



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

November 03, 2015

Public Session: 9:30 AM

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

Parkland School Division No. 70

BOARD OF TRUSTEES REGULAR MEETING

November 03, 2015

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

A G E N D A

Page Number

1. **CALL TO ORDER at 9:30PAM**
 - 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 October 06, 2015
 - 2.2. Special Board Meeting of October 26, 2015

3. **BUSINESS ARISING FROM THE MINUTES**

4. **DELEGATION/PRESENTATION**
 - 4.1. High Park – What Zone Are You In?
 - 4.2. Blueberry School – S.W.A.T. Student Wellness Action Team

5. **BOARD CHAIR REPORT**
 - 5.1. Correspondence
 - 5.1.1 Alberta Education – October 7, 2015
 - 5.1.2 Alberta Education – October 14, 2015
 - 5.1.3 Scholarship Thank-you Notes

- Recess Break / Public Question Period

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

7. ACTION ITEMS

- 8- 7.1. Fourth Quarter Financial Report – Period Ending August 31 (C. Jonsson)
- 16- 7.2. Final Budget 2015/2016 (C. Jonsson)
- 45- 7.3. Spruce Grove Bus Transfer Station - Reserves (C. Jonsson)
- 47- 7.4. Modular Classroom Request (C. Jonsson)
- 48- 7.5. Ward Restructure (C. Jonsson)
- 51- 7.6. Board Policy 1 – Division Foundation Statements (T. Monds)
- 55- 7.7. Board Policy 15 – School Closures (C. Jonsson)

8. ADMINISTRATION REPORTS

- 63- 8.1. Provincial Achievement Tests and Diploma Examination Results Report (S. Johnston)
- 70- 8.2. Vandalism Report (C. Jonsson)

9. TRUSTEE REPORTS

- 72- 9.1. PSD Tomorrow (E. Cameron)
- 75- 9.2. Teacher Board Advisory (R. Heinrichs)
- 78- 9.3. Council of School Councils (D. Kilduff)
- 9.4. Public School Boards’ Association of Alberta (R. Gilchrist)
- 9.5. Alberta School Boards Association (D. Kilduff)
- 9.6. C-2 Committee (R. Gilchrist)

10. RESPONSES TO REQUEST FOR INFORMATION

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

Dec 01, 2015Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

Nov 10, 2015PSD Tomorrow Committee 1:00 pm, Centre for Education

Nov 19, 2015Public Engagement Evening TBD

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 OCTOBER 06, 2015

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
 Kelly Wilkins, Deputy Superintendent
 Claire Jonsson, Associate Superintendent
 Dr. Dianne McConnell, Associate Superintendent
 Scott Johnston, Associate Superintendent
 Jordi Weidman, Director Strategic Planning & Communications
 Rae Finlayson, Early Childhood Development Coordinator
 Brenda Scott, Executive Assistant

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

CHANGES TO THE AGENDA

- 7.1 Guiding Principles for Negotiations
- 7.2 Board Policy 1 – Division Statements

APPROVAL OF THE AGENDA

Res 126-2015 **MOVED** by Trustee Heinrichs that the Agenda be approved as amended. **CARRIED**

APPROVAL OF THE MINUTES

Res 127-2015 **MOVED** by Trustee Kilduff that the Minutes of the Organization Meeting held on September 08, 2015 be approved as presented. **CARRIED**

Res 128-2015 **MOVED** by Trustee Gilchrist that the Minutes of the Regular Meeting held on September 08, 2015 be approved as presented. **CARRIED**

BUSINESS ARISING FROM THE MINUTES

There was no business

Board Chair

Secretary-Treasurer

UNADOPTED

DELEGATION / PRESENTATION

How a Creative Learning Environment Can Equal Success for ALL – Seba Beach School

Students from Seba Beach School shared information on the various tools that the students and teachers use to create a successful learning environment. Students explained how they find the tools a benefit to their learning. Trustees and audience participated in a brain break activity.

The Early Literacy Program – Forest Green School

Students from Forest Green School shared information on the early literacy program in Forest Green School. They explained who is involved in the program; demonstrated what they do in the program and why they participate in reading and how reading allows for a rich literacy experience for all students. Students took time to read to Trustees.

BOARD CHAIR REPORT

Chair Cameron reported on items received since the Boards last regular meeting.

*Board Chair called a recess 10:05 a.m.
Meeting was resumed at 10:14 a.m.*

SUPERINTENDENT REPORT

Superintendent Monds provided a verbal report and spoke to the work being done in Parkland School Division. He shared the monthly Superintendent’s video message and gave an update progress on Prescott Learning Centre that included a video that will be shared on the public website

Recess Break / Public Question Period

*Recess break called at 10:30 a.m. to allow informal discussion with members of the galley.
Meeting resumed at 10:40 a.m.*

ACTION ITEMS

GUIDING PRINCIPLES FOR NEGOTIATION

Res 129-2015

MOVED by Trustee Gilchrist that the Board of Trustees reaffirms the Principles for Negotiation as presented at the Regular Meeting of October 06, 2015.

CARRIED

Trustee Gilchrist provided information on the motion and responded to questions.

BOARD POLICY 1 – DIVISION FOUNDATION STATEMENTS

MOVED by Trustee Cameron that the Board of Trustees approves the amendments to Board Policy 1 – Division Foundation Statements as presented at the Regular Meeting of October 06, 2015.

Superintendent Monds and Dr. McConnell provided information on the motion and responded to questions.

Res 130-2015

MOVED by Trustee Gilchrist to postpone the motion, Board Policy 1 – Division Foundation Statements, to the December 1, 2015 Board meeting.

CARRIED

Board Chair

Secretary-Treasurer

UNADOPTED

**ADMINISTRATIVE REPORTS
2015/2016 SCHOOL ENROLMENT**

Res 131-2015 **MOVED** by Trustee Linder that the Board of Trustees receives as information the Parkland School Division No. 70's Enrolment Report as of 30 September 2015 as presented at the Regular Meeting of October 06, 2015.

CARRIED

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

EARLY YEARS EVALUATION REPORT

Res 132-2015 **MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Early Years Evaluation (EYE) Report as presented at the Regular Meeting of October 6, 2015.

CARRIED

Dr. McConnell and Ms. Finlayson provided information on the motion and responded to questions.

*Recess called at 11:30 a.m.
Meeting resumed at 11:35 a.m.*

TRUSTEE REPORTS

PSD Tomorrow Committee

Res 133-2015 **MOVED** by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of September 15, 2015 as amended at the Regular Meeting of October 06, 2015.

CARRIED

Education Committee

Res 134-2015 **MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Education Committee minutes of September 15, 2015 as presented at the Regular Meeting of October 06, 2015.

CARRIED

Audit Committee

Res 135-2015 **MOVED** by Trustee Gilchrist that the Board of Trustees receives as information the Audit Committee minutes of September 09, 2015 as presented at the Regular Meeting of October 06, 2015.

CARRIED

Benefits Committee

Res 136-2015 **MOVED** by Trustee Kucher-Johnson that the Board of Trustees receives as information the Benefits Committee minutes of September 14, 2015 as presented at the Regular Meeting of October 06, 2015.

CARRIED

Public School Boards` Association of Alberta

There was no report.

Alberta School Boards' Association

Trustee Kilduff provided a report on the Alberta School Board's Association.

C2 Committee

Trustee Gilchrist provided a verbal report on the C2 Committee.

Alberta Urban Municipalities of Alberta

Trustee Kinsey provided a report on the Alberta Urban Municipalities of Alberta conference that she attended.

Board Chair

Secretary-Treasurer

FUTURE BUSINESS

Meeting Dates

Open to the Public:

Nov 03, 2015 Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

Oct 20, 2015 PSD Tomorrow Committee 12:30 pm, Centre for Education

Oct 20, 2015 Teacher/Board Advisory Committee 4:15 pm, Centre for Education

Topics for Future Agendas

There were no topics suggested.

Request for Information

There were no requests for information

ADJOURNMENT

The meeting was adjourned at 11:53 a.m.

DRAFT

Board Chair

Secretary-Treasurer



Where the world opens up

UNADOPTED

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON OCTOBER 26, 2015

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
Kelly Wilkins, Deputy Superintendent - Regrets
Claire Jonsson, Associate Superintendent
Dr. Dianne McConnell, Associate Superintendent
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Strategic Planning & Communications
Brenda Scott, Executive Assistant

CALL TO ORDER

The meeting was called to order by Chair Cameron at 4:00 pm.

TRANSPORTATION TRANSFER SITE

Res 139-2015

MOTION TO MOVE INCAMERA

MOVED by Trustee Heinrichs that the Board of Trustees moves to incamera at 4:00 pm.

CARRIED

Res 140-2015

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Gilchrist that the Board of Trustees moves out of incamera at 5:19 pm.

CARRIED

ADJOURNMENT

The meeting was adjourned at 5:19 pm.

Board Chair

Secretary-Treasurer



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **QUARTERLY FINANCIAL REPORT – PERIOD ENDING AUGUST 31, 2015**

Recommendation

That the Board of Trustees approves the quarterly financial report for the period ending August 31, 2015 as presented at the Regular Meeting of November 3, 2015.

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 September 1 of each year and concludes on August 31. 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 2014 it received and approved the Audited Financial Statements for the 2013-2014 school year. The Monthly Financial statement included within this agenda is for the period ended August 31, 2014. The Audited Financial Statements for the current school year will be presented to the Board in December 2015. 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:jlf

Statement of Revenues and Expenses - August 31, 2015
Parkland School Division

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Aug 31/15	\$ Revised Budget Remaining	% Budget Used
Revenues						
Instruction	85,435,201	86,681,657	89,481,446	89,429,214	52,233	99.94%
Operations and Maintenance	12,978,713	14,863,969	14,869,762	14,205,148	664,615	95.53%
Transportation	10,492,779	10,503,374	10,542,059	10,468,211	73,848	99.30%
Board and System Administration	3,804,489	3,959,136	3,963,600	3,993,819	(30,219)	100.76%
External Services	38,680	38,680	38,680	57,787	(19,107)	149.40%
School Generated Funds	2,583,269	2,583,269	2,583,269	2,261,437	321,832	87.54%
Total Revenues	115,333,131	118,630,085	121,478,817	120,415,615	1,063,202	99.12%
Expenses						
Instruction	85,762,145	87,527,628	89,941,484	89,454,266	487,219	99.46%
Operations and Maintenance	13,199,609	14,890,955	14,686,003	14,135,113	550,890	96.25%
Transportation	10,492,780	10,608,374	10,629,951	10,452,383	177,568	98.33%
Board and System Administration	3,804,489	3,959,136	4,018,947	3,993,819	25,128	99.37%
External Services	38,680	38,680	38,680	57,787	(19,107)	149.40%
School Generated Funds	2,583,269	2,583,269	2,583,269	2,328,588	254,681	90.14%
Total Expenses	115,880,972	119,608,043	121,898,335	120,421,956	1,476,379	98.79%
Surplus/(Deficit)	(547,841)	(977,958)	(419,518)	(6,341)		
Operating Surplus (Deficit)	(547,841)	(977,958)	(419,518)	60,810		
School Generated Funds Surplus (Deficit)				(67,151)		
Surplus/(Deficit)	(547,841)	(977,958)	(419,518)	(6,341)		
Target Percentage						100.00%
	Preliminary Surplus/ (Deficit)	Final Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Block						
Instruction	(326,945)	(845,971)	(460,038)	(25,052)		
Operations and Maintenance	(220,896)	(26,987)	183,759	70,035		
Transportation	-	(105,000)	(87,892)	15,828		
Board and System Administration	-	-	(55,347)	-		
External Services	-	-	-	-		
Surplus/(Deficit) from Operations	(547,841)	(977,958)	(419,518)	60,810		
School Generated Funds				(67,151)		
Total Surplus/(Deficit)	(547,841)	(977,958)	(419,518)	(6,341)		

1 Approved by the Board of Trustees, May 27 2014
2 Approved by the Board of Trustees, November 4, 2014
3 Revised May 31, 2015

Revenue

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Aug 31/15	\$ Revised Budget Remaining	% Budget Used
Alberta Education						
School Jurisdiction Base Funding						
Base Instruction (Gr 1-12)	60,180,100	60,416,228	60,822,484	60,375,858	446,626	99.27%
Early Childhood Services (ECS)	2,969,160	3,248,032	3,248,032	3,767,284	(519,252)	115.99%
Home Education	41,032	45,956	60,727	60,727	-	100.00%
Outreach Schools	188,918	188,918	188,918	188,918	-	100.00%
Sub Total	63,379,210	63,899,133	64,320,161	64,392,787	(72,626)	100.11%
Alberta Education - Administration						
Administration allocation	3,468,646	3,631,400	3,631,400	3,652,973	(21,573)	100.59%
Sub Total	3,468,646	3,631,400	3,631,400	3,652,973	(21,573)	100.59%
Differential Cost Funding						
ECS Program Unit	3,092,865	3,407,089	5,026,167	4,383,849	642,318	87.22%
English as a Second Language	62,439	77,755	72,453	72,748	(295)	100.41%
First Nations, Metis & Inuit Education	738,669	738,669	694,490	694,490	-	100.00%
Inclusive Education	5,779,787	5,847,346	5,713,971	5,717,809	(3,838)	100.07%
Small Schools by Necessity	795,114	795,114	807,864	900,142	(92,278)	111.42%
Socio - Economic Status	797,362	806,115	781,151	781,435	(284)	100.04%
Equity of Opportunity	1,081,802	1,094,831	1,079,145	1,080,629	(1,484)	100.14%
Sub Total	12,348,037	12,766,918	14,175,241	13,631,102	544,140	96.16%
Differential Cost Funding - Operations and Maintenance						
Operations & Maintenance Support	7,495,972	7,724,023	7,724,023	7,724,023	-	100.00%
Sub Total	7,495,972	7,724,023	7,724,023	7,724,023	-	100.00%
Alberta Education - Other						
Institutional Programs	290,460	291,771	289,744	289,744	-	100.00%
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	6,536,304	48,147	99.27%
Learning & Technologies Framework	-	-	-	61,000	(61,000)	0.00%
Sub Total	6,247,402	6,562,222	6,874,195	6,887,048	(12,853)	100.19%
Transportation Funding						
Transportation - Rural	6,163,244	6,163,244	6,059,979	6,039,702	20,277	99.67%
Special Education Transportation	657,518	657,518	668,052	647,808	20,244	96.97%
Transportation - Disabled - ECS	206,020	206,020	239,181	236,609	2,572	98.92%
Transportation - In Home - ECS	47,716	47,716	51,510	51,510	-	100.00%
Urban Transportation	2,307,908	2,361,489	2,453,889	2,445,831	8,058	99.67%
Sub Total	9,382,406	9,435,987	9,472,611	9,421,460	51,150	99.46%
Provincial Priority Targeted Funding						
Supernet Service	240,000	240,000	240,000	240,000	-	100.00%
Sub Total	240,000	240,000	240,000	240,000	-	100.00%

1 Approved by the Board of Trustees, May 27 2014

2 Approved by the Board of Trustees, November 4, 2014

3 Revised May 31, 2015

Revenue

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Aug 31/15	\$ Revised Budget Remaining	% Budget Used
Capital Funding						
Infrastructure Maintenance and Renewal	1,596,231	3,278,690	3,278,690	2,805,953	472,737	85.58%
Sub Total	1,596,231	3,278,690	3,278,690	2,805,953	472,737	85.58%
Federal French Funding						
Federal French Funding	84,460	103,000	103,000	109,630	(6,630)	106.44%
Sub Total	84,460	103,000	103,000	109,630	(6,630)	106.44%
Other Provincial Support Funding - Alberta Finance						
Supported Capital Interest	4,219	4,219	4,219	2,280	1,939	54.04%
Sub Total	4,219	4,219	4,219	2,280	1,939	54.04%
Federal Government						
First Nations Tuition	1,931,198	1,701,616	1,706,147	1,720,967	(14,820)	100.87%
Sub Total	1,931,198	1,701,616	1,706,147	1,720,967	(14,820)	100.87%
From Alberta School Authorities						
Tuition Fees	33,571	33,571	33,571	33,571	-	100.00%
Transportation Fees	-	-	70,920	70,920	-	100.00%
Sub Total	33,571	33,571	104,491	104,491	-	100.00%
From Municipalities						
Joint Use Agreements	23,000	23,000	23,203	37,369	(14,166)	161.05%
Sub Total	23,000	23,000	23,203	37,369	(14,166)	161.05%
Private Organizations						
Transportation - Private Schools	80,900	87,563	16,643	9,991	6,652	60.03%
Transportation Insurance	186,215	182,505	182,505	174,262	8,243	95.48%
Sub Total	267,115	270,068	199,148	184,253	14,895	92.52%
Individuals						
Tuition Fees	11,250	11,250	47,887	43,507	4,380	90.85%
Transportation Fees	810,939	765,000	765,000	781,993	(16,993)	102.22%
Donations	146,091	146,091	291,104	132,707	158,397	45.59%
Rentals - Facilities	15,680	15,680	15,680	7,577	8,104	48.32%
Instructional Material Fees	747,948	717,986	717,986	675,706	42,280	94.11%
School Based Course Material Fees	640,787	733,855	856,648	945,679	(89,031)	110.39%
Other Student Fees	826,312	826,312	826,312	745,731	80,581	90.25%
Interest & Investment Income	193,653	187,061	187,061	185,961	1,100	99.41%
Misc. Sales	461,210	575,210	936,818	1,352,542	(415,724)	144.38%
Fundraising	1,297,915	1,297,915	1,297,915	1,140,331	157,584	87.86%
Sub Total	5,151,785	5,276,360	5,942,410	6,011,734	(69,324)	101.17%
Other						
Gains on Disposals of Property and equipment	-	-	-	-	-	-
Amortization of Capital Allocations	3,679,878	3,679,878	3,679,878	3,489,546	190,332	94.83%
Sub Total	3,679,878	3,679,878	3,679,878	3,489,546	190,332	94.83%
TOTAL REVENUES	115,333,131	118,630,085	121,478,817	120,415,615	1,063,202	99.12%

1 Approved by the Board of Trustees, May 27 2014
2 Approved by the Board of Trustees, November 4, 2014
3 Revised May 31, 2015

Allocation of Revenue and Expenses to Programs
August 31, 2015

REVENUES	ECS Instruction	Grades 1-12 Instruction	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	8,151,133	77,030,448	85,181,580	10,529,976	9,421,460	3,731,959	-	108,864,975
Other - Government of Alberta	-	-	-	2,280	-	-	-	2,280
Federal Government and First Nations	-	1,454,869	1,454,869	189,304	-	76,794	-	1,720,967
Other Alberta school authorities	-	33,571	33,571	-	70,920	-	-	104,491
Out of province authorities	-	-	-	-	-	-	-	-
Alberta Municipalities-special tax levies	-	-	-	-	-	-	-	-
Fees	65,729	2,337,164	2,402,893	-	781,993	-	-	3,184,886
Other sales and services	-	1,344,699	1,344,699	5,103	193,838	(895)	39,149	1,581,893
Investment income	-	-	-	-	-	185,961	-	185,961
Gifts and donations	-	132,707	132,707	-	-	-	-	132,707
Rental of facilities	-	-	-	4,577	-	-	3,000	7,577
Fundraising	-	1,140,331	1,140,331	-	-	-	-	1,140,331
Gains on disposal of capital assets	-	-	-	-	-	-	-	-
Amortization of capital allocations	-	-	-	3,473,908	-	-	15,638	3,489,546
Other revenue	-	-	-	-	-	-	-	-
TOTAL REVENUES	8,216,862	83,473,789	91,690,651	14,205,148	10,468,211	3,993,819	57,787	120,415,615
EXPENSES								
Certificated salaries	3,169,413	49,858,151	53,027,564	-	-	493,478	-	53,521,041
Certificated benefits	700,607	11,927,618	12,628,225	-	-	175,411	-	\$12,803,636
Non-certificated salaries and wages	2,610,425	9,603,650	12,214,075	3,247,359	469,424	1,614,614	23,281	\$17,568,753
Non-certificated benefits	609,446	2,435,658	3,045,104	985,691	108,947	351,403	-	\$4,491,146
SUB - TOTAL	\$7,089,891	\$73,825,077	\$80,914,968	\$4,233,051	\$578,371	\$2,634,906	\$23,281	\$88,384,577
Services, contracts and supplies	998,354	7,480,120	8,478,474	6,383,785	9,816,611	1,271,586	18,868	25,969,325
Direct Cost of Fundraising and Fees	-	1,716,850	1,716,850	-	-	-	-	\$1,716,850
Amortization of supported capital assets	\$0	-	-	\$3,473,908	\$0	\$0	\$15,638	\$3,489,546
Amortization of unsupported capital assets	\$33,114	\$639,448	672,562	\$42,089	\$57,401	\$87,327	-	\$859,378
Interest and charges	\$0	-	-	2,280	\$0	\$0	\$0	\$2,280
Losses on disposal of capital assets	\$0	-	-	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	-	-	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	8,121,358	83,661,496	91,782,854	14,135,113	10,452,383	3,993,819	57,787	120,421,956
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	95,504	(187,707)	(92,204)	70,035	15,828	-	-	(6,341)

Expenses

By Program	Preliminary	Final	Revised	YTD	\$ Revised	% Budget
	Budget ¹	Budget ²	Budget ³	Actuals	Budget	Used
	2014-15	2014-15	2014-15	Aug 31/15	Remaining	
Early Childhood Services	4,626,930	5,267,881	6,355,838	8,088,245	(1,732,406)	127.26%
Instruction	83,083,946	84,208,477	85,534,376	83,022,048	2,512,328	97.06%
Board & System Administration	3,717,792	3,872,439	3,932,250	3,906,492	25,758	99.34%
Plant Operations & Maintenance	7,859,209	7,868,146	7,663,195	7,810,883	(147,688)	101.93%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	2,805,953	472,737	85.58%
Transportation	10,433,511	10,549,106	10,570,683	10,394,982	175,701	98.34%
External Services	38,680	38,680	38,680	42,149	(3,469)	108.97%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	4,351,204	173,419	96.17%
TOTAL EXPENSES	115,880,972	119,608,043	121,898,335	120,421,956	1,476,379	98.79%

By Category	Preliminary	Final	Revised	YTD	\$ Revised	% Budget
	Budget ¹	Budget ²	Budget ³	Actuals	Budget	Used
	2014-15	2014-15	2014-15	Aug 31/15	Remaining	
Salaries, wages and benefits	85,264,393	86,889,711	87,760,070	88,384,577	(624,507)	100.71%
Services, contracts and supplies	21,912,406	22,331,750	23,751,683	22,551,634	1,200,049	94.95%
School generated funds	2,583,269	2,583,269	2,583,269	2,328,588	254,681	90.14%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	2,805,953	472,737	85.58%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	4,351,204	173,419	96.17%
TOTAL EXPENSES	115,880,972	119,608,043	121,898,335	120,421,956	1,476,379	98.79%

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Expenses by Site - August 31, 2015
Parkland School Division

Site	Preliminary Budget Expenditures ¹ 2014-15	Final Budget Expenditures ² 2014-15	Revised Budget Expenditures ³ 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Aug 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	584,048	609,799	609,799		609,799	620,291	(10,492)	101.72%	
Office of the Superintendent	497,041	515,139	515,139		515,139	486,582	28,557	94.46%	Administrative supplies and instructional development were lower than projected.
Human Resources	437,054	440,068	401,485		401,485	424,291	(22,806)	105.68%	Legal, salary and supply expenses were higher than projected
Deputy Superintendent	698,946	714,460	619,460		619,460	582,147	37,313	93.98%	Salary and benefit expenses were lower than projected
Learning Services	1,955,815	2,019,950	2,118,300		2,118,300	2,015,298	103,002	95.14%	Salary and benefit expenses were lower than projected
Business & Finance	2,001,082	2,119,427	2,183,410		2,183,410	2,118,307	65,103	97.02%	Salary and benefit expenses were lower than projected
Tech Support Services	1,767,219	1,812,190	1,812,190		1,812,190	1,847,145	(34,955)	101.93%	
Print Centre	87,000	87,000	87,000		87,000	77,302	9,698	88.85%	Recoveries from other sites were higher than projected
Student Transportation	10,433,511	10,549,106	10,570,683		10,570,683	10,394,982	175,701	98.34%	
Maintenance	4,125,785	4,136,535	3,970,264	183,472	4,153,736	4,133,533	20,203	99.51%	
Custodial	3,408,104	3,421,291	3,382,611		3,382,611	3,366,591	16,020	99.53%	Combine Maintenance and Custodial (99.5%)
Instructional Pool	1,713,426	1,717,702	1,717,702	-	1,717,702	1,901,812	(184,110)	110.72%	Maternity and sick leave benefits were higher than projected
Instructional Pool - Projected					-				
Blueberry	3,528,284	3,814,911	3,831,248	8,997	3,840,245	3,841,398	(1,153)	100.03%	
Brookwood	4,319,746	4,406,449	4,478,635	100,958	4,579,593	4,579,506	87	100.00%	
École Broxton Park	5,002,064	5,069,409	5,128,626	70,550	5,199,176	5,158,457	40,719	99.22%	
Connections for Learning	1,260,887	1,283,247	1,315,325	80,775	1,396,100	1,347,593	48,507	96.53%	Transfers from other sites were higher than off setting expenses
Duffield	1,980,230	2,167,557	2,193,213	97,846	2,291,060	2,163,095	127,964	94.41%	Salaries, and supplies were lower than projected
Entwistle	1,084,188	1,046,359	1,053,519	(17,573)	1,035,945	1,074,007	(38,062)	103.67%	Spending as per deficit plan
Forest Green	1,824,313	1,969,459	1,985,343	2,470	1,987,813	1,967,669	20,144	98.99%	
Graminia	3,215,327	3,398,203	3,362,940	67,126	3,430,066	3,337,363	92,703	97.30%	Supplies, Equipment and Support services lower than projected
Greystone Centennial Middle	4,244,028	4,142,990	4,226,913	870	4,227,783	4,152,743	75,041	98.23%	
High Park	3,046,899	2,989,770	2,953,749	64,498	3,018,246	2,977,792	40,454	98.66%	
Keephills	595,788	505,248	490,803	-	490,803	472,153	18,651	96.20%	Supplies, Equipment and Printing lower than
Memorial Composite High	7,371,546	7,504,571	7,482,331	26,789	7,509,120	7,675,475	(166,355)	102.22%	Combine Memorial Composite & Outreach
Memorial Outreach	656,215	600,776	600,774	-	600,774	601,674	(900)	100.15%	(102.1%). Supplies, Salaries and Technology higher than projected
École Meridian Heights	4,865,311	4,615,040	4,666,293	8,564	4,674,857	4,961,627	(286,770)	106.13%	\$226K is for a playground and included off setting revenue. The remainder is primarily the result of salaries being higher than anticipated.
Millgrove	3,603,088	3,524,772	3,469,547	156,922	3,626,470	3,473,460	153,009	95.78%	Supplies, Equipment, Technology and Transfers to other sites below plan.
Muir Lake	2,755,966	2,820,315	2,860,819	20,052	2,880,871	2,884,501	(3,630)	100.13%	Support & Substitutes paid over 10 Months
Parkland Village	1,766,632	1,886,066	1,928,603	111,711	2,040,314	1,970,079	70,235	96.56%	Additional allocations during the year exceeded incremental spending
Seba Beach	886,266	809,853	833,254	(6,061)	827,193	837,172	(9,979)	101.21%	
Spruce Grove Composite High	6,482,400	6,907,621	7,125,884	-	7,125,884	6,824,090	301,793	95.76%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	405,242	421,063	424,054	-	424,054	388,830	35,225	91.69%	(95.5%). Salaries and acquisition of equipment were below plan.

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Expenses by Site - August 31, 2015
Parkland School Division

	Preliminary Budget Expenditures ¹ 2014-15	Final Budget Expenditures ² 2014-15	Revised Budget Expenditures ³ 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Aug 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Stony Plain Central	3,103,669	3,312,339	3,358,717	140,252	3,498,969	3,337,724	161,245	95.39%	Received additional revenue from Friends of SPC that offset expenses.
Tomahawk	1,091,288	1,020,556	1,042,510	87,446	1,129,956	1,094,229	35,728	96.84%	Surplus to be applied against prior deficit.
Wabamun	1,027,416	1,047,319	1,069,908	-	1,069,908	1,041,187	28,721	97.32%	
Woodhaven Middle	3,819,190	3,991,003	4,081,030	(137,586)	3,943,444	4,034,180	(90,736)	102.30%	Spending as per deficit plan
Innovation and Teaching	-	-	-	-	-	28,910	(28,910)		
Resiliency Program	116,521	118,666	299,341	-	299,341	286,120	13,221	95.58%	Substitutes were lower than plan
Real Program	1,557,652	1,481,481	1,481,482	-	1,481,482	1,586,159	(104,677)	107.07%	Salaries were higher than plan
Alternative Program	1,127,566	813,248	874,801	-	874,801	855,466	19,335	97.79%	Support Salaries were lower than plan
Early Education	3,073,104	3,340,050	4,519,594	(91,400)	4,428,195	3,787,127	641,068	85.52%	Salaries were lower than plan as grant was not approved until late in the year and hiring was deferred until next school year.
Total Expenses	101,519,857	103,151,011	105,127,302	976,680	106,103,981	104,708,067	1,395,915	98.68%	
Target Percentage								100.00%	
Other Sites									
Capital and Debt Services	4,224,673	4,324,623	4,324,623	-	4,324,623	4,042,385	282,239	93.47%	
Capital Projects - Building	-	-	-	-	-	0	(0)		
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	-	3,278,690	2,805,953	472,737	85.58%	IMR revenue was deferred for projects that were not completed last year.
School Generated Funds	2,583,269	2,583,269	2,583,269	-	2,583,269	2,328,588	254,681	90.14%	Revenues were also down in SGF.
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	-	6,584,451	6,536,304	48,147	99.27%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	-	660	(660)		
Tri-Community Adult Learning	-	-	-	-	-	-	-		
	14,361,115	16,457,033	16,771,033	-	16,771,033	15,713,889	1,057,144	93.70%	
Total Expenses	115,880,972	119,608,043	121,898,335	976,680	122,875,014	120,421,956	2,453,058	98.00%	

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3 Revised May 31, 2015



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **2015-2016 FINAL BUDGET**

Recommendation

That the Board of Trustees approves the 2015-2016 Final Budget for Parkland School Division No. 70 as presented at the Regular Meeting of November 3, 2015.

Background

The *School Act* (Section 147) specifies that school boards are responsible to develop an annual budget no later than May 31 for the fiscal year beginning the following September 1. The deadline for the 2015-2016 Fall Budget Update is November 30, 2015. This budget contains assumptions based on September 30 enrolments and forms the basis for monthly financial reporting.

Administration would be pleased to respond to any questions.

CJ:bms



Parkland School Division

Final Budget Report 2015/2016

Prepared by:

*Claire Jonsson
Associate Superintendent
Business & Finance
November 3, 2015*

Where
THE **WORLD**
opens up

Note the information presented in this document is summary information only. Please see the Parkland School Division No. 70 website (www.psd70.ab.ca) for the document after final budget approval November 3, 2015.

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EXECUTIVE SUMMARY

Parkland School Division No. 70 has a total budget of \$124.2 million and provides public education services to the citizens of Parkland County, Town of Stony Plain and the City of Spruce Grove. The division serves the educational needs of approximately 10,700 students from Kindergarten to Grade twelve within twenty three urban and rural instructional sites.

The executive summary presents highlights of the budget and organizational information of the school division.

Governance

Parkland School Division's Board of Trustees represents 6 electoral wards in the City of Spruce Grove, the Town of Stony Plain and Parkland County. The Board is charged with the responsibility of providing, for its students and their parents, an education system organized and operated in their best interests. It exercises this responsibility through setting of local educational policy and the wise use of resources.

The Board has one main purpose, namely to provide educational services as required by the School Act. There are 7 Trustees that represent the City of Spruce Grove and surrounding area, the Town of Stony Plain and surrounding area plus rural communities to the west that include Duffield, Entwistle, Seba Beach, Tomahawk and Wabamun.

Distributed Decision Making

Parkland allocates its revenues in accordance with the following beliefs and guiding principles:

Distributed Decision Making Beliefs:

- ✓ *The distribution of decision-making responsibility will create, and draw upon, leadership capacity within our organization.*
- ✓ *The Division's staff has the capability to make decisions about activities within the realms of its responsibility.*
- ✓ *Individuals who have critical knowledge and expertise about a certain activity are best suited to make the necessary decisions on how to achieve the goal and objectives for that activity.*
- ✓ *Decision-making responsibility must be supported by equitable resource allocation.*
- ✓ *Equity is established through a process of collaboration and consensus building.*
- ✓ *Information sharing about external or internal conditions affecting an organization is important.*

Distributed Decision Making Principles:

- ✓ *Those who are closest to the activity will have the major influence in decision-making surrounding that activity. The Division's staff has the capability to make decisions about activities within the realms of its responsibility.*
- ✓ *Informed decisions will be made with attention to balancing choice, responsibility, and accountability, while maintaining alignment with the organization's mission, vision and principles.*
- ✓ *Individuals will accept responsibility for their decisions.*
- ✓ *Decision makers will endeavor to take into account the full scope of impact of their decisions, and will collaborate with those who may be affected by such decisions.*
- ✓ *Information will be shared as freely as possible throughout the organization.*

Board Priorities

Students in Parkland School Division will be encouraged to explore, create, imagine and engage in lifelong learning as they develop their skills and competencies as engaged thinkers and ethical citizens with an entrepreneurial spirit. As they work toward high school completion, students will be actively engaged in their academic learning in a positive and inclusive learning environment aimed at enhancing their resiliency. The priorities that will guide the work of the division have been affirmed by a variety of stakeholders including parents, students, community representatives, staff, including administrators and teachers. The priority areas are:

- ✓ ***Engagement***
- ✓ ***Resource Stewardship***

In addition to the enduring priorities listed above, the Division has outlined goals necessary to achieve student success and well-being:

STUDENT SUCCESS & WELL-BEING



Parkland School Division is confident that these goals are the ones we most need to achieve Student Success and Well-Being. This confidence is the product of engaging our stakeholders. Much happens in the life of students, schools and the Division, so these goals represent areas of interest in which our stakeholders desire the greatest impact.

The Division sets priorities, establishes goals, strategies and performance measures to ensure that success for all students is obtained. The budget allocates resources to assist in achieving this end.

Budget Process

The Budget was developed using information on funding and expenditure assumptions. Revenues are allocated in accordance with the Distributed Decision Making beliefs and guiding principles. Under this structure, schools agree on an allocation model and distribute resources according to the priority areas they have identified. Assumptions used to prepare the budget are shown on Schedule A. The budget was sent out to site administrators for completion, review and compilation. Opening budget assumptions were approved at the May 5th, 2015 Regular Board meeting. On May 12, 2015, the newly elected Alberta Government announced an extension to the 2015-2016 budget submission deadline from May 31st to June 30th. Additional funding for school boards was announced on May 29, 2015. Revised Budget Assumptions are included in this report. The preliminary budget was presented to the Board for approval at the June 16, 2015 Regular Board meeting. The final budget reflects September 30, 2015 actual enrolments and is scheduled to be presented at the November 03, 2015 Regular Board meeting. Once approved, it is submitted to Alberta Education as required under legislation.

Enrolment

Parkland School Division No. 70 is expected to have 10,776 students enrolled in Kindergarten through Grade twelve in the 2015-2016 school year which is an increase of 302 students over the previous year. Estimated enrolment at September 30, 2015 and comparative figures for the past four years are shown on Schedule B.

Class Sizes

Parkland School Division No. 70 continues to invest resources in classroom teaching staff to support student success. Parkland School Division anticipates meeting Alberta Education's recommended targets in 4-6, 7-9 and 10-12 grade levels. Class size is calculated on divisional average. Expected class sizes and comparative figures for the past two years are shown on Schedule C.

Funding Sources

Parkland School Division No. 70 is financially dependent on funding from the Province of Alberta and receives 95% of its funding from government sources. The division has control over other revenues such as school fees, school generated funds, outside grants and investment revenues which comprise only 5% of the total revenue.

Total budgeted revenues for 2015-2016 are \$124.0 million. Total revenues for the division increased by 4.51% over 2014-2015.

The 2015-2016 budget accommodates a provision for an increase in general student enrolment, and a 1.8% increase in base instruction grant rates and a 2% increase in class size grants. All other grant allocations remain at 2014-2015 levels. Base Funding represents 57.2% of the division's provincial funding and is determined by the number of students enrolled as of September 30th of each school year.

The Government has committed to provide funding for the final year of the Teacher Framework Agreement which includes a 2% increase in teacher salaries in September 2015 and a 1% one-time lump sum payment to teachers in November 2015. Funding of this increase will be provided through the base instruction and class size grants.

The Infrastructure Maintenance and Renewal (IMR) which provides funds for school renovation and facility upgrading projects, has been reduced by \$1.51 million over 2014-2015 amounts. Note that in 2014-2015 Parkland School Division received additional IMR funding totaling \$1.68 million.

Spending by Program

Funding is allocated to division programs and services to ensure that programs meet the needs of students and schools remain viable. The \$124.0 million of funding resources are allocated to five major program areas. The five major programs include Instruction, Plant Operations and Maintenance, Transportation, Administration and Capital and Debt Services.

Instruction is the allocation to all schools and other instructional programs and services offered to provide educational opportunities to students within the school division.

Some of the other instructional programs include Early Education, Special Education and Outreach Programs. Instructional services provided centrally are included in the Instruction program.

The Plant Operations and Maintenance activities relate to the division's responsibility for the construction, operation, maintenance, safety and security of all school buildings.

The Transportation program relates to all activities of transporting students to, from and between schools. Funding is provided to transport students who live 2.4 kilometers or greater away from their resident school.

Administration includes Board Governance, Office of the Superintendent and Deputy Superintendent, Business and Financial Services, and People Services.

Capital and Debt Services includes the provision of funding for supported debenture debt payments from the Province of Alberta, the amortization of capital assets and Infrastructure Maintenance Renewal program (IMR).

Expenditures by Category

Parkland School Division No. 70 will spend approximately \$92.0 million on human resources, which is about 74% of the division's budget.

Collective agreements for the 2014-2015 school year for our two support staff unions expire August 31, 2015. The province has legislated a four-year modified Framework Agreement expiring August 31, 2016 that addresses compensation and workload for all teachers. Benefit provider costs for teachers are expected to decrease by 1.5% and we anticipate support staff benefit provider costs to increase minimally. Pension costs for teachers are fully funded by the Provincial Government while pension costs for support staff are estimated to remain constant.

Financial Impact

As a result of expenditure growth out pacing revenue, it has been necessary to utilize Accumulated Operating Reserves to match expenditure decisions to the resources available. The division is expecting Accumulated Operating Reserves of \$3.38 million as at August 31, 2015. In the 2015-2016 budget, we anticipate Operating Reserves in the amount of \$196K will be used to provide additional funding to offset projected deficits. The balance at the end of August 31, 2016 for Operating Reserves is estimated at \$3.18 million.

Financial Forecast

We are faced with managing a difficult fiscal situation while protecting the educational programs and services and putting the best interest of students ahead of other desires. As the cost of supplies, salaries, benefits and contracted services increase, spending will be adjusted to ensure that expenditures do not exceed forecasted revenues. When resources are limited, the priority is to ensure that the needs of classrooms are met. This often involves the reduction of supplies and contracted services or a review of the effectiveness and efficiency of program and service delivery. This work is ongoing as our Administrative and Educational leaders identify what activities have the most value, should not be done and should be done better.

The Superintendent is dedicated to ensuring that positive relationships are the basis of our important work. Effective communication and open, transparent systems will be the norm as we move forward in some very exciting times in Parkland School Division.

As communities mature and change, we are experiencing different demands for student spaces in our schools. The Board is committed in its efforts to hear from the community. Trustees continue to increase their connection with stakeholders and commit to ensuring greater public engagement. With the Prescott Learning Centre scheduled to open in the 2016-2017 school year, the Board will be undertaking a comprehensive attendance area review in the City of Spruce Grove.

The work to support classroom teachers and school-based administrators to provide quality educational support and/or programming supports for students with diverse learning needs is always done with our division goals of Inclusive Education, Quality Teaching, Culture of Wellness and Universal Leadership in mind. The reorganization of the Learning Services Department directly supports this work.

The division will need to monitor Accumulated Operating Reserves in future operating budgets to ensure that it maintains an appropriate balance between meeting the needs of students and the financial health of the district. The amount of reserves will be dependent on future financial resources and expenditure decisions made by the division

A summary of Parkland School Division No. 70 budgeted revenues, expenditures and operating reserves is shown on Schedule D.

Human Resources

Division staffing has the greatest impact on the educational opportunities provided to students within Parkland School Division No. 70 and consequently makes up 74% of the division's budget. Total salaries and benefits for the division increased by 5.93% over 2014-2015.

The division will employ 570.18 full time equivalent teachers and 397.17 full time equivalent support staff in 2015-2016. 2015-2016 will see an overall increase of 1.50 teaching staff and an overall increase of 21.44 support staff. Our education assistants will see an increase of 20.29, while other school based positions increase by 2.45. Transportation staff will see an increase of 1.32. There is a decrease of 1.75 in maintenance staff, as well as decrease of 0.87 in custodial staff.

Capital Plan

All new school facilities are funded from the Province of Alberta through Alberta Education in consultation with the Department of Infrastructure. Each year, school jurisdictions submit facility needs for the next three years and await funding and approval from the province.

The Board has approved a Capital Plan submission for the construction of a new K-9 school in Spruce Grove and as well as a complete preservation and modernization of Woodhaven Middle School and Stony Plain Central School as priorities for year one. Year two includes a modernization of Spruce Grove Composite High School. Year three priorities will be determined using the strategic facilities plan as a framework.

Construction of the Prescott Learning Centre, a new K-9 school located in the City of Spruce Grove is underway and is scheduled to open in the 2016-2017 school year. Parkland School Division has lead the way collaborating with partners to create a Wellness Centre, which will support the community and area. Partners include the City of Spruce Grove, YMCA, the Government of Alberta Human Services and Beaverbrook Developments.

Alberta Education recognizes our high-growth enrolment and the need for longer-term infrastructure planning and is committed to getting children into new classrooms sooner and protecting existing schools so they are safe and comfortable for students. On October 8, 2014, the Alberta Government announced a second new K-9 school to be located in the City of Spruce Grove. Planning for the school is well underway and is scheduled to open in the 2017-2018 school year. Additionally, to assist Parkland School Division with our immediate challenge to provide additional classrooms in the City of Spruce Grove, we received four new modular classrooms at École Broxton Park School.

The Capital Plan for 2015-2018 is referenced for information purposes only, and does not form part of Parkland School Division No. 70's operating budget.



Parkland School Division No. 70
2015-2016 Final Budget
Final Budget Assumptions – November 2015

The following table outlines the assumptions used in developing the 2015-2016 operating budget, the basis for the assumption and the risk associated if the assumption is not correct or other factors influence the original assumption made.

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Enrolment	<p>Overall enrolment increase of 302 students (2.88%) broken out as follows:</p> <p>Community A: -13 (-1.65%) Community B: 154 (+3.65%) Community C: 141 (+2.7%)</p>	<p>Review of students is prepared by each school Principal using the principles of “Cohort Survival” and known information. Students automatically move by grade to the next grade in the upcoming year. ECS numbers are estimated based on current registrations and historical information.</p>	<p>Risk of not achieving estimated enrolments will result in decreased revenues and adjustments will need to be made to programming and staffing or risk budget deficit. Risk is low, as there is a trend to have more students on September 30th than projected in the previous spring.</p>
Average CEUs	<p>FTE enrolment is based on estimating the number of CEU’s earned at high school. FTE enrolment is projected to decrease by 21.19 FTE or -0.89% (See Enrolment Summary).</p>	<p>Average CEU per student is calculated by reviewing average CEUs earned over a three year period, student transfers from feeder schools and assessing a reasonable amount using known information.</p>	<p>If average CEU’s are below the estimate, there will be less revenue for the district and for the high schools. If CEU’s are higher than average, then there may be a disproportionate amount of revenue being retained by the high schools rather than being allocated under the budget allocation model.</p>
Grant Revenues	<p>Base Funding increase 1.8% Class size rates increase by 2.0%. Infrastructure, Maintenance and Renewal Grant is expected to remain at the 2014 level. All other grants remain unchanged</p>	<p>The Provincial Grant rates are known and allocated to school jurisdictions to support approved education programs for students in ECS to Grade 12. Revenues are calculated using the applicable formulas, rates, and criteria from Alberta Education’s Funding Manual for School Authorities</p>	<p>As the total Provincial grant revenues are known there is no associated risk after passing the budget on this item.</p>



Parkland School Division No. 70
2015-2016 Final Budget
Final Budget Assumptions – November 2015

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Teacher Salary Costs	ATA Salary Increase = 2% ATA signing bonus = 1% Average teacher salary cost: \$90,120 Average teacher salary and benefits cost \$100,493 Grid movement cost \$1,551	Average salaries are used for all school based positions and are determined by advancing the experience grid of the current staffing. Principal and administrative positions include negotiated allowances as per the collective agreement.	Risk is low as average salaries tend to decrease in September as teachers retire and are replaced by more junior teachers. Salary Estimates are revised September 30, if required.
Support Staff Salaries	CAAMSE = TBD IUOE = TBD NUG = TBD	Average salaries are used for all school based positions and are determined by using actual salaries for current staffing. Collective agreements for CAAMSE and IUOE expire August 31, 2015.	That settlements not yet reached exceed the amounted budgeted. Estimates are revised September 30, if required.
Negotiated Benefits	ATA Employer Contribution 90% (Dental, Vision and EHC); 96.5% (EDB, Life, AD&D) CAAMSE, IUOE, NUG Employer Contribution 85%	Known as negotiated.	No risk.
Benefit Provider Rates - Teachers	ASEBP – The overall premium rates are estimated to decrease on average by over 1.5%. EI costs to increase by 1.8% CPP costs to increase by 1.8%	As per April 2015 ASEBP Premium Rate Notification	Risk that Parkland School Division could move into increased surcharge on Life and EDB or move into surcharge on EHC, Dental, or vision, which would increase costs. Risk is low as this is based on preliminary information from ASEBP.

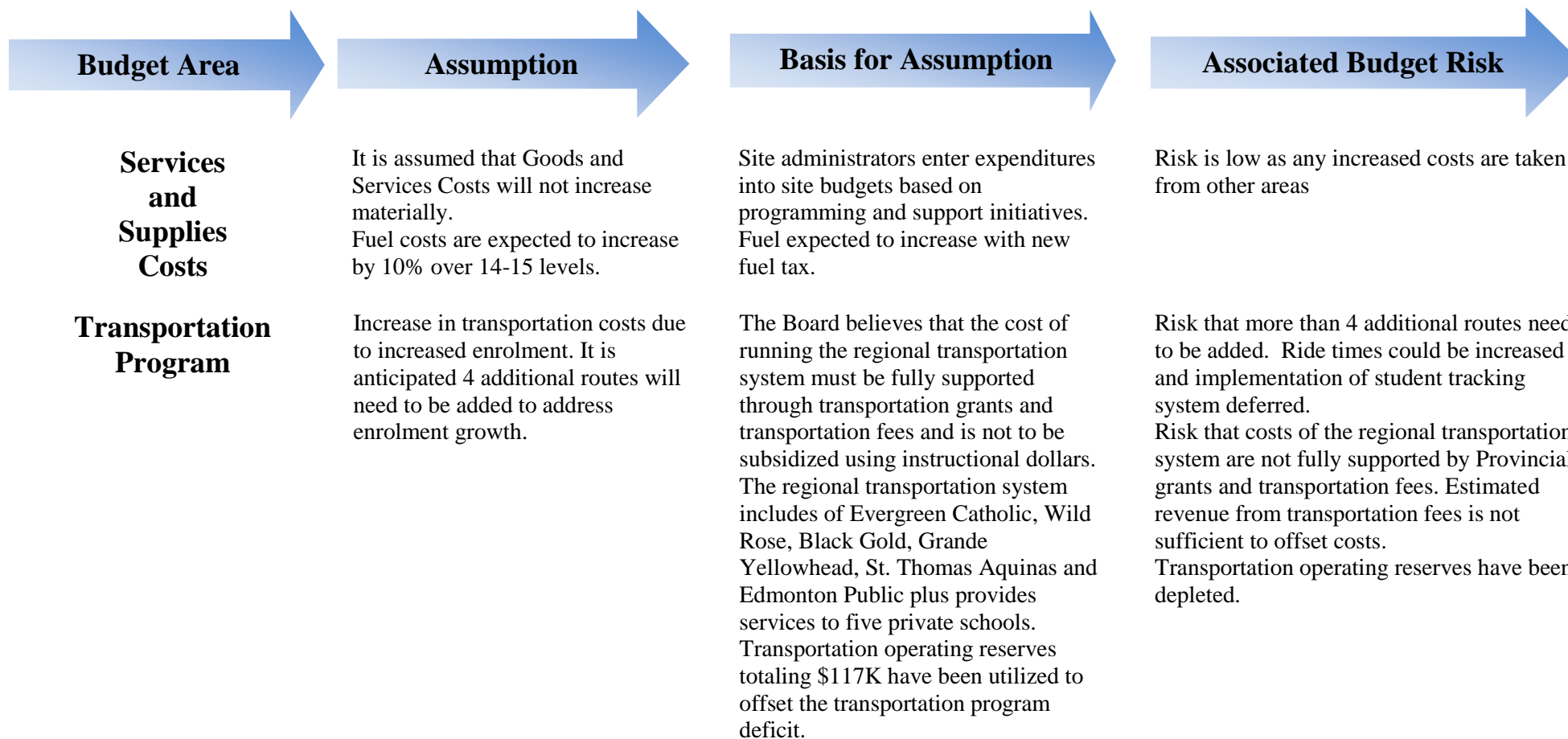


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Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Benefit Provider Rates - Teachers	ASEBP – The overall premium rates are estimated to decrease on average by over 1.5%. EI costs to increase by 1.8% CPP costs to increase by 1.8%	As per April 2015 ASEBP Premium Rate Notification	Risk that Parkland School Division could move into increased surcharge on Life and EDB or move into surcharge on EHC, Dental, or vision, which would increase costs. Risk is low as this is based on preliminary information from ASEBP.
Benefit Provider Rates - Support Staff	Sunlife – The overall premium rate increase for 2016 is expected to be minimal. EI costs to increase by 1.8% CPP costs to increase by 1.8%		Risk that rates are higher than estimated as the aging employee population continues to put pressure on the Life and LTD claims. Risk of increase in health and dental claim utilization.
Pension Costs	Employer contributions for Alberta Teachers’ Retirement Fund contributions are made by the Provincial Government.		None as fully funded by Provincial Government.
	Local Authorities Pension Plan contribution rate is not expected to increase at January 1, 2016.	LAPP Trustees review the actuarial valuations and assess rates accordingly.	Risk, if LAPP Board decides to implement mid-year increase, January 1, 2016.
Human Resources	Change in Staff – Full Time Equivalent (FTE) Certificated Staff = +1.50 FTE Support Staff = +21.44 FTE Total = +22.94 FTE	Site administrators enter each staff member into the budget by position. Staffing decisions are made according to availability of resources and delivery of educational programming and services	Risk is low, as there is a trend to have more students on September 30 th than projected in the previous spring. There may be an increase in risk if the number of students with diverse learning needs rises

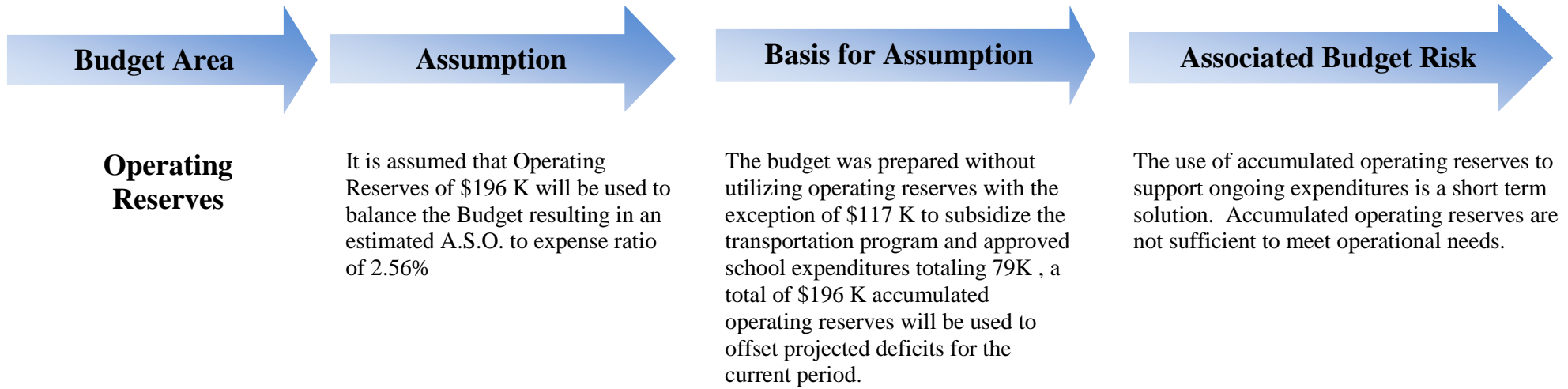


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The following table outlines the assumptions used in developing the 2015-2016 operating budget, the basis for the assumption and the risk associated if the assumption is not correct or other factors influence the original assumption made.

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Enrolment	<p>Overall enrolment increase of 302 students (2.88%) broken out as follows:</p> <p>Community A: -13 (-1.65%) Community B: 154 (+3.65%) Community C: 141 (+2.7%)</p>	<p>Review of students is prepared by each school Principal using the principles of “Cohort Survival” and known information. Students automatically move by grade to the next grade in the upcoming year. ECS numbers are estimated based on current registrations and historical information.</p>	<p>Risk of not achieving estimated enrolments will result in decreased revenues and adjustments will need to be made to programming and staffing or risk budget deficit. Risk is low, as there is a trend to have more students on September 30th than projected in the previous spring.</p>
Average CEUs	<p>FTE enrolment is based on estimating the number of CEU’s earned at high school. FTE enrolment is projected to decrease by 21.19 FTE or -0.89% (See Enrolment Summary).</p>	<p>Average CEU per student is calculated by reviewing average CEUs earned over a three year period, student transfers from feeder schools and assessing a reasonable amount using known information.</p>	<p>If average CEU’s are below the estimate, there will be less revenue for the district and for the high schools. If CEU’s are higher than average, then there may be a disproportionate amount of revenue being retained by the high schools rather than being allocated under the budget allocation model.</p>
Grant Revenues	<p>Base Funding increase 1.8% Class size rates increase by 2.0%. Infrastructure, Maintenance and Renewal Grant is expected to remain at the 2014 level. All other grants remain unchanged</p>	<p>The Provincial Grant rates are known and allocated to school jurisdictions to support approved education programs for students in ECS to Grade 12. Revenues are calculated using the applicable formulas, rates, and criteria from Alberta Education’s Funding Manual for School Authorities</p>	<p>As the total Provincial grant revenues are known there is no associated risk after passing the budget on this item.</p>



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Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Teacher Salary Costs	ATA Salary Increase = 2% ATA signing bonus = 1% Average teacher salary cost: \$90,120 Average teacher salary and benefits cost \$100,493 Grid movement cost \$1,551	Average salaries are used for all school based positions and are determined by advancing the experience grid of the current staffing. Principal and administrative positions include negotiated allowances as per the collective agreement.	Risk is low as average salaries tend to decrease in September as teachers retire and are replaced by more junior teachers. Salary Estimates are revised September 30, if required.
Support Staff Salaries	CAAMSE = TBD IUOE = TBD NUG = TBD	Average salaries are used for all school based positions and are determined by using actual salaries for current staffing. Collective agreements for CAAMSE and IUOE expire August 31, 2015.	That settlements not yet reached exceed the amount budgeted. Estimates are revised September 30, if required.
Negotiated Benefits	ATA Employer Contribution 90% (Dental, Vision and EHC); 96.5% (EDB, Life, AD&D) CAAMSE, IUOE, NUG Employer Contribution 85%	Known as negotiated.	No risk.
Benefit Provider Rates - Teachers	ASEBP – The overall premium rates are estimated to decrease on average by over 1.5%. EI costs to increase by 1.8% CPP costs to increase by 1.8%	As per April 2015 ASEBP Premium Rate Notification	Risk that Parkland School Division could move into increased surcharge on Life and EDB or move into surcharge on EHC, Dental, or vision, which would increase costs. Risk is low as this is based on preliminary information from ASEBP.

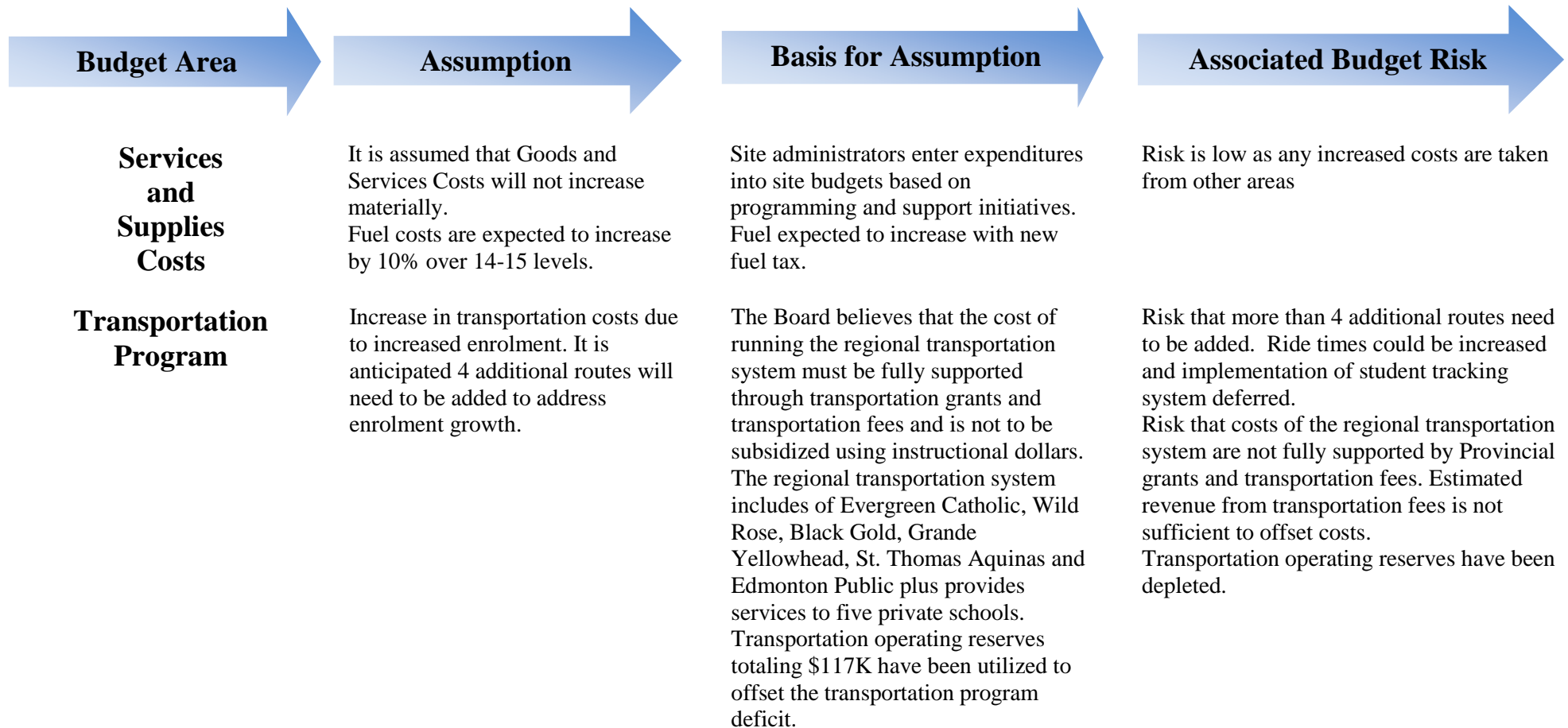


Parkland School Division No. 70
2015-2016 Final Budget
Final Budget Assumptions – November 2015

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Benefit Provider Rates - Teachers	ASEBP – The overall premium rates are estimated to decrease on average by over 1.5%. EI costs to increase by 1.8% CPP costs to increase by 1.8%	As per April 2015 ASEBP Premium Rate Notification	Risk that Parkland School Division could move into increased surcharge on Life and EDB or move into surcharge on EHC, Dental, or vision, which would increase costs. Risk is low as this is based on preliminary information from ASEBP.
Benefit Provider Rates - Support Staff	Sunlife – The overall premium rate increase for 2016 is expected to be minimal. EI costs to increase by 1.8% CPP costs to increase by 1.8%		Risk that rates are higher than estimated as the aging employee population continues to put pressure on the Life and LTD claims. Risk of increase in health and dental claim utilization.
Pension Costs	Employer contributions for Alberta Teachers’ Retirement Fund contributions are made by the Provincial Government.		None as fully funded by Provincial Government.
	Local Authorities Pension Plan contribution rate is not expected to increase at January 1, 2016.	LAPP Trustees review the actuarial valuations and assess rates accordingly.	Risk, if LAPP Board decides to implement mid-year increase, January 1, 2016.
Human Resources	Change in Staff – Full Time Equivalent (FTE) Certificated Staff = +1.50 FTE Support Staff = +21.44 FTE Total = +22.94 FTE	Site administrators enter each staff member into the budget by position. Staffing decisions are made according to availability of resources and delivery of educational programming and services	Risk is low, as there is a trend to have more students on September 30 th than projected in the previous spring. There may be an increase in risk if the number of students with diverse learning needs rises

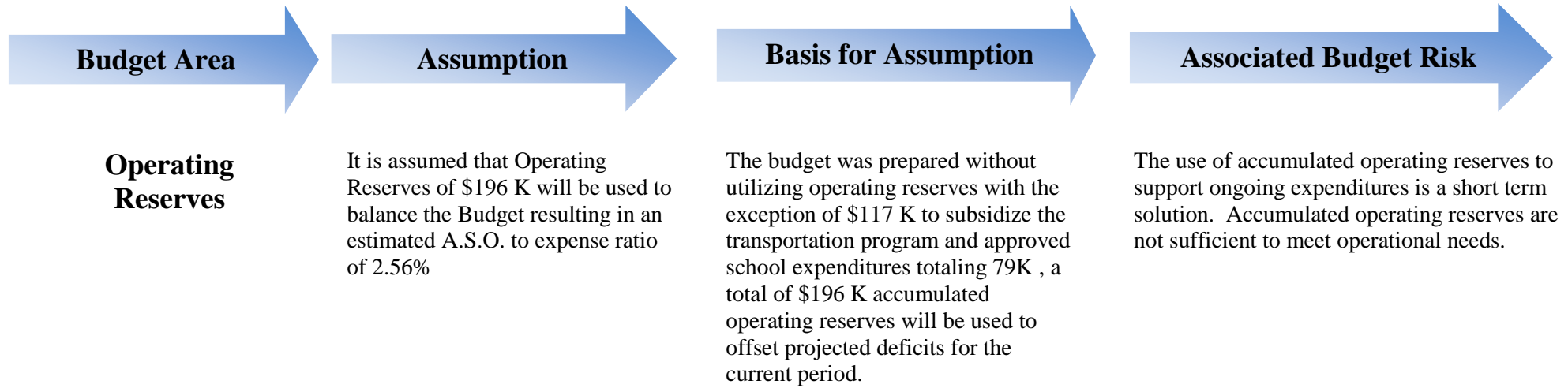


**Parkland School Division No. 70
2015-2016 Final Budget
Final Budget Assumptions – November 2015**





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Schedule B

Enrolment Report at September 30, 2015

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/15	Preliminary 09/30/15	09/30/14	09/30/13	09/28/12	09/30/11
Blueberry	57	60	52	65	55	67	50	64	49	52				571	574	559	514	518	518
Brookwood	183	206	155	153	131									828	832	732	584	575	559
Connections for Learning		9	9	6	7	9	10	7	4	7	14	9	25	116	83	97	95	121	163
Home Ed		3	1	2	2	6	3	5	4	7		2	1	36	27	28	24	26	13
Bright Bank Institutional					2	4	1	4						11	12	10	11	11	12
Duffield	28	22	29	27	26	35	25	30	37	37				296	312	280	263	274	293
École Broxton Park	242	129	105	98	100	87	69	70	65	51				1016	1053	972	874	771	692
French	94	91	61	60	55	43	36	33	38	22				533	500	500	415	366	
Maranatha	41	32	38	30	34	36	27	32	21	22				313	292	292	290	267	
Other	107	6	6	8	11	8	6	5	6	7				170	261	180	169	138	
École Meridian Heights	83	92	82	75	75	67	54	70	65	60				723	756	717	706	668	647
English	13	28	19	23	24	29	24	42	31	30				263	331	292	294	289	
French	70	64	63	52	51	38	30	28	34	30				460	425	425	412	379	
Entwistle	13	13	12	13	16	16	11	9	17	10				130	126	132	130	118	127
Forest Green	41	40	41	43	45	37	26							273	259	250	254	248	243
Graminia	55	47	50	62	56	63	46	45	55	52				531	529	510	513	523	508
Greystone Centennial Middle						141	138	165	124	126				694	690	662	633	532	498
High Park	44	48	44	46	34	44	39	53	46	55				453	455	449	467	469	429
Keephills														0	0	44	59	49	49
Memorial Composite High											399	385	378	1162	1144	1164	1163	1177	1152
Millgrove	41	49	114	118	92									414	427	507	591	559	476
Muir Lake	33	42	42	46	51	43	46	41	36	53				433	436	437	433	428	403
Parkland Village	63	43	43	49	51									249	244	212	188	182	178
Seba Beach	10	2	8	11	12	6	11	14	8	12				94	73	76	95	113	125
Spruce Grove Composite High											321	375	333	1029	1064	1040	976	968	1016
English											287	339	311	937	959	935	870	876	
French											34	36	22	92	105	105	106	92	
Stony Plain Central	66	46	42	37	54	51	41	80	91	83				591	533	504	475	439	434
Tomahawk	10	16	16	8	11	17	12	14	13	12				129	121	131	116	116	114
Wabamun	21	12	13	18	11	13	13	9	8	8				126	118	125	119	108	114
Woodhaven Middle						130	121	120	114	123				608	623	593	571	558	564
ECS - Grade 12 Enrolment	990	879	858	877	831	836	716	800	736	748	734	771	737	10513	10491	10231	9854	9551	9327
Memorial Outreach											1	10	66	77	0	101	98	86	110
Spruce Grove Outreach											5	14	59	78	0	101	56	46	51
Outreach Programs											6	24	125	155	0	202	154	132	161
Total Enrolment	990	879	858	877	831	836	716	800	736	748	740	795	862	10668	10491	10433	10008	9683	9488
Projected Additional Outreach Enrolments*											8	35	65	108	249	41	192	156	134
Total Enrolment - Projected and Registered	990	879	858	877	831	836	716	800	736	748	748	830	927	10776	10740	10474	10200	9839	9622

*Outreach students enroll in classes throughout the year - Presented to Board October 6, 2015

Schedule B
Enrolment Report at September 30, 2015

Enrolment - Community A

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/15	09/30/15	09/30/14	09/30/13	09/28/12	09/30/11
Duffield	28	22	29	27	26	35	25	30	37	37				296	312	280	263	274	293
Entwistle	13	13	12	13	16	16	11	9	17	10				130	126	132	130	118	127
Keephills														0	0	44	59	49	49
Seba Beach	10	2	8	11	12	6	11	14	8	12				94	73	76	95	113	125
Tomahawk	10	16	16	8	11	17	12	14	13	12				129	121	131	116	116	114
Wabamun	21	12	13	18	11	13	13	9	8	8				126	118	125	119	108	114
Total Community A	82	65	78	77	76	87	72	76	83	79	0	0	0	775	750	788	782	778	822

Enrolment - Community B

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/15	09/30/15	09/30/14	09/30/13	09/28/12	09/30/11
Forest Green	41	40	41	43	45	37	26							273	259	250	254	248	243
High Park	44	48	44	46	34	44	39		53	46				453	455	449	467	469	429
Memorial Composite High											399	385	378	1162	1144	1164	1163	1177	1152
Ecole Meridian Heights	83	92	82	75	75	67	54	70	65	60				723	756	717	706	668	647
Stony Plain Central	66	46	42	37	54	51	41	80	91	83				591	533	504	475	439	434
Stony Plain	234	226	209	201	208	199	160	203	202	198	399	385	378	3202	3147	3084	3065	3001	2905
Connections for Learning		9	9	6	7	9	10	7	4	7	14	9	25	116	83	97	95	121	163
Home Ed		3	1	2	2	6	3	5	4	7		2	1	36	27	28	24	26	13
Bright Bank Institutional					2	4	1	4						11	12	10	11	11	12
Muir Lake	33	42	42	46	51	43	46	41	36	53				433	436	437	433	428	403
Blueberry	57	60	52	65	55	67	50	64	49	52				571	574	559	514	518	518
Total Community B	324	340	313	320	325	328	270	324	295	317	413	396	404	4369	4279	4215	4142	4105	4014

Enrolment - Community C

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/15	09/30/15	09/30/14	09/30/13	09/28/12	09/30/11
Brookwood	183	206	155	153	131									828	832	732	584	575	559
Ecole Broxton Park	242	129	105	98	100	87	69	70	65	51				1016	1053	972	874	771	692
Greystone Centennial Middle						141	138	165	124	126				694	690	662	633	532	498
Millgrove	41	49	114	118	92									414	427	507	591	559	476
Spruce Grove Composite High											321	375	333	1029	1064	1040	976	968	1016
Woodhaven Middle						130	121	120	114	123				608	623	593	571	558	564
Spruce Grove	466	384	374	369	323	358	328	355	303	300	321	375	333	4589	4689	4506	4229	3963	3805
Graminia	55	47	50	62	56	63	46	45	55	52				531	529	510	513	523	508
Parkland Village	63	43	43	49	51									249	244	212	188	182	178
Total Community C	584	474	467	480	430	421	374	400	358	352	321	375	333	5369	5462	5228	4930	4668	4491

Enrolment - Outreach Programs

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/15	09/30/15	09/30/14	09/30/13	09/28/12	09/30/11
Memorial Outreach											1	10	66	77	0	101	98	86	110
Spruce Grove Outreach											5	14	59	78	0	101	56	46	51
Projected Additional Outreach Enrolments											8	35	65	108	249	41	192	156	134
Total Outreach											14	59	190	263	249	243	346	288	295

**Schedule C
Class Size Report (All Subjects)**

2015-16 Final Budget

	K to 3			4 to 6			7 to 9			10 to 12		
	Actual 2013/14	Actual 2014/15	Budget 2015/16	Actual 2013/14	Actual 2014/15	Budget 2015/16	Actual 2013/14	Actual 2014/15	Budget 2015/16	Actual 2013/14	Actual 2014/15	Budget 2015/16
Blueberry	19.7	19.9	19.6	21.0	21.4	24.9	24.2	22.5	23.8	-	-	-
Brookwood	17.1	19.5	23.4	26.1	28.4	27.0	-	-	-	-	-	-
Duffield	19.8	21.3	18.0	22.3	23.7	22.0	19.3	20.2	22.0	-	-	-
École Broxton Park	18.9	20.0	20.3	22.0	23.3	20.8	21.9	24.8	23.1	-	-	-
École Meridian Heights	18.6	17.0	19.0	19.1	18.5	22.0	22.6	21.0	24.0	-	-	-
Entwistle	15.8	14.5	12.8	16.5	18.0	31.0	17.0	19.0	22.0	-	-	-
Forest Green	16.6	19.4	20.4	17.6	19.3	25.5	-	-	-	-	-	-
Graminia	18.3	17.5	21.0	23.3	21.4	19.2	23.0	21.1	23.5	-	-	-
Greystone Centennial Middle	-	-	-	22.5	22.5	23.4	23.8	24.6	25.4	-	-	-
High Park	19.0	19.4	22.7	21.3	22.2	20.2	24.0	24.5	24.5	-	-	-
Keephills	17.0	10.7	-	19.1	15.8	-	-	-	-	-	-	-
Memorial Composite High	-	-	-	-	-	-	-	-	-	25.4	26.9	26.9
Millgrove	22.5	21.1	20.1	24.3	20.2	23.0	-	-	-	-	-	-
Muir Lake	16.8	19.8	20.5	19.1	23.5	28.0	23.6	21.3	21.7	-	-	-
Parkland Village	17.7	18.8	19.1	18.9	23.5	25.5	-	-	-	-	-	-
Seba Beach	10.0	17.0	16.0	24.0	17.0	21.0	19.6	17.2	28.0	-	-	-
Spruce Grove Composite High	-	-	-	-	-	-	-	-	-	28.5	25.1	28.0
Stony Plain Central	17.6	19.8	23.0	25.8	24.8	23.5	24.1	25.3	25.6	-	-	-
Tomahawk	15.3	19.7	17.0	21.0	13.3	19.0	15.0	14.8	17.0	-	-	-
Wabamun	18.0	19.0	17.6	22.0	27.0	23.0	21.0	17.5	17.5	-	-	-
Woodhaven Middle	-	-	-	25.6	22.3	26.0	23.3	21.0	27.1	-	-	-
	18.4	19.1	19.4	21.7	21.8	23.6	22.7	22.0	23.2	26.9	25.9	27.5

Schedule D - 2015-16 Final Budget Financial Forecast

Budget Statement of Revenues and Expenses

	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Revenues				
Instruction (ECS to Grade 12)	86,681,657	93,536,252	6,854,594	7.91%
School Generated Funds	2,583,269	2,281,466	(301,803)	-11.68%
Operation and Maintenance	14,848,331	13,419,277	(1,429,054)	-9.62%
Transportation	10,503,374	10,651,613	148,239	1.41%
Board and System Administration	3,959,136	4,053,454	94,318	2.38%
External Services	54,318	38,680	(15,638)	-28.79%
Total Revenues	118,630,085	123,980,741	5,350,656	4.51%
Expenses				
Instruction (ECS to Grade 12)	87,527,628	93,596,424	6,068,796	6.93%
School Generated Funds	2,583,269	2,281,466	(301,803)	-11.68%
Operation and Maintenance	14,875,317	13,438,098	(1,437,219)	-9.66%
Transportation	10,608,375	10,768,613	160,238	1.51%
Board and System Administration	3,959,136	4,053,454	94,318	2.38%
External Services	54,318	38,680	(15,638)	-28.79%
Total Expenses	119,608,043	124,176,734	4,568,691	3.82%
Surplus/(Deficit)	(977,958)	(195,993)	781,965	

Block	Projected Operating Reserves at Aug 31, 2015	Projected Surplus (Deficit)	Projected Operating Reserves at Aug 31, 2016
Instruction	1,937,860	(78,993)	1,858,867
Board and System Administration	275,248	-	275,248
Operations and Maintenance	-	-	-
Transportation	221,075	(117,000)	104,075
External Services	-	-	-
Total	2,434,183	(195,993)	- 2,238,190
Unrestricted	943,768		943,768
Total Accumulated Surplus from Operations (Excluding SGF)	3,377,951		3,181,958
A.S.O. to expense Ratio	2.81%		2.56%

2015-16 Final Budget
BUDGET ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS

REVENUES	Total	Instruction	Administration	Operations and Maintenance	Transportation	External Services
Alberta Education	112,949,407	89,787,671	3,800,164	9,768,206	9,593,367	-
Alberta Finance	1,786	-	-	1,786	-	-
Other - Government of Alberta	-	-	-	-	-	-
Federal Government and/or First Nations	1,991,235	1,708,900	75,289	207,046	-	-
Other Alberta school authorities	109,215	36,215	-	-	73,000	-
Out of province authorities	11,250	11,250	-	-	-	-
Alberta Municipalities	-	-	-	-	-	-
Instruction resource fees	737,655	737,655	-	-	-	-
School based course material fees	866,137	866,137	-	-	-	-
Transportation fees	800,215	-	-	-	800,215	-
Other Student Fees	704,099	704,099	-	-	-	-
Other sales and services	781,313	588,281	8,000	-	185,032	-
Investment income	170,000	-	170,000	-	-	-
Gifts and Donations	94,451	94,451	-	-	-	-
Fundraising	1,283,059	1,283,059	-	-	-	-
Rentals of facilities	38,680	-	-	-	-	38,680
Amortization of capital allocations	3,442,239	-	-	3,442,239	-	-
TOTAL REVENUES	123,980,741	95,817,718	4,053,454	13,419,277	10,651,614	38,680
EXPENSES						
Certificated Salaries	56,042,656	55,551,576	491,081	-	-	-
Certificated Benefits	12,546,864	12,393,319	153,545	-	-	-
Non-Certificated Salaries and Wages	18,667,425	12,827,614	1,653,484	3,702,295	445,353	38,680
Non-Certificated Benefits	4,788,100	3,337,976	334,294	1,019,662	96,168	-
SUB-TOTAL	92,045,046	84,110,485	2,632,404	4,721,958	541,520	38,680
Services, contracts and supplies	25,783,954	8,802,476	1,306,290	5,395,321	10,279,867	-
Cost recoveries between programs	-	267,195	16,800	(173,822)	(110,173)	-
Direct Cost of Fundraising and Fees	1,791,364	1,791,364	-	-	-	-
Capital and debt services						
Amortization of capital assets						
Supported	3,442,239	-	-	3,442,239	-	-
Unsupported	1,112,345	925,190	97,960	31,795	57,400	-
Total Amortization	4,554,584	925,190	97,960	3,474,034	57,400	-
Interest on capital debt						
Supported	1,786	-	-	1,786	-	-
Unsupported	-	-	-	-	-	-
Other interest charges	-	-	-	-	-	-
Losses on disposal of capital assets	-	-	-	-	-	-
TOTAL EXPENSES	124,176,734	95,896,710	4,053,454	13,419,277	10,768,614	38,680
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEMS	(195,993)	(78,992)	(0)	0	(117,000)	-

BUDGET REVENUE

	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Revenue Alberta Education				
School Jurisdiction Base Funding				
Base Instruction (Gr 1-12)	60,416,228	63,632,018	3,215,791	5.32%
Early Childhood Services (ECS)	3,248,032	3,279,782	31,750	0.98%
Home Education	45,956	60,149	14,194	30.89%
Outreach Schools	188,918	188,918	0	0.00%
Sub Total	63,899,133	67,160,868	3,261,735	5.10%
Alberta Education - Administration				
Administration allocation	3,631,400	3,735,554	104,154	2.87%
Sub Total	3,631,400	3,735,554	104,154	2.87%
Differential Cost Funding				
ECS Program Unit	3,407,089	5,245,243	1,838,154	53.95%
English as a Second Language	77,755	74,220	-3,534	-4.55%
First Nations, Metis & Inuit Education	738,669	722,175	-16,493	-2.23%
Inclusive Education	5,847,346	6,004,459	157,113	2.69%
Small Schools by Necessity	795,114	900,142	105,028	13.21%
Socio - economic Status	806,115	831,809	25,694	3.19%
Equity of Opportunity	1,094,831	1,190,131	95,300	8.70%
Sub Total	12,766,918	14,968,179	2,201,261	17.24%
Differential Cost Funding - Operations and Maintenance				
Operations & maintenance support	7,724,023	8,000,524	276,501	3.58%
Sub Total	7,724,023	8,000,524	276,501	3.58%
Alberta Education - Other				
Institutional Programs	291,771	288,783	-2,988	-1.02%
Lump Sum Payment	0	555,000	555,000	
Government Contributions to ATRF	6,270,451	6,584,451	314,000	5.01%
Other	0	55,000	55,000	
Sub Total	6,562,222	7,483,234	921,012	14.04%
Federal French Funding				
Federal French Funding	103,000	109,000	6,000	5.83%
Sub Total	103,000	109,000	6,000	5.83%
Transportation Funding				
Transportation - Rural	6,163,244	6,166,536	3,292	0.05%
Special Education Transportation	657,518	667,808	10,290	1.56%
Transportation - Disabled - ECS	206,020	236,609	30,589	14.85%
Transportation - In Home - ECS	47,716	51,110	3,394	7.11%
Urban Transportation	2,361,489	2,471,303	109,814	4.65%
Sub Total	9,435,987	9,593,366	157,379	1.67%
Provincial Priority Targeted Funding				
Supernet Service	240,000	240,000	0	0.00%
Sub Total	240,000	240,000	0	

BUDGET REVENUE

	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Capital Funding				
Infrastructure Maintenance and Renewal	3,278,690	1,767,682	-1,511,008	-46.09%
Sub Total	3,278,690	1,767,682	-1,511,008	-46.09%
Other Provincial Support Funding - Alberta Finance				
Supported Capital Interest	4,219	1,786	-2,433	-57.67%
Sub Total	4,219	1,786	-2,433	-57.67%
Federal Government				
First Nations Tuition's	1,701,616	1,882,235	180,619	10.61%
Sub Total	1,701,616	1,882,235	180,619	10.61%
From Alberta School Authorities				
Tuition Fees	33,571	36,215	2,644	7.88%
Transportation Fees	70,920	73,000	2,080	
Sub Total	104,491	109,215	4,724	4.52%
From Out of Province				
Tuition Fees	11,250	11,250	0	0.00%
Sub Total	11,250	11,250	0	0.00%
Private Organizations				
Transportation - Private Schools	16,643	10,015	-6,628	-39.82%
Transportation Insurance	182,505	165,017	-17,488	-9.58%
Sub Total	199,148	175,032	-24,116	-12.11%
Individuals				
Transportation Fees	765,000	800,215	35,215	4.60%
Rentals - Facilities	38,680	38,680	0	0.00%
Donations	146,091	94,451	-51,640	-35.35%
Instructional Material Fees (ECS)	51,351	50,736	-616	-1.20%
Instructional Material Fees	666,635	686,920	20,285	3.04%
School Based Course Material Fees	733,855	866,137	132,282	18.03%
Other Student Fees	826,312	704,099	-122,213	
Fundraising	1,297,915	1,283,059	-14,856	
Sub Total	4,502,839	4,524,296	-1,543	0.48%
Other				
Interest & Investment Income	187,061	170,000	-17,061	-9.12%
Misc. Sales	575,210	606,281	31,071	5.40%
Sub Total	762,271	776,281	14,010	1.84%
Other				
Amortization of Capital Allocations	3,679,878	3,442,239	-237,639	-6.46%
Sub Total	3,679,878	3,442,239	-237,639	-6.46%
TOTAL REVENUES	118,630,085	123,980,741	5,350,656	4.51%

Budget Expenses By Program

	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Early Childhood Services	5,267,881	6,122,734	854,852	16.23%
Instruction	84,843,016	89,755,156	4,912,140	5.79%
Board & System Administration	3,959,136	4,053,454	94,318	2.38%
Plant Operations & Maintenance	11,596,627	11,670,416	73,789	0.64%
Infrastructure Maintenance Renewal	3,278,690	1,767,682	(1,511,008)	-46.09%
Transportation	10,608,375	10,768,613	160,238	1.51%
External Services	54,318	38,680	(15,638)	-28.79%
TOTAL EXPENSES	119,608,043	124,176,734	4,568,691	3.82%

By Category	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Salaries, wages and benefits	86,889,711	92,045,046	5,155,335	5.93%
Services, contracts and supplies	22,331,750	23,526,170	1,194,420	5.35%
School generated funds	2,583,269	2,281,466	(301,803)	-11.68%
Infrastructure maintenance renewal	3,278,690	1,767,682	(1,511,008)	-46.09%
Amortization of Property and equipment	4,520,404	4,554,584	34,180	0.76%
Interest on long-term debt	4,219	1,786	(2,433)	-57.67%
TOTAL EXPENSES	119,608,043	124,176,734	4,568,691	3.82%

BUDGET EXPENDITURES BY SITE

Site	Final Budget 2014-15	Final Budget 2015-16	Variance to Budget	% Increase (decrease)
Governance	609,799	625,050	15,251	2.50%
Office of the Superintendent	515,139	530,790	15,651	3.04%
Human Resources	440,068	440,068	(1)	0.00%
Deputy Superintendent	714,460	594,759	(119,700)	-16.75%
Learning Services	2,019,950	1,977,014	(42,937)	-2.13%
Business & Finance	2,119,427	2,121,427	2,000	0.09%
System Services	1,812,190	1,853,849	41,660	2.30%
Print Centre	87,000	87,000	-	0.00%
Student Transportation	10,549,106	10,710,113	161,007	1.53%
Maintenance	4,136,535	4,445,542	309,007	7.47%
Custodial	3,421,291	3,484,534	63,243	1.85%
Infrastructure Maintenance Renewal	3,278,690	1,767,682	(1,511,008)	-46.09%
Capital and Debt Services	4,324,623	4,356,370	31,747	0.73%
Instructional Pool	1,717,702	3,342,637	1,624,934	94.60%
Government Contributions to ATRF	6,270,451	6,584,451	314,000	5.01%
Subtotal	42,016,432	42,921,285	904,853	2.15%
Blueberry School	3,814,911	3,974,180	159,268	4.17%
Brookwood School	4,406,449	5,307,228	900,779	20.44%
Ecole Broxton Park School	5,069,409	5,681,918	612,508	12.08%
Connections for Learning	1,283,247	1,321,037	37,790	2.94%
Duffield School	2,167,557	2,195,729	28,171	1.30%
Entwistle School	1,046,359	1,027,961	(18,397)	-1.76%
Forest Green School	1,969,459	2,132,690	163,231	8.29%
Graminia School	3,398,203	3,454,260	56,057	1.65%
Greystone Centennial Middle School	4,142,990	4,289,304	146,314	3.53%
High Park School	2,989,770	3,092,430	102,660	3.43%
Keephills School	505,248	-	(505,248)	-100.00%
Memorial Composite High School	7,504,571	7,817,368	312,797	4.17%
Memorial Outreach Program	600,776	511,784	(88,992)	-14.81%
Ecole Meridian Heights School	4,615,040	4,860,412	245,372	5.32%
Millgrove School	3,524,772	3,071,128	(453,644)	-12.87%
Muir Lake School	2,820,315	3,014,107	193,792	6.87%
Parkland Village School	1,886,066	1,989,730	103,664	5.50%
Seba Beach School	809,853	878,432	68,579	8.47%
Spruce Grove Composite High School	6,907,621	6,732,045	(175,576)	-2.54%
Spruce Grove Outreach Program	421,063	437,263	16,200	3.85%
Stony Plain Central School	3,312,339	3,704,291	391,951	11.83%
Tomahawk School	1,020,556	1,133,553	112,997	11.07%
Wabamun School	1,047,319	1,124,711	77,392	7.39%
Woodhaven Middle School	3,991,003	4,138,895	147,892	3.71%
Early Education	3,340,050	4,139,203	799,153	23.93%
Real Program	1,481,481	1,701,358	219,877	14.84%
Wellness Program	118,666	239,647	120,981	101.95%
Alternative Program	813,248	1,003,319	190,072	23.37%
School Generated Funds	2,583,269	2,281,466	(301,803)	-11.68%
Subtotal School Instructional Sites	77,591,611	81,255,449	3,663,838	4.72%
Total	119,608,044	124,176,734	4,568,691	3.82%



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **SPRUCE GROVE BUS TRANSFER STATION - RESERVES**

Recommendation

That the Board of Trustees establish reserves in the amount of \$1.8 M from:

- Unrestricted Net Assets: \$943,768
- Transportation Operating Reserve: \$104,075
- Instructional Pool: \$552,157
- Transportation Equipment: \$200,000

to support expenditures for the design and construction of a regional bus transfer station located at the future school site scheduled to open in September 2017 in the City of Spruce Grove's west end as presented at the Regular Meeting of November 3, 2015.

Background

The Regional Transportation System operated by Parkland School Division has existed since approximately 1995. The system was designed to maximize the transportation of students while minimizing the number of buses required - Regional Transportation, therefore, significantly decreases the physical number of buses on our roads.

In addition to reducing the need for buses, bus route design is based on maximizing the overall efficiency of the system and is not dedicated to specific stakeholders. Every school, student and family benefits from this system.

In total approximately 14,200 students receive transportation through the Regional Transportation System including approximately 4,700 students from Evergreen Catholic School Division. This currently includes 156 physical buses.

In addition to providing Transportation for Parkland School Division students, this system provides bus service for:

- Evergreen Catholic Separate School Division,
- Wild Rose School Division in Drayton Valley,
- Black Gold School Division in Devon,
- Grande Yellowhead School Division in Evansburg,
- Living Waters Christian Academy,
- SML Christian Academy
- Up (previously called Bosco)
- Devon Christian School,
- St. Thomas Aquinas Roman Catholic Schools in Drayton Valley and Leduc,
- Elves Special Needs Society,
- Alberta School for the Deaf,
- The Connect Society,
- Glenrose Rehabilitation Hospital and Harry Ainlay High School in Edmonton

There is currently no funding offered by Alberta Education or Alberta Infrastructure or Municipally from the City of Spruce Grove to cover any or all costs of a required Bus Transfer Station including design, site preparation, traffic analysis and construction. The estimated cost to complete this project is \$1.8 million dollars.

Our Board has begun advocacy efforts in order to secure all or a portion of the funds for this integral part of our Regional Transportation system. This will include lobbying our partners in branches of Government, the City of Spruce Grove and Parkland County. Parkland School Division will be approaching all educational partners currently benefiting from the Regional Transportation system. All possible funding solutions will be examined. Alternatively, the Board would have to consider replenishing the reserves by establishing a transportation user fee, for all riders in the Regional Transportation system, specifically for this purpose. We are prepared to incur costs for the full \$1.8 million from Board Reserves.

Alberta Infrastructure has requested a letter of commitment from Parkland School Division No. 70 to fund the project in its entirety in order for the Bus Transfer Site project to proceed and meet the projected school opening for September 2017.

Administration would be pleased to respond to any questions.

CJ:bms



MEMORANDUM

Date: 03 November 2015

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Claire Jonsson, Associate Superintendent

Subject: **2015-2016 REQUEST FOR SIX (6) REPLACEMENT MODULARS – DUFFIELD SCHOOL**

Recommendation

That the Board of Trustees approves the 2015-2016 application of six (6) replacement modular classrooms for Duffield School as presented at the Regular Meeting of 03 November 2015.

Background

Parkland School Division has prioritized the divisions modular classroom needs based on enrolment pressures and a systematic replacement of old outdated portable classrooms.

The 2015-16 request for new modular classrooms is based solely on the systematic replacement of old outdated portable classrooms at Duffield School that were built in 1975 and 1976.

CJ:jlf



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **WARD RESTRUCTURE**

Recommendation

That the Board of Trustees directs Administration to complete a process to collect feedback on the proposed changes in electoral boundaries; and further that this process is to be completed by January 31, 2016, as presented at the Regular Meeting of November 3, 2015.

Background

In 2013, Parkland School Division's Trustees identified concerns with the current electoral wards. Specifically, it was felt that they no longer reflected the democratic principle of representation by population.

The Board recognizes that, once elected, Trustees represent the entire School Division. Parkland School Division's Board already reflects this principle, with many Trustees acting as the primary contact for schools outside their Wards.

In early 2015, Parkland School Division's Board engaged Russell Farmer and Associates Consulting Ltd to support a review of the current ward structure, and to provide options for realignment.

The Trustees assessed options trying to balance the principle of representation by population with the challenges of representing large geographic areas of the School Division.

The Board considered several potential models before identifying an option that it believes achieves the desired balance.

Highlights of the proposed model include:

- Adjusted electoral boundaries that address the current disparity in population between wards

- Retaining a total of seven Trustees for the School Division
- A move from four (4) to three (3) Wards outside the large urban centres of Spruce Grove and Stony Plain, and an increase from three (3) to four (4) trustees representing the large urban centres
- Spruce Grove and Stony Plain operating as a single combined Ward represented by four trustees.
- “Room to Grow” has been built into the model to ensure that anticipated population growth will allow the proposed Wards to meet the School Division’s needs into the future.

Ward	% of Population (Current)	% of Population (Proposed)
1	9%	10%
2	10%	14%
3	21%	16%
4	10%	15%
5	18%	n/a
6	14%	n/a

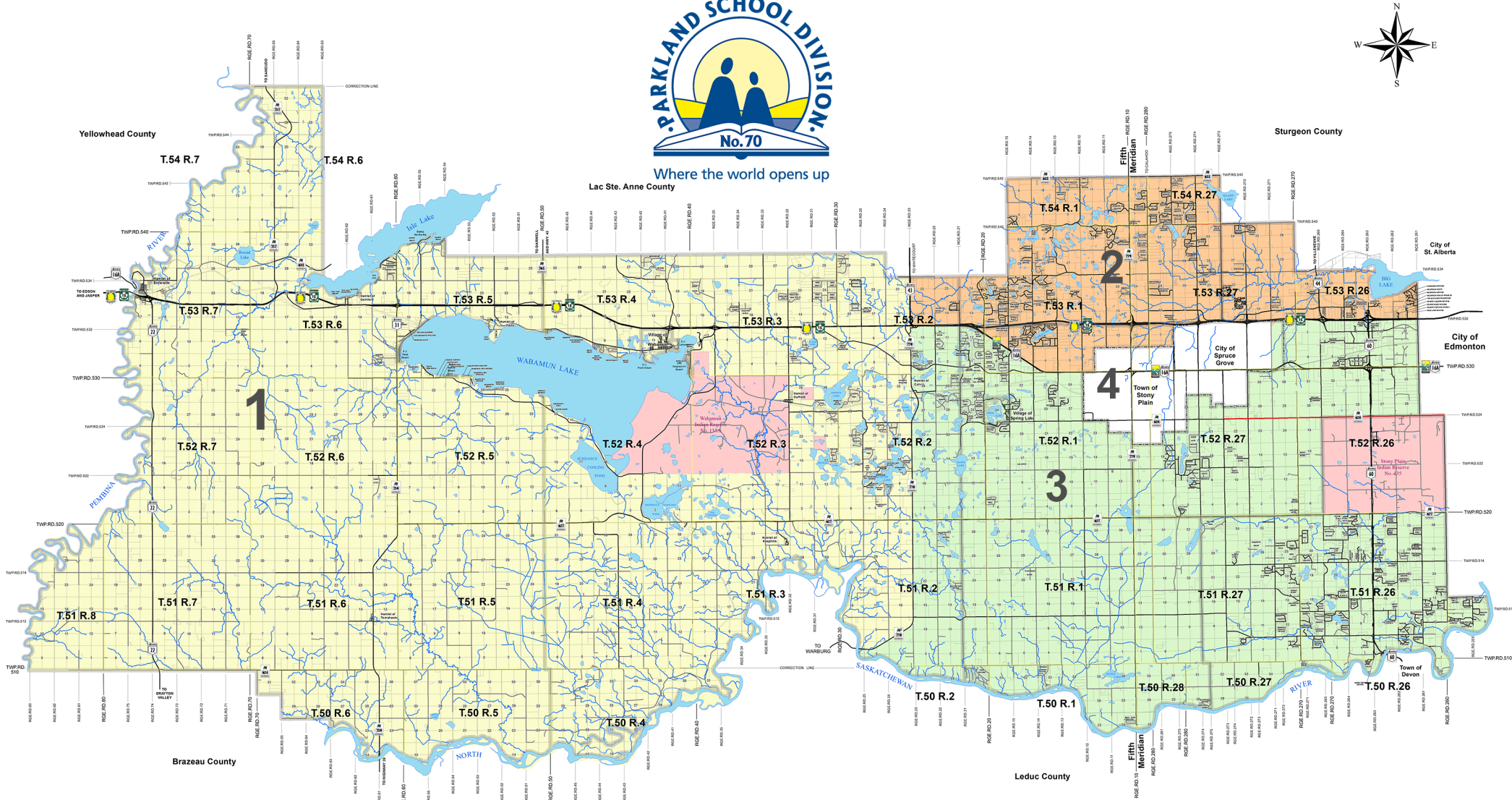
Administration would be pleased to respond to any questions.

CJ:bms

PROPOSED ELECTORAL WARDS



Where the world opens up



Legend

Area	% of Population/Trustee
Area1	10%
Area2	14%
Area3	16%
Area4	15%





MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Dr. Dianne McConnell, Associate Superintendent
Subject: **BOARD POLICY 1 – DIVISION FOUNDATION STATEMENTS**

Recommendation

That the Board of Trustees receives as information, draft Board Policy 1 – Division Foundation Statements as presented at the Regular Meeting of November 3, 2015, and further, directs Administration to circulate the draft policy to stakeholders for feedback by January 15, 2016. Stakeholders are as identified in Policy 10 – Article 6.

Background

Alberta Education developed and approved an inclusive education policy effective September 2015. This policy states:

“Alberta’s education system is built on a values-based approach to accepting responsibility for all children and students. Inclusion is a way of thinking and acting that demonstrates universal acceptance of, and belonging for, all children and students.....”

School authorities are responsible for deciding how this policy will be implemented within their respective jurisdictions. Parkland School Division developed an inclusion belief statement that outlines our foundational statement demonstrating our commitment to implementing the provincial inclusive education policy.

Excerpts are included in the Board Policy 1 – Division Foundation Statements.

Administration would be pleased to respond to any questions.

DM:bms

Policy 1

DIVISION FOUNDATIONAL STATEMENTS

Vision

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

Mission

Our purpose is to prepare, engage, and inspire our students to be their best in a quickly changing global community.

Values and Beliefs

In Parkland School Division everyone is accepted and experiences a sense of belonging. Every student, no matter their ability, disability, language, cultural background, religion, sexual orientation and gender identity, has meaningful contributions to make. The following belief statements guide our decisions and behaviors to ensure that we are creating environments and engaging in practices that have their foundation in fundamental Human Rights:

- We value and respect inclusion and diversity within our schools.
- We value trust and mutual respect among all of our education stakeholders.
- We are a caring and compassionate organization – guided by what’s in the best interest of our students.
- We embrace open and honest communication.
- We believe integrity and fairness are key pillars for student growth.
- We believe learning is the foundation of all we do.
- We believe that confident, adaptable and resilient students are successful students.
- We value excellence, innovation and risk-taking.
- We value citizenship and recognize our central role in guiding students to understand their responsibilities and their place in the world.
- We are committed to providing safe and caring places for all students to learn.
- We value collaboration and engagement with students, parents and our communities. Our successes are not possible without these contributions.
- We value leadership in all places – everyone in our Division has the potential to be a leader.

Code of Conduct

In the Division, all members of our school community are expected to promote and demonstrate respect, civility, and responsible citizenship. With these goals in mind, everyone must:

- Demonstrate honesty and integrity;
- Respect differences in people, their ideas and their opinions;
- Acknowledge the right of everyone to be treated with dignity, at all times;
- Take appropriate measures to help those in need;
- Use non-violent means to resolve conflict;
- Honour the role(s) of persons in positions of authority;
- Show care and regard for school property and the property of others;
- Comply with all applicable federal, provincial and municipal laws.

In the Division, we are all models for the kinds of citizens we desire to be. We teach and learn by example, maintain proper decorum and demonstrate professionalism in all of our interactions.

Distributed Decision-Making

The Board believes that a resilient, effective organization is managed best by employing all expertise, knowledge and resources available. Therefore, the Board is committed to an organization that is based on a distributed decision making model.

The Superintendent shall determine the distribution of decision-making responsibility throughout the organization based on the following guiding beliefs.

1. The distribution of decision-making responsibility will create, and draw upon, leadership capacity within our organization.
2. The Division's staff will have the responsibility to make decisions about activities within the scope of their authority.
3. Individuals who have critical knowledge and expertise about a certain activity are best suited to make the necessary decisions regarding how to best achieve the goals and objectives for that activity.
4. Decision-making responsibility must be supported by equitable resource allocation.
5. Equity is established through a process of collaboration and consensus building.
6. External and internal conditions affecting an organization must be shared to all parties engaged in decision making.

Distribution of Decision Making responsibility shall encompass the following guiding principles.

1. Those who are closest to the activity will have the major influence in decision-making surrounding that activity.
2. Informed decisions will be made with attention to balancing choice, responsibility, and accountability, while maintaining alignment with the organization's mission, vision and principles.
3. Individuals will accept responsibility for their decisions.
4. Decision makers will endeavor to take into account the full scope of impact of their decisions, and will collaborate with those who may be affected by such decisions.
5. Information will be shared as freely as possible throughout the organization.

Logo



Legal Reference: Section 8, 13, 39, 45, 47, 60, 61, 78, 113 School Act
School Authority Accountability Policy 2.1.1

REVISED 12 June 2012
REVISED OCTOBER 2015



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **DRAFT BOARD POLICY 15 – SCHOOL CLOSURE**

Recommendation

That the Board of Trustees receives as information, draft Board Policy 15– School Closure as presented at the Regular Meeting of November 3, 2015, and further, directs Administration to circulate the draft policy to stakeholders for feedback by January 29, 2016. Stakeholders are as identified in Policy 10 – Article 6.

Background

The process for school closure is outlined in the Province of Alberta School Act *Closure of Schools Regulation, Alberta Regulation 238/1997*. Parkland School Division Policy 15 – School closure includes Appendix A: Program Reduction/Reconfiguration and Appendix B: Criteria for use in assessing school viability in low enrolment schools/programs.

Policy 15 addresses the issue of declining student population in schools and student viability in schools and renders Appendix A and Appendix B redundant and ensures compliance the *Closure of Schools Regulation, Alberta Regulation 238/1997*.

The amendment removes Appendix A and Appendix B from Policy 15. The proposed Policy 15 is in accordance with the Regulation and provides a legally sound, effective and efficient process to address low enrolment, school viability and school closure processes within Parkland School Division.

Administration would be pleased to respond to any questions.

CJ:bms

Policy 15

SCHOOL CLOSURES

The Board recognizes that it may have to consider closure of a school, or three consecutive grades in a school, when the operation of the school is no longer financially viable.

Demographic studies will be made for all schools and will be updated periodically. Such studies will review the impact of population shifts and transportation patterns on individual schools and school centralization.

The Superintendent will annually recommend to the Board the groupings which appear to be justified, specifying individual schools for more comprehensive studies concerning possible closing.

Specifically

1. A school will be considered for a comprehensive closing study if any of the following conditions apply:
 - 1.1 The school building is inadequate by virtue of age, condition, size of site, or other overriding limitations and cannot reasonably and economically be renovated to currently accepted educational standards.
 - 1.2 The student occupancy rate of the school has fallen substantially under capacity and is projected to remain so.
 - 1.3 The school's site-based budget can no longer feasibly support the financial viability of the operation of the school.
2. Although use for students will be the primary function of a school, unusual circumstances may prevail which will require alternative use of a particular location or building. A closing study of such a school may also be authorized by the Board. A closing study will include direct consultation with those communities considered in the study and is to address the following factors:
 - 2.1 Review of the in-depth demographic studies, including grouping; and consideration of alternatives.
 - 2.2 Age and current physical condition of the building and program facilities.
 - 2.3 Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions.
 - 2.4 Reassignment of students, including alternative plans.
 - 2.5 Transportation factors, including numbers of children bussed, time, distance, and safety.
 - 2.6 Alternate uses of the building.
 - 2.7 Costs/savings:

- 2.7.1 Personnel
 - 2.7.2 Plant operation
 - 2.7.3 Transportation
 - 2.7.4 Capital investment
 - 2.7.5 Alternate use
- 2.8 Continuity of Instructional and Community Programs
- The Board recognizes that once a closure is given active consideration, the Board has an obligation to:
- 2.8.1 Ensure that students, staff and community become aware of the potential of a school closure at the point when that potential is judged to be significant; and
 - 2.8.2 Ensure that students, staff and the community become aware immediately the Board declares its intention to close a school; and have an opportunity for input.

Process

The Board establishes the following process with respect to the closing of schools:

1. The Superintendent recommends closure to the Board.
2. Where the Board decides to pursue closure, a notice of motion must be served at a regular meeting of the Board, proposing that a specific school or schools be closed.
3. Immediately following notice of motion, the Superintendent or designate must send a letter to the parent of every child in the school informing them of the fact and implications of the notice of motion.

Such communication must address questions relating to how a specific closure would affect the following:

- 3.1 The attendance area defined for that school;
- 3.2 The attendance at other schools by students re-located by virtue of school closure;
- 3.3 The need for, and extent of, busing;
- 3.4 The effect on the social environment of the community;
- 3.5 Program implications for the students when they are attending other schools;
- 3.6 Program implications for other schools;
- 3.7 The educational and financial impact of closing the school, including the effect on operational costs and the capital implications;
- 3.8 The financial and educational impact of not closing the school;
- 3.9 The capital needs of other schools that may have increased enrollment.

Such communication shall also include a statement as to the proposed disposal of the closed school (e.g., mothballing, lease to community organization, lease to government agency, sale, or demolition).

4. A public meeting shall be organized and convened by the Board, in the school, for the purpose of discussing the proposed resolution, its implications for students and for the system, possible implementation, and possible alternatives. Such a meeting must be effectively advertised, particularly to the parents of students enrolled in the school. Advance notice of two (2) weeks must be provided. At least six (6) trustees are to be in attendance at this public meeting.
5. The council of the municipality in which the school is located shall be provided an opportunity to provide a statement to the Board of the impact the closure may have on the community.
6. Concerned electors shall be allowed up to three (3) weeks to prepare a response (or responses) to the notice of motion. They are encouraged to include preferred alternatives.
7. Representatives of concerned electors shall be given an opportunity to present their response to the Board to comment upon the response and the notice of motion, and to answer questions.
8. The debate and the vote upon the motion must take place only after the above minimum criteria have been met and within twelve (12) months of the notice of motion.
9. In the event that the motion is passed, the Superintendent shall advise the Minister of Education.

Legal Reference: Section 45, 58, 60, 113, 200, 201, 270, 271 School Act
Alberta Regulation 257/2003

REVISED: November 2015

Policy 15 – Appendix A

PROGRAM REDUCTION/RECONFIGURATION

The Board believes that in certain situations, particularly those related to declining student population in schools, consideration is to be given to program reduction and/or reconfiguration as a possible means for enhancing program viability and learning opportunities for students.

Definitions

Reconfiguration

The addition or removal of one (1) or more entire grades to or from any school.

Program Reduction

The reduction of three (3) or more consecutive grades in a school, also referred to as closure in the School Act and Closure of Schools Regulation.

Specifically

The Superintendent or designate may initiate a programming review process when student enrolment levels fall below eighty (80) students in any K-6 school, or below forty-five (45) students in any grade 7-9 program of a school.

The programming review process shall take into account the:

Intended Learner Outcomes for all students in the Division (what is the evidence that students are/are not achieving the system's intended learner outcomes for all students?), and

The three "E's", that is "educational indicators", "ecological considerations", and "economic factors", where:

The educational indicators refer to the overall level of student performance in the school, as reflected in student achievement on academic, social and emotional growth measures;

The ecological considerations refer to the opportunities or challenges that program reduction or reconfiguration might have on:

Social and community relationships,

Parental involvement,

Programming implications for receiving schools(s), and

Student transportation arrangements.

The economic factors refer to the benefits or disadvantages associated with possible program reduction or reconfiguration including the financial impact of program reduction or reconfiguration, positive or adverse effects on operational costs and capital implications.

In addition to the above, a programming review shall take into account:

The potential for increased student attendance at other schools, and the anticipated benefits, disadvantages or other impacts of relocating students to another school site(s);

~~Programming adjustments that may need to be made in one or both schools when/if students move from one school's attendance area to another;~~
~~The need for and extent of busing, both before and subsequent to any proposed changes;~~
~~The relationship of the school or program operation to the social environment of the community.~~

~~Notwithstanding any decision by the Superintendent or designate to initiate or not initiate a programming review in a school or school program area faced with low enrolment, all schools with student numbers at or near the minimum enrolment threshold shall engage with stakeholders in contingency planning for possible program closure or consolidation, where student interest and welfare for student learning is held paramount.~~

~~When a programming review process is initiated, the Superintendent or designate shall describe the programming review process to affected school stakeholders (including staff and school council) as early as possible in the school year following the September 30 enrolment count, and shall bring the review report to the Board prior to the end of May of the same school year.~~

~~If, following the Superintendent or designate's report on the programming review at a certain school, the Board determines not to pursue reconfiguration or program reduction in the subsequent year, the Board will communicate the same in writing to the parent of every child in the school that while the student population in one or more of the school's program areas has fallen below the minimum enrolment target(s), the school will nevertheless operate in the subsequent school year.~~

~~If the Board wishes to consider reorganizing the school's grade reconfiguration as an outcome of the Superintendent or designate's review, it shall so indicate with a notice of motion and set a date of a public Board meeting at which the question will be considered.~~

~~If as an outcome of the Superintendent or designate's programming review report, the Board decides to pursue program reduction (closure); the Board will proceed with a notice of motion, at a regular meeting of the Board, proposing that three (3) or more consecutive grades be closed and indicating the time and location of a public meeting referred to in Board Policy 15 (School Closures), along with all other requirements as set out in Board policy and Alberta Regulations.~~

Policy 15 Appendix B

**CRITERIA FOR USE IN ASSESSING SCHOOL VIABILITY IN
LOW ENROLMENT SCHOOLS/PROGRAMS**

Educational Indicators

Percentage of students in 3, 6 and 9 at/above the acceptable standard on the Provincial Achievement Tests over a five (5) year trend.

Percentage of students in all grades judged by teachers to be at/above grade standard in all core subjects.

Percentage of students who demonstrate a year's growth in a year's time on identified, consistent school based measures. (HLAT [Highest Level of Achievement Testing], CTBS [Canadian Test of Basic Skills], other.)

Percentage of students with special needs for whom SMART (Specific, Measurable, Attainable, Results oriented, Time bound) goals are established.

Percentage of students with special learning needs who meet or exceed learning targets set on IPPs.

Percentage of students who meet or exceed standards for social responsibility and citizenship, as set for their age range.

Economic Factors

The ability of the school to manage its early and middle years operation within the budget means provided through the newly revised funding allocation model approved by the Division.

Percentage of parents, staff, students who express satisfaction with school resources available for computer technology, professional development, library resources, physical education equipment, science supplies, complementary programs, other.

Percentage of school budget spent on staffing.

Per-student Division cost of maintenance, custodial and transportation services to school.

Ecological Considerations

Percentage of resident parents who choose the neighborhood school for their children.

Percentage of student population who choose to attend school from across boundary.

~~Percentage of parents, students and staff who consider the school a safe and caring environment.~~

~~Percentage of students whose attendance rate is above ninety (90) %.~~

~~Extent to which students are actively contributing in community through school-based initiatives.~~

~~Extent to which community members are contributing to/involvement in school life.~~

~~<http://www.tesaonline.org/school-inclusion-in-alberta.html> Percentage of parents who contribute to the school through active volunteerism.~~

~~Percentage of students whose ride time to school on buses does not exceed forty-five (45) minutes (one (1) way).~~

~~The degree of facility compatibility for quality middle-years programming.~~

~~Analysis of enrolment trends over five (5) – ten (10) year history.~~

~~Percentage of students who participate in one or more school sponsored extra-curricular activities.~~

~~Percentage of parents who express satisfaction with the overall quality of the school.~~

~~Legal Reference: Section 45, 58, 60, 113, 200, 201, 270, 271 School Act
Alberta Regulation 257/2003~~



MEMORANDUM

Date: November 3, 2015

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Scott Johnston, Associate Superintendent

Subject: **2014-2015 PROVINCIAL ACHIEVEMENT TESTS AND GRADE 12 DIPLOMA EXAM RESULTS**

Recommendation

That the Board of Trustees receives as information the Parkland School Division 2014 – 2015 Provincial Achievement Tests and Grade 12 Diploma Exam Results as presented at the Regular Meeting of November 3, 2015.

Background

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

The following report provides an overview of Parkland School Division's achievements on the Provincial Achievement Tests and Diploma Examinations for the 2014-2015 school year. The report provides a five-year report of Parkland School Division's performance and the provincial level of performance for each of the subjects written at Grade 6, 9 and 12.

Administration would be pleased to respond to questions.

SJ:bms



Provincial Achievement Tests and Diploma Examinations Results Report 2014-2015

*Presented to Board of Trustees, 03 November, 2015
Associate Superintendent Scott Johnston*

Executive Summary

As the chart below represents, Parkland School Division experienced both successes and challenges with respect to the 2014-2015 implementation of Diploma Exams (Grade 12) and Provincial Achievement Tests (Grade 6 and 9).

- Growth exceeded 5% on 17 measures with overall growth achieved on 39 measures
- PSD exceeded the province by 5% on 11 measures with overall achievement over the province on 30 measures.
- Decline of greater than 5% occurred in only 7 measures

Although the growth-over-decline trend is positive, and the Division has demonstrated ongoing improvement in its results, it is necessary to narrow the standard of excellence gap that exists between the division and provincial results. During the 2015-2016 year, Parkland School Division will analyze all results, and specifically French Immersion education, to reveal best-practice approaches that generate an improvement in performance measures.

For 2015 – 2018, the Board established three-year education plan outcomes that are specific to quality learning. The Division will analyze strengths and areas for growth specific to those items significantly above or below the provincial average.

Successes		Challenges	
PSD Growth > 5%	PSD Exceeds Province > 5%	Province Exceeds PSD > 5%	PSD Decline > 5%
<p>Standard of Excellence</p> <ul style="list-style-type: none"> • K&E Math 9 (+19.0) • Math 30-1 (+17.1) • Chemistry 30 (+8.2) • Math 30-2 (+6.9) • Fr. Math 9 (+6.4) • K&E Social 9 (+5.6) <p>Acceptable Standard</p> <ul style="list-style-type: none"> • K&E LA 9 (+30.2) • Fr. Science 9 (+16.2) • Fr. Math 9 (+14.3) • Fr. Social 9 (+13.7) • Math 30-2 (+9.8) • Fr. Social 6 (+8.7) • Math 30-1 (+6.8) • Social 9 (+6.6) • Science 9 (+5.3) • K&E Math 9 (+5.2) • K&E Social 9 (+5.2) 	<p>Standard of Excellence</p> <ul style="list-style-type: none"> • Fr. Social 30-2 (+24.5) • K&E Math 9 (+12.3) <p>Acceptable Standard</p> <ul style="list-style-type: none"> • K&E LA 9 (+28.7) • K&E Social 9 (+9.4) • Math 30-2 (+9.0) • K&E Science 9 (+8.7) • Fr. Social 30-2 (+7.7) • K&E Math 9 (+6.1) • Science 9 (+5.8) • Social 30-2 (+5.3) • Math 30-1 (+5.3) 	<p>Standard of Excellence</p> <ul style="list-style-type: none"> • Fr. Science 9 (-16.9) • Fr. Math 9 (-14.2) • Fr. Social 9 (-11.5) • Fr. Science 6 (-10.8) • Physics 30 (-9.2) • Science 6 (-8.3) • Social 6 (-7.7) • Social 30-1 (-7.7) • Biology 30 (-7.4) • Fr. Math 6 (-7.3) • Math 6 (-6.6) • Science 30 (-6.6) • Math 9 (-6.1) • Fr. LA 6 (-6.0) • ELA 6 (-5.5) • Fr. Social 6 (-5.4) • Social 9 (-5.2) <p>Acceptable Standard</p> <ul style="list-style-type: none"> • Fr. Social 6 (-16.0) • Fr. Science 6 (-13.6) • Fr. Math 6 (-12.7) • Fr. LA 9 (-12.3) • Fr. LA 6 (-5.7) 	<p>Standard of Excellence</p> <ul style="list-style-type: none"> • Science 30 (-11.1) • Fr. Social 30-2 (-8.7) • Fr. Social 30-2 (-8.7) • Social 6 (-6.1) • Science 6 (-5.7) <p>Acceptable Standard</p> <ul style="list-style-type: none"> • Fr. LA 9 (-7.3) • Science 30 (-6.9)

DIPLOMA EXAMINATIONS

Subject	2015 Participation Amount		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Math 30-1	Prov.	PSD	Acceptable	80.3	86.4	86.7	87.3	85.2	92.0	+6.8
	9,061	88	Excellence	35.4	29.6	32.7	34.8	19.3	36.4	+17.1

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Math 30-2	Prov.	PSD	Acceptable	68.7	83.4	86.4	80.8	85.6	95.4	+9.8
	6,453	108	Excellence	9.6	14.4	17.5	12.3	13.5	20.4	+6.9

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Biology 30	Prov.	PSD	Acceptable	84.3	94.5	94.1	79.3	97.7	93.9	-3.8
	11,192	114	Excellence	32.4	37.1	37.2	23.6	28.6	29.8	+1.2

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Chemistry 30	Prov.	PSD	Acceptable	78.8	92.3	92.8	80.4	91.7	95.9	+4.2
	9,799	74	Excellence	31.8	38.5	41.0	22.3	32.3	40.5	+8.2

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Physics 30	Prov.	PSD	Acceptable	81.1	93.2	93.5	87.9	93.0	95.9	+2.9
	5,913	73	Excellence	30.3	40.2	39.3	33.6	32.6	30.1	-2.5

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Science 30	Prov.	PSD	Acceptable	84.1	94.2	93.6	87.8	98.6	91.7	-6.9
	4,760	96	Excellence	25.8	26.5	27.4	20.5	31.9	20.8	-11.1

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
English Language Arts 30-1	Prov.	PSD	Acceptable	85.9	96.5	96.5	90.3	97.0	98.1	+1.1
	13,837	160	Excellence	10.5	17.1	18.2	8.9	16.8	17.5	+0.7

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
English Language Arts 30-2	Prov.	PSD	Acceptable	89.5	96.2	95.4	92.2	99.4	96.8	-2.6
	7,695	128	Excellence	11.1	9.6	7.8	12.2	14.6	10.5	-4.1

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Social Studies 30-1	Prov.	PSD	Acceptable	85.4	97.5	97.8	82.7	96.8	99.0	+2.2
	10,199	103	Excellence	15.2	21.8	24.2	11.5	21.0	16.5	-4.5

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
Social Studies 30-2	Prov.	PSD	Acceptable	82.4	93.1	92.3	84.5	95.6	97.6	+2.0
	9,725	166	Excellence	13.9	13.3	12.3	13.3	16.4	13.9	-2.5

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
French Social Studies 30-1	Prov.	PSD	Acceptable	97.4	97.5	97.8	100	100	100	-
	10,199	20	Excellence	23.2	21.8	24.2	46.2	28.6	20.0	-8.6

Subject	2015 Participation Amount by No. of Students		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	Trend
French Social Studies 30-2	Prov.	PSD	Acceptable	92.3	93.1	92.3	100	100	100	-
	9,725	19	Excellence	11.8	13.3	12.3	50	45.5	36.8	-8.7

PROVINCIAL ACHIEVEMENT TESTS

The great majority of Parkland School Division students write the Provincial Achievement Tests. As a result, PSD participation rates surpassed provincial rates on 13 out of 20 provincial tests.

Subject	2015 Participation Amount (+0.2%) (742 of 786)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
English Language Arts 6	Prov.	PSD	Acceptable	82.6	81.9	82.8	82.6	82.6	83.8	+1.2
	90.6	94.4	Excellence	16.3	17.6	19.5	10.0	13.1	14.0	+0.9

Subject	2015 Participation Amount (+0.4%) (65 of 66)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Language Arts 6	Prov.	PSD	Acceptable	88.6	86.5	87.5	82.8	80.8	81.8	+1.0
	97.6	98.5	Excellence	16.3	11.1	13.6	4.7	3.8	7.6	+3.8

Subject	2015 Participation Amount (+0.2%) (678 of 720)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Mathematics 6	Prov.	PSD	Acceptable	72.1	72.7	72.5	69.5	72.0	70.3	-1.7
	90.2	94.2	Excellence	16.3	15.3	13.8	9.3	11.2	7.2	-4.0

Subject	2015 Participation Amount (-1.5%) (65 of 66)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Mathematics 6	Prov.	PSD	Acceptable	85.2	83.9	82.4	87.5	72.4	69.7	-2.7
	98.3	98.5	Excellence	18.5	16.7	17.9	15.6	6.6	10.6	+4.0

Subject	2015 Participation Amount (+0.3%) (675 of 720)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Science 6	Prov.	PSD	Acceptable	77.1	75.4	76.0	75.9	76.9	78.6	+1.7
	89.7	93.8	Excellence	26.2	25.3	25.9	19.8	23.3	17.6	-5.7

Subject	2015 Participation Amount (-1.5%) (65 of 66)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Science 6	Prov.	PSD	Acceptable	82.6	82.7	80.3	84.4	68.4	66.7	-1.7
	98.2	98.5	Excellence	21.0	19.4	18.4	6.3	5.3	7.6	+2.3

Subject	2015 Participation Amount (+0.1%) (672 of 720)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Social Studies 6	Prov.	PSD	Acceptable	72.2	70.4	69.6	68.4	70.2	67.4	-2.8
	89.2	93.3	Excellence	19.3	12.6	18.7	11.8	17.1	11.0	-6.1

Subject	2015 Participation Amount (-0.2%) (65 of 66)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Social Studies 6	Prov.	PSD	Acceptable	78.8	73.8	72.1	68.8	47.4	56.1	+8.7
	97.8	98.5	Excellence	15.1	10.9	9.9	4.7	6.6	4.5	-2.1

Subject	2015 Participation Amount (-0.3%) (647 of 697)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
English Language Arts 9	Prov.	PSD	Acceptable	76.4	76.3	75.6	80.8	74.0	77.5	+3.5
	88.5	92.8	Excellence	14.7	15.0	14.4	13.1	10.2	9.8	-0.4

Subject	2015 Participation Amount (-2.2%) (47 of 49)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Language Arts 9	Prov.	PSD	Acceptable	87.2	86.5	85.8	66.7	80.8	73.5	-7.3
	96.2	95.9	Excellence	13.9	11.1	10.1	2.8	3.8	6.1	+2.3

Subject	2015 Participation Amount (+7.1%) (11 of 12)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
K&E Language Arts 9	Prov.	PSD	Acceptable	62.4	62.8	63.0	88.2	61.5	91.7	+30.2
	81.7	91.7	Excellence	4.3	3.5	4.5	2.9	0	0	-

Subject	2015 Participation Amount (+1.5%) (604 of 641)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Mathematics 9	Prov.	PSD	Acceptable	65.5	65.9	64.0	68.6	62.8	66.5	+3.7
	88.8	94.2	Excellence	18.0	16.9	17.5	12.9	11.6	11.4	-0.2

Subject	2015 Participation Amount (-2.2%) (47 of 49)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Mathematics 9	Prov.	PSD	Acceptable	83.4	84.4	84.0	69.4	67.3	81.6	+14.3
	97.3	95.9	Excellence	21.8	22.5	24.4	5.6	3.8	10.2	+6.4

Subject	2015 Participation Amount (-17.9%) (10 of 15)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
K&E Mathematics 9	Prov.	PSD	Acceptable	65.8	63.4	60.6	66.7	61.5	66.7	+5.2
	85.7	66.7	Excellence	14.7	14.5	14.4	12.1	7.7	26.7	+19.0

Subject	2015 Participation Amount (+1.5%) (611 of 642)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Science 9	Prov.	PSD	Acceptable	72.0	72.5	73.3	78.6	73.8	79.1	+5.3
	89.4	93.7	Excellence	19.8	22.0	22.8	18.2	17.3	21.3	+4.0

Subject	2015 Participation Amount (-2.2%) (47 of 49)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Science 9	Prov.	PSD	Acceptable	82.5	82.8	84.8	61.1	65.4	81.6	+16.2
	97.4	95.9	Excellence	22.3	23.1	23.0	16.7	5.8	6.1	+0.3

Subject	2015 Participation Amount (-4.6%) (12 of 15)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
K&E Science 9	Prov.	PSD	Acceptable	68.5	64.6	64.6	81.8	69.2	73.3	+4.1
	86.9	80.0	Excellence	17.1	15.1	15.3	18.2	23.1	20.0	-3.1

Subject	2015 Participation Amount (+0.9%) (601 of 642)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
Social Studies 9	Prov.	PSD	Acceptable	64.6	64.8	64.4	64.8	58.7	65.3	+6.6
	88.1	93.6	Excellence	19.0	20.3	20.0	15.3	14.0	14.8	+0.8

Subject	2015 Participation Amount (-2.2%) (47 of 49)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
French Social Studies 9	Prov.	PSD	Acceptable	77.7	74.9	74.6	61.1	57.7	71.4	+13.7
	96.0	95.9	Excellence	14.0	14.6	17.6	5.6	3.8	6.1	+2.3

Subject	2015 Participation Amount (-17.9%) (10 of 15)		Standard	Province			Parkland School Division			
				2013	2014	2015	2013	2014	2015	+/-
K&E Social Studies 9	Prov.	PSD	Acceptable	64.6	61.9	57.3	85.3	61.5	66.7	+5.2
	85.2	66.7	Excellence	13.1	10.8	11.1	11.8	7.7	13.3	+5.6



MEMORANDUM

Date: November 03, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Resource: Serge LaBrie, Director Facilities
Subject: **VANDALISM REPORT 2015**

Recommendation

That the Board of Trustees receives as information the Vandalism Report 2015 as presented at the Regular Meeting of November 03, 2015.

Administration would be pleased to respond to any questions.

CJ:bms



Vandalism Report 2015

*Presented to Board of Trustees, 03 November 2015
Kelly Wilkins, Deputy Superintendent
Resource, Serge LaBrie, Director Facilities*

The total cost of vandalism in Parkland School Division for the 2014-15 school year was \$35,605 which is a 16.3% decrease over last year. This total consists of \$6,635 in "day" vandalism and \$28,970 in non-school hour vandalism.

Overall we are still seeing a significant decline in the amount of vandalism as well as the severity of each incident.

The Facilities Department will continue to build strong community bonds to the schools through parent councils and administrators.

The collaborative work being done between the facilities department and these groups has a significant impact on the overall perception of school sites. Projects geared towards improving landscaping, grounds maintenance and minor outdoor modernizations create pride and a sense of attachment to the school sites for each community.

The addition of outdoor security cameras at Parkland Village, Graminia and Muir Lake last year also had a significant impact on after hour's vandalism. Since the addition of security cameras at Parkland Village, Graminia and Muir Lake there have not been any incidents of vandalism at these schools.

Vandalism breakdown:

Day vandalism can be subjective at best as some items included could be attributed to accidental damage or to willful damage depending on the person analyzing the data. All schools had some form of day vandalism this last year.

The non-school hour vandalism consists of two main categories; broken glass and graffiti. Broken glass vandalism happened through-out the year with a spike during the summer months. Graffiti vandalism is sporadic all year long with a small spike at the end of the school year.

Large examples of vandalism:

We had two large vandalism occurrences during the last year:

Muir Lake School was broken into in December of 2014. There was extensive damage inside and outside the school building. This break-in occurred before outside security cameras were installed. The perpetrators were caught and convicted by the RCMP.

The summer of 2015 was very eventful in Spruce Grove; there was a rash of vandalism throughout the City. Two schools were specifically targeted; Greystone and Spruce Grove Composite High School. Between the two schools there were just over \$15,000 in broken windows.



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **PSD Tomorrow Committee**

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of October 20, 2015 as presented at the Regular Meeting of November 03, 2015.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, OCTOBER 20, 2015.**

ATTENDANCE:

Eric Cameron, Board Chair
Ron Heinrichs, Trustee
Richard Gilchrist, Trustee
Sally Kucher-Johnson, Trustee
Elsie Kinsey, Trustee
Tim Monds, Superintendent
Claire Jonsson, Associate Superintendent
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Strategic Planning & Communication
Brenda Scott, Recording Secretary

REGRETS:

Dorcas Kilduff, Trustee
Kathleen Linder, Vice-Chair
Kelly Wilkins, Deputy Superintendent
Dianne McConnell, Associate Superintendent

1. Call to Order

Board Chair Cameron called meeting to order 12:40 p.m.

1.1. Changes to the Agenda

10.0 ASBA Zone 2/3 Meeting

1.2. Approval of the Agenda

Trustee Gilchrist moved that the Board of Trustees accept the agenda as amended.

CARRIED

2. Parkland School Division

Mr. Weidman shared a video that was created by Ms. Carolyn Cameron, Division Principal, on her tour of the 21 schools in Parkland School Division. This video will be posted on the PSD public website and shared at the upcoming Regular Board Meeting.

3. Ward Restructure

Ms. Jonsson shared information on the process to collect feedback on the proposed ward restructure for Parkland School Division. Proposed changes to electoral boundary will be brought forward at a Regular Board Meeting. Discussion ensued.

4. Modular Classroom Request

Superintendent Monds shared the proposed modular classroom request. A motion will be presented at the next Regular Board Meeting. Discussion ensued.

Chair called a recess at 1:45 p.m.

Meeting resumed at 1:50 p.m.

5. School Closures Policy and Tentative Administrative Procedure

Ms. Jonsson shared proposed updates to the Board Policy 15 – School Closures and the draft Administrative Procedure 107 – School Viability. Ms. Jonsson provided background information. A motion on proposed changes will be presented at a Regular Board Meeting. Discussion ensued.

6. Board Policy 1 – Division Foundation Statements

Superintendent Monds shared the proposed updates to Board Policy 1 – Division Foundations Statements. Mr. Johnston provided background information. A motion on proposed changes will be presented at a Regular Board Meeting. Discussion ensued.

7. Student Advisory Restructure Committee

Trustee Kinsey provided information on the work being done by the Student Advisory Restructure Committee. The committee members will take the feedback provided and continue to look at the restructure of the student advisory committee. Discussion ensued.

8. Trustee Conferences – 2015-2016

Trustees reviewed the list of proposed conferences for the 2015-2016 school year. Trustees will submit their choices to board chair and a summary will be presented at the next PSD Tomorrow meeting.

9. Advocacy Committee

No report.

10. Updates

a) New Schools

Superintendent Monds provided an update on the Prescott Learning Centre and the Wellness Centre. Parkland School Division New School #2 design team was established to begin work with the planning process.

b) Attendance Area Review

The attendance area review working team has been meeting regularly. Requests for stakeholder input has been sent to over 4,200 emails to complete the ThoughtExchange survey posted on school websites, as well information has been provided through social media outlets and newspaper advertisement. The results of the survey will be shared with the team and will be provided to Trustees at a later date.

c) Budget Updates

Superintendent Monds shared information on the 2015-2016 proposed school budget and the use of accumulated reserves.

d) IPP Early Education

Parkland School Division is working with Kindergarten teachers to combine the report card and the IPP to provide assessment and feedback and goal setting for parents in one document.

11. ASBA Zone 2/3 Meeting

Trustee Kinsey requested that another Trustee attend the October 30, 2015 Zone 2/3 ASBA committee meeting in her place as she is unable to attend the meeting.

12. Incamera

Res 137-2015 **MOVED** by Trustee Gilchrist that the Board of Trustees moves to incamera at 3:04 p.m.

CARRIED

Res 138-2015 **MOVED** by Trustee Gilchrist that the Board of Trustees moves out of incamera at 3:30 p.m.

CARRIED

13. Adjournment

The meeting was adjourned at 3:30 p.m.

NEXT MEETING – Tuesday, November 10, 2015 at 1:00 p.m.



MEMORANDUM

Date: November 03, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **Teacher / Board Advisory Committee Minutes**

Recommendation

That the Board of Trustees receives as information the unadopted Teacher/Board Advisory Committee minutes of October 20, 2015 as presented at the Regular Meeting of November 03, 2015.

TM:bms



MINUTES OF THE TEACHER/BOARD ADVISORY COMMITTEE MEETING HELD AT CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON TUESDAY, OCTOBER 20, 2015.

ATTENDANCE:

Eric Cameron, Board Chair, Parkland School Division
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
Jenny Calado, Parkland Teachers' Local 10
Rick Kremp, Parkland Teachers' Local 10
Brenda Scott, Recording Secretary

REGRETS:

Shawn Ram, Parkland Teachers' Local 10
Sherry Constantin, Parkland Teachers' Local 10
Kathleen Linder, Trustee, Parkland School Division No. 70

1 CALL TO ORDER

Committee Chair, Trustee Ron Heinrichs, called meeting to order 4:18 p.m.

1.1 Addition/Amendments to the Agenda

There were no additions to the agenda

1.2 Approve Minutes of June 17, 2015 Meeting

MOVED by Jenny Calado to accept minutes of June 17, 2015 Teacher/Board Advisory Committee.
Seconded by Gary Hanna.

CARRIED

1.3 Appointing of Committee Chair

ATA President Gary Hanna accepted the position of Committee Chair for the 2015-2016 school year.

2. UPDATES FROM DIVISION OFFICE

2.1 New Schools

Board Chair Cameron shared a short video on Prescott Learning Centre. The school is scheduled to open in September 2016. Development of the Wellness Centre, which is located on the same property, is in final approval stages.

The second new school for Spruce Grove has been approved and is scheduled to be open in 2017. It will be located in the east end of Spruce Grove close to St. Peter the Apostle High School.

Discussions on creating of a new bus transfer site for the regional transportation system are underway with the city developers and government.

2.2 Professional Learning Day – January 29, 2016

Superintendent Monds shared information on a Professional Learning Day for all staff on January 29, 2016. Ms. Carolyn Cameron, Division Principal, will be coordinating the event.

2.3 Ward Restructure

Trustee Heinrich provided an update on the work that the board has been doing in restructuring electoral boundaries for Parkland School Division. The changes would not take effect until election 2017.

2.4 Attendance Area Review

Board Chair Cameron provided an update on the work being done on establishing attendance areas for Spruce Grove in anticipation of the two new schools in Spruce Grove.

3. UPDATES FROM ATA

There were no updates from ATA.

4. DISCUSSION ITEMS

4.1 Student Learning Assessments (SLA's)

Mr. Hanna shared concerns about the SLA's that were completed last year. ATA will be doing a survey on the SLA process with teachers and will share the results of the survey with TBAC.

4.2 New Initiatives from PSD for this year

Mr. Hanna asked if there were any new initiatives for PSD this year. Superintendent Monds confirmed that PSD's 7 goals have been reduced to 4. The early year educators are working on the new IPP and record formats. There is a greater focus on leadership.

4.3 Substitute Teacher Server Issues

Mr. Hanna shared that teacher subs are using new apps that allow them to access the employment site to secure work. Mr. Hanna asked if technology can be upgraded to allow these types of apps. Ms. Jonsson shared that the system is integrated with other systems and has limited choices, at this time there are no plans to update the system.

4.4 Teacher Workload and Work Responsibilities

Mr. Hanna shared concerns with teachers doing custodial work. Director of Human Services and Director of Facilities Services are following up with custodial staff. Teacher concerns of this nature should always be brought forward to the principal.

5. ITEMS FOR FUTURE AGENDA

- Malatest survey results
-

ADJOURNMENT

Meeting was adjourned 5:09 p.m.

Next Meeting: February 17, 2016, ATA Office



MEMORANDUM

Date: November 3, 2015
To: Board of Trustees
From: Scott Johnston, Associate Superintendent
Subject: Council of School Councils (COSC) Committee

Recommendation

That the Board of Trustees receives as information the Council of School Councils (COSC) Committee minutes of October 20, 2015 as presented at the Regular Meeting of November 3, 2015.

SJ:ds



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, OCTOBER 20, 2015.**

ATTENDANCE:

School Council Reps

Brookwood School
École Broxton Park School
Graminia School
Greystone Centennial Middle School
High Park School
École Meridian Heights School
Millgrove School
Spruce Grove Composite High School
Wabamun School

Board of Trustees

Dorcas Kilduff, Trustee

Administration

Tim Monds, Superintendent
Scott Johnston, Associate Superintendent

Recording Secretary

Darlene Smith

1. CALL TO ORDER

Chair, Rhonda Schumm, called the meeting to order at 7:10 pm.

2. WELCOME & INTRODUCTIONS

Rhonda welcomed everyone and participants introduced themselves.

3. APPROVAL OF AGENDA

The Agenda of the October 20, 2015 was approved.

CARRIED

4. Board Report – Trustee Kilduff

1. Due to the scheduled opening of the Prescott Learning Centre in 2016, a Spruce Grove Attendance Area Review working group is developing a process plan, methodology and schedule to systemically review existing Spruce Grove area schools attendance areas and to provide recommendations to the Superintendent of Schools and to the Board for review and approval.
2. Board of Trustees is currently looking at a ward restructure that provides a fair representation by population. Currently four Trustees represent rural Parkland County and three represent the City of Spruce Grove and Town of Stony Plain.
3. As the Division moves into the world of “assurance”, increased stakeholder engagement will be sought to help guide the Division into the future. Working with community partners is increasingly important in supporting teachers in their work and providing students with timely and equitable access to a continuum of supports and services so that their needs can be appropriately met. A Community Engagement Evening is planned for November 19, 2015

5. Alberta School Councils’ Association Presentation

Effective Engagement in Your School Community - School Councils would like their school community to be dynamic, exciting places, where parents feel authentically engaged in supporting and enhancing student learning. The group explored what Effective Engagement means in their school community, and how it might be achieved.

6. Community Engagement – November 19, 2015

See Item 4.3. Community Engagement Evening will be held at Memorial Composite High School. Invitations will be sent to community stakeholders in the near future.

7. CONFIRMATION OF MEETING DATES

1. Wednesday, November 25, 2015
2. Wednesday, February 10, 2016
3. Wednesday, March 9, 2016
4. Wednesday, May 4, 2016

8. ADJOURNMENT

Meeting adjourned at 9:00 pm.