



Parkland School Division No. 70

## **BOARD OF TRUSTEES**

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

**April 08, 2015**

Public Session: 6:30 PM

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

## **Parkland School Division No. 70**

### **BOARD OF TRUSTEES REGULAR MEETING**

**April 08, 2015**

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

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

*Page Number*

1. **CALL TO ORDER at 6:30 PM**
  - 1.1. National Anthem
  - 1.2. Announcements
  - 1.3. Approval of the Agenda
2. **APPROVAL OF MINUTES**
  - 2.1. Regular Board Meeting of March 03, 2015
  - 2.2. Special Meeting of March 17, 2015
3. **APPROVAL OF MINUTES**
  - 3.1. Information Session – March 4, 2015
4. **ACTION ITEMS**
  - 4.1. Three Year Capital Plan (C. Jonsson)
  - 4.2. Keephills School Closure (T. Monds)
5. **ADJOURNMENT**



UNADOPTED

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON MARCH 03, 2015**

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**TRUSTEE ATTENDANCE:**

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

**ADMINISTRATION ATTENDANCE:**

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

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**CALL TO ORDER**

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

**NATIONAL ANTHEM**

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

**ANNOUNCEMENTS**

Trustee Linder thanked Blueberry School for the invitation to judge the Blueberry Speech Competition. Trustee Kilduff shared information on the Council of School Council meeting that she attended. Chair Cameron acknowledged the excellent speeches that he had the opportunity to listen to at both Blueberry School and at the Speech Arts Festival.

**CHANGES TO THE AGENDA**

- Move Agenda Item 10.1 – Fees Report, to 7.4
- Move previous agenda item 7.4 – Fees and Allowances to 7.5
- Change Agenda Item 12 to In Camera
- Move adjournment to Agenda Item 13.0

**APPROVAL OF THE AGENDA**

**Res 020-2015**

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

**CARRIED**

**APPROVAL OF THE MINUTES**

**Res 021-2015**

**MOVED** by Trustee Kinsey that the Minutes of the Regular Meeting held on February 3, 2015 be approved as presented.

**CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

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Board Chair

Secretary-Treasurer

**DELEGATION / PRESENTATION****Shikaoi Presentation to Memorial Composite High School**

Trustee Linder attended the 30<sup>th</sup> Anniversary celebration of the partnership between Shikaoi, Japan and the Town of Stony Plain. On behalf of Memorial Composite High School, she accepted an award and gift from the Mayor of Shikaoi that she presented to the principal and staff of Memorial Composite High School.

**Memorial Composite High School – FNMI Youth Leadership Group**

Students and staff from Memorial Composite High School provided information on the First Nation, Métis and Inuit Leadership program. Students shared information on the various events that students, in the program, organize and participate in to promote health and wellness for aboriginal youth. These activities allow the students to expand their leadership skills as they work with other schools to share their culture and knowledge. Students requested that the Board continue to support their work.

**Greystone Centennial Middle School – The Bridge Project: An Inquiry into Structures**

Students and staff shared information on, The Bridge Project: An Inquiry into Structures. Students shared how the project began and the skills and learning opportunities that have they received, and their partnership with the University of Alberta, Faculty of Engineering.

*Board Chair called a recess break at 10:30 a.m.*

*Meeting resumed at 10:37 a.m.*

**BOARD CHAIR REPORT**

Chair Cameron reported on items received since the Board's last regular meeting.

**SUPERINTENDENT REPORT**

Superintendent Monds reported on the work being done in Parkland School Division.

**Recess Break / Public Question Period**

*There was no recess break*

**ACTION ITEMS****FINANCIAL REPORT - PERIOD ENDING JANUARY 31, 2015**

**Res 022-2015**

**MOVED** by Trustee Linder that the Board of Trustees approves the monthly financial report for the period ending January 31, 2015 as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

C. Jonsson and D. Aird provided information on the motion and responded to questions.

**EDWIN PARR NOMINEE**

**Res 023-2015**

**MOVED** by Trustee Heinrichs that the Board of Trustees puts forth, Mr. Justin Anderson, École Broxton Park School, as Parkland School Division's nominee to the ASBA Zone 2/3 Edwin Parr Selection Committee as presented at the Regular Meeting of March 03, 2015.

**CARRIED**

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

**UNADOPTED**

**Res 024-2015**

**SCHOOL CALENDARS – 2015-2016, 2016-2017 AND 2017-2018**

**MOVED** by Trustee Kinsey that the Board of Trustees approves the 2015-16 School Calendar and approves in principle the 2016-17 and 2017-18 School Calendar as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

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

**Res 025-2015**

**FEES REPORT**

**MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Fees Report as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

C. Jonsson provided information on the motion and answered questions.

**Res 026-2015**

**FEES AND ALLOWANCES 2015-2016**

**MOVED** by Trustee Linder that the Board of Trustees prior Resolution 009-2015 from the Regular Meeting of February 3, 2015 be rescinded; and further,

**CARRIED**

That the Board of Trustees approves the Fees and Allowances for 2015-2016 as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

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

**Res 027-2015**

**ADMINISTRATIVE REPORTS**

**FINANCIAL REPORTING PROFILE 2008/09 TO 2013/14**

**MOVED** by Trustee Kinsey that the Board of Trustees receives as information the Financial Reporting Profile for the 2008-2009 to 2013-2014 School Years as presented at the regular meeting of March 3, 2015.

**CARRIED**

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

**Res 028-2015**

**2014-2015 INFRASTRUCTURE MAINTENANCE RENEWAL (IMR) EXPENDITURES REPORT**

**MOVED** by Trustee Kilduff that the Board of Trustees receives as information the 2014-2015 Infrastructure Maintenance Renewal (IMR) Expenditure Report as presented at the Regular Meeting of March 03, 2015.

**CARRIED**

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

**Res 029-2015**

**TRUSTEE REPORTS**

**PSD Tomorrow Committee**

**MOVED** by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of February 17, 2015 as presented at the Regular Meeting of March 03, 2015.

**CARRIED**

**Res 030-2015**

**Student Advisory Committee**

**MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Student Advisory Committee minutes of February 17, 2015 as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

**Res 031-2015**

**Teacher Board Advisory Committee**

**MOVED** by Trustee Cameron that the Board of Trustees receives as information the unadopted Teacher Board Advisory Committee (TBAC) minutes of February 17, 2015 as presented at the Regular Meeting of March 3, 2015.

**CARRIED**

Res 032-2015

**Advocacy Committee**  
**MOVED** by Trustee Kilduff that the Board of Trustees receives as information the Advocacy Committee minutes of February 9, 2015 as presented at the Regular Meeting of March 3, 2015.

CARRIED

**Public School Boards’ Association of Alberta**  
Trustee Kilduff provided a verbal report on the Public School Boards’ Association of Alberta meeting that she attended.

**Alberta School Boards Association**  
Trustee Kinsey provided a verbal report on the Alberta School Boards Association meeting that she attended.

**C-2 Committee**  
A video on the work being done by the C2 Committee was presented.

**RESPONSES TO REQUEST FOR INFORMATION**  
**FUTURE BUSINESS**

**Meeting Dates**

*Open to the Public:*

- Mar 4, 2015 ..... Public Meeting, 7:00 pm, Keephills School
- Mar 17, 2015 ..... Student Advisory Committee, 9:00 am, Centre for Education
- Mar 17, 2015 ..... Public Delegations and Presentations, 2:00 pm, Centre for Education
- Mar 19, 2015 ..... Council of School Councils, 7:00 pm, Centre for Education
- Apr 08, 2015 ..... Regular Board Meeting 6:30 pm, Centre for Education

*Closed to the Public:*

- Mar 17, 2015 ..... PSD Tomorrow Committee 12:30 pm, Centre for Education

**Topics for Future Agendas**

There were not topics for future agenda.

**Request for Information**

There were no requests for information.

Res 033-2015

**MOTION TO MOVE INCAMERA**  
**MOVED** by Trustee Heinrichs that the Board of Trustees moves to incamera at 12:20 p.m.

CARRIED

Res 034-2015

**MOTION TO REVERT TO A PUBLIC MEETING**  
**MOVED** by Trustee Linder that the Board of Trustees moves out of incamera at 12:50 p.m.

CARRIED

**ADJOURNMENT**  
The meeting was adjourned at 12:50 p.m.



**UNADOPTED**

**MINUTES OF THE SPECIAL MEETING FOR PUBLIC DELEGATION  
PRESENTATIONS TO THE BOARD OF TRUSTEES OF PARKLAND  
SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL  
DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA  
ON MARCH 17, 2015**

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**TRUSTEE ATTENDANCE:**

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

**ADMINISTRATION ATTENDANCE:**

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

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**CALL TO ORDER**

Chair Cameron called meeting to order 2:00 pm.

He welcomed the delegations. He gave regrets from Trustee Kilduff and Deputy Superintendent Kelly Wilkins. He informed attendees that the meeting is being recorded so that those who are unable to attend will be able to hear the presentations.

Board Chair invited Mr. Jordi Weidman, Director Strategic Planning and Communications, to facilitate the meeting.

J. Weidman introduced the Board and Senior Executive. He shared the format, guidelines and purpose of the meeting.

**DELEGATIONS**

**Mr. Victor Lauder**

Mr. Lauder shared his concerns on the potential closing of Keephills School and asked that changes to the school boundaries be considered to keep the school open.

There were no questions from the Board.

*Recess called at 2:14 p.m.*

*Meeting resumed at 2:30 p.m.*

J. Weidman reminded attendees that the meeting is being recorded.

**Ms. April McDonald**

Ms. McDonald shared information from the Facility Evaluation Report on Duffield School and expressed her concerns of the effects of additional students to the school, the Duffield/Keephills Connection and the lack of flexibility in transportation.

Trustee Cameron asked for clarification on the Facility Evaluation Report.

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Board Chair

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Secretary-Treasurer

*Recess was called at 2:45 p.m.  
Meeting resumed at 3:00 p.m.*

J. Weidman reminded attendees that the meeting is being recorded.

**Ms. Tanya Patterson**

Ms. Patterson shared information on her personal experiences on boundaries and transportation concerns. She requested that the Board address boundary changes to allow for more students to attend Keephills School.

Trustee Gilchrist asked for Ms. Patterson to describe the possible transportation route for her son had he attended Stony Plain Central School.

*Recess was called at 3:05 p.m.  
Meeting resumed at 3:30 p.m.*

Mr. Weidman reviewed the guidelines and format for the meeting and reminded attendees that it is being recorded.

**Ms. Carrie Kause**

Ms. Kause provided a history on the various viability reports for west-end schools and Keephills School. She expressed her concerns with the lack of parent involvement in decision making for Keephills School. She shared a comparison of enrolment numbers.

*J. Weidman informed Ms. Kause that she has gone over the time limit allowed for presentations and if she would like more time she would need to request permission from the Board. The Board agreed to allow more time for Ms. Kause.*

Ms Kause requested that boundary changes for Keephills School be considered to help keep the rural school environment and encouraged Trustees to be creative in thinking of ways to keep the school open.

Trustee Kinsey asked Senior Executive for clarification on the enrolment numbers for this school year.

*Recess was called at 3:50 p.m.  
Meeting resumed at 4:30 p.m.*

J. Weidman reviewed the guidelines and format for the meeting.

**Ms. Joanne Vanderwell**

Ms. Vanderwell spoke on behalf of her family who has been part of the Keephills School community for many years. She requested that changes to the boundaries be considered or that the Division request financial support from Parkland County and local businesses to keep the school open.

Trustee Cameron asked Ms. Vanderwell's for clarification on the information she provided.

*Recess was called at 4:42 p.m.  
Meeting resumed at 5:00 p.m.*

J. Weidman reminded attendees that the meeting is being recorded. He informed attendees that a summary document, that includes a request for information on new boundaries and class sizes and other themes brought up on the March 4 information meeting, has been shared with Trustees and is available on the Keephills website.



**UNADOPTED**

<b>Keephills Community Association – Mr. Garry MacDougall</b>	<p>Mr. MacDougall spoke on behalf of the Keephills Community Association. He shared information on the Condominium Agreement between the Keephills Community Association and Parkland School Division. Mr. MacDougall questioned the Alberta Infrastructure Report for Keephills School.</p> <p>Trustee Gilchrist asked for clarification of the name of the report that Mr. MacDougall referenced.</p> <p><i>Recess was called at 5:15 p.m.</i> <i>Meeting was resumed at 5:30 p.m.</i></p> <p>J. Weidman informed attendees that the speaker for the Committee of Keephills Environment will be Mr. Erin White</p>
<b>Committee on Keephills Environment (COKE) Mr. Erin White and Mr. Garry MacDougall</b>	<p>Mr. Erin White spoke on behalf of the Committee on Keephills Environment. He expressed concerns around the information provided to Trustees.</p> <p>Mr. MacDougall gave a brief history on the Committee’s purpose and provided information on reclamation of land in the area.</p> <p>Mr. White requested that the Board consider delaying their decision for one year to allow for more discussion with parents and stakeholders. He also requested that the Board shut down the Duffield/Keephills Connection program.</p> <p>Trustee Gilchrist asked for more information on the reclamation of Transalta land to date.</p> <p>Trustee Cameron asked Mr. MacDougall for clarification on his discussions with Transalta.</p> <p><i>Recess was called at 6:17 p.m.</i> <i>Meeting resumed at 6:00 p.m.</i></p>
<b>Ms. Stacey Lauder and Mr. Tom Poleck</b>	<p>J. Weidman reminded the attendees that the meeting was being recorded.</p> <p>Ms. Lauder shared her concerns regarding the potential closure of Keephills School. She believes that the Board has not done enough work to address the boundary issue. (Ms. Lauder asked Trustees to review the information provided to ensure that they have the correct numbers to base their decision on.)</p> <p>Trustee Gilchrist clarified school capacity numbers were revised.</p> <p><i>Recess was called at 6:10 p.m.</i> <i>Meeting resumed at 6:30 p.m.</i></p>
<b>Community Members for Keephills School Facebook Group – Mr. Tom Poleck</b>	<p>J. Weidman reminded the attendees that the meeting was being recorded.</p> <p>Mr. Poleck spoke on behalf of the Keephills School Facebook Group website that he created to provide a forum for discussion on Keephills School. He asked Trustees to delay their decision for one more year. He also shared information on a volunteer survey that was posted on the Facebook page.</p>
<b>Mr. Tom Poleck and Ms. Stacey Lauder</b>	<p>Trustee Gilchrist asked that Powerpoint presentations be forwarded to Trustees.</p> <p>Mr. Poleck spoke to the impact of the potential Keephills School closure on classroom sizes. He provided a Powerpoint presentation on classroom sizes and information on the Duffield School building.</p>

## UNADOPTED

*J. Weidman informed Mr. Poleck that he has gone over the time limit allowed for presentations and if he would like more time he would need to request permission from the Board. The Board agreed to allow more time for Mr. Poleck.*

Trustee Cameron asked Mr. Polleck for further clarification of information that he provided.

Trustee Gilchrist asked for further clarification on the possibility of students returning to Keephills.

J. Weidman thanked delegations for their presentations. He reminded attendees that no decision has been made tonight to close Keephills School and that this is the information gathering phase on the process. This decision will be made at the April 8<sup>th</sup> Board Meeting. The Board will take delegations' presentations into consideration and if there are questions that require further clarification, the Board will direct Senior Executive to provide answers at the April 8, 2015 Regular Board Meeting.

## ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

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Board Chair

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Secretary-Treasurer



## UNADOPTED

### MINUTES OF THE PUBLIC INFORMATION SESSION, HELD AT KEEPHILLS SCHOOL ON MARCH 04, 2015

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#### TRUSTEE ATTENDANCE:

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

#### ADMINISTRATION ATTENDANCE:

Tim Monds, Superintendent of Schools  
Kelly Wilkins, Deputy Superintendent  
Claire Jonsson, Associate Superintendent  
Dianne McConnell, Associate Superintendent  
Scott Johnston, Associate Superintendent  
Jordi Weidman, Director Strategic Planning & Communications  
Brenda Scott, Executive Assistant

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#### INTRODUCTIONS

The meeting began at 7:00 p.m.

Facilitator Tracy With from Bannister Research & Consulting Incorporated welcomed everyone into attendance and informed everyone that the meeting was being recorded for the sake of accuracy.

The purpose of the meeting was re-stated which was for Senior Administration to present information to the public and Board of Trustees regarding the future of Keephills School and to allow members of the public to ask questions of Senior Administration on the information presented.

#### PRESENTATION

Presentation was delivered from 7:05 p.m. – 8:04 p.m.

Superintendent Tim Monds gave a presentation that covered off material distributed to parents regarding the Notice of Motion to consider closure of Keephills School.

The script for this presentation and accompanying PowerPoint can be found at the following page at <http://www.psd70.ab.ca>:

<http://www.psd70.ab.ca/OurDivision/News/Pages/PotentialClosureofKeephillsSchool-SupportingDocuments.aspx>

- Keephills Public Meeting – March 4, 2015 Senior Administration Speaking Notes
- Keephills Public Meeting – March 4, 2015 Presentation

The presentation concluded with responses from Parkland School Division to a list of 23 questions and comments submitted by members of the public on Sunday, March 1, 2015.

#### QUESTION PERIOD

Question period was from 8:10 p.m. – 9:10 p.m.

Unidentified members of the public posed questions to Senior Administration and talked about topics ranging from boundary revisions specific to Range Road 20, individual transportation cases, class sizes, the Duffield-Keephills Connection, other grade configurations considered for Keephills School as well as additional programming options that were reviewed for Keephills. A summary of responses from Parkland School Division's Senior Administration to questions that arose the evening of March 4, 2015 can be found at the above link.

- Keephills Public Meeting – March 4<sup>th</sup> Summary Document

#### CONCLUSION

The meeting finished at 9:15 p.m.



## MEMORANDUM

**Date:** April 08, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **THREE YEAR CAPITAL PLAN (2016-2019)**

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### Recommendation

That the Board of Trustees approves the Three Year Capital Plan (2016-2019) as presented at the Regular Meeting of April 08, 2015.

### Background

On March 16, 2015, the Board of Trustees met to review and discuss the Division's Capital Plan and affirmed priorities as follows:

#### 2016-2017 – Year One

- **Priority One:** New K-9 school with a capacity of 900 students located in the west side of Spruce Grove at a cost of \$22.0 million dollars. Parkland School Division received approval from the Government of Alberta for full funding of this school on March 31, 2015. We have been directed to continue to include this school on our capital plan submission.
- **Priority Two:** Complete preservation and modernization of Woodhaven School in order to accommodate up to 900 students at a cost of \$9.5 million dollars
- **Priority Three:** Complete preservation and modernization of Stony Plain Central School at a cost of \$9.2 million dollars

#### 2017-2018 – Year Two

- **Priority One:** Modernization of Spruce Grove Composite High School at a cost of \$10 million dollars

#### 2018-2019 – Year Three

- **Priority One:** to be determined.

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

Administration would be pleased to respond to any questions.

CJ:jlf



## MEMORANDUM

**Date:** April 8, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** **KEEPHILLS SCHOOL CLOSURE**

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### **Recommendation**

That the Board of Trustees close the Keephills School permanently effective June 30, 2015 and direct all students that live in the Keephills School attendance area be transferred from Keephills School to Duffield School effective the 2015-2016 school year on a permanent basis as presented at its Regular meeting April 8, 2015.

### **Background**

Board Policy 15, which deals with school closures, provides that the Board may have to consider a school closure when the operation of the school is no longer financially viable. Keephills School has been operating with declining or static enrolment dating back to 2001 with a current enrolment of 35.5 full-time equivalent students.

The matter was raised by way of a Notice of Motion on February 3, 2105 that the Board considers the closure of Keephills School effective June 30, 2015.

In accordance to the School Closure Regulation and the School Act, detailed information relating to the recommendation of the Parkland School Division administration was shared with parents and members of the public followed by various opportunities for public engagement including a public meeting, written correspondence and delegation presentations to the Board of Trustees.

The Keephills School Report summarizes the educational and financial realities faced by Keephills School today and provides the rationale behind the recommendation to permanently close Keephills School effective June 30, 2015.



The issue of whether Keephills School, which currently operates with **40** students, should remain open is not new.

Throughout this process, Parkland School Division administration has strived to be transparent. To this end all documents presented to the public and Trustees were posted on the Division website, including:

- Speaking notes and minutes from the March 4, 2015, public information meeting; as well as the March 17, 2015, Special Meeting - Public Delegations;
- Background information on Keephills School including the 2004 Task Force III Final Report from June 2004;
  - The September 2004, System Plan Implementation Framework document;
  - The March 2005 West End Schools Viability Report;
  - The West End Study Final Report from June 2005;
  - The May 2009 Keephills Viability Report;
  - The January 2011 System Review Handout.

In terms of process, the Division has followed the school closure process set out in the Closure of Schools Regulation:

- Notice of motion raised at the February 3, 2015 regular Board meeting;
- Parents of every child and student enrolled at the school were notified;
- Notice periods adhered to in accordance with section 4(2) of the School Closure Regulation;
- Detailed information in relation to Keephills School presented at a public information meeting March 4, 2015;
- Written submissions from the community deadline extended from March 13, 2015 to March 17, 2015;
- Public delegations heard on March 17, 2015, at which 10 delegations made submissions to the Board of Trustees;
- Responses to questions from the public have been provided since January 20, 2015 as well as individual meetings hosted with parents and community members about the School.

In addition to the required process, The Board also listened to the community's request and mailed out a survey, that was also available online, to assist in determining the potential preschool registration numbers in the Keephills Attendance Area for the foreseeable future.

Parkland School Division acted in strict compliance with the satisfactory time frames set out in the School Closure Regulation to allow the opportunity for parents to submit their views to the Board.

From an educational and financial perspective, the current status of Keephills School provides many challenges.

In the scenario that the Board votes to close Keephills School, Parkland School Division administration is proposing that for the 2015-2016 school year and on a go forward basis, that the students from Keephills attend Duffield School, which is 8 kilometers from Keephills.

Duffield School delivers the same quality education and the students will thrive in this environment because they will access outstanding educational and extra-curricular programming.

If the decision is made to close Keephills School, Parkland School Division will work closely with Duffield School to ensure a smooth transition for ALL children.

The question as to whether Keephills School should be closed requires some balancing of the overall following interests:

- What is best for the students at Keephills?
- What is best for the staff?
- Where can the students receive the best educational opportunities in a highly educated and skilled competitive work market?
- Where are the Division dollars best and most efficiently used?
- If Keephills Schools remains open, to what extent would funds from other schools be used to keep Keephills School open?
- What is most fair and appropriate in terms of learning opportunities for the students within the Keephills School area?
- What is fair to other students within the Division?
- If the school is not closed, how long can it stay open and viable given the low enrolment and fiscal realities?

The Board is asked to vote for closure of Keephills School for the following reasons:

#### Duty to act in best interest of students

As a School Division, it is our duty to never forget our ultimate goal of student success and well-being. What's best for all our students is at the heart of every decision we make.

We are in the world of developing engaged students to be ethical and who embrace learning, in its various forms. With that in mind, we must always think of our students first.

#### Additional ½ million dollars spent on Keephills over past 5 years

In the last 5 years, the Board has spent an additional ½ a million dollars (**\$591,224**) to keep Keephills School open and living up to the high expectations and quality education that's being delivered by a dedicated staff. This **\$591 thousand dollars** has been taken from the Division's Operating Reserves.

#### School Reserves

The Alberta Government encouraged school jurisdictions to use their reserves. Parkland School Division deemed this would be in the best interests of students. We're proud of the way we used our Operating Reserves to pursue Parkland School Division's Vision and Mission to deliver an

education system that's looked to as a model by other jurisdictions across the country and beyond and that includes the education students at Keephills School receive.

Parkland School Division would be challenged to draw from those reserves any longer. Our Board of Trustees is faced with difficult decisions as budget preparation begins for the 2015 – 2016 school year.

#### 2015-2016 Provincial Budget

The 2015-16 Provincial Budget in late March delivered a message of fiscal transition and restraint. According to the Government of Alberta: Collectively, school boards will be required to find efficiencies and productivity improvements that will reduce non-classroom teaching costs by 2.7 per cent. Non-classroom teaching costs comprise approximately 40 per cent of a board's overall budget.

School boards will require approval from the Minister in order to access their accumulated operating reserves in the 2015/2016 school year. Using reserves should be viewed as a transition measure to bridge to a new financial/cost structure.

As a result of the new budget and under direction from Alberta Education, school boards are required to identify their strategies to transition away from the use of reserves and demonstrate their ability to operate within their annual allocation by the following school year.

Parents and students need to know that the ripple down effect of this budget will be felt in Parkland School Division classrooms.

Up to this point, school divisions have been funded on a per pupil grant. This budget caps that per pupil grant at our 2014-15 enrolment numbers which does not provide funding for student growth.

The Division will be challenged but will strive to reach our own high expectations when it comes to delivering on the Division's Ultimate Goal of Student Success & Well-being for all students. Costs will increase every year while at the same time, funding will not keep pace with growing enrolment.

Parkland School Division welcomed 274 new students to the system in 2014-15 and long-term Strategic Planning and Capital planning points to growth trends continuing. This provincial budget does not fund growth and is not expected to fund growth for the next 3 years while the government implements this new fiscal strategy. This is a significant change from the past and a significant concern for Parkland School Division as an area experiencing such high growth. We're anticipating approximately 400 new students in 2015-16 alone. We will operate with less than our 2014-15 level of resources by approximately \$2 million dollars.

We will follow Alberta Government's direction and will not be reducing classroom teachers but all these new students we're expecting in the very near future will need teachers and support staff too. The new budget will increase our class sizes and reduce other supports that Parkland School Division students currently access.



We remain optimistic and committed to working collaboratively with all our stakeholders including Alberta Education and our parents to deliver the best possible education for all our students.

### The Study of Keephills School Viability

Parkland School Division has been working with the Keephills community for over a decade when it comes to the viability of Keephills School. Dating as far back as 2001, Parkland School Division began a five-stage study to look more closely at school facilities, space utilization and grade configurations. Declining enrolment at Keephills School has been witnessed over the past decade and this has resulted in on-going monitoring including assessment of trends and study of educational and financial impacts. Deliberations involved several public engagement opportunities where the community was invited to participate:

- 2001 – 5-stage system wide study;
- 2004 – Task Force Follow-up Report;
- 2005 – Viability assessment due to declining enrolments in all of Parkland School Division's west end schools;
- 2009-2010 – Viability study done where enrolment concerns were echoed.

All those studies revealed serious concerns about programming viability at Keephills School should everything remain the same.

At that time, it was proposed that Keephills School should be considered for closure should enrolment fall below 80.

To quote the Viability Report of 2009-2010:

“Despite the strong educational opportunities, additional programming, strong support by the community at large and the work done on option one of the Viability Report, enrollment is not increasing.”

In order to avoid those serious concerns, the Board decided to spend money to maintain our high level of education at the school.

### Enrolment

There are currently 40 kindergarten to Grade 6 students at Keephills School.

Given the projected enrolments and the financial realities facing Parkland School Division there are serious questions about whether the Division can ensure a viable educational program for the students of Keephills School in the future. Our current enrolment sits at 31 full-time Grade 1 to 6 students plus an additional 9 part-time kindergarten students to give us our full-time equivalent of 35.5.

Enrolment has been low for a number of years. The last time enrolment exceeded 80 students was in the 2007-2008 school year.

### Impact of Closure on Keephills Attendance Area

The attendance area that is currently used for Duffield's Grade 7 through 9 students would now be used for Kindergarten through Grade 9 students for both of the current Keephills and Duffield attendance areas. No boundaries change. Simply, the age configurations change.

Students from Keephills already attend Duffield in Grades 7/8/9. The change equates to students living in the Keephills Attendance area would be expected to attend Duffield School starting in Kindergarten rather than Grade 7.

### Housing Development in the Area

Analysis of housing development in the area and TransAlta expansion to the region has been considered. That includes 33 quarter sections of land purchased in the last 5 years and over 20 quarter sections that are proposed purchases as well. Meetings with officials from TransAlta occurred on 3 different occasions to discuss the situation at Keephills School. Parkland County has advised Parkland School Division that low-density acreages or subdivisions are not on the horizon.

### Outcome of Viability Study

80 students – initiates a viability study because at this point we begin to feel it is necessary to consider the impact on quality of educational programming.

The threshold of 80 is much like an engine trouble light – it initiates a process of exploration to determine if there are any critical issues, such as:

- Benchmarks relating to the quality of education for student success and well-being need to be met
- Extra-curricular activities may be limited
- Numbers of students with special education needs may impact programming success

All considerations contribute to an understanding of the educational program provided and whether or not we have an optimal situation to achieve student success and well-being.

### Implications

In the event of a Keephills school closure, implications for Duffield School:

- Strong educational programming would continue at Duffield School
- It is projected that enrolment would increase by an estimated 41 students (37 Full Time Equivalent - FTE) in 2015-2016
- Opportunities for teachers/staff to work together and to share resources provides educational benefit for students (i.e. working together with colleagues to look at student achievement data)
- Collaborative planning time for teachers will be provided

In the event of a school closure, some of the implications for students from Keephills School are as follows:

- Increased access to supports and services to ensure that all learners can be successful;
- Increased opportunity for students to make connections with a larger group of children. In a wider social circle, they have more opportunities to find friends with similar interests;
- Increased opportunity for extracurricular activities;
- Increased opportunity for student mentorship. For example, a middle years student with leadership interests can be paired with an early years student who would benefit from mentorship;
- Eliminates the transition from early years to middle years schooling because the students will attend K-9 in one school;
- Staff will establish positive partnerships between home and school to assist students in managing the change;
- Keephills' students have established relationships with their peers and staff at Duffield this year. Routines and expectations are in place, there is a level of comfort and familiarity with the school, playground, etc.;
- Because the Keephills' kindergarten children have not been attending at Duffield this year, there will be special attention paid to their transition into grade one at Duffield (i.e. Open House/Tour for children and parents, etc.)

It is expected that **41** students will be designated from Keephills to Duffield for the 2015-2016 school year. Combined enrolment is expected to stay steady and slightly decrease over the next 8 years.

#### Class Size Projections

Should Keephills and Duffield combine for the 2015-16 school year, using the projected enrolment numbers provided by consultant, HS Facilities Planning, class configurations in September **MIGHT** look like the following:

- The average class size for the Kindergarten to Grade 3 classes could be 21;
- The average class size for the Grade 4 - 6 age group could be 20;
- The average class size for the Grade 7 - 9 classes could be 18.

The Parkland School Division 2014-15 class size averages ranged from 19 – 22 students. The government does not specify a maximum class size because there are no one-size-fits-all solutions. Schools and School Boards are in the best position to determine classroom organization.

#### Potential Grade Configuration

Should Keephills School remain open with no financial assistance, a potential grade configuration would be with a shared Principal with Duffield School, a half-time kindergarten teacher, a Grade 1-3 teacher, a Grade 4-6 teacher and VERY limited support staff. Again, these are using projected enrolment numbers provided by our consultant, HS Facilities Planning.

Enrolment projections indicate there will be sufficient space to accommodate students moving from Keephills School into Duffield School. The capacity for Duffield School is 383 students. At the highest projections (305 for 2015), Duffield School would be 78 students below capacity.

#### Impact of Moving students to Duffield

While students, parents and staff are fond of and very attached to Keephills School and have appreciated their successful years as a school community, moving the students over to Duffield will provide the opportunity to ensure that strong educational programming can continue into the future. Parents and students at Duffield will experience a continued focus on student achievement, which is of a similar high standard as they have historically experienced at Keephills.

Student interests will be a priority at the new school and a successful full-time transition to Duffield School will be facilitated by attention to every student's progress and ensuring their learning styles are supported. School Administration will coordinate this process.

#### Financial implications of closing Keephills School begin with instruction

Instructional staff reduced initially by .5 Full-time equivalent. Support staff would be reduced by 1 full-time staff member. That's an estimated savings of \$113,719 per year.

#### Keephills School Special Allocation

The Keephills School special allocation comes from Division Operating Reserves.

In 2014-15, Parkland School Division will access an expected \$977,958 from Operating Reserves. Keephills School alone, which represents **half of 1 percent** of the Division's enrolment, has accessed \$113,528 in the form of the Special Allocation. This equates to 12% of Operating Reserves.

Each Keephills student, on average, receives an additional \$3,198 over the basic Parkland School Division student allocation. The other 88% of Operating Reserves was used to support programming in our 21 other schools which represents 99.5% of Parkland School Division's enrolment.

#### Small School by Necessity Grant for Keephills

Parkland School Division currently receives a Small School by Necessity Grant for Keephills School from Alberta Education. Assuming the grant continues to be allocated from Alberta Education and should the school close, Parkland School Division could continue to receive this grant for a period of 4 years with an incremental amount of money phased out each year.

With Board approval, the phased out funding received could be used to assist in transitioning students from Keephills to Duffield.

#### Numbers Associated with Keephills School Building

The annual maintenance costs for Keephills School are \$90,067 per year. That covers electricity, gas & custodial costs. The anticipated cost required annually to maintain the building until disposition is \$21,000. Until a new owner of the school portion of the Condominium title is found, Parkland School Division would still be responsible for paying that \$21,000.

If the school closes, Parkland School Division would no longer receive a small school supplement part of the Operations and Maintenance Grant which is \$85,172.

Given that Duffield School is only 8 kilometers away from Keephills School, there is no anticipated financial impact to Transportation.

#### Capital Implications

Alberta Infrastructure conducted a facility evaluation of Keephills School in 2013 as part of their regular 5-year review of school sites.

According to the report, capital expenditures essential to the operation of Keephills School include an estimated \$418,369 in the short term. These include items such as roofing, siding, and fire alarms to name a few. In total, \$1.7 million dollars in capital expenditures has been identified in the report.

It's important to point out - there are no **additional** capital costs anticipated at Duffield School as a result of the increased enrolment. That's not to say there are no capital costs identified for Duffield School. There are just no additional projects that would be needed because of the amalgamation. Regularly scheduled and identified emergent Infrastructure Maintenance and Capital projects would proceed regardless of a decision to close Keephills School.

Enrolment projections for the west end do not suggest there will be overcrowding. The capacity for Duffield School is 383 students. At the highest projections (305 for 2015), Duffield School with combined Keephills-Duffield attendance would be 78 students below capacity.

According to the most recent Alberta Infrastructure Five Year Facility Condition Index (FCI), the total rating for Duffield School is 13.11%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools. Only 7 schools in Parkland School Division received a better FCI rating than Duffield School.

The FCI is a comparative indicator of the relative condition of facilities.

No major capital projects have been identified for the school in the current Parkland School Division Three Year Capital Plan.

Although the Closure of Schools Regulation requires information be presented about capital implications for all schools affected by the school closure, the primary reason for recommending closure of Keephills School is declining enrolment and inadequate resources to sustain quality educational programming.

In the event of a Keephills School closure, instructional resources and equipment would be moved to Duffield School. Any surplus materials and equipment would be made available to other Parkland School Division schools.

#### Disposition of Property Regulation

Alberta Education's Disposition of Property Regulation will guide the process and requires that all school boards consult with other boards and municipalities with respect to their needs when land and buildings become surplus.

If the school closes, PSD will meet with appropriate representatives regarding the future of the facility. Although it would be the Division's intention to find a new owner for the school building, until such time as ownership was transferred, the Division would continue to incur costs for basic utilities, security, yard care and insurance.

Condominium Association by-laws would be adhered to. That includes providing the Keephills Association with the right of first refusal to purchase the School Division's interest in the property.

Condominium Association by-laws state that the school portion of the property can only be used for school purposes and such related purposes as the School Division may deem suitable for school and related facilities. Again, that's why meetings with appropriate representatives would take place regarding the future of the facility should the school close.

#### Educational and Financial Impacts if Keephills Remains Open

If the school remains open, Keephills School is currently subsidized by \$113,528 which equates to roughly 1.15 teachers. Enrolment declines will result in further staff reductions.

Without the ability for the School Division to access operating reserves to finance a subsidy for Keephills School to support ongoing expenditures, this will mean less staff are available and will result in larger combined class sizes with fewer grade groupings at Keephills School. This could mean limited extra curricular activities, increased demands on staff, limited collaboration time for teachers, and a 21st century learning environment that is difficult to sustain.

### Trends

Trends across Alberta also show a rapid increase in the number of students with diverse learning needs and specifically students with emotional, social and mental health needs. Provincially, the number of students with identified learning needs is doubling the rate of growth within the regular population. It is becoming increasingly challenging to program for such diverse groups of learners. It's anticipated that the situation would be no different at Keephills School which means an increase in students with special needs and corresponding costs.

An additional \$565,000 dollars has been allocated to Keephills School over the last 5 years. The Board may have to answer to the parents of over 10,000 other students in the Division and explain to them why \$2000 - \$4000 more is being spent for students enrolled in Keephills School. This scenario is not viable. Over the next 5 years, the School Division would be significantly challenged to find the money to replace the \$113,000 per year to make up that special allocation. Ensuring Parkland School Division continues to sustain a quality education program at Keephills School would equate to another \$565,000 at minimum for the next 5 years.

### Duffield-Keephills Connection

The Duffield-Keephills Connection has been brought up several times over the course of the public consultation process.

Parkland School Division's primary objectives have always been to bring families and staff together to share resources, to be creative in serving the needs of students and to provide the best possible learning environments and programming for all students.

The Duffield-Keephills Connection was a creative solution to the problem with a small school staff having to cover off more than what would normally be expected of them, added administration and other duties that come with such small enrolment numbers.

The Connection is not the reason the Board faces the decision they will have to make today.

The enrolment status of K-6 students attending Duffield School who actually live in the Keephills Attendance area has been verified. The actual number of students who registered at Duffield School this fall is 10.

- 6 – Attending their first year at Duffield, but were previously at Keephills.
- 2 – Attending their first year at Duffield but are new to area.
- 2 – Attended Duffield last year.

If the full-time enrolment was 46 including those students versus the 40 students currently enrolled, the conversation remains the same.

### Options Explored

Various scenarios have been extensively researched and explored to increase enrolments at Keephills School including boundary revisions. This research involved the impacts changes

would make to Student Transportation, the displacement of students forced to leave schools they currently attend and the processes required to change Grade Configurations at 2 or more schools resulting in extensive School Closure Regulation processes initiated at multiple school sites. On balance, all other scenarios have incremental disruption to even more Parkland School Division parents, they involve additional money for Student Transportation and require the Board to change Division practice on grandfathering attendance with no guarantee that a special allocation to support schools would be eliminated.

One option considered was to expand the Keephills boundary to capture sufficient students to meet the minimum enrollment requirement and mandate all students to attend.

### Impacts

- The number of incoming Kindergarten students may not offset the number of Grade 6's leaving Keephills School; the plan may not be feasible beyond the next one or two years and may require further revisions.
- Results in the relocation of **35** Duffield students, **16** Blueberry students, and **6** Stony Plain Central students with **no opportunity of grandfathering** at a student's current school.
- Students living within the expanded Keephills attendance area, but currently attending other schools would be required to leave their current schools. This would present a different set of challenges and compromises parental choice and Divisional practice
- Duffield, Blueberry and Stony Plain Central Schools may face a significant impact depending on the grades of students affected by the attendance area change.
- Transportation impacts would also include increased bus ride times (6 – 20 minutes longer) and an additional \$80,000 for one more bus route added.

Another scenario explored included alternate grade configurations for both Keephills and Duffield Schools. For example: turn Keephills into a K-4 School and Duffield into Grades 5-9. In scenarios explored, the following would have to be considered:

- Mandating attendance to a significant number of families already attending Duffield School (a school closer to their homes geographically)
- The Transportation costs associated with the changes range from \$80,000 to \$240,000 depending on Grade configuration scenario, which would also lengthen bus ride times for students
- A special allocation would still be required, but spent differently. The need to take money from Operational Reserves to make up the special allocation that would be required to operate one or both of the schools dividing up the combined enrolment into two facilities would still not be solved. For example:
  - A K-4 Keephills School would operate with 131 FTE students out of a capacity of 135. (97%)
  - A 5 – 9 Duffield School would operate with 174 FTE students out of a capacity of 383. (46%)

The bottom line is this: there are still not enough students to keep 2 schools viable no matter what the configuration. Either a draw upon reserves would be required or a scenario where money would be taken from other Parkland School Division students to be allocated to Keephills School. All other scenarios would require the re-configuration of 2 or more grades at each



school which is captured under the School Closures Board Policy 15. That would mean a school closure process like the one being undertaken with Keephills would have to be duplicated with schools involved. All other scenarios deal with mandating parents of more families to move than if Keephills students were moved to Duffield which also has the least (minimal) impact to Student Transportation.

Many options and possibilities have been considered to sustain viability at Keephills School over the past decade. Everything from centralizing Division programs happening at other schools in Parkland School Division, using the facility as an Early Childhood Services only facility, opening a French Immersion Centre for west end schools, introducing Christian-based programming like the Maranatha Program at Broxton Park. These are just a few examples. While there is no single source of documentation, all supporting documents have been posted on our website.

### Conclusion

The quality of education for all Parkland School Division students, including Keephills School students, is being considered. Keephills School in this current circumstance creates a considerable challenge and vulnerability in this regard. Parkland School Division administration believes the recommendation put forward puts the Division in a position that would not compromise on this commitment.

Conversations have happened for a number of years at all levels from School Council meetings right up to Regular Board meetings around viability of this school. This isn't something that's snuck up on all those involved. For many years, residents in the Keephills Area have pushed the School Division and the School Board for definitive answers when it comes to the future of this school. That's what this decision is all about.

Up to this point, the Board's been in a financial position where Operating Reserves could make up the deficit required to pursue the Division's Ultimate Goal of Student Success & Well-being for ALL students. Using the term ALL students, the Board is mandated to consider the big picture and all 10 thousand plus students in Parkland School Division. In order to sustain Keephills School 'AS IS' for the next 5 years, the Board will have to consider where the \$565,000 special allocation will come from. In addition to that special allocation money, the Board will also have to consider staffing levels at the school and potential financial impact to maintain the quality education that is being delivered as well as whether it is appropriate to place such a heavy work load on teachers.

The heart of the matter and the rationale behind the recommendation comes back to Parkland School Division's Ultimate Goal of Student Success and Well-being for **ALL** students. To deliver on that Ultimate Goal and stay true to Divisional priorities, we believe this will be accomplished by accepting this recommendation.

On balance, the proposed recommendation is the most cost-effective, most efficient and with the least amount of disruption.

For the above-referenced reasons, the Board of Trustees for Parkland School Division is asked to vote in favour of closing Keephills School.