday), the average time students spend watching TV.
- In this district, students on average spent 1 hour per day watching TV; the Canadian norm for these grades is 1 hour.
- The Canadian norm for girls is 0.9 hour and for boys is 1 hour.



## Social-Emotional Outcomes

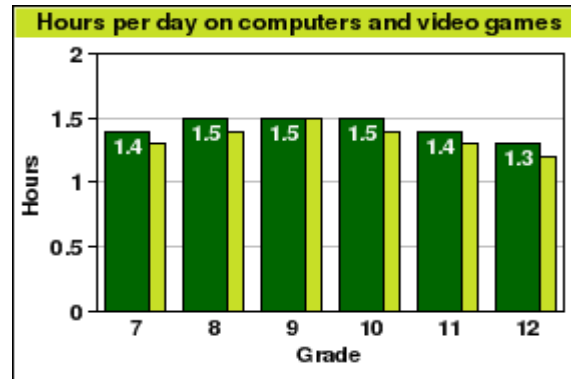
### Hours per day spent reading books for fun

- During a typical weekday (i.e., Monday to Friday), the average time students spend reading books.
- In this district, students on average spent 0.5 hours per day on leisure reading; the Canadian norm for these grades is 0.5 hours.
- The Canadian norm for girls is 0.6 hours and for boys is 0.4 hours.



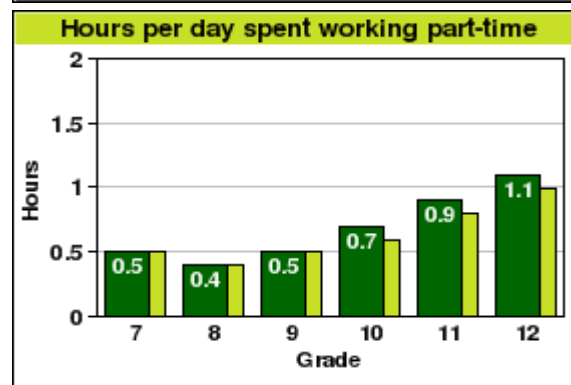
### Hours per day on computers and video games

- During a typical weekday (i.e., Monday to Friday), the average time students spend using a computer for leisure activities.
- In this district, students on average spent 1.4 hours per day on computers and video games; the Canadian norm for these grades is 1.4 hours.
- In this district, girls on average spent 1.3 hours and boys on average spent 1.6 hours per day on computers and video games. The Canadian norm for girls is 1.2 hours and for boys is 1.5 hours.



### Hours per day spent working part-time

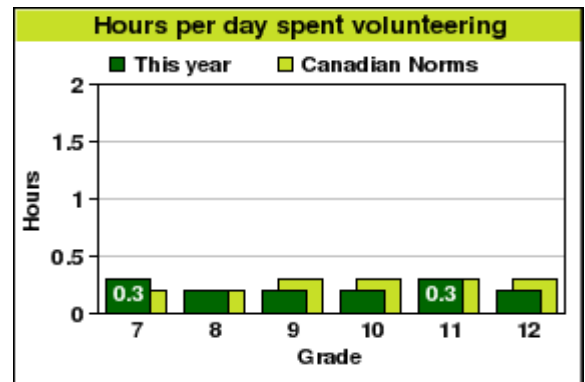
- During a typical weekday (i.e., Monday to Friday), the average time students spend on part-time job.
- In this district, students on average spent 0.7 hours per day working part-time; the Canadian norm for these grades is 0.6 hours.
- In this district, girls on average spent 0.7 hours and boys on average spent 0.6 hours per day working part-time. The Canadian norm for girls is 0.6 hours and for boys is 0.6 hours.



## Social-Emotional Outcomes

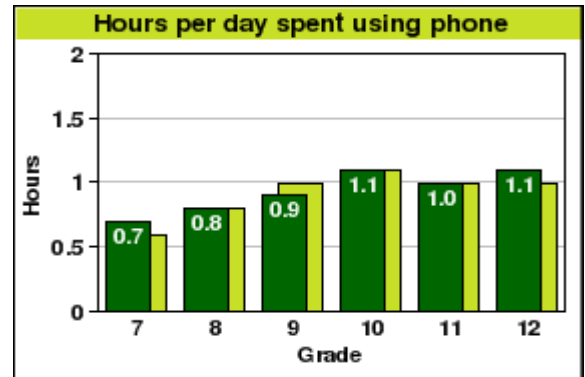
### Hours per day spent volunteering

- During a typical weekday (i.e., Monday to Friday), the average time students spend volunteering.
- In this district, students on average spent 0.2 hours per day on volunteer work; the Canadian norm for these grades is 0.3 hours.
- In this district, girls on average spent 0.2 hours and boys on average spent 0.2 hours per day on volunteer work. The Canadian norm for girls is 0.3 hours and for boys is 0.2 hours.



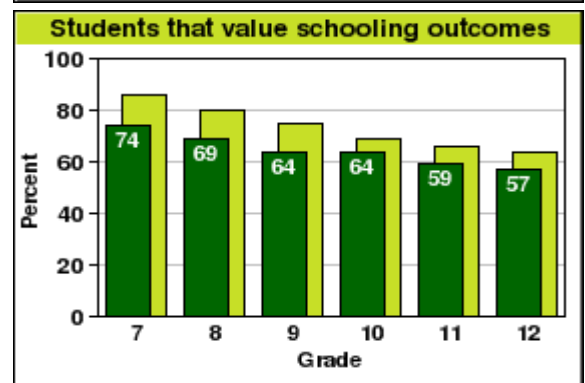
### Hours per day spent using phone

- During a typical weekday (i.e., Monday to Friday), the average time students spent using phone.
- In this district, students on average spent 0.9 hours per day talking on the phone or texting friends; the Canadian norm for these grades is 0.9 hours.
- The Canadian norm for girls is 1.1 hours and for boys is 0.8 hours.



### Students that value schooling outcomes

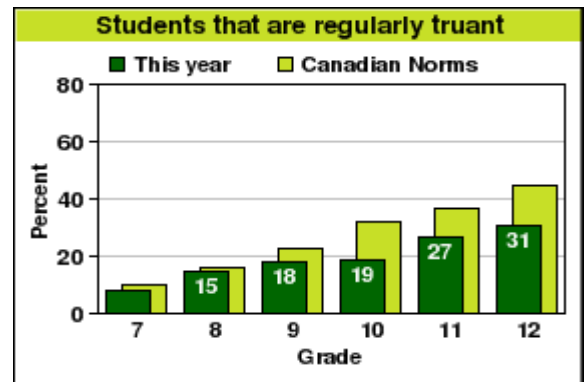
- Students who believe that education will benefit them personally and economically, and will have a strong bearing on their future.
- 64% of students in this district valued school outcomes; the Canadian norm for these grades is 73%.
- 66% of the girls and 63% of the boys in this district valued school outcomes. The Canadian norm for girls is 76% and for boys is 70%.



## Social-Emotional Outcomes

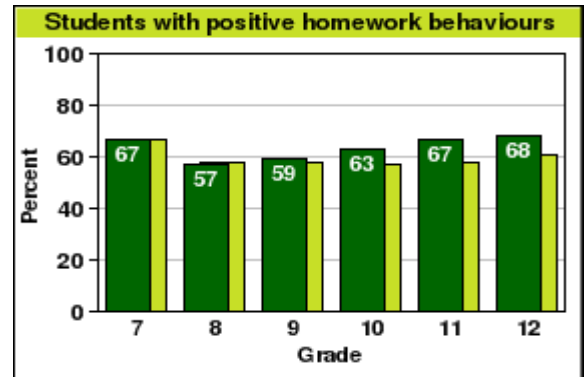
### Students that are regularly truant

- Students who skip classes or miss days at school without a reason, or arrive late for school or classes.
- In this district, the student truancy rate was 20%; the Canadian norm for these grades is 27%
- In this district, the truancy rate for girls was 15% and for boys, 24%. The Canadian norm for girls is 24% and for boys is 30%.



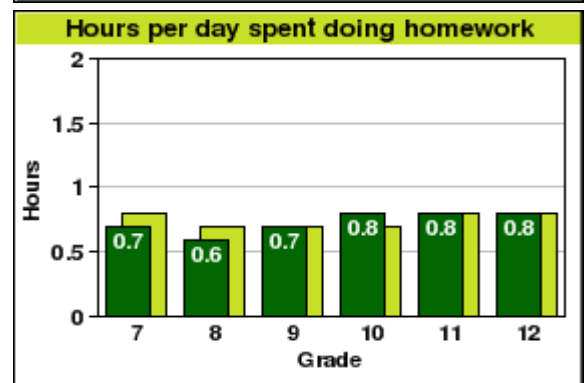
### Students with positive homework behaviours

- Students who do homework for their classes with a positive attitude and in a timely manner.
- In this district, 63% of students had positive homework behaviours; the Canadian norm for these grades is 60%.
- 72% of the girls and 55% of the boys in this district had positive homework behaviours. The Canadian norm for girls is 68% and for boys is 52%.



### Hours per day spent doing homework

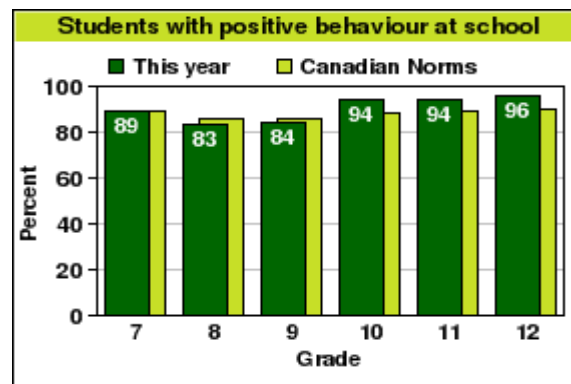
- During a typical weekday (i.e., Monday to Friday), the average time students spend on homework.
- In this district, students on average spent 0.7 hours per day on homework; the Canadian norm for these grades is 0.7 hours.
- In this district, girls on average spent 0.8 hours and boys on average spent 0.6 hours per day on homework. The Canadian norm for girls is 0.8 hours and for boys is 0.7 hours.



## Social-Emotional Outcomes

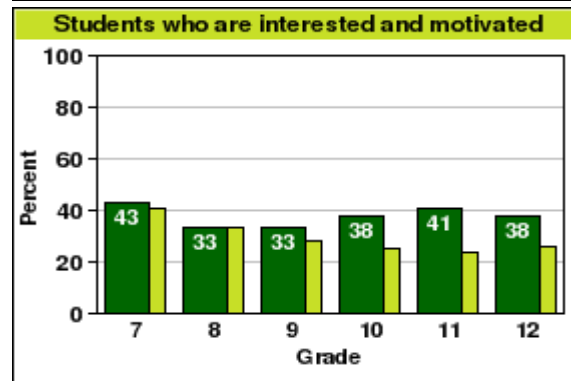
### Students with positive behaviour at school

- Students that do not get in trouble at school for disruptive or inappropriate behaviour.
- In this district, 90% of students had positive behaviour; the Canadian norm for these grades is 88%.
- 96% of the girls and 84% of the boys in this district with positive student behaviour at school. The Canadian norm for girls is 93% and for boys is 83%.



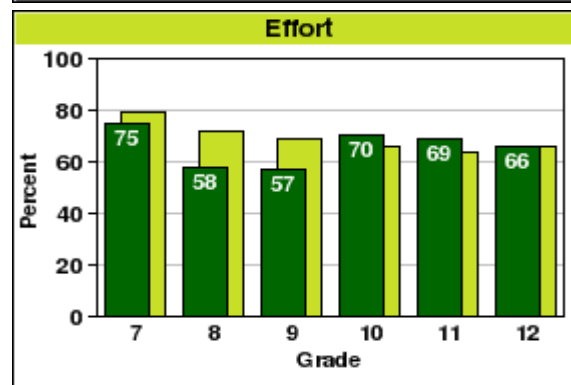
### Students who are interested and motivated

- Students who are interested and motivated in their learning.
- 38% of students in this district were interested and motivated; the Canadian norm for these grades is 30%.
- 39% of the girls and 36% of the boys in this district were interested and motivated. The Canadian norm for girls is 30% and for boys is 30%.



### Effort

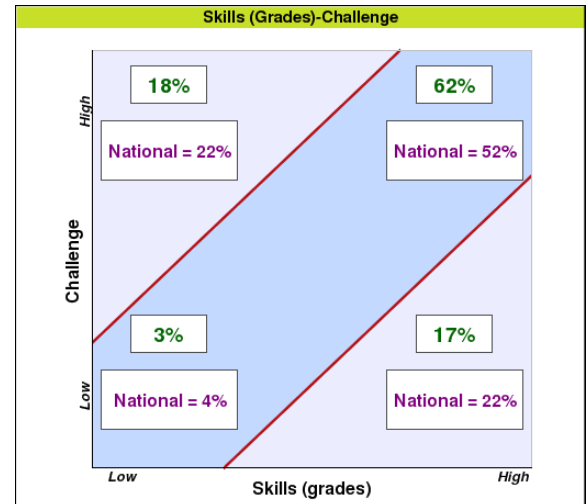
- Students who try hard to succeed in their learning.
- 66% of students in this district tried hard to succeed; the Canadian norm for these grades is 69%.
- 67% of the girls and 65% of the boys in this district tried hard to succeed. The Canadian norm for girls is 72% and for boys is 66%.



## Social-Emotional Outcomes

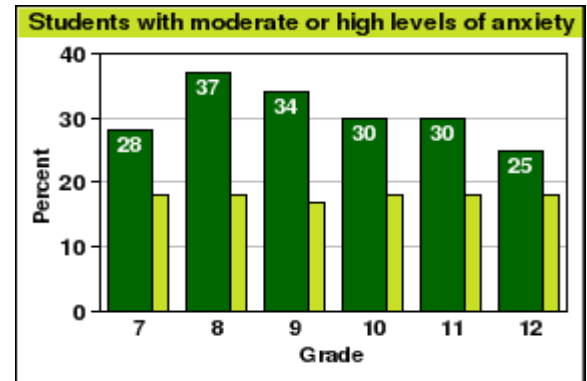
### Skills (grades)-challenge

- Students who feel challenged in their Language Arts, Math and Science classes and feel confident of their skills in these subjects.
- 62% of students in the district had scores that placed them in the desirable quadrant with high skills and high challenge. The Canadian norm for these grades is 52%.
- 17% of students were confident of their skills but did not find classes challenging. The Canadian norm for these grades is 22%.
- 18% of students were not confident of their skills and found language arts, math or science challenging. The Canadian norm for this category is 22%.
- 3% of students lacked confidence in their skills and did not feel they were challenged. The Canadian norm for this category is 4%.



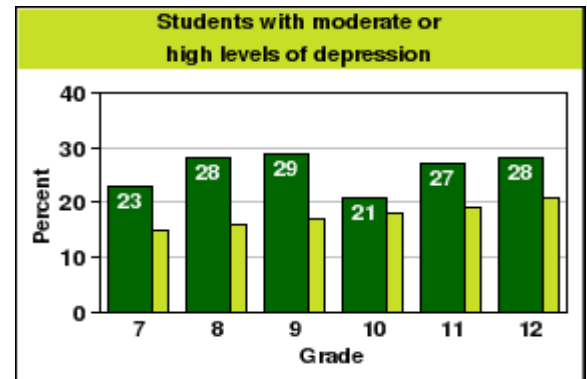
### Students with moderate or high levels of anxiety

- Students who have intense feelings of fear, intense anxiety, or worry about particular events or social situations.
- 31% of students in this district had moderate to high levels of anxiety; the Canadian norm for these grades is 18%.
- 43% of the girls and 18% of the boys in this district had moderate to high levels of anxiety. The Canadian norm for girls is 21% and for boys is 14%.



### Students with moderate or high levels of depression

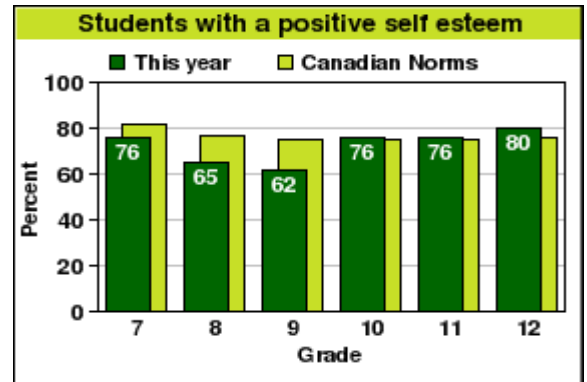
- Students who have prolonged periods when they feel sad, discouraged, and inadequate.
- 26% of students in this district had moderate to high levels of depression; the Canadian norm for these grades is 18%.
- 34% of the girls and 18% of the boys in this district had moderate to high levels of depression. The Canadian norm for girls is 20% and for boys is 15%.



## Social-Emotional Outcomes

### Students with a positive self esteem

- Students who like and accept themselves, and are proud of their accomplishments.
- 72% of students in this district had high self esteem; the Canadian norm for these grades is 77%.
- 66% of the girls and 79% of the boys in this district had high self esteem. The Canadian norm for girls is 73% and for boys is 80%.

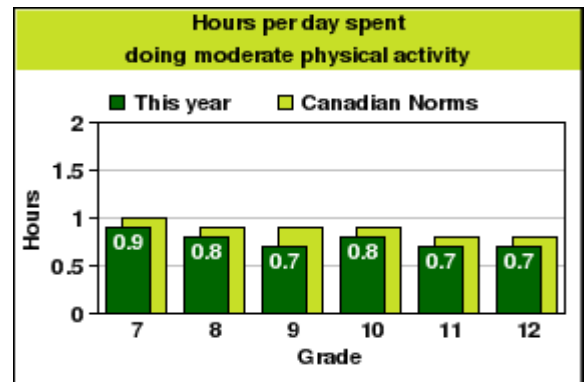




## Physical Health Outcomes

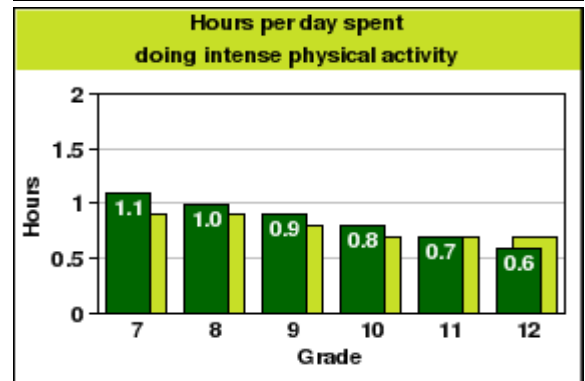
### Hours per day spent doing moderate physical activity

- During a typical weekday (i.e., Monday to Friday), the average time students spend on moderate physical activities.
- In this district, students on average spent 0.8 hours per day on moderate physical activities; the Canadian norm for these grades is 0.9 hours.
- In this district, girls on average spent 0.7 hours and boys on average spent 0.8 hours per day on moderate physical activities. The Canadian norm for girls is 0.8 hours and for boys is 1 hour.



### Hours per day spent doing intense physical activity

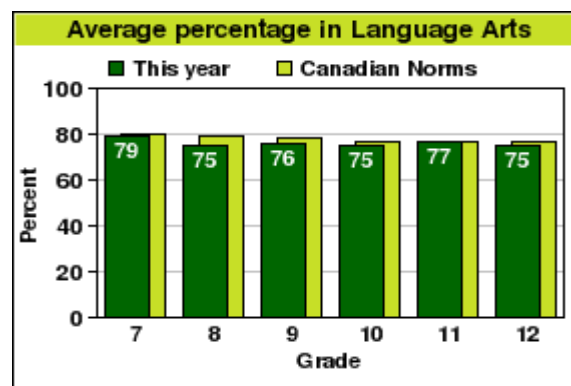
- During a typical weekday (i.e., Monday to Friday), the average time students spend on intense physical activities.
- In this district, students on average spent 0.8 hours per day on intense physical activities; the Canadian norm for these grades is 0.8 hours.
- In this district, girls on average spent 0.8 hours and boys on average spent 0.9 hours per day on intense physical activities. The Canadian norm for girls is 0.7 hours and for boys is 0.9 hours.



## Academic Outcomes

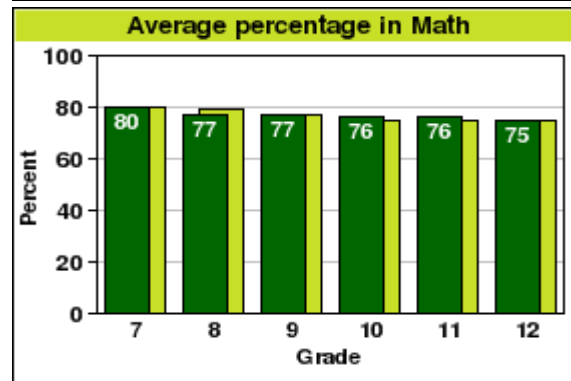
### Average percentage in Language Arts

- Students' overall marks in their current or most recent Language Arts class (e.g., English) were reported as a letter grade and converted to a percentage.
- In this district, students' average reported mark was 76%; the Canadian norm for these grades is 78%.
- In this district, girls' average reported mark was 78% and boys' was 74%. The Canadian norm for girls is 80% and for boys is 76%.



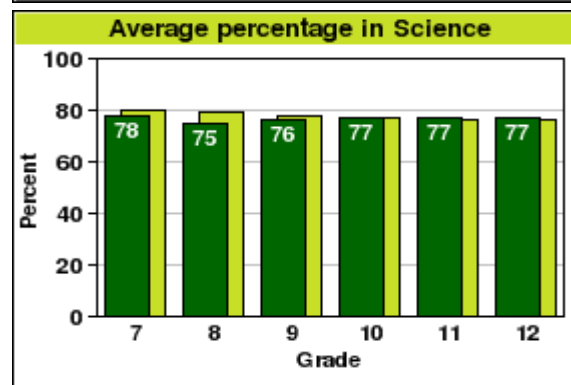
### Average percentage in Math

- Students' overall marks in their current or most recent Math class were reported as a letter grade and converted to a percentage.
- In this district, students' average reported mark was 77%; the Canadian norm for these grades is 77%.
- In this district, girls' average reported mark was 77% and boys' was 76%. The Canadian norm for girls is 77% and for boys is 77%.



### Average percentage in Science

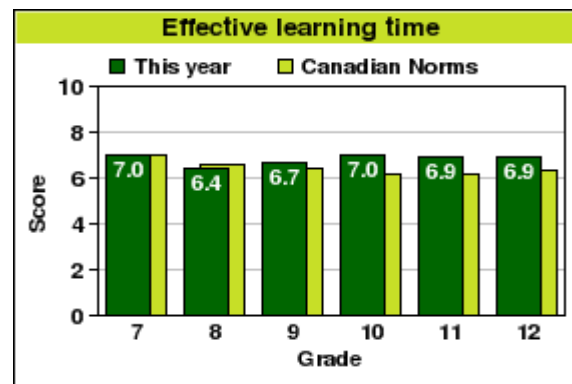
- Students' overall marks in their current or most recent Science class (e.g., general Science, biology, chemistry, or physics) were reported as a letter grade and converted to a percentage.
- In this district, students' average reported mark was 77%; the Canadian norm for these grades is 78%.
- In this district, girls' average reported mark was 77% and boys' was 76%. The Canadian norm for girls is 78% and for boys is 77%.



## DRIVERS of Student Outcomes

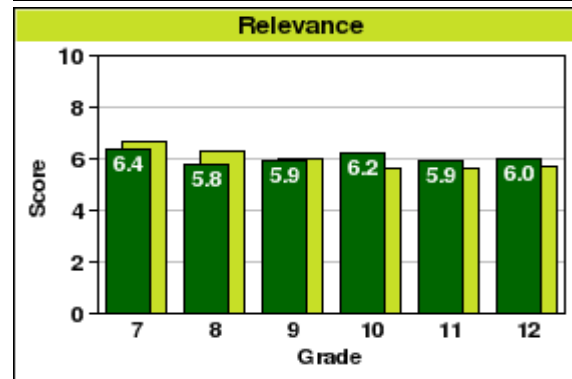
### Effective learning time

- Important concepts are taught well, class time is used efficiently, and homework and evaluations support course objectives.
- In this district, students rated effective classroom learning time 6.8 out of 10; the Canadian norm for these grades is 6.5.
- In this district, effective classroom learning time was rated 6.9 out of 10 by girls and 6.7 out of 10 by boys. The Canadian norm for girls is 6.5 and for boys is 6.4.



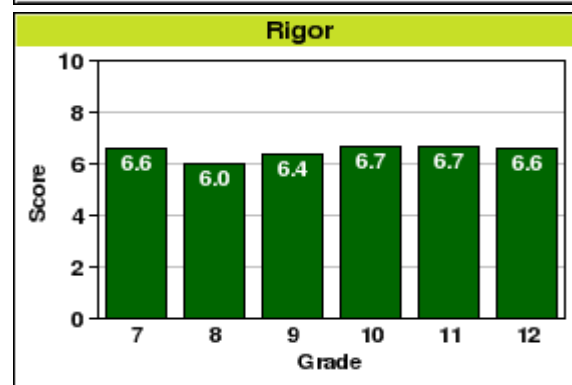
### Relevance

- Students who find classroom instruction relevant to their everyday lives.
- In this district, students rated relevance 6 out of 10; the Canadian norm for these grades is 6.
- In this district, relevance was rated 6.1 out of 10 by girls and 6 out of 10 by boys. The Canadian norm for girls is 6 and for boys is 5.9.



### Rigor

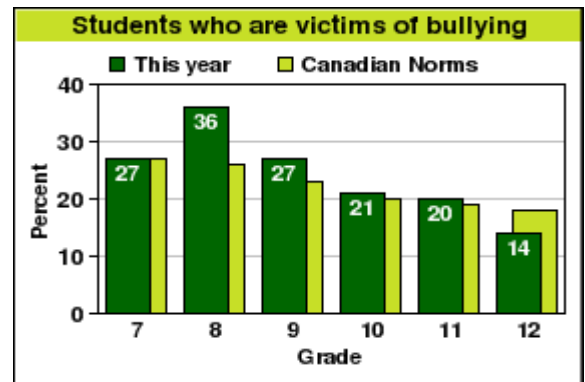
- Students who find the classroom instruction is well-organized, with a clear purpose, and with immediate and appropriate feedback that helps them learn.
- In this district, students rated rigor 6.5 out of 10.
- In this district, rigor was rated 6.6 out of 10 by girls and 6.4 out of 10 by boys.



## DRIVERS of Student Outcomes

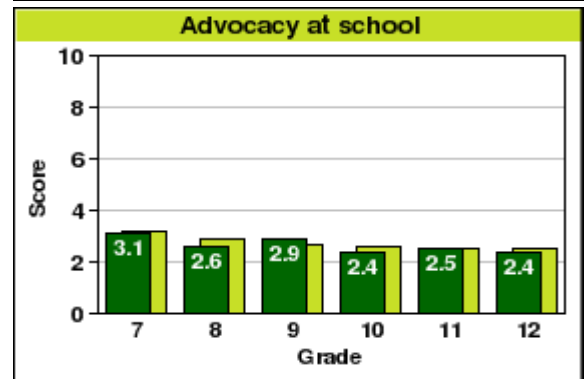
### Students who are victims of bullying

- Students who are subjected to physical, social, or verbal bullying, or are bullied over the internet.
- 24% of students in this district were victims of moderate to severe bullying in the previous month; the Canadian norm for these grades is 22%.
- 23% of the girls and 25% of the boys in this district were victims of moderate to severe bullying in the previous month. The Canadian norm for girls is 20% and for boys is 25%.



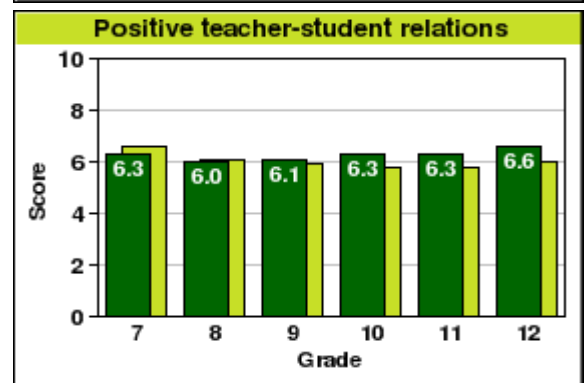
### Advocacy at school

- Students who feel they have someone at school who consistently provides encouragement and can be turned to for advice.
- In this district, students rated advocacy at school 2.6 out of 10; the Canadian norm for these grades is 2.7.
- In this district, advocacy at school was rated 2.5 out of 10 by girls and 2.8 out of 10 by boys. The Canadian norm for girls is 2.7 and for boys is 2.8.



### Positive teacher-student relations

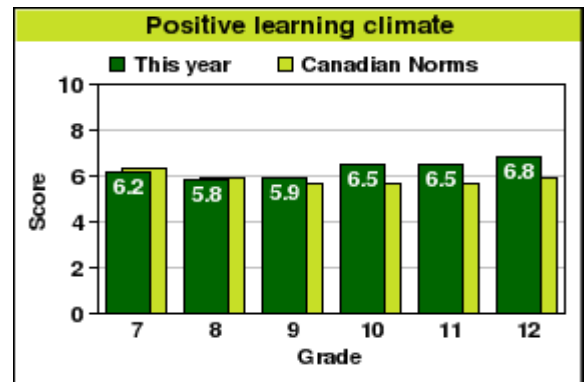
- Students who feel teachers are responsive to their needs, and encourage independence with a democratic approach.
- In this district, positive teacher-student relations were rated 6.3 out of 10; the Canadian norm for these grades is 6.
- In this district, positive teacher-student relations were rated 6.3 out of 10 by girls and 6.2 out of 10 by boys. The Canadian norm for girls is 6.1 and for boys is 5.9.



## DRIVERS of Student Outcomes

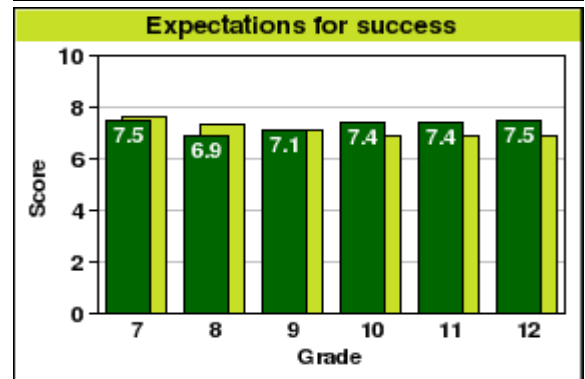
### Positive learning climate

- There are clear rules and expectations for classroom behaviour. Students understand these and teachers maintain high expectations that they be followed.
- In this district, students rated disciplinary climate of the classroom 6.3 out of 10; the Canadian norm for these grades is 5.9.
- In this district, disciplinary climate of the classroom was rated 6.3 out of 10 by girls and 6.2 out of 10 by boys. The Canadian norm for girls is 5.9 and for boys is 5.8.



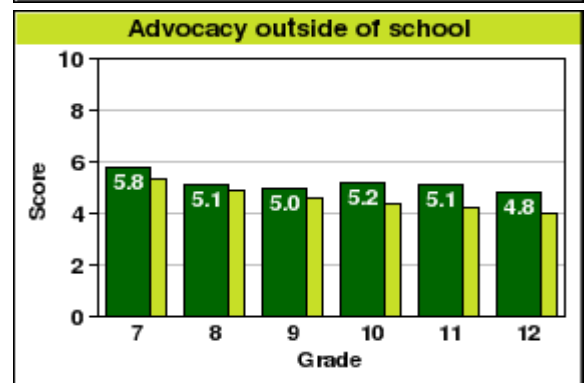
### Expectations for success

- The school staff emphasizes academic skills and hold high expectations for all students to succeed.
- In this district, students rated teachers' expectations for academic success 7.3 out of 10; the Canadian norm for these grades is 7.1.
- In this district, teachers' expectations for academic success were rated 7.4 out of 10 by girls and 7.1 out of 10 by boys. The Canadian norm for girls is 7.3 and for boys is 6.9.



### Advocacy outside of school

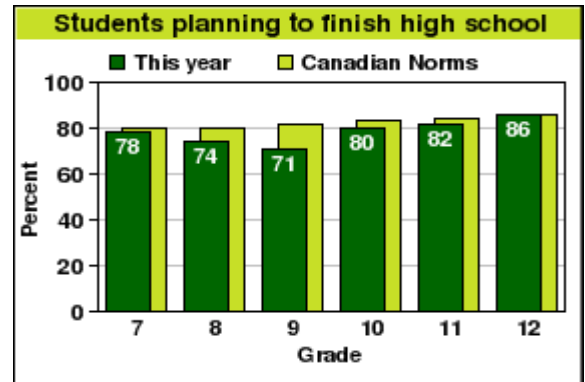
- Students who feel they have someone at home or in their community who consistently provides encouragement and can be turned to for advice.
- In this district, students rated advocacy outside of school 5.2 out of 10; the Canadian norm for these grades is 4.6.
- In this district, advocacy outside school was rated 5.3 out of 10 by girls and 5 out of 10 by boys. The Canadian norm for girls is 4.6 and for boys is 4.5.



## DRIVERS of Student Outcomes

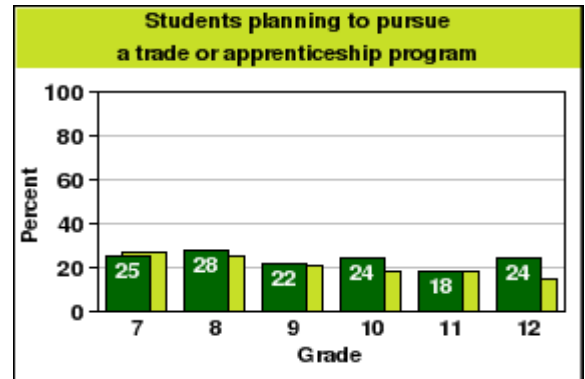
### Students planning to finish high school

- Students who plan to finish high school.
- 78% of students in this district had aspirations for finishing high school; the Canadian norm for these grades is 82%.
- 82% of the girls and 75% of the boys in this district had aspirations for finishing high school. The Canadian norm for girls is 86% and for boys is 79%.



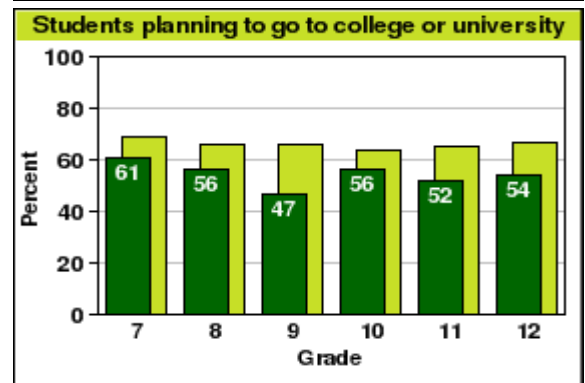
### Students planning to pursue a trade or apprenticeship program

- Students who plan to finish high school, and afterwards pursue a trade or apprenticeship program.
- 23% of students in this district planned to pursue a trade or apprenticeship program; the Canadian norm for these grades is 21%.
- 20% of the girls and 27% of the boys in this district planned to pursue a trade or apprenticeship program. The Canadian norm for girls is 17% and for boys is 24%.



### Students planning to go to college or university

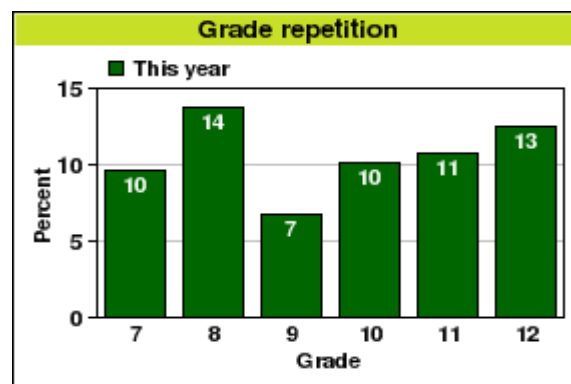
- Students who plan to pursue a post-secondary education.
- 54% of students in this district had aspirations for pursuing a post-secondary education; the Canadian norm for these grades is 66%.
- 63% of the girls and 46% of the boys in this district had aspirations for going to college or university. The Canadian norm for girls is 73% and for boys is 59%.



## Demographic Factors

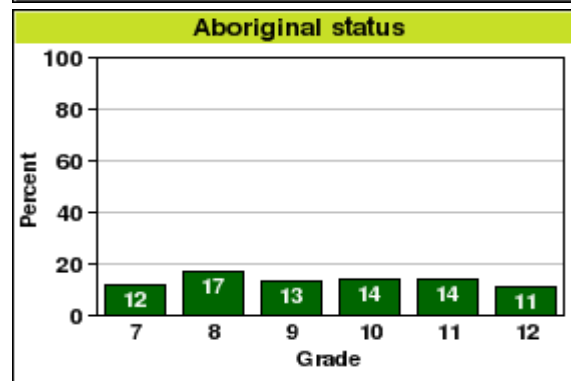
### Grade repetition

- Students who have repeated one or more grades at school since kindergarten.
- 10.6% of students in this district have repeated a grade at school.
- 8.1% of the girls and 13% of the boys in this district have repeated a grade at school.



### Aboriginal status

- Students who are of Aboriginal origin, that is, North American Indian, Métis, or Inuk.
- 13% of students in this district are of Aboriginal origin.
- 12% of the girls and 15% of the boys in this district are of Aboriginal origin.





## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Resource**  
**Person:** Jason Krefting, Director Business & Finance  
**Subject:** **FINANCIAL SERVICES DEPARTMENT REPORT – 2015-2016**

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### Recommendation

That the Board of Trustees receives as information the Financial Services Department Report 2015-2016 as presented at its Regular Meeting of May 3, 2016.

### Background

The Financial Services department supports the Board in the management of the financial operations of Parkland School Division No. 70. They are responsible for the development of timely and accurate financial reporting and maintenance of appropriate financial procedures and internal controls.

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

CJ:jc





## FINANCIAL SERVICES REPORT

2015-16

*Presented to Board of Trustees, May 3, 2016*

*Claire Jonsson, Associate Superintendent*

*Resource: Jason Krefting, Director, Financial Services*

### Overview

Financial Services is focused on supporting the division by providing quality service, support, and advice to our customers. The department provides a variety of services to the division including: Payroll, Accounting, Accounts Payable, Collections, Financial Reporting, Financial Management, Financial Systems, Purchasing, Records Management, and Enquiries and Training.

The Financial Services team is comprised of 8 FTE positions.

### Highlights

- Accounting and reconciliation of \$125M of revenues annually from grants, fees, donations and other sources including school generated funds.
- Accounting and reconciliation of \$125M of expenses annually including payroll, services, contracts, supplies, infrastructure and school generated funds.
  - Accounts payable processes 3,400 cheques and 3,300 Electronic payments annually
  - \$4.0M in expenses were made on the purchase card over the last year, reducing administrative costs and generating a rebate of \$49,000
  - Monthly tasks include review, adjustments, accruals, and employee claims processing
- Monthly, Quarterly, Annual and ad-hoc reporting and analysis are prepared in accordance with Public Sector Accounting Standards. This reporting enables the department to:
  - Provide advice and support decision making within the division
  - Lead the annual budget and quarterly forecasting process
  - Monitor, follow-up and provide guidance on variances
  - Complete the annual audit
- Payroll and benefits are processed for (As of April):
  - 617 Teaching Employees (Monthly)
  - 463 Support Employees (Semi-Monthly)
  - 148 Substitute teachers (Monthly)
  - 62 Casual Support and Caretakers (Semi-Monthly)
- Payroll reconciles and remits on a regular basis:
  - Benefits for employees through two main organizations
  - Canada Revenue Agency statutory deduction payments
  - Pension plans for employees through two main organizations
  - Union dues for three organizations, ATA, CAAMSE, and IUOE
- Annual Payroll tasks include:
  - T4 and year end payroll reconciliations (1,691 T4's issued for 2015)
  - Workers Compensation Board year end reporting and reconciliation
  - Local Authorities Pension Plan audit

- Record of Employments are prepared in June for all employees who do not continue over the summer
  - 300 Certificated (Substitute teachers and temporary contracts)
  - 400 Support Staff (Casual employees and support employees on school calendar)
- New hires and reinstatement of staff in the payroll system in September
- Purchasing provides coordination and site procurement support for Requests for Proposals, software and site licensing, print center operations, and telecom and computers. Over the last year this included:
  - Furnishing and equipping Prescott Learning Centre
  - 334 Computers
  - 1085 Chromebooks
  - 211 Apple iPads
  - Site licensing for the Adobe Education agreement for both Spruce Grove Composite High School and Memorial Composite High School.
- Records Management maintains the centralized and decentralized files systems for the division.
  - There over 16K records digitized and stored in the Laserfiche system
  - Over the last year 890 manual inactive student records and 368 inactive personnel records were cleaned and digitized reducing the paper files that are in storage

## **Initiatives**

- Improve efficiency and effectiveness
  - We are reviewing our processes, work flows and tasks within Financial Services and looking to make improvements including cross training, communication, process improvements and training.
- Detailed tracking of fees and the related expenses
  - A greater emphasis is being placed on fees and tracking the direct expenses related to them. Financial Services is updating the accounting codes, procedures, and developing training to report on fee revenue and the related expenses.
- School Finance Committee
  - A committee was created this year and includes principals, secretaries, and division staff. The purpose of the committee is to discuss school finance issues and make recommendations to Sr Executive and the Board.
  - The goal of the committee is to create more consistency across schools and be proactive in the area of school finance. This year the committee met several times to discuss schools fees and recommended updates to Administrative Procedure 505-School Fees.
- Fee Management System.
  - The Acorn fee system has been successfully implemented at the schools and has created efficiencies and better information on school fees.
  - Financial Services continues to improve our processes and use of the system as we are currently in the process of implementing the online payment capabilities and integrating the transportation fees into the system to provide parents with a single source for all fees outstanding and allow for a single payment either online, at the school or division office.
  - Looking to next year we plan on implementing payment plans within the system and more online features including student forms.

- Cost savings and cost containment
  - The department continues to review contracts, purchases, and future obligations to ensure that resources are being used efficiently. More efficient use of resources is achieved by posting requests for proposals (RFP's) for items over \$75K through Alberta Purchasing Connection, purchasing items negotiated by Alberta Education, utilizing contracts and discounts available to the division through the Government of Alberta, and centralization and standardization of purchasing to increase buying power. We continue to investigate options to increase buying power and reduce pricing.
- Reduce manual entry of data into systems
  - We are reviewing processes within the division where paper forms are filled out and then submitted to be entered into a system or items that must be entered into multiple systems. Our goal is to enter information once at the source and have the information populate throughout the system where it is required. Progress was made this year with payroll and personnel forms.
- Audit and training at school sites
  - Periodic internal audits are continuing this year to review compliance of controls at the schools. The audit involves reviewing each schools processes, documenting the results and providing recommendations for improvement. We have scheduled six School audits in the 2015-2016 school year and have followed up on the five audits that were performed last year.
  - Financial Services continues to increase the training materials available on the Chalkboard intranet site and develop more formalized training to be delivered in person.
- Records Management
  - Manual files continue to be cleaned and digitized in order to eliminate the paper archives. Procedures and subsequent training is being developed to improve the quality of the student files and ensure compliance with student regulations and FOIP.
  - We are currently investigating options to move all active school records to a digital format.



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** PSD Tomorrow Committee

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### Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of April 19, 2016 as presented at the Regular Meeting of May 3, 2016.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,**  
**ALBERTA ON TUESDAY, APRIL 19, 2016.**

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**ATTENDANCE:**

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  
Scott Johnston, Associate Superintendent  
Dianne McConnell, Associate Superintendent  
Jordi Weidman, Director, Strategic Planning & Communications  
Brenda Scott, Recording Secretary

**REGRETS:**

Eric Cameron, Board Chair

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**1. Call to Order**

Board Vice-chair Linder called meeting to order 12:37 p.m.

**1.1. Changes to the Agenda**

- Move Student Advisory Meetings Summary agenda item to May PSD Tomorrow meeting
- Add 4.9 - Petition
- Add 4.10 - PSBAA Student Leaders
- Add 4.11 - Edwin Parr Zone 2/3 Banquet
- Add 4.12 - Recognition treaty six lands
- Move in camera agenda item to beginning of meeting

**1.2. Approval of the Agenda**

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

**CARRIED**

**2. In Camera**

**MOTION TO MOVE INCAMERA**

**Res 068-2016** **MOVED** by Trustee Kilduff that the Board of Trustees moves in camera at 12:42 p.m.

**CARRIED**

**MOTION TO REVERT TO A PUBLIC MEETING**

**Res 069-2016** **MOVED** by Trustee Kinsey that the Board of Trustees reverts to a public meeting at 1:35 p.m.

**CARRIED**

**3. Student Advisory Meetings Summary**

Agenda item moved to the May 17, 2016 PSD Tomorrow meeting.

**4. Alberta School Boards Association**

**4.1. Conversation on task force on FNMI and Health and Wellness**

Trustees discussed the ASBA task forces on FNMI and Health and Wellness. Trustees will review the document on ASBA task force and will give feedback to Trustee Kilduff for the next Zone 2/3 meeting.

**4.2. Conversation on proposed resolution for funding for regional transportation costs**

Trustees discussed the opportunity of bringing a resolution for funding for regional transportation costs to the upcoming ASBA Spring or Fall Annual General Meeting. The Advocacy Committee will set a meeting to review options and bring forward to the Board for review.

**5. Updates**

**5.1. Tell Them From Me Survey**

Mr. Johnston shared information on the “Tell Them from Me” Survey that students in grades 4, 7 and 10 completed. A formal report will be presented to the Board to receive as information at the next regular Board Meeting.

**5.2. PSD Shares – Celebrating with PSD / Education Planning Session**

Superintendent Monds shared information on the format of the May 4, 2016 PSD Shares – Celebrating with PSD breakfast meeting; and the Education Planning Session that follows the breakfast.

**5.3. Blueprint for Quality Learning**

Ms. McConnell spoke on the “Blueprint for Quality Learning” that school administration has been developing to support teachers and share best practices. The goal is to bring this blueprint to implementation in September of the next school year.

**5.4. Inclusion Submission**

Ms. McConnell announced that the CASS magazine will be focusing on inclusion as the topic for the fall publication and Parkland School Division will be submitting an article to be highlighted.

**5.5. Wellness Site**

The Wellness Centre will be built on the Prescott Learning Centre site, with anticipated opening sometime in October 2016.

**5.6. First Nations Grant**

A grant, with support of Paul’s First Nation and Parkland School Division has been submitted for approval. Trustees discussed the opportunity to acknowledge Treaty 6 lands at formal meetings.

**5.7. New Schools**

No up-date on the two new schools.

**5.8. Ward Restructure**

Ms. Jonsson provided information on the next steps of the Electoral Ward Restructure. A by-law will be brought forward at the May 31, 2016 Board meeting for the first reading with the second and third reading at the June 14, 2016 Board meeting.

**5.9. Petition**

Ms. Jonsson shared that a petition was received at Parkland School Division office on March 31, 2016. Under Section 265 of the School Act, the petition was determined to be insufficient, and the School Board shall proceed as if the petition had not been presented.

**5.10. PSBAA Student Leaders**

PSBAA is looking for School Boards to sponsor student leaders attending the student program at the upcoming PSBAA Spring General meeting. At this time, Parkland School Division will not be participating in sponsoring students to attend this event.

**5.11. Edwin Parr Zone 2/3 Banquet**

Ms. Wilkins provided information on the Edwin Parr Zone 2/3 Banquet.

**5.12. Recognition Treaty Six Lands**

Discussed in agenda item 5.6

**6. Advocacy Committee**

No report.

**7. Adjournment**

The meeting was adjourned at 3:33 p.m.

**NEXT MEETING -** Tuesday, May 17, 2016 at 12:30 p.m.



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Scott Johnston, Associate Superintendent  
**Subject:** Council of School Councils (COSC) Committee

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### Recommendation

That the Board of Trustees receives as information the draft Council of School Councils (COSC) Committee minutes of April 6, 2016 as presented at the Regular Meeting of May 3, 2016.

SJ: jc





**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING  
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,  
ALBERTA ON WEDNESDAY, APRIL 6, 2016**

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**ATTENDANCE:**

School Council Reps

Greystone Centennial Middle School  
École Broxton Park School  
Seba Beach School  
Parkland Village School  
Millgrove School  
Blueberry School  
Brookwood School  
Graminia School  
Memorial Composite High School

Board of Trustees

Richard Gilchrist, Trustee

Administration

Scott Johnston, Associate Superintendent

Presentation

Travis McNaughton, Principal

Recording Secretary

Jenny Chen

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**1. CALL TO ORDER**

Chair, Rhonda Schumm, called the meeting to order at 7:00 pm.

**2. WELCOME & INTRODUCTIONS**

Participants introduced themselves.

**3. APPROVAL OF AGENDA**

Moved by Shelley Grimololby that the Agenda of the April 6, 2016 meeting be approved as presented.

Seconded by Trisha Wolfater.

**CARRIED**

**4. APPROVAL OF MINUTES**

Moved by Lisa Warner that the Minutes of the March 16, 2016 meeting be approved as amended. Seconded by Shelley Grimololby.

**CARRIED**

**5. Micro Society \_ Travis McNaughton**

Travis McNaughton, Principal of Parkland Village School, shared a presentation regarding the Micro Society project at Parkland Village School. Micro Society mirrors Canadian society and is comprised of young students, playing various roles. It is designed to engage young students in mock society, so that they learn more about elements and operations of the real society (government and citizenship affirmation, constitution, job fair and interviews, currency, media, police, business, bank, university, etc.) and learn more about their own strengths in the process.

Travis answered questions regarding timeline and expansion of the project and support received. Online resource of the project was shared.

**6. Board Report – Trustee Gilchrist**

- The Board of Trustees approved the three year capital plan (2017-2020) at the Regular Meeting of April 5, 2016. Priority of Year One is the new K-9 replacement school for Stony Plain Central. Priority of Year Two is modernization of Woodhaven School and Spruce Grove Composite High School. Priority of Year Three is a new high school in the Parkland School Division.
- The Board of Trustees approved transportation fees for 2016-17 and the name change of Transportation Surcharge to Transportation Rider Fee. The proposed increase to transportation fees is the result of the

need to manage funding gap. Transportation Rider Fee, formerly Transportation Surcharge, increases \$0.50 per month. The increase in transportation fees for urban ineligible student riders is 14%. Cross attendance fees increase 23% for individual student riders. Fee for private school student riders will increase to actual operational cost which is \$4.35 per day.

- An ad hoc committee will be established to review all school fees and bring forward a recommendation to the Board. It is a requirement under the Education Act that school boards consult school councils if there will be significant changes in school fees.

**7. Alberta School Councils' Association (ASCA)**

- **ASCA Panel Discussion** – Rhonda and Dorcas will be engaged in ASCA Panel discussion to help inform school councils' presentation at the AGM.
- **AGM Update:** There was discussion around registration, proxy form arrangements and proposed resolutions. School council representatives are encouraged to contact Rhonda regarding their participation in the AGM.

**8. Grade 12 Diploma Examination Results \_ Divisional Education Planning**

Mr. Johnston provided information on January Grade 12 Diploma Examination results. Achievement surpassed last year's results at the jurisdictional level in all subjects at the acceptable standard. A discussion on Provincial Achievement Tests and Diploma Exams was held. The January Diploma Exams are only a snapshot of the full year.

**9. Announcements**

▪ **Alberta School Councils Association Wednesday Webinars**

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**

**10. Future Agenda Items**

None was brought up.

**11. ADJOURNMENT**

Meeting adjourned at 8:30 p.m.

**Meeting Schedule:**

- Wednesday, May 4, 2016



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Dianne McConnell, Associate Superintendent  
**Subject:** Education Committee

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### Recommendation

That the Board of Trustees receives as information the Education Committee minutes of April 19, 2016 as presented at the Regular Meeting of May 3, 2016.

DM:jc



**MINUTES OF THE EDUCATION COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY**  
**PLAIN, ALBERTA ON TUESDAY, APRIL 19, 2016**

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**ATTENDANCE:**

Kathleen Linder, Vice Chair  
Ron Heinrichs, Education Committee Chair  
Dorcas Kilduff, Trustee  
Elsie Kinsey, Trustee  
Sally Kucher-Johnson, Trustee  
Richard Gilchrist, Trustee  
Dianne McConnell, Associate Superintendent  
Kelly Wilkins, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Claire Johnston, Associate Superintendent

TJ Skalski, Learning Facilitator  
Elder Velma Bird, Paul First Nations  
Allie Bearhead, Memorial Composite High School Student  
Trina Bearhead, Memorial Composite High School Student  
Kassidy Mercredi, Memorial Composite High School Student  
Shania Potrais, Memorial Composite High School Student  
Gabe Blais, Memorial Composite High School Student  
Tuskonne Blais, Memorial Composite High School Student  
Blanket Exercise Participants

Regrets: Eric Cameron, Board Chair  
Tim Monds, Superintendent

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**CALL TO ORDER**

The meeting was called to order at 9:15 am by Ron Heinrichs, Chair of the Education Committee, followed by a welcome and introductions.

**ACTION ITEMS**

The Board of Trustees expressed an interest in understanding how Parkland School Division is embedding the First Nations culture into our schools. One of the initiatives that Parkland School Division has undertaken to move us forward is the Blanket Exercise. The Blanket Exercise has been developed to involve participants in telling the history of the Indigenous People in Canada. Our learning facilitator TJ Skalski has been working with Parkland Students in training them to narrate and facilitate the exercise.

Participants began the exercise by sitting in a circle and, following introductions and smudging, the elder opened the exercise with a prayer. Approximately 50 individuals were present during the exercise and following the exercise all participants had a chance to share their experience.

**FUTURE MEETING DATES**

The next Education Committee Meeting will be determined.

**ADJOURNMENT**

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



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** Teacher / Board Advisory Committee Minutes

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### Recommendation

That the Board of Trustees receives as information the unadopted Teacher/Board Advisory Committee minutes of April 19, 2016 as presented at the Regular Meeting of May 3, 2016.

TM:bms



## MINUTES OF THE TEACHER/BOARD ADVISORY COMMITTEE MEETING HELD AT CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON TUESDAY, APRIL 19, 2016.

### ATTENDANCE:

Kathleen Linder, Trustee, Parkland School Division No. 70  
 Ron Heinrichs, Trustee, Parkland School Division No. 70  
 Sally Kucher-Johnson, Trustee, Parkland School Division No. 70  
 Tim Monds, Superintendent, Parkland School Division No. 70  
 Claire Jonsson, Associate Superintendent, Parkland School Division No. 70  
 Gary Hanna, President, Parkland Teachers' Local 10  
 Sherry Constantin, Parkland Teachers' Local 10  
 J. Calado, Parkland Teachers' Local 10 *arrived at 4:17 p.m.*  
 Rick Kremp, Parkland Teachers' Local 10  
 Brenda Scott, Recording Secretary

### REGRETS:

Shawn Ram, Parkland Teachers' Local 10

## 1 CALL TO ORDER

Committee Chair, Gary Hanna, called meeting to order at 4:15 p.m.

### 1.1 Addition/Amendments to the Agenda

Add - 2.5 Budget

### 1.2 Approve Minutes of February 16, 2016 Meeting

**MOVED** by Rick Kremp to accept minutes of February 16, 2016 Teacher/Board Advisory Committee.  
 Seconded by Sherry Constantin.

**CARRIED**

## 2. UPDATES FROM DIVISION OFFICE

### 2.1 New Schools

Prescott Learning Centre is on track to open September 2016. Ms. Linda Simmonds has been appointed as the school principal for the second new school that is expected to open September 2017.

### 2.2 Administrative Procedures 350, 353, 355

Superintendent Monds shared the updates and changes to the AP 350, 353 and 355. Principals will be sharing these admin procedures with staff at up-coming PD days.

### 2.3 Education Planning Day / PSD Shares – Celebrating Parkland School Division – May 4, 2016

Superintendent Monds shared information on the upcoming Education Planning Day and PSD Shares - Celebrating Parkland School Division on May 4, 2016.

### 2.4 Inclusion Submission

Superintendent Monds confirmed Parkland School Division has shared information on the Inclusion submission to the Minister. In the fall, CASS will be highlighting an article on Parkland School Division in their newspaper.

## **2.5 Budget**

The Alberta Government has extended the deadline for School Boards to submit their budgets for the next school year from May 31 to June 30. Parkland School Division will be present the budget at the June 14 Regular Board Meeting.

## **3. UPDATES FROM ATA**

### **3.1 None**

## **4. DISCUSSION ITEMS**

### **4.1 District PD Funds**

G. Hanna requested clarification on how district professional learning funds are distributed to schools and staff. Mr. Monds shared that Principals manage their professional learning funds to meet the needs, divisional priorities and professional growth plans for staff. Some schools allocate funds individually to staff, other schools bring in guest speakers. Superintendent Monds and Mr. Hanna will meet to talk about this topic in the future.

### **4.2 Teacher Expectations in Terms of Physical Movement of Classrooms**

G. Hanna requested clarification of expectations for teachers regarding physical movement of classrooms (e.g. the opening of Prescott Learning Centre and the movement of teachers to and from schools). Superintendent Monds indicated that the Spruce Grove attendance implementation team was working on particulars and communication, including coordination of teacher moves with Facilities Services, would be shared in the near future.

### **4.3 IT Time Delays**

This agenda item was on the list for future meetings and brought forward for discussion. Superintendent Monds shared that IT has target response times based on priority level. There are occasions where IT staff are diverted from responding to tickets in order to address school personnel. These time delays for ad hoc requests for assistance do not have submitted tickets. The IT department does keep track of the response times to the help tickets and continues to encourage staff to submit help tickets so that there can be a more accurate tracking of data.

## **5. ITEMS FOR FUTURE AGENDA**

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## **ADJOURNMENT**

Meeting was adjourned 4:57 p.m.

Next Meeting: June 21, 2016, TBD (ATA Hosting)



## MEMORANDUM

**Date:** May 3, 2016  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **Audit Committee**

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### Recommendation

That the Board of Trustees receives as information the Audit Committee minutes of April 25, 2016 as presented at the Regular Meeting of May 3, 2016.

CJ:jc





**MINUTES OF THE AUDIT COMMITTEE MEETING**  
**HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA**  
**ON MONDAY, APRIL 25, 2016.**

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**ATTENDANCE:**

Richard Gilchrist, Committee Chair  
Ron Heinrichs, Trustee  
Sally Kucher-Johnson, Trustee

Tim Monds, Superintendent  
Claire Jonsson, Associate Superintendent  
Jason Krefting, Director, Business and Finance  
Jenny Chen, Recording Secretary

**Regrets:**

Louise Frostad, Member at Large

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**1. CALL TO ORDER**

The meeting was called to order at 1:00 p.m.  
Item 7 Member at Large was added to agenda.

**MOVED** by Trustee Heinrichs to approve agenda as amended.

**CARRIED**

**ACTION ITEMS**

**2. 2014-15 School Generated Funds Audit Follow-up**

Mr. Krefting presented follow-up reports on School Generated Funds audit for Entwistle School, Spruce Grove Composite High School, Seba Beach School, Forest Green School and Ecole Broxton Park.

**3. 2015-16 School Generated Funds Audit Report**

Mr. Krefting presented report on School Generated Funds audit for Duffield School, and indicated that responses were positive.

Administration will post the audit report and follow-up reports on the Trustees' Chalkboard.

**4. Update on Work Done by PSD Fee Committee**

Mr. Krefting reviewed the work that the committee on school fees completed over the past two months. The committee consisted of principals, school secretaries, finance and division office staff. The changes to Administrative Procedure 505 Fees and Allowances including fee waivers will be brought forward to the May 17 PSD Tomorrow meeting.

Trustee Heinrichs shared an excerpt from the Alberta School Councils' Association (ASCA) Advocacy Update to Members regarding the October 2015 Parent Engagement Task Force Survey on School Fees.

**5. Overview of the Fee System (ACORN)**

Mr. Krefting provided an overview of the features of School Fee Management system (ACORN), and answered questions. ACORN is a software solution that allows users to define fees, access student fee information, invoice parents, and collect payments both online and in person. ACORN integrates with records contained in the student information system (PowerSchool), to create efficiencies and transparency by automatically assigning fees based on student enrolment and course choice. ACORN will provide the detailed financial information required for the Audited Financial Statements.

Trustee Gilchrist thanked Mr. Krefting and the committee for their leadership in this area and asked Administration to bring a briefing on PowerSchool and ACORN to a future PSD Tomorrow meeting.

- 6. SIPP and SERP**  
Mr. Krefting shared information on the Supplemental Integrated Pension Plan (SIPP) and Supplementary Executive Retirement Program (SERP) as requested by the Audit Committee.
- 7. Member at Large**  
As the current public member resigned, discussion on process and timeline of choosing a member at large occurred. The Committee decided to postpone advertisement for the public member until September 2016.
- 8. Items for Future Agendas**  
Advertisement for Public Member (s) in September 2016
- 9. ADJOURNMENT**  
Meeting adjourned at 2:58 p.m.

*Next Meeting: May 19, 2016, at 1:00 p.m.*