



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

December 09, 2014

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

December 09, 2014

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

A G E N D A

Page Number

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

- 3- 2. **APPROVAL OF MINUTES**
 - 2.1. Regular Board Meeting of November 25, 2014

3. **BUSINESS ARISING FROM THE MINUTES**

4. **DELEGATION/PRESENTATION**
 - 4.1 Memorial Composite High School Delegation – Shape the Future Conference
 - 4.2 Blueberry School Delegation – Mental Health Commission of Canada: Headstrong: Youth Anti-Stigma Campaign

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

6. **SUPERINTENDENT REPORT**

Recess Break / Public Question Period

- 6- 7. **ACTION ITEMS**
 - 14- 7.1. Financial Report Period Ending October 31, 2014 (C. Jonsson)
 - 15- 7.2. Support Benefit – Rate Renewal (C. Jonsson)
 - 7.3. Draft School Calendars – 2015-2016, 2016-2017, 2017-2018 (S. Johnston)

Where the World Opens Up

-22- **8. ADMINISTRATION REPORTS**
 8.1. School Resource Officer Program Report (K. Wilkins)

-25- **9. TRUSTEE REPORTS**
 9.1. PSD Tomorrow (E. Cameron)
-28- 9.2. Audit Committee (K. Linder)
-30- 9.3. Advocacy Committee (R. Gilchrist)
-33- 9.4. Benefits Committee (D. Kilduff)
 9.5. C-2 Committee (R. Gilchrist)

10. RESPONSES TO REQUEST FOR INFORMATION

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

Jan 06, 2015Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

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 NOVEMBER 25, 2014

TRUSTEE ATTENDANCE:

Eric Cameron, Chair	Present
Kathleen Linder, Vice-Chair	Present
Ron Heinrichs	Present
Richard Gilchrist	Regrets
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 (Business and Finance)
Dr. Dianne McConnell, Associate Superintendent (Learning Services)
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Strategic Planning & Communications
Doug Aird, Director Business and Finance
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

Trustees provided a verbal report on the activities that they have participated in. Trustee Linder thanked the drama students at Memorial Composite High School for an excellent production of "A Midsummer Night's Dream". Trustee Kilduff reported on the Remembrance Day Ceremony at the Ecole Broxton Park. Trustee Kucher-Johnson thanked the parents and staff who attended the Thought Exchange Parent consultation held November 24, 2014. There was a lot of meaningful engagement and the Board looks forward to the next steps.

CHANGES TO THE AGENDA

Agenda item 7.1 will be moved to be part of Agenda Item 4.2.

APPROVAL OF THE AGENDA

Res 153-2014 **MOVED** by Trustee Kinsey that the Agenda be approved as amended.

CARRIED

APPROVAL OF THE MINUTES

Res 154-2014 **MOVED** by Trustee Heinrichs that the Minutes of the Regular Meeting held on November 4, 2014 be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

Board Chair

Secretary-Treasurer

DELEGATION / PRESENTATION

Student Success & Well-being – Leader in Me

Board Chair welcomed the delegation of parents, staff and students from Graminia School, Ecole Meridian Heights School and Muir Lake School. Parents, staff and students presented on the "Leader in Me" program and demonstrated the alignment to ethical citizenship. Graminia School provided a parent prospective, Ecole Meridian Heights, a staff perspective and students from Muir Lake School shared how the program has influenced them.

PriceWaterhouseCoopers LLP

Mr. Jeff Baker from PriceWaterhouseCoopers LLP was introduced. C. Jonsson, D. Aird and Mr. Baker spoke to the 2013-2014 Audited Financial Statement and answered questions.

2013-2014 AUDITED FINANCIAL STATEMENT

Res 155-2014

MOVED by Trustee Linder that the Board of Trustees approves the Audited Financial Statements for the year ended August 31, 2014 as presented at the Regular Meeting of November 25, 2014.

CARRIED

BOARD CHAIR REPORT

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

SUPERINTENDENT REPORT

Superintendent Monds shared his Superintendent message.

Recess Break

A recess was called at 11:05 a.m.

Chair resumed the meeting at 11:10 a.m.

ACTION ITEMS

2013-2014 ANNUAL EDUCATION RESULTS REPORT and 2014-2017 THREE-YEAR EDUCATION PLAN

Res 156-2014

MOVED by Trustee Heinrichs that the Board of Trustees approves Parkland's combined 2013-2014 Annual Education Results Report and the 2014-2017 Three-Year Education Plan as amended at the Regular Meeting of November 25, 2014 and direct Administration to submit the combined report to Alberta Education.

CARRIED

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

ADMINISTRATIVE REPORTS

ACCOUNTABILITY PILLAR RESULTS REPORT

Res 157-2014

MOVED by Trustee Kinsey that the Board of Trustees receives as information the Accountability Pillar Results Report as presented at the Regular Meeting of November 25, 2014.

CARRIED

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

TRUSTEE REPORTS

PSD Tomorrow Committee

Res 158-2014

MOVED by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of November 13, 2014 as presented at the Regular Meeting of November 25, 2014.

CARRIED

Res 159-2014 **Student Advisory Committee**
MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the Student Advisory Committee minutes of November 13, 2014 as presented at the Regular Meeting of November 25, 2014.

CARRIED

Res 160-2014 **Advocacy Committee**
MOVED by Trustee Heinrichs that the Board of Trustees receives as information the Advocacy Committee minutes of November 4, 2014 as presented at the Regular meeting of November 25, 2014.

CARRIED

Res 161-2014 **MOVED** by Trustee Kinsey that the Board of Trustee, through the Chair, send a letter to the Minister of Education, in support of Inspiring Education and the Education Act and to extend an invitation to meet with the Board of Trustees to discuss these topics.

CARRIED

Public School Boards' Association of Alberta
Trustee Kucher-Johnson provided a verbal report on the Public School Boards' Association of Alberta Fall Annual General meeting that Trustees attended.

Alberta School Boards' Association
There was no report

C-2 Committee
Board Chair provided a verbal report on the C2 Committee meeting that he attended.

FUTURE BUSINESS

Meeting Dates

Open to the Public:

- Dec 09, 2014 Regular Board Meeting 9:30 am, Centre for Education
- Jan 06, 2015 Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

- Nov 25, 2014 PSD Tomorrow Meeting 12:00 pm, Centre for Education

Topics for Future Agendas

There were no topics for future agendas

Request for Information

There were no requests for information

ADJOURNMENT

The meeting was adjourned at 12:10 p.m.



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **MONTHLY FINANCIAL REPORT – PERIOD ENDING OCTOBER 31, 2014**

Recommendation

That the Board of Trustees approves the monthly financial report for the period ending October 31, 2014 as presented at the Regular Meeting of December 9, 2014.

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 2013 it received and approved the Audited Financial Statements for the 2012-2013 school year. The Monthly Financial statement included within this agenda is for the period ended October 31, 2014. The Audited Financial Statements for the current school year will be presented to the Board in November 2014. 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- October 31, 2014
Parkland School Division

	Approved Budget¹ 2014-15	Revised Budget² 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used
Revenues					
Instruction (ECS to Grade 12)	85,425,182	86,671,638	14,632,424	72,039,214	16.88%
School Generated Funds	2,583,269	2,583,269	162,666	2,420,603	6.30%
Operation and Maintenance	7,708,404	7,911,201	1,320,287	6,590,914	16.69%
Transportation	10,492,779	10,503,374	1,994,287	8,509,087	18.99%
Board and System Administration	3,804,489	3,959,136	656,317	3,302,818	16.58%
External Services	38,680	38,680	4,656	34,024	12.04%
Supported Capital Interest	4,219	4,219	3,574	645	84.70%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	207,823	3,070,867	6.34%
Capital & Debt Services	3,679,878	3,679,878	613,313	3,066,565	16.67%
Total Revenues	115,333,131	118,630,085	19,595,346	99,034,739	16.52%
Expenses					
Instruction (ECS to Grade 12)	85,127,607	86,893,090	14,537,474	72,355,616	16.73%
School Generated Funds	2,583,269	2,583,269	308,305	2,274,964	11.93%
Operation and Maintenance	7,859,209	7,868,146	1,121,084	6,747,062	14.25%
Transportation	10,433,511	10,549,106	2,283,451	8,265,655	21.65%
Board and System Administration	3,717,792	3,872,439	716,079	3,156,360	18.49%
External Services	38,680	38,680	2,050	36,630	5.30%
Supported Capital Interest	4,219	4,219	3,574	645	84.70%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	207,823	3,070,867	6.34%
Capital & Debt Services	4,520,454	4,520,404	753,401	3,767,003	16.67%
Total Expenses	115,880,972	119,608,044	19,984,014	99,624,030	16.71%
Surplus/(Deficit)	(547,841)	(977,959)	(388,668)	(589,291)	
Operating Surplus (Deficit)	(547,841)	(977,959)	(243,028)	-734,930	
School Generated Funds Surplus (Deficit)		-	(145,640)	145,640	
Surplus/(Deficit)	(547,841)	(977,959)	(388,668)	(589,291)	
Target Percentage					16.67%
	Approved Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Block					
Instruction	(326,944)	(845,972)	1,871		
Board and System Administration	-	-	(86,890)		
Operations and Maintenance	(220,897)	(26,987)	141,032		
Transportation	-	(105,000)	(299,042)		
External Services	-	-	-		
Surplus/(Deficit) from Operations	(547,841)	(977,959)	(243,029)		
School Generated Funds			(145,640)		
Total Surplus/(Deficit)	(547,841)	(977,959)	(388,668)		

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees, 04 November 2014

Revenue

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used
Alberta Education					
School Jurisdiction Base Funding					
Base Instruction (Gr 1-12)	60,180,100	60,416,228	9,714,168	50,702,059	16.08%
Early Childhood Services (ECS)	2,969,160	3,248,032	607,127	2,640,905	18.69%
Home Education	41,032	45,956	6,289	39,667	13.69%
Outreach Schools	188,918	188,918	31,474	157,444	16.66%
Sub Total	63,379,210	63,899,133	10,359,058	53,540,075	16.21%
Alberta Education - Administration					
Administration allocation	3,468,646	3,631,400	605,233	3,026,167	16.67%
Sub Total	3,468,646	3,631,400	605,233	3,026,167	16.67%
Differential Cost Funding					
ECS Program Unit	3,092,865	3,407,089	570,453	2,836,636	16.74%
English as a Second Language	62,439	77,755	8,538	69,217	10.98%
First Nations, Metis & Inuit Education	738,669	738,669	119,333	619,336	16.16%
Inclusive Education	5,779,787	5,847,346	931,749	4,915,596	15.93%
Small Schools by Necessity	795,114	795,114	134,590	660,524	16.93%
Socio - Economic Status	797,362	806,115	126,899	679,216	15.74%
Equity of Opportunity	1,081,802	1,094,831	301,588	793,242	27.55%
Sub Total	12,348,037	12,766,918	2,193,150	10,573,768	17.18%
Differential Cost Funding - Operations and Maintenance					
Operations & Maintenance Support	7,495,972	7,724,023	1,286,822	6,437,201	16.66%
Sub Total	7,495,972	7,724,023	1,286,822	6,437,201	16.66%
Alberta Education - Other					
Institutional Programs	290,460	291,771	48,271	243,500	16.54%
Government Contributions to ATRF	5,956,942	6,270,451	1,123,446	5,147,005	17.92%
Sub Total	6,247,402	6,562,222	1,171,717	5,390,505	17.86%
Transportation Funding					
Transportation - Rural	6,163,244	6,163,244	1,026,796	5,136,448	16.66%
Special Education Transportation	657,518	657,518	109,611	547,907	16.67%
Transportation - Disabled - ECS	206,020	206,020	34,323	171,697	16.66%
Transportation - In Home - ECS	47,716	47,716	7,949	39,767	16.66%
Urban Transportation	2,307,908	2,361,489	384,497	1,976,992	16.28%
Sub Total	9,382,406	9,435,987	1,563,178	7,872,809	16.57%
Provincial Priority Targeted Funding					
Supernet Service	240,000	240,000	139,992	100,008	58.33%
Sub Total	240,000	240,000	139,992	100,008	58.33%

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees, 04 November 2014

Revenue

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used
Capital Funding					
Infrastructure Maintenance and Renewal	1,596,231	3,278,690	207,823	3,070,867	6.34%
Sub Total	1,596,231	3,278,690	207,823	3,070,867	6.34%
Federal French Funding					
Federal French Funding	84,460	103,000	-	103,000	
Sub Total	84,460	103,000	-	103,000	
Other Provincial Support Funding - Alberta Finance					
Supported Capital Interest	4,219	4,219	3,574	645	84.70%
Sub Total	4,219	4,219	3,574	645	84.70%
Federal Government					
First Nations Tuition	1,931,198	1,701,616	318,118	1,383,498	18.70%
Sub Total	1,931,198	1,701,616	318,118	1,383,498	18.70%
From Alberta School Authorities					
Tuition Fees	33,571	33,571		33,571	
Sub Total	33,571	33,571		33,571	
From Municipalities					
Joint Use Agreements	23,000	23,000		23,000	
Sub Total	23,000	23,000		23,000	
Private Organizations					
Transportation - Private Schools	80,900	87,563		87,563	
Transportation Insurance	186,215	182,505		182,505	
Sub Total	267,115	270,068		270,068	
Individuals					
Tuition Fees	11,250	11,250	400	10,850	3.56%
Transportation Fees	810,939	765,000	431,109	333,891	56.35%
Donations	146,091	146,091	14,485	131,606	9.91%
Rentals - Facilities	15,680	15,680	1,680	14,000	10.71%
Instructional Material Fees	747,948	717,986	255,150	462,835	35.54%
School Based Course Material Fees	640,787	733,855	209,317	524,538	28.52%
Other Student Fees	826,312	826,312	60,930	765,382	7.37%
Interest & Investment Income	193,653	187,061	25,349	161,712	13.55%
Misc. Sales	461,210	575,210	53,613	521,597	9.32%
Fundraising	1,297,915	1,297,915	81,336	1,216,579	6.27%
Sub Total	5,151,785	5,276,360	1,133,369	4,142,991	21.48%
Other					
Amortization of Capital Allocations	3,679,878	3,679,878	613,313	3,066,565	16.67%
Sub Total	3,679,878	3,679,878	613,313	3,066,565	16.67%
TOTAL REVENUES	115,333,131	118,630,084	19,595,346	99,034,739	16.52%

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees, 04 November 2014

Allocation of Revenue and Expenses to Programs

October 31, 2014

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$13,863,916	\$1,494,645	\$1,563,178	\$605,233	\$0	\$17,526,972
Other - Government of Alberta	\$0	\$3,574	\$0	\$0	\$0	\$3,574
Federal Government and First Nations	\$270,400	\$34,991	\$0	\$12,727	\$0	\$318,118
Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
Fees	\$525,798		\$431,109			\$956,907
Other sales and services	\$52,163	\$0	\$0	\$0	\$1,450	\$53,613
Investment income	\$0	\$0	\$0	\$25,349	\$0	\$25,349
Gifts and donations	\$14,485	\$0	\$0	\$0	\$0	\$14,485
Rental of facilities	\$0	\$1,080	\$0	\$0	\$600	\$1,680
Fundraising	\$81,336	\$0	\$0	\$0	\$0	\$81,336
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$610,707	\$0		\$2,606	\$613,313
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$14,808,098	\$2,144,997	\$1,994,287	\$643,309	\$4,656	\$19,595,347
EXPENSES						
Certificated salaries	\$8,730,724			\$81,847	\$0	\$8,812,571
Certificated benefits	\$1,939,740			\$29,847	\$0	\$1,969,587
Non-certificated salaries and wages	\$2,264,407	\$600,633	\$86,969	\$264,054	\$0	\$3,216,063
Non-certificated benefits	\$591,907	\$161,628	\$16,962	\$55,771	\$0	\$826,268
SUB - TOTAL	\$13,526,778	\$762,261	\$103,931	\$431,519	\$0	\$14,824,489
Services, contracts and supplies	\$1,047,139	\$617,420	\$2,179,520	\$284,230	\$2,050	\$4,130,359
Direct Cost of Fundraising and Fees	\$272,192					\$272,192
Amortization of supported capital assets	\$105,757	\$610,707			\$2,606	\$719,070
Amortization of supported capital assets	\$0	\$10,003	\$9,878	\$14,450		\$34,331
Interest and charges	\$0	\$3,574	\$0	\$0	\$0	\$3,574
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$14,951,866	\$2,003,965	\$2,293,329	\$730,199	\$4,656	\$19,984,015
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(\$143,768)	\$141,032	(\$299,042)	(\$86,890)	\$0	(\$388,668)

Expenses

By Program

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used
02 Early Childhood Services	4,626,930	5,267,881	561,039	4,706,842	10.65%
03 Instruction	83,083,946	84,208,477	14,284,740	69,923,738	16.96%
04 Board & System Administration	3,717,792	3,872,439	716,079	3,156,360	18.49%
05 Plant Operations & Maintenance	7,859,209	7,868,146	1,121,084	6,747,062	14.25%
05 Infrastructure Maintenance Renewal	1,596,231	3,278,690	207,823	3,070,867	6.34%
06 Transportation	10,433,511	10,549,106	2,283,451	8,265,655	21.65%
07 External Services	38,680	38,680	2,050	36,630	5.30%
08 Debt Services	4,219	4,219	3,574	645	84.70%
09 Amortization of Property and equipment	4,520,454	4,520,404	753,401	3,767,003	16.67%

TOTAL EXPENSES	115,880,972	119,608,044	19,984,014	99,624,030	16.71%
-----------------------	--------------------	--------------------	-------------------	-------------------	---------------

By Category

	Approved Budget 2013-14	Revised Budget ² 2013-14	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used
Salaries, wages and benefits	85,264,393	86,889,712	14,824,490	72,065,222	17.06%
Services, contracts and supplies	21,912,406	22,331,750	3,871,761	18,459,989	17.34%
School generated funds	2,583,269	2,583,269	272,192	2,311,077	10.54%
Infrastructure maintenance renewal	1,596,231	3,278,690	207,823	3,070,867	6.34%
Amortization of property and equipment	4,520,454	4,520,404	753,401	3,767,003	16.67%
Interest on long-term debt	4,219	4,219	3,574	645	84.70%
Loss on sale of Property and equipment			50,774	-50,774	

TOTAL EXPENSES	115,880,972	119,608,044	19,984,014	99,624,030	16.71%
-----------------------	--------------------	--------------------	-------------------	-------------------	---------------

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees 04 November 2014

Expenses by Site - October 31, 2014
Parkland School Division

Site	Approved Budget Expenditures ¹ 2014-15	Revised Budget Expenditures ² 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	584,048	609,799		609,799	162,986	446,814	26.73%	Annual memberships paid (+12% of spend)
Office of the Superintendent	497,041	515,139		515,139	85,243	429,896	16.55%	
Human Resources	437,054	440,068		440,068	61,146	378,923	13.89%	
Deputy Superintendent	698,946	714,460		714,460	97,866	616,594	13.70%	
Learning Services	1,955,815	2,019,950		2,019,950	308,436	1,711,515	15.27%	
Business & Finance	2,001,082	2,119,427		2,119,427	287,846	1,831,581	13.58%	
Tech Support Services	1,767,219	1,812,190		1,812,190	318,564	1,493,625	17.58%	
Print Centre	87,000	87,000		87,000	71,617	15,383	82.32%	Chargeback processed quarterly
Student Transportation	10,433,511	10,549,106		10,549,106	2,283,451	8,265,655	21.65%	Expenses mainly over 10 months (expect 20%)
Maintenance	4,125,785	4,136,535		4,136,535	558,428	3,578,108	13.50%	Combine Maintenance and Custodial (14.9%)
Custodial	3,408,104	3,421,291		3,421,291	564,524	2,856,767	16.50%	
Instructional Pool	1,713,426	1,717,702		1,717,702	370,783	1,346,919	21.59%	
Instructional Pool - Projected			495,965	495,965				
Blueberry	3,528,284	3,814,911	-	3,814,911	632,312	3,182,599	16.57%	
Brookwood	4,319,746	4,406,449	6,595	4,413,044	738,703	3,674,342	16.74%	
École Broxton Park	5,002,064	5,069,409	71,290	5,140,699	824,183	4,316,516	16.03%	
Connections for Learning	1,260,887	1,283,247	28,388	1,311,635	202,693	1,108,943	15.45%	
Duffield	1,980,230	2,167,557	18,845	2,186,402	348,205	1,838,197	15.93%	
Entwistle	1,084,188	1,046,359	(36,239)	1,010,120	176,548	833,571	17.48%	
Forest Green	1,824,313	1,969,459	6,051	1,975,510	319,543	1,655,967	16.18%	
Graminia	3,215,327	3,398,203	12,906	3,411,109	528,537	2,882,571	15.49%	
Greystone Centennial Middle	4,244,028	4,142,990	92,604	4,235,594	679,656	3,555,938	16.05%	
High Park	3,046,899	2,989,770		2,989,770	486,556	2,503,214	16.27%	
Keephills	595,788	505,248		505,248	87,358	417,889	17.29%	
Memorial Composite High	7,371,546	7,504,571	28,611	7,533,182	1,277,260	6,255,922	16.96%	Combine Memorial Composite & Outreach
Memorial Outreach	656,215	600,776	-	600,776	93,770	507,006	15.61% (16.9%).	
École Meridian Heights	4,865,311	4,615,040		4,615,040	792,932	3,822,109	17.18%	
Millgrove	3,603,088	3,524,772	78,958	3,603,730	564,457	3,039,273	15.66%	
Muir Lake	2,755,966	2,820,315	47,009	2,867,324	460,950	2,406,375	16.08%	
Parkland Village	1,766,632	1,886,066	30,070	1,916,136	319,928	1,596,208	16.70%	
Seba Beach	886,266	809,853	-	809,853	142,928	666,924	17.65%	
Spruce Grove Composite High	6,482,400	6,907,621	180,923	7,088,544	1,117,320	5,971,224	15.76%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	405,242	421,063	3,562	424,625	63,110	361,516	14.86% (15.7%).	
Stony Plain Central	3,103,669	3,312,339	66,118	3,378,457	550,496	2,827,961	16.29%	
Tomahawk	1,091,288	1,020,556	87,370	1,107,926	180,502	927,424	16.29%	
Wabamun	1,027,416	1,047,319	7,648	1,054,967	141,270	913,697	13.39%	
Woodhaven Middle	3,819,190	3,991,003	(138,257)	3,852,746	643,415	3,209,331	16.70%	
Innovation and Teaching	-	-	-	-	5,351	(5,351)		
Resiliency Program	116,521	118,666	-	118,666	31,513	87,154	26.56%	Supported by increased donations and revenue
Real Program	1,557,652	1,481,481	-	1,481,481	271,295	1,210,187	18.31%	
Alternative Program	1,127,566	813,248	-	813,248	145,287	667,961	17.87%	
Early Education	3,073,104	3,340,050	-	3,340,050	514,020	2,826,030	15.39%	Budget supported fully by Program Unit Funding
Total Expenses	101,519,857	103,151,011	1,088,417	104,239,428	17,510,985	86,728,442	16.80%	
Target Percentage							16.67%	

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

Expenses by Site - October 31, 2014
Parkland School Division

	Approved Budget Expenditures¹ 2014-15	Revised Budget Expenditures² 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Oct 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Other Sites								
Capital and Debt Services	4,224,673	4,324,623	-	4,324,623	782,681	3,541,942	18.10%	
Infrastructure Maintenance Renewal	1,596,231	3,278,690	-	3,278,690	207,823	3,070,867	6.34%	
School Generated Funds	2,583,269	2,583,269	-	2,583,269	308,305	2,274,964	11.93%	
Government Contributions to ATRF	5,956,942	6,270,451	-	6,270,451	1,123,446	5,147,005	17.92%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	-	-	-	
	14,361,115	16,457,033	-	16,457,033	2,473,029	13,984,004	15.03%	
						-		
Total Expenses	115,880,972	119,608,044	1,088,417	120,696,461	19,984,014	100,712,447	16.56%	

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **SUPPORT BENEFIT – RATE RENEWAL**

Recommendation

That the Board of Trustees approves an overall decrease of 13.78% in premiums for the Sun Life insurance plan as presented at the Regular Meeting of December 9, 2014.

Background

The Board of Trustees approved Sun Life Assurance (AD&D benefit insured through SSQ Insurance) as the benefit provider at the October 7, 2014 meeting. Sun Life Assurance guaranteed rates for a three year period for January 1, 2015 to December 31, 2017 for Basic Life and Long Term Disability. Premium rates provided in the proposal are as follows:

	<u>2015</u>	<u>2014</u>	<u>Change</u>
DECREASE			
• Basic Life	\$ 0.185	\$ 0.29	\$ (0.105)
• LTD	\$ 2.941	\$ 4.630	\$ (1.689)
• AD&D	\$ \$0.0100	\$ 0.0176	\$ (0.0076)
To Administrative Services Only			
• Extended Health-single	\$ 87.17	\$ 95.54	\$ (8.37)
• Extended Health-family	\$ 210.93	\$ 231.19	\$ (20.26)
• Dental-single	\$ 50.85	\$ 51.69	\$ (0.84)
• Dental-family	\$ 137.68	\$ 139.97	\$ (2.29)

Administration would be pleased to respond to any questions.

CJ:jlf



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Scott Johnston, Associate Superintendent
Subject: **DRAFT School Calendars - 2015-2016, 2016-2017, 2017-2018**

Recommendation

That the Board of Trustees receives as information the draft 2015/16, 2016/17, 2017/18 School Calendars as presented at the Regular Meeting of December 9, 2014; and further directs Administration to circulate the draft calendars to stakeholders for feedback.

Background

Parkland School Division continues to support school-based Professional Development opportunities that provide schools with the opportunity to focus on Division Priorities and their Education Plans.

In March of 2014, the Board of Trustees approved the 2014-2015 school year calendar and approved (in principle) the 2015-2016 and 2016-2017 school year calendars as presented. The 2017-2018 draft calendar follows a similar format ensuring:

- A minimum of 184 days for high school is met, enabling high schools to meet their instructional requirements;
- There is a balance between Professional Development activities and instructional time;
- There are three Division Days to start the school year.

Administration would be pleased to respond to any questions.

SJ:jlf

PARKLAND SCHOOL DIVISION No70 2015 - 2016 SCHOOL YEAR CALENDAR



Instructional Days	184
Non-instructional Days	11
Non-Operational Days	
Total Day	195
Fall Break	
First and Last Day of instruction for students	

AUGUST

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

SEPTEMBER

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

DECEMBER

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

JANUARY

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

FEBRUARY

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29				

MARCH

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JUNE

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Where the world opens up

2015 – 2016 School Year Calendar

2015-2016	Total instructional (students)	Total Non- instructional	Operational (Teachers)
August	0	1	1
September	19	2	21
October	20	1	21
November	17	1	18
December	14	0	14
January	19 ⁸⁹	1	20
February	18	2	20
March	17	1	18
April	20	0	20
May	20	1	21
June	20 ⁹⁵	1	21
Total	184	11	195

PLEASE NOTE: The following school offers a modified school year – Entwistle. Please contact the school for details on their operational dates.

Thursday, September 3, 2015 First day of instruction for students
 Tuesday, June 28, 2016 Last day of instruction for students

SPECIAL DATES

Monday, August 31, 2015 Division Planning Day
 Tuesday, September 1, &
 Wednesday, September 2, 2015 Staff planning & development day
 (no students attend)
 Thursday, September 3, 2015 First day of instruction for students
 Monday, September 7, 2015 Labour Day
 Friday, October 9, 2015 Staff planning & development day
 (no students attend)
 Monday, October 12, 2015 Thanksgiving Day
 Wednesday, November 11, 2015 Remembrance Day
 Thursday, November 12, 2015 Fall Break
 Friday, November 13, 2015 Fall Break
 Friday, November 27, 2015 Staff planning & development day
 (no students attend)
 Monday, December 21, 2015 to
 Friday, January 1, 2016 inclusive Christmas Break
 Monday, January 4, 2016 First day back for instruction after Break
 Friday, January 29, 2016 Staff planning & development day
 (no students attend)
 Wednesday, February 3, 2016 End of Semester One
 Thursday, February 4 & Friday, February 5, 2016 Teachers' Convention
 Monday, February 15, 2016 Family Day
 Friday March 4, 2016 Staff planning & development day
 (no students attend)
 Friday, March 25 to Friday, April 1, 2016 Spring Break
 Friday, March 25, 2016 Good Friday
 Monday, March 28, 2016 Easter Monday
 Friday, May 20, 2016 Staff planning & development day
 (no students attend)
 Monday, May 23, 2016 Victoria Day
 Tuesday, June 28, 2016 Last day for all Students
 Wednesday, June 29, 2016 Staff planning & development day
 (no students attend)



PARKLAND SCHOOL DIVISION No70 2016 - 2017 SCHOOL YEAR CALENDAR



Instructional Days	184
Non-instructional Days	11
Non-Operational Days	
Total Day	195
Fall Break	
First and Last Day of instruction for students	

AUGUST				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

SEPTEMBER				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

NOVEMBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

DECEMBER				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JANUARY				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

FEBRUARY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

MARCH				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

APRIL				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JUNE				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Where the world opens up

2016 – 2017 School Year Calendar

2016-2017	Total instructional (students)	Total Non- instructional	Operational (Teachers)
August	0	3	3
September	21	0	21
October	19	1	20
November	18	1	19
December	16	0	16
January	17 ⁹²	0	17 ⁹⁶
February	16	3	19
March	17	1	18
April	18	0	18
May	21	1	22
June	21 ⁹²	1	22 ⁹⁹
Total	184	11	195

PLEASE NOTE: The following school offers a modified school year – Entwistle. Please contact the school for details on their operational dates.

Thursday, September 1, 2016 First day of instruction for students
 Thursday, June 29, 2017 Last day of instruction for students

SPECIAL DATES

Monday, August 29, 2016 Division Planning Day
 Tuesday, August 30 and Wednesday, August 31, 2016 Staff planning & development day
 (no students attend)
 Thursday, September 1, 2016 First day of instruction for students
 Monday, September 5, 2016 Labour Day
 Friday, October 7, 2016 Staff planning & development day
 (no students attend)
 Monday, October 10, 2016 Thanksgiving Day
 Friday, November 11, 2016 Remembrance Day
 Monday, November 14, 2016 Fall Break
 Tuesday, November 15, 2016 Fall Break
 Friday, November 25, 2016 Staff planning & development day
 (no students attend)
 Monday, December 26, 2016 to
 Friday, January 6, 2017 inclusive Christmas Break
 Monday, January 9, 2017 First day back for instruction after Break
 Wednesday, February 1, 2017 Staff planning & development day
 (no students attend)
 Thursday, February 2 & Friday, February 3, 2017 Teachers' Convention
 Monday, February 20, 2017 Family Day
 Friday, March 3, 2017 Staff planning & development day
 (no students attend)
 Friday, March 24 to Friday, March 31, 2017 Spring Break
 Friday, April 14, 2017 Good Friday
 Monday, April 17, 2017 Easter Monday
 Friday, May 19, 2017 Staff planning & development day
 (no students attend)
 Monday, May 22, 2017 Victoria Day
 Thursday, June 29, 2017 Last day for all Students
 Friday, June 30, 2017 Staff planning & development day
 (no students attend)



PARKLAND SCHOOL DIVISION No70 2017 - 2018 SCHOOL YEAR CALENDAR



Instructional Days	184
Non-instructional Days	11
Non-Operational Days	
Total Day	195
Fall Break	
First and Last Day of instruction for students	

AUGUST

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	26
28	29	30	31	

SEPTEMBER

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

OCTOBER

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JANUARY

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

FEBRUARY

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

MARCH

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

APRIL

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

MAY

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

JUNE

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Where the world opens up

2017 – 2018 School Year Calendar

2017-2018	Total instructional (students)	Total Non- instructional	Operational (Teachers)
August	0	2	2
September	19	1	20
October	20	1	21
November	18	1	19
December	16	0	16
January	17 ⁹⁰	1	18 ⁹⁶
February	17	2	19
March	16	1	17
April	20	0	20
May	21	1	22
June	20 ⁹⁴	1	21 ⁹⁹
Total	184	11	195

PLEASE NOTE: The following school offers a modified school year – Entwistle. Please contact the school for details on their operational dates.

Tuesday, September 5, 2017 First day of instruction for students
 Thursday, June 28, 2018 Last day of instruction for students

SPECIAL DATES

Wednesday, August 30, 2017 Division Planning Day
 Thursday, August 31 and Friday, September 1, 2017 Staff planning & development day
 (no students attend)
 Monday, September 4, 2017 Labour Day
 Tuesday, September 5, 2017 First day of instruction for students
 Friday, October 6, 2017 Staff planning & development day
 (no students attend)
 Monday, October 9, 2017 Thanksgiving Day
 Thursday, November 9, 2017 Staff planning & development day
 (no students attend)
 Friday, November 10, 2017 Fall Break
 Monday, November 13, 2017 Fall Break
 Tuesday, November 14, 2017 Fall Break
 Monday, December 25, 2017 to
 Friday, January 5, 2018 inclusive Christmas Break
 Monday, January 8, 2018 First day back for instruction after Break
 Wednesday, January 31, 2018 Staff planning & development day
 (no students attend)
 Thursday, February 1 & Friday, February 2, 2018 Teachers' Convention
 Monday, February 19, 2018 Family Day
 Friday, March 2, 2018 Staff planning & development day
 (no students attend)
 Monday, March 26 to Friday, March 30, 2018 Spring Break
 Friday, March 30, 2018 Good Friday
 Monday, April 2, 2018 Easter Monday
 Friday, May 18, 2018 Staff planning & development day
 (no students attend)
 Monday, May 19, 2018 Victoria Day
 Thursday, June 28, 2018 Last day for all Students
 Friday, June 29, 2018 Staff planning & development day
 (no students attend)





MEMORANDUM

Date: December 9, 2014

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Kelly Wilkins, Deputy Superintendent

Resource: Shauna Boyce, Principal, Memorial Composite High School
Darlene Marcinkevics, Principal, Spruce Grove Composite High School

Subject: **SCHOOL RESOURCE OFFICER PROGRAM REPORT**

Recommendation

That the Board of Trustees receives as information the School Resource Officer Program Report as presented at the Regular Meeting of December 9, 2014.

Background

In 2011 Parkland School Division No. 70, the Town of Stony Plain, the City of Spruce Grove, Parkland County and the R.C.M.P. entered into a partnership to provide funding for a uniformed R.C.M.P. officer to act as a School Resource Officer (SRO) at both Parkland School Division high schools. Subsequently Constable Patricia Chornoby, a member of the R.C.M.P., was hired as an SRO at Spruce Grove Composite High School and Memorial Composite High School in Sept. 2011. The purpose of the SRO is not punitive, but rather to provide a direct connection between the community, the schools and the police. The SRO can help students to make positive choices through law education and law counseling. This program has been a very positive addition to the high schools for the past three years.

Administration would be pleased to respond to any questions.

KW:bms



School Resource Officer Program Report

December, 2014

Presented to Board of Trustees, December 9, 2014

Kelly Wilkins, Deputy Superintendent

Resource: S. Boyce, Principal, Memorial Composite High School

D. Marcinkevics, Principal, Spruce Grove Composite High School

Background:

The administrators of the two high schools as well as Constable Chornoby agree that the School Resource Officer Program is helpful in a number of ways including fostering relationships with youth, intervening with students who are making poor choices that may be leading them towards a criminal or risky lifestyle, and giving guidance and support to assist with situations, providing law related education/presentations and guidance to students, and lastly the enforcement of legislation when necessary.

All parties identified the positive effects of relationship building between the SRO and the students as being a highlight of the program. Three years into the project, students have become increasingly comfortable with talking with Constable Chornoby about a variety of issues including relationships, bullying and drug/alcohol use. The SRO is always available to the students in person, or by phone or text. Students, as well as parents and school administration and staff will seek out Constable Chornoby to ask for advice and assistance. She is available to give students as well as parents advice and facts, about some incredibly challenging topics. Forming these positive relationships between students and the SRO is the cornerstone of the program. It increases the level of trust, as well as the ability to effectively deal with sensitive situations with students as necessary. Constable Chornoby spoke at the parent Open House at SGCHS to explain her role and responsibility, and to begin that relationship building. She also meets with new students in Grade 10, giving them the necessary contact information, so that they are aware of the program and the support that it can provide to them. Notably there have been a number of parents making enquiries regarding their students' drug use, Internet and driving safety. School administrators report that Constable Chornoby has really formed excellent and sound relationships. She is seen as another valued adult who the students can rely on for support.

Constable Chornoby meets formally and informally with school administration as well as other staff members as needed throughout the year. She is part of meetings with administration, counselors and students and parents on almost a daily basis. Any student involved in illegal activities, such as alcohol or drugs, will meet with the SRO as well as administration in order to provide intervention and promote a better choice for his/her activities.

Constable Chornoby is in and out of classrooms frequently, giving formal presentations as well as having more informal conversations on timely topics. For instance, a social studies teacher may see Constable Chornoby in the hallway and ask her in to speak about a point of law that has just come up in a class discussion. Constable Chornoby also presents to classes when requested on topics such as bullying, drug use, and the law. Another presentation was the mock crash display that was set up to bring attention to driving issues, (speeding, drinking and distracted driving), that students may be involved in. These presentations in CALM, Psychology, Social and other classes, as well as the less structured discussions and displays are an effective way of bringing up certain issues, and ensuring that all students have the information that they need to make positive choices in their lives. Constable Chornoby also presents to staff on Professional Development days in reference to the VTRA protocol. Of note are the very popular "Coffee with a Cop" sessions that Constable Chornoby has hosted at Outreach with students who are really excited to talk about legal matters.

Constable Chornoby has made connections with the larger community by assisting with Leadership and Rotary groups, working with the Kinsmen Christmas food hamper project, as well as doing a charity Check Stop where funds were donated to this worthy project. She has also been involved with the MADD (Mothers Against Drunk Drivers) and SADD (Students Against Drunk Drivers) programs at the schools. Not only do

these projects help to build relationships and draw attention to the School Resource Officer program, but they also give students a chance to be involved in citizenship and service learning projects in their communities.

The SRO spends time with students in a variety of settings. These include the high schools' classrooms and gathering places, as well as the Outreach School campuses. Constable Chornoby will also interact with students at offsite areas where students gather to smoke and in the parking lots of the schools where many conversations take place about traffic related offences and educating the students about the legalities of their driving and vehicles. Constable Chornoby attends home football games as required by the Metro League Association.

Officer Chornoby will enforce laws that are being broken at the high schools, although many incidents can be resolved with education and warnings/reminders. Students have also disclosed information to the SRO which is timely and relevant to ongoing investigations within the schools or at the RCMP level. There has also been information provided which has been of interest and value to our local Crime Reduction and Drug units. The presence of the SRO at the schools increases the sense of security felt by students and staff.

Through the SRO, students also have the chance to learn about the RCMP and policing as a career. They are able to ask questions about the work and what it entails and how they might become involved should this be something that they would like to pursue in the future. In future, students will have the opportunity to apply to attend the RCMP summer youth camp. Successful candidates will learn what it's like to be an RCMP member-in-training through observing and participating in many activities including the drill class, the physical challenges and driving simulators. This last spring break Spruce Grove Composite High School had two students attend.

The Student Resource Officer position at Spruce Grove Composite High School and Memorial Composite High School serves a number of purposes. It helps to reinforce the safe learning environments in the schools, provides valuable resources to school staff, students and families, fosters positive relationships with the students and helps students to make informed choices through awareness, education and positive role modeling.

Situations Handled by the School Resource Officer:

- Bullying issues
- Fights/potential fights
- Theft (vehicles, lockers, locker rooms)
- Drug issues
- Parking, traffic and driving (motor vehicle collisions)
- Issuing tickets
- Behavioral issues
- Relationship issues (home, peer, boyfriend/girlfriend)
- Student and parent advice and consult
- Assist RCMP detachment with files
- Formal classroom presentations
- Internet safety/cell phone use
- Gay Straight Alliance (GSA)

Reporting/Measures of Success

- Regular meetings with administration to discuss areas of focus/concern
- Statistics on number of formal presentations
- Quarterly reports by SRO to school administration and RCMP liaison
- Feedback on Tell Them From Me Survey (Specific questions about SRO program)
- Feedback on Alberta Education Accountability Pillar Survey (Safe and Caring Schools)



MEMORANDUM

Date: December 9, 2014
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 November 25, 2014 as presented at the Regular Meeting of December 9, 2014.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON THURSDAY, NOVEMBER 25, 2014.**

ATTENDANCE:

Eric Cameron, Board Chair
Kathleen Linder, Vice-Chair
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Dorcas Kilduff, Trustee
Elsie Kinsey, Trustee
Tim Monds, Superintendent
Kelly Wilkins, Deputy Superintendent
Claire Jonsson, Associate Superintendent
Dianne McConnell, Associate Superintendent
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Strategic Planning & Communication
Shae Abba, Director Human Resources
Brenda Scott, Recording Secretary

REGRETS:

Richard Gilchrist, Trustee

1. Call to Order

Chair Cameron called meeting to order 12:35 pm.

1.1. Changes to the Agenda

Defer Agenda Item 2 – Audit Committee Terms of Reference to next PSD Tomorrow meeting
Add Agenda Item 2.0 - Conferences
Add Agenda Item 6.0 Advocacy Committee

1.2. Approval of the Agenda

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

CARRIED

2. Conferences

Trustees reviewed the list of upcoming conferences and established an attendees list.

Trustee Heinrichs left the meeting 1:00 p.m.

3. ASBA Advocacy Plan Survey

Trustees reviewed the ASBA Advocacy Plan Survey and provided feedback. Chair Cameron will submit the Board's responses.

4. Assurance

Trustees shared feedback from the Thought Exchange meeting held Monday, November 24, 2014. Information is being compiled and will be shared with Trustees at an upcoming PSD Tomorrow Meeting. Trustees felt the evening was positive and engaging.

S. Johnston brought forward the discussion of updating the format and cycle of the Three Year Education Plan and the Annual Education Results Report. Senior Executive will research options and bring forward for discussion at a future PSD Tomorrow meeting.

5. District Office Online

S. Abba, Director Human Resources, provided Trustees with information on the District Office Online program and the hiring process.

6. Advocacy Committee

Trustee Kilduff and Trustee Kinsey provided an update on the work being completed on the Advocacy committee. Trustees were reminded to forward names for Stakeholder list to Trustee Gilchrist. Trustees supported the idea of inviting the three MLA's to a meeting with the Board of Trustees.

7. ADJOURNMENT

Chair Cameron adjourned the meeting at 2:05 p.m.

NEXT MEETING – Tuesday, January 20, 2015 at 12:30 p.m.



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **Audit Committee**

Recommendation

That the Board of Trustees receives as information the Audit Committee minutes of November 20, 2014 as presented at the Regular Meeting of December 9, 2014.

CJ:jlf



**MINUTES OF THE AUDIT COMMITTEE MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA
ON TUESDAY, NOVEMBER 20, 2014.**

ATTENDANCE:

Eric Cameron, Board Chair
Kathleen Linder, Trustee
Sally Kucher-Johnson, Trustee
Louise Frostad, Member at Large
Regrets: Ron Heinrichs, Trustee

Tim Monds, Superintendent
Claire Jonsson, Associate Superintendent
Douglas Aird, Director, Business and Finance
Jeff Baker, PricewaterhouseCoopers, LLP
Kseniya Khelemska, PricewaterhouseCoopers, LLP
Darlene Smith, Recording Secretary

1. CALL TO ORDER

The meeting was called to order at 1:06 p.m.

Move Item 2. Elections after Item 4. Audit Report

Move Item 3. Audit Report before Item 4. Audited Financial Statements

ACTION ITEMS

2. Audit Report

Mr. Jeff Baker of PricewaterhouseCoopers and Kseniya Khelemska, Audit Manager reviewed the 2014 Year-end Report to the Audit Committee of the Board of Trustees. Jeff summarized the status of the audit; significant audit, accounting and financial reporting matters; and a summary of unadjusted and adjusted items. He also spoke to internal controls recommendations.

An allocation distributing historical land values of 4.2 million to specific land titles should be made so that a continuity schedule can be established. This would assist in determining gains and losses on sale of land disposition or transfer in subsequent periods.

3. Audited Financial Statements

Claire Jonsson, Associate Superintendent and Douglas Aird, Director, Business & Finance reviewed the Audited Financial Statements for the year ended August 31, 2014 and responded to Committee questions.

4. Elections

4.1 Chairperson of Audit Committee (Policy 8)

MOVED by Eric Cameron that Kathleen Linder be elected the Chairperson of the Audit Committee for the 2014-2015 school year. **CARRIED**

5. Exposure to Board

The Committee suggested that the standing agenda item "Exposure to the Board" should be removed from future agendas. All legal, financial and risk exposure are brought to the Board of Trustees, incamera.

6. Items for Future Agendas

- School Operating Environments
- Terms of Reference – Audit Committee

2:10pm The Audit Committee went in-camera with the auditors and management left the room

2:35pm Management returned and the meeting resumed.

ADJOURNMENT: Meeting adjourned 2:55 p.m.

Next meeting will be held on April 27, 2015 at 1:00 pm



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Subject: **Advocacy Committee**

Recommendation

That the Board of Trustees receives as information the Advocacy minutes of November 21, 2014 as presented at the Regular Meeting of December 9, 2014.

KW:bms



MINUTES OF THE ADVOCACY COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON TUESDAY, NOVEMBER 21, 2014.

ATTENDANCE:

Trustee Richard Gilchrist
Trustee Dorcas Kilduff
Trustee Elsie Kinsey
Deputy Superintendent Kelly Wilkins
Jordi Weidman, Director Strategic Planning & Communication
Brenda Scott, Recording Secretary

Trustee Gilchrist called the meeting to order 10:30 a.m.

DISCUSSION ITEMS:

- Review the PSD Tomorrow Meeting
- Review the ASBA motions: Diploma Exams
- Review the letter from Peace Wapiti School Division
- Event with MLA
- Thought Exchange stakeholder – November 24
- Report Card and Assessment
- Messages out to Chambers and Stakeholder – deferred to next meeting
- Follow up from Kelly on IT advocacy

Review of PSD Tomorrow Meeting

Discussion was held on the feedback provided by Trustees at the PSD Tomorrow meeting held November 13, 2014. It was agreed by the committee members that the Board feels that the committee is on the right track.

ASBA Motions:

Discussion was held on the three motions that were put forward at the Alberta School Boards Association Fall Annual General Meeting. The Advocacy Committee agreed that in reference to the topic of the weighting of Diploma Exams, the Board feels that 50% weighting is too high and are in support of reducing the weighting, but felt that more research/community input would be needed prior to recommending a particular weighting.

Review of letter from Peace Wapiti School Division

Committee felt that the letter written by Peace Wapiti School Division was well written in support of Inspiring Education. The Committee will put forward a recommendation for the Board Chair to write a letter to the Minister of Education stating the Board's support of Inclusive Education and also their support of the Education Act. The recommendation will also include an invitation to the Minister of Education meet with the Board for further discussion.

Event with Local MLAs

Discussion was held on the invitation to the three MLAs to join the Board for an informal meeting to allow the opportunity to share the struggles and successes of the Board. The purpose of the meeting would entail a "State of the Union address of Education in Parkland School Division". The intent is an informal/informative environment that will lead to recurring meetings.

Thought Exchange:

Parent Engagement evening is scheduled for Monday, November 24, 2014. Data from the session will be shared with the entire Board at an upcoming PSD Tomorrow meeting.

Report Card and Assessment:

The committee is in agreement that there is a need for Trustees to help with the communication to our parents so we can increase their understanding about our assessment practice. There's no particular 'ask' that's associated with the advocacy associated with report cards and assessment.

IT Advocacy:

K. Wilkins will bring up the topic for discussion at the next Senior Executive meeting on Monday, November 24th.

Meeting adjourned 12:05 p.m.

Next meeting: Tuesday, January 13, 2014 at 9:00 a.m.

Action Items:

- Advocacy Committee to recommend to the Board to direct the Board Chair to write a letter to the Minister of Education in support of Inclusive Education and the Education Act and to invite the Minister meet with Board
- Committee Chair to send out reminder to Trustee to submit names for the Stakeholder List
- Get feedback from the Board of Trustees and book a meeting with our three MLAs in January

Topic for next meeting:

- Defining the messages to Chambers and Stakeholders



MEMORANDUM

Date: December 9, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **Benefits Committee**

Recommendation

That the Board of Trustees receives as information the Benefits Committee minutes of December 1, 2014 as presented at the Regular Meeting of December 9, 2014.

CJ:jlf



**MINUTES OF THE BENEFITS COMMITTEE MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON
MONDAY, 01 DECEMBER 2014.**

ATTENDANCE:

Dorcas Kilduff – Trustee	Theresa Trommelen, CAAMSE
Brad Seib, Benefex Consulting Inc.	Lorraine Redl, CAAMSE
Shae Abba, Director, Human Resources	Cheryl Hardy, Payroll Lead
Jay McGeough – IUOE	Claire Jonsson, Associate Superintendent
Lynn Sherwood – NUG	Jo-Ann Fowlie, Recording Secretary

CALL TO ORDER

The meeting was called to order at 3:15 pm by Lynn Sherwood.

1.1 Changes to the Agenda

There were no additions to the agenda.

1.2 Approval of the Agenda

MOVED by Lorraine Redl that the agenda be approved as amended.

CARRIED

2. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

3. ELECTIONS

3.1 Chairperson of Benefits Committee (Policy 8)

MOVED by Theresa Trommelen that Dorcas Kilduff, Trustee, be elected the Chairperson of the Benefits Committee for the 2014-2015 school year.

Round table introductions were done.

4. REPORTS / UPDATES

4.1 Sun Life Assurance - Rates

Brad Seib reviewed the impact of the recent market survey on the premium rates for Basic Life, AD & D (insured by SSQ Insurance) and Long Term Disability. Sun Life Assurance guaranteed Basic Life and Long Term Disability rates for a three year period January 1, 2015 to December 31, 2017. This rate guarantee is in effect if the number of lives remains within 15% of the current level. The Extended Health and Dental rates are established through analysis performed by Benefex Consulting and are based on expected utilization, insurer expenses and pooling charges. All expenses other than the Health Claims Pooling charge were also guaranteed for three years. There will be an overall decrease of 13.78% from 2014 as follows:

	<u>2015</u>	<u>2014</u>	<u>Change</u>
Pooled Benefits Insured Rates			
• Basic Life	\$ 0.185	\$ 0.29	\$ (0.105)
• LTD	\$ 2.941	\$ 4.630	\$ (1.689)
• AD&D	\$ 0.0100	\$ 0.0176	\$ (0.0076)

Administrative Services Only (ASO) Required Rates

• Extended Health-single	\$ 87.17	\$ 95.54	\$ (8.37)
• Extended Health-family	\$ 210.93	\$ 231.19	\$ (20.26)
• Dental-single	\$ 50.85	\$ 51.69	\$ (0.84)
• Dental-family	\$ 137.68	\$ 139.97	\$ (2.29)

TOTAL PREMIUM DECREASE of 13.78%

	<u>2015</u>	<u>2014</u>
Administrative Services Only Charges:		
• General Admin Charge	2.39%	2.64%
• Profit	.30%	.30%
• Health Claims Pooling Charge	8.85%	7.95%
• HSA Expense	7.07%	7.31%
• Health Claims Handling	3.88%	3.87%
• Dental Claims Handling	3.90%	3.90%
• Consulting Fees (not applicable to HSA)	3.00%	3.00%

The committee would like to recommend a decrease of 13.78% in premiums. Claire Jonsson thanked Brad for the presentation.

4.2 Feedback on Mandatory Generic Drugs

Employee groups reported that they did not wish to pursue the Mandatory Generic Drug option.

4.3 Question and Answer Session

There was no discussion.

5. ITEMS FOR FUTURE AGENDAS

- Experience Report
- Employee Demographic Breakdown

5. ADJOURNMENT

The meeting was adjourned at 4:47 pm.

NEXT MEETING

The next Benefits Committee meeting will be held Monday, March 23, 2015 at 3:00 pm