



Parkland School Division No. 70

**BOARD OF TRUSTEES**

**A G E N D A**

**June 09, 2015**

Public Session: 9:30 AM

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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**

**June 09, 2015**

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

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

*Page Number*

1. **CALL TO ORDER at 9:30 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 May 26, 2015
  
3. **BUSINESS ARISING FROM THE MINUTES**
  
4. **DELEGATION/PRESENTATION**
  - 4.1 Parkland Village School – Real-Life Learning in a Team Teaching Classroom
  - 4.2 Ms. Nel Ouwen – Name the New School Winner
  - 4.3 HS Facilities Planning – Mr. Hugh Skinner
  
5. **BOARD CHAIR REPORT**
  - 5.1. Correspondence
    - 5.1.1
  
6. **SUPERINTENDENT REPORT**

Recess Break / Public Question Period
  
- 6- 7. **ACTION ITEMS**
  - 7.1. Strategic Facilities Plan (C. Jonsson)
  - 7- 7.2. Third Quarter Financial Report Period Ending May 31 (C. Jonsson)
  - 7.3. Inspiring Education / Minister Correspondence (T. Monds)

*Where the World Opens Up*

**8. ADMINISTRATION REPORTS**

- 34- 8.1. Accountability Pillar Results Report (S. Johnston)
- 43- 8.2. Business and Finance Department Report (C. Jonsson)
- 47- 8.3. Facilities Department Report (K. Wilkins)
- 50- 8.4. Strategic Planning and Communication Department Report (K. Wilkins)

**9. TRUSTEE REPORTS**

- 54- 9.1. PSD Tomorrow (E. Cameron)
- 57- 9.2. Student Advisory Committee (S. Kucher-Johnson)
- 60- 9.3. Benefits Committee (D. Kilduff)
- 9.4. Public School Boards' Association of Alberta (S. Kucher-Johnson)
- 9.5. Alberta School Boards Association (D. Kilduff)

**10. RESPONSES TO REQUEST FOR INFORMATION**

**11. FUTURE BUSINESS**

**11.1. Meeting Dates:**

*Open to the Public:*

- June 16, 2015 .....Special Board Meeting
- Sept 8, 2015 .....Organization Meeting 5:30 pm, Centre for Education
- Sept 8, 2015 .....Regular Board Meeting 6:30 pm, Centre for Education

*Closed to the Public:*

- June 16, 2015 .....PSD Tomorrow Committee 12:30 pm, Centre for Education
- August 27, 2015 .....PSD Tomorrow Committee 12:30 pm, Centre for Education

11.2. Topics for future agendas

11.3. Requests for information

**12. ADJOURNMENT**



**UNADOPTED**

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON MAY 26, 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	Regrets

**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
  - Mark Karaki, Director Information Technology
  - Leah Andrews, Director Learning Services
  - Felicia Ochs, Youth Resiliency Coordinator
  - Brenda Scott, Executive Assistant
- 

**CALL TO ORDER**

The meeting was called to order by Chair Cameron at 5:30 p.m.

**Res 063-2015**

**MOTION TO MOVE INCAMERA**

MOVED by Trustee Kucher-Johnson that the Board of Trustees moves to incamera at 5:30 p.m.

**CARRIED**

**Res 064-2015**

**MOTION TO REVERT TO A PUBLIC MEETING**

MOVED by Trustee Gilchrist that the Board of Trustees moves out of incamera at 6:25p.m.

**CARRIED**

*Board Chair called a recess at 6:25pm  
Meeting resumed at 6:30pm  
Trustee Heinrichs arrived at meeting 6:25pm*

**NATIONAL ANTHEM**

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

**ANNOUNCEMENTS**

There were no announcements.

**APPROVAL OF THE AGENDA**

**Res 065-2015**

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

**CARRIED**

**APPROVAL OF THE MINUTES**

**Res 066-2015**

MOVED by Trustee Kucher-Johnson that the Minutes of the Regular Meeting held on May 05, 2015 be approved as amended.

**CARRIED**

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Board Chair

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Secretary-Treasurer

**UNADOPTED**

**Res 067-2015** **MOVED** by Trustee Linder that the Minutes of the Special Meeting held on May 13, 2015 be approved as presented.

**CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**DELEGATION / PRESENTATION**

**Ms. Alexandra Ferguson – Miss Teenage Spruce Grove 2015**

Ms. Ferguson shared with Trustees her experiences as representative as Miss Teenage Spruce Grove. She is raising awareness and educating the public about Hemochromatosis, a genetic disorder. She challenged members of Parkland School Division Board of Trustees and Senior Executive to support a mobile blood drive being held June 5, 2015 to Trustees asked questions and shared comments.

**Excellence in Teaching Finalists**

On behalf of the Board of Trustees, Chair Cameron and Superintendent Monds congratulated Mr. Scott Oruczko and Ms. Myra Rybotycki for being chosen as part of the 30 Semi-Finalists. Both recipients were also chosen as two of the 20 Excellence in Teaching Award finalists announced by Alberta Education and were honoured at a banquet on May 23, 2015. Their names have been forwarded as nominees for the Prime Minister's Awards for Teaching Excellence Awards.

**BOARD CHAIR REPORT**

Chair Cameron presented Trustee Gilchrist with his 25 Year Long Service Award.

**Shikaoi – July 2015**

**Res 068-2015** **MOVED** by Trustee Linder that the Board of Trustees approves Trustee Kucher-Johnson participate with the delegation to Shikaoi, Japan on July 2015.

**CARRIED**

**Alberta Urban Municipalities Association**

**Res 069-2015** **MOVED** by Trustee Cameron that Board of Trustees approves sending Trustee Kinsey to the Alberta Urban Municipalities Association Conference to be held at Calgary, Alberta on September 21-23, 2015.

**DEFEATED**

**SUPERINTENDENT REPORT**

Superintendent Monds reported on the work being completed in Parkland School Division. He shared the Superintendent's May video message.

**ACTION ITEMS**

**DRAFT BOARD MEETING DATES 2015-2016**

**Res 070-2015** **MOVED** by Trustee Linder that the Board of Trustees approves the Draft Board Meetings/Events Schedule 2015-2016 as presented at the Regular Meeting of May 26, 2015.

**CARRIED**

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

**NEW SCHOOL NAME**

**Res 071-2015** **MOVED** by Trustee Kucher-Johnson that the Board of Trustees approves the recommendation from the School Naming Committee that the name of the new Parkland School Division No. 70 K-9 School, located in Spruce Grove, be called the 'Prescott Learning Centre', as presented at the Regular Meeting of May 26, 2015.

**CARRIED**

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

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Board Chair

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Secretary-Treasurer

**ADMINISTRATIVE REPORTS  
PSD PRIORITIES REPORT**

**Res 072-2015**

**MOVED** by Trustee Gilchrist that the Board of Trustees receives as information the Parkland School Division’s Priorities Report as presented at the Regular Meeting of May 26, 2015.

**CARRIED**

D. McConnell and L. Andrews provided information on the motion and answered questions.

**WELLNESS / RESILIENCY PROJECT REPORT**

**Res 073-2015**

**MOVED** by Trustee Heinrichs the Board of Trustees receives as information the Wellness / Resiliency Project Report for 2014-2015 as presented at the Regular Meeting of May 26, 2015.

**CARRIED**

D. McConnell and F. Ochs provided information on the motion and responded to questions.

**INFORMATION TECHNOLOGY DEPARTMENT REPORT**

**Res 074-2015**

**MOVED** by Trustee Kucher-Johnson that the Board of Trustees receives as information the Information Technology Department Report 2014-2015, as presented at the Regular Meeting of May 26, 2015.

**CARRIED**

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

**TRUSTEE REPORTS**

**Alberta School Boards Association**

Trustee Kilduff provided a verbal and written report on the Alberta School Boards Association.

**FUTURE BUSINESS**

**Meeting Dates**

*Open to the Public:*

June 9, 2015 ..... Regular Board Meeting 9:30 am, Centre for Education

*Closed to the Public:*

June 16, 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.

**ADJOURNMENT**

The meeting was adjourned at 8:32 p.m.

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Board Chair

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Secretary-Treasurer



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **STRATEGIC FACILITIES PLAN**

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### **Recommendation**

That the Board of Trustees approve the Strategic Facilities Plan as presented at its Regular Meeting of June 9, 2015

### **Background**

Parkland School Division began a comprehensive “System Review” of the facilities, boundaries and program locations. The System Review also included developing a long term planning framework that analyzed enrolment, capacity and utilization as well as facility condition assessments using the lens of the Division’s Vision, Mission and Priorities to develop conclusions and recommendations.

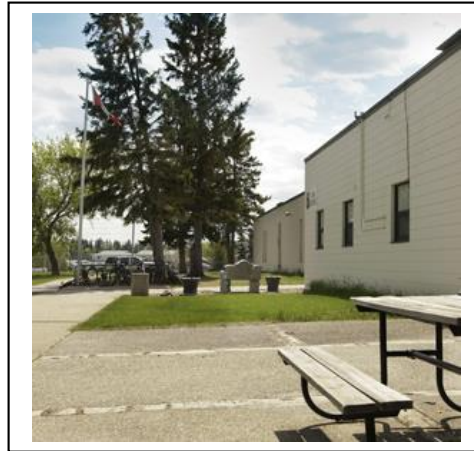
The Strategic Facilities Plan is a support document that will provide future direction to Parkland School Division.

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

CJ:jlf



# Parkland School Division Strategic Facilities Plan



## Executive Summary

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### PROJECT SCOPE AND METHODOLOGY

The Parkland School Division Strategic Facilities Plan included an analysis of enrolment, capacity and utilization; facility condition assessment; Division Mission, Vision and Priority Areas; observations; and conclusions and recommendations.

### EVOLVING TRENDS AND OPPORTUNITIES

The Strategic Facilities Plan provides a strategic framework for future capital planning in the Division as well as identifying processes and / or plans which will enable the Plan's Vision Mission and Priority Areas to be implemented over time.

The intent of a Strategic Facilities Plan is to provide a strategic framework and direction for the school division's annual review of its Three Year Capital Plan, and the District's proposed capital projects.

The Strategic Facilities Plan has observed situations where Parkland School Division and / or municipalities have existing or planned facilities and sites where there is a mutual benefit in coordinating capital plans.

There is surplus space in some schools. It is expensive for the Division to operate and maintain classrooms in schools which are no longer required for educational program purposes. The Division has, in some cases, closed off classrooms for use in some schools for these reasons.

Alberta Infrastructure conducts facilities condition assessments of all schools in the province on a five year rotational basis. Through a Facility Condition Index (FCI), Alberta Infrastructure identifies which schools are relatively poor or relatively good. Follow-up more detailed studies on schools with relatively high FCI schools assist in determining the Scope of the Work that needs to be done in a major Capital Project.

Enrolment is growing in some areas of the Division, particularly in the City of Spruce Grove and the Town of Stony Plain.

Alberta Education has introduced standardized designs for new schools in growing areas of the province.

Alberta Education has developed a new formula to estimating school capacity. The new formula is still in draft format.

Alberta Education's capital funding review and approval process often lags behind the enrolment need for new space. Consequently, school authorities are often faced with short-term capacity issues to accommodate growing enrolments.

Information was collected from the Town of Stony Plain and the City of Spruce Grove on proposed new residential development areas and the projected number of dwelling units. An analysis was undertaken of the existing number of students by geographic area and the projected enrolment from proposed new residential developments.

The Division has received approval for two (2) new Kindergarten to grade 9 schools in the City of Spruce Grove. One of the two new schools will be located Prescott neighbourhood on the east side of the City of Spruce Grove. The preferred location for the second new Kindergarten to grade 9 school is on the west side of the City of Spruce Grove, preferably west of Jennifer Hail Way and south of Grove Drive. City of Spruce Grove final subdivision approval of the second school site has yet to be finalized.

### **SUMMARY OF RECOMMENDATIONS**

The following is a summary of recommendations in the Parkland School Division Strategic Facilities Plan.

- *That Parkland School Division uses the Strategic Facilities Plan as a strategic framework and support document for the Three Year Capital Plan.*
- *That Parkland School Division monitors enrolment trends and, where required, prepares options to accommodate students in facilities that better meets the Division's Vision, Mission, and Priority Areas.*
- *That Parkland School Division continues to meet with community organizations to explore potential school / community partnerships opportunities for existing and / or proposed schools and that these are incorporated into the Three Year Capital Plan where they could be mutually beneficial.*
- *That Parkland School Division continues to decommission space where space is no longer required for educational purposes to enable the efficient space utilization of facilities that meets educational program requirements as well as minimizing facilities operation and maintenance costs.*
- *That Parkland School Division plans for major capital projects for aging facilities where the Alberta Government facility condition assessments indicate that there may be an opportunity for major capital funding.*
- *That Parkland School Division plans for new schools in growing communities on the basis of the Alberta Infrastructure standardized capacities.*
- *That Parkland School Division continue to work with Alberta Education to confirm the appropriate capacity for each existing school.*

- *That Parkland School Division continue to develop contingency plans for dealing with short-term capacity issues.*
- *That Parkland School Division considers initiating viability studies where there are relatively low enrolments.*
- *That Parkland School Division plans for additions to existing schools and for new schools in the Town of Stony Plain on the basis of existing and projected enrolments and growing programs of choice.*
- *That Parkland School Division determine whether the “old” Memorial Composite High School site is required for educational and / or educational support services and develop a plan for retaining and / or disposing of the site.*
- *That Parkland School Division work with the Town of Stony Plain and Evergreen Catholic Schools to achieve a reserves allocation agreement.*
- *That Parkland School Division plans for additions to existing schools and for new schools in the City of Spruce Grove on the basis of existing and projected enrolments and growing programs of choice.*
- *That Parkland School Division meet with the City of Spruce Grove and Evergreen Catholic Schools to reevaluate the number, size, and location of Reserve sites required to accommodate the projected enrolments and schools.*

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## **Chapter 1 – Project Scope and Methodology**

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The Strategic Facilities Plan included an analysis of enrolment, capacity and utilization; reviewing facility condition assessment; using the Division’s vision, mission and priorities; resulting in conclusions and recommendations.

The scope of the Strategic Facilities Plan included:

### **Enrolment / Capacity / Utilization Analysis:**

- Reviewing historical enrolments by school, by area, by program;
- Reviewing current room usage in schools;
- Reviewing Alberta Education defined capacity vs. actual use of school facilities;
- Reviewing current municipal land use plans and associated phasing of development;
- Creating enrolment projections by school and by program;
- Identifying significant anomalies between current and projected enrolment and existing capacity by school and by area.

### **Facility Condition Assessment Analysis:**

- Reviewing and analyzing the Alberta Infrastructure facility condition assessments by school, by facility condition index.

### **Vision Mission and Priority Areas:**

Using the Division’s Vision, Mission and Priority Areas to develop options.

### **Creation and Evaluation of Options:**

Creating and evaluating options, including the following:

- Expansion of existing facilities;
- Creation of new facilities
- Boundary Reviews;
- Division program location review;
- Potential community partnerships; and
- Surplus facilities and sites.

### **Conclusions and Recommendations:**

Providing conclusions and recommendations.

**Strategic Facilities Plan Report:**

Providing a Strategic Facilities Plan that included:

- Background, project scope, and methodology;
- Historical and projected enrolment, capacity and utilization;
- Facility condition assessments;
- Division Vision Mission and Priority Areas;
- An evaluation of options;
- Conclusions and recommendations.



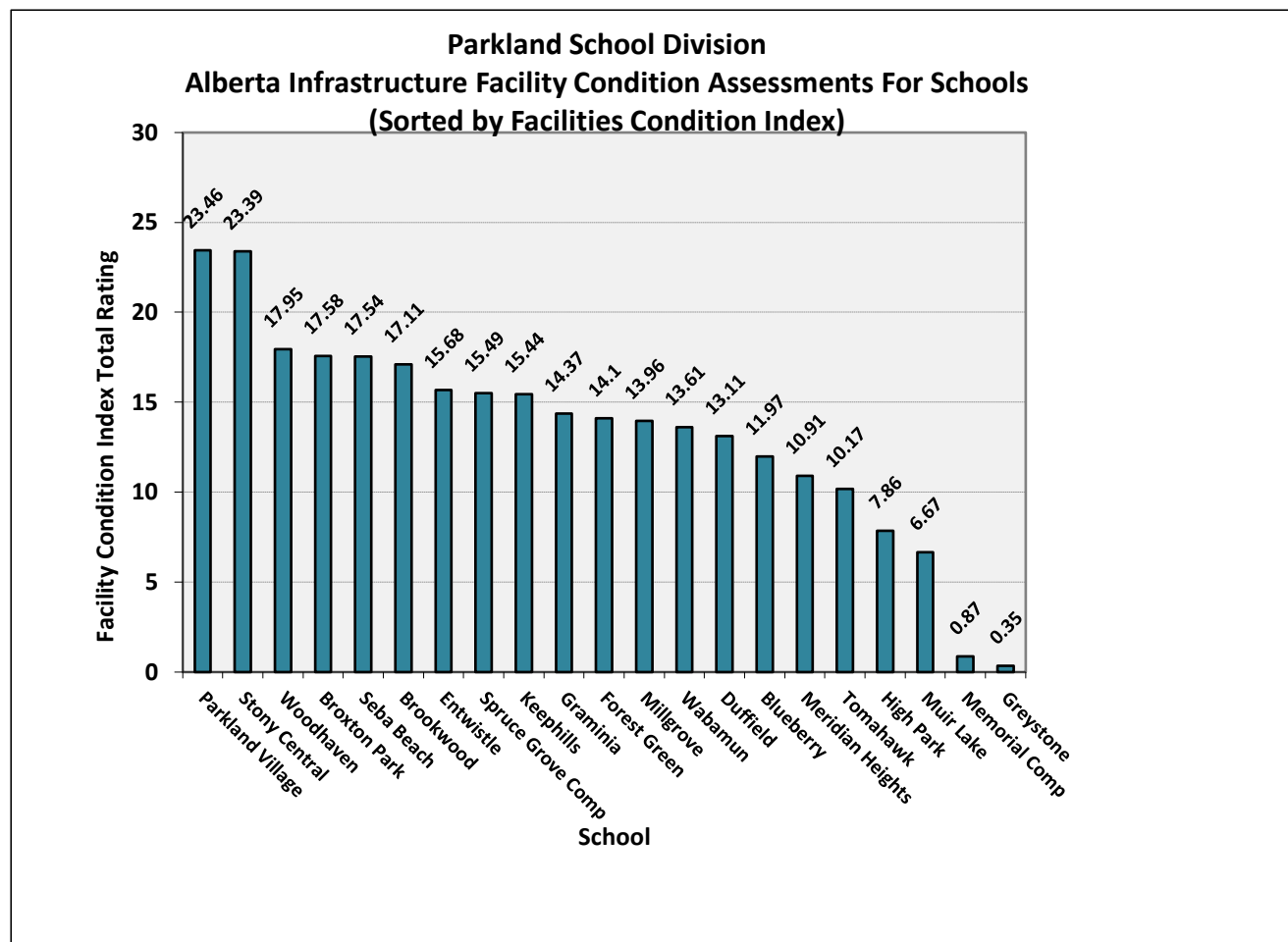


## Chapter 3 – Facility Condition Assessment

Alberta Infrastructure has initiated facility condition assessments of all Alberta school facilities. The facility condition assessments are done approximately every five (5) years, on a rotating cycle, to determine the age and condition of school buildings and systems, and to determine what additional capital funding resources will be required.

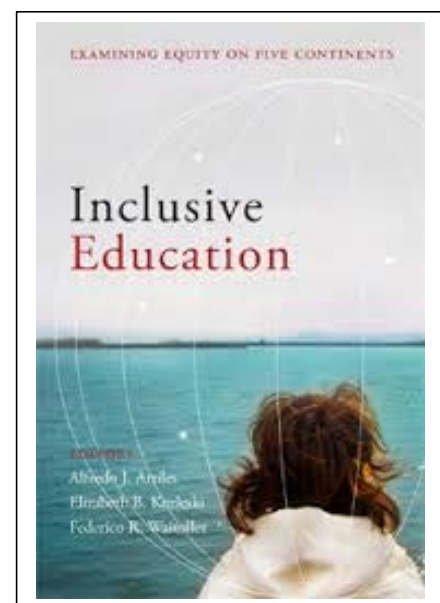
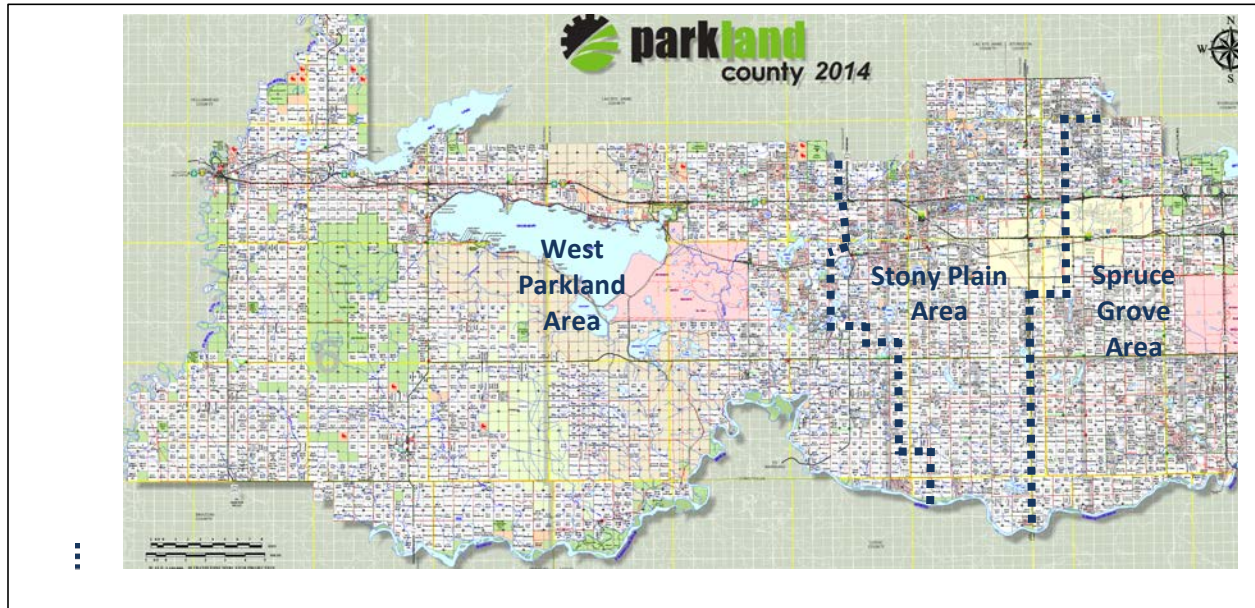
Through recording of the building system data, and visual observations, an overall facility condition index (FCI) is developed for each building. The FCI is a comparative indicator of the relative condition of facilities. The FCI is expressed as a percentage, or ratio, of the cost of remedying maintenance deficiencies to the current replacement value. This calculation also provides a corresponding rule of thumb for the annual reinvestment rate (funding percentage) to prevent incremental deferred maintenance deficiencies.

The most recent information available from Alberta Infrastructure on Parkland School Division schools and their facility condition index (FCI) measures are shown in the chart below.



## Chapter 4 – School Assessments by Area

School assessments included both historical and projected enrolments, building capacity and utilization and facility condition indexes. Schools were grouped together by three (3) geographical areas. The three (3) geographic areas were: a. West Parkland area; b. Stony Plain area; and c. Spruce Grove area.



**WEST PARKLAND AREA SCHOOLS**

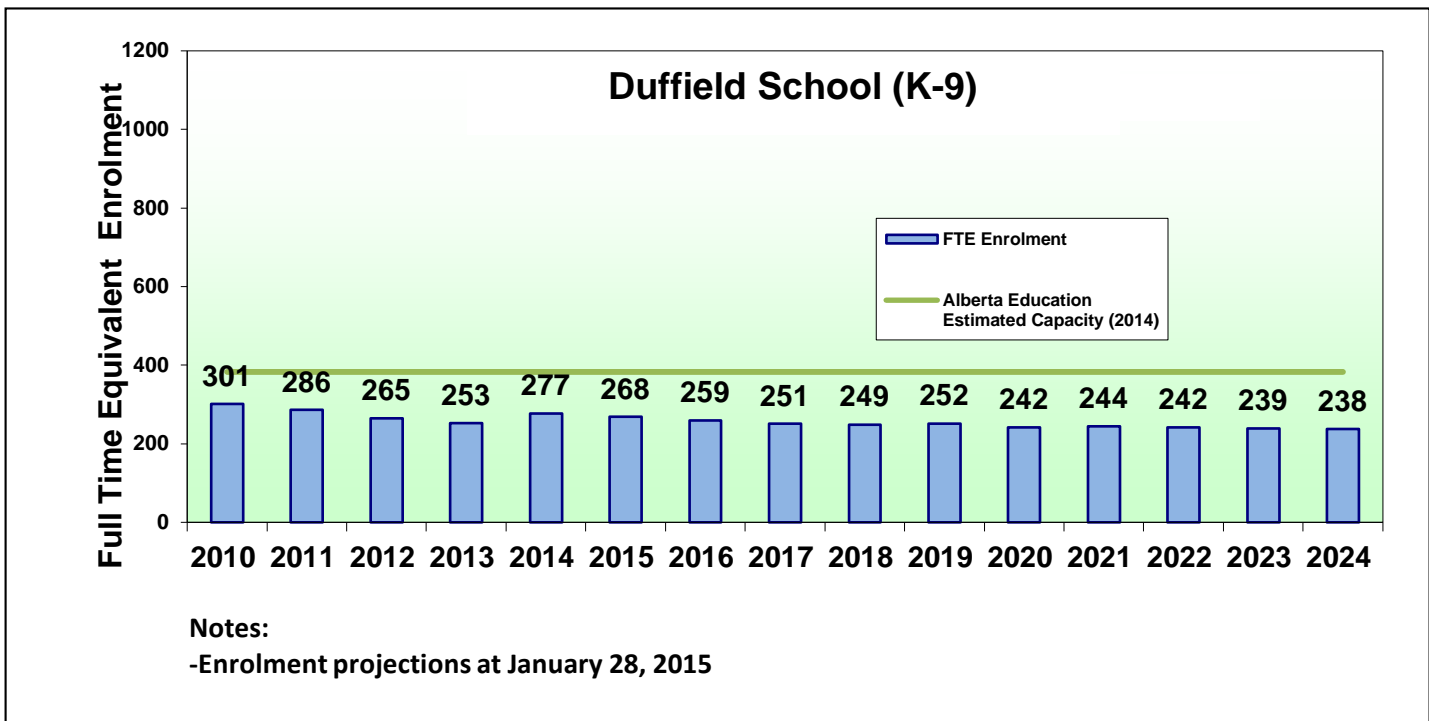
The West Parkland area schools are: Duffield, Entwistle, Keephills, Seba Beach, Tomahawk, and Wabamun.

**DUFFIELD SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Duffield’s Full-Time Equivalent (FTE) enrolment has decreased from 301 in 2010 to 277 in 2014. The enrolment is projected to decline to the 230 to 260 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 383.



**Land Use Development and Plans**

There is some acreage development occurring within the attendance area.

**Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index 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.

### Three Year Capital Plan

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

### Observations

- Duffield has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- Should any new rural residential subdivisions arise, this may result in some additional enrolment.

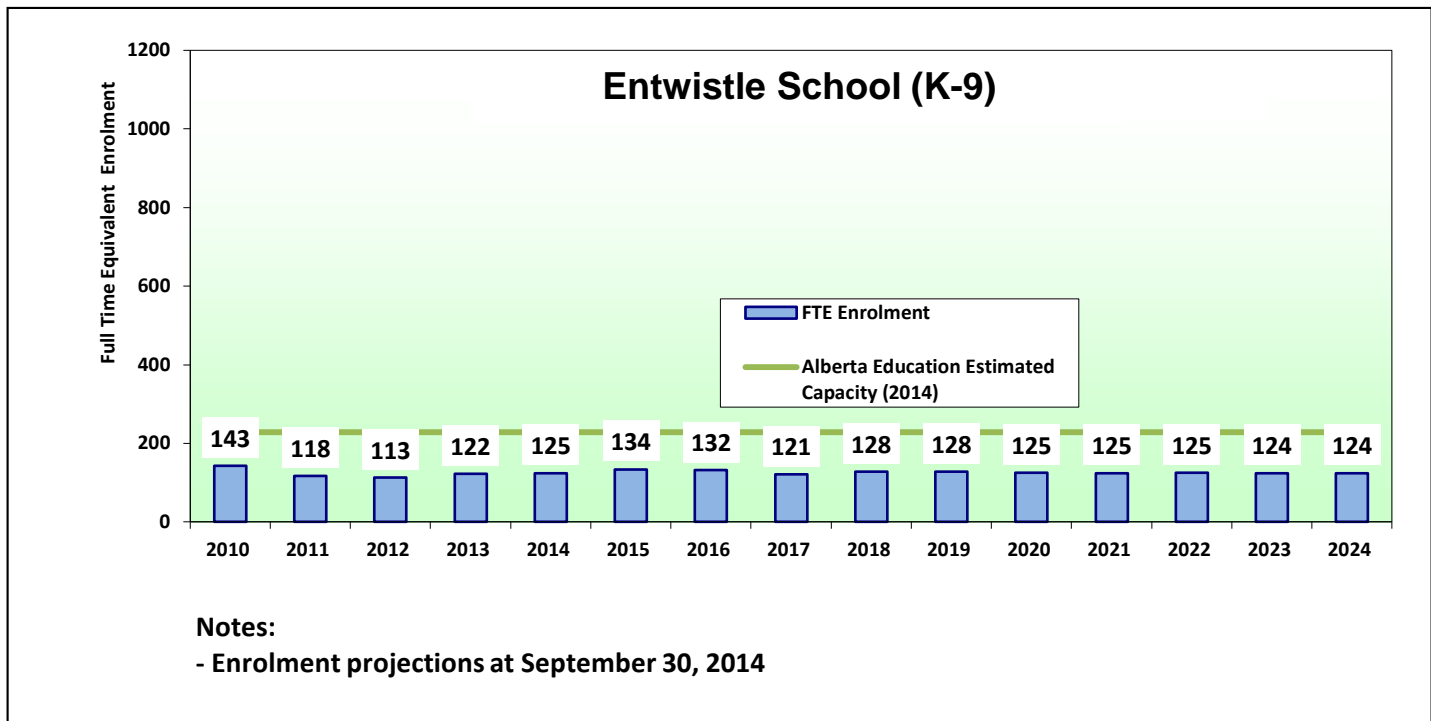


## ENTWISTLE SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Entwistle’s Full-Time Equivalent (FTE) enrolment has decreased from 143 in 2010 to 125 in 2014. The enrolment is projected to fluctuate in the 120 to 140 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 228.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Entwistle School is 15.68%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- Entwistle has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.
- Parkland County approved the Entwistle Area Structure Plan in 2012, which includes lands proposed for industrial development.

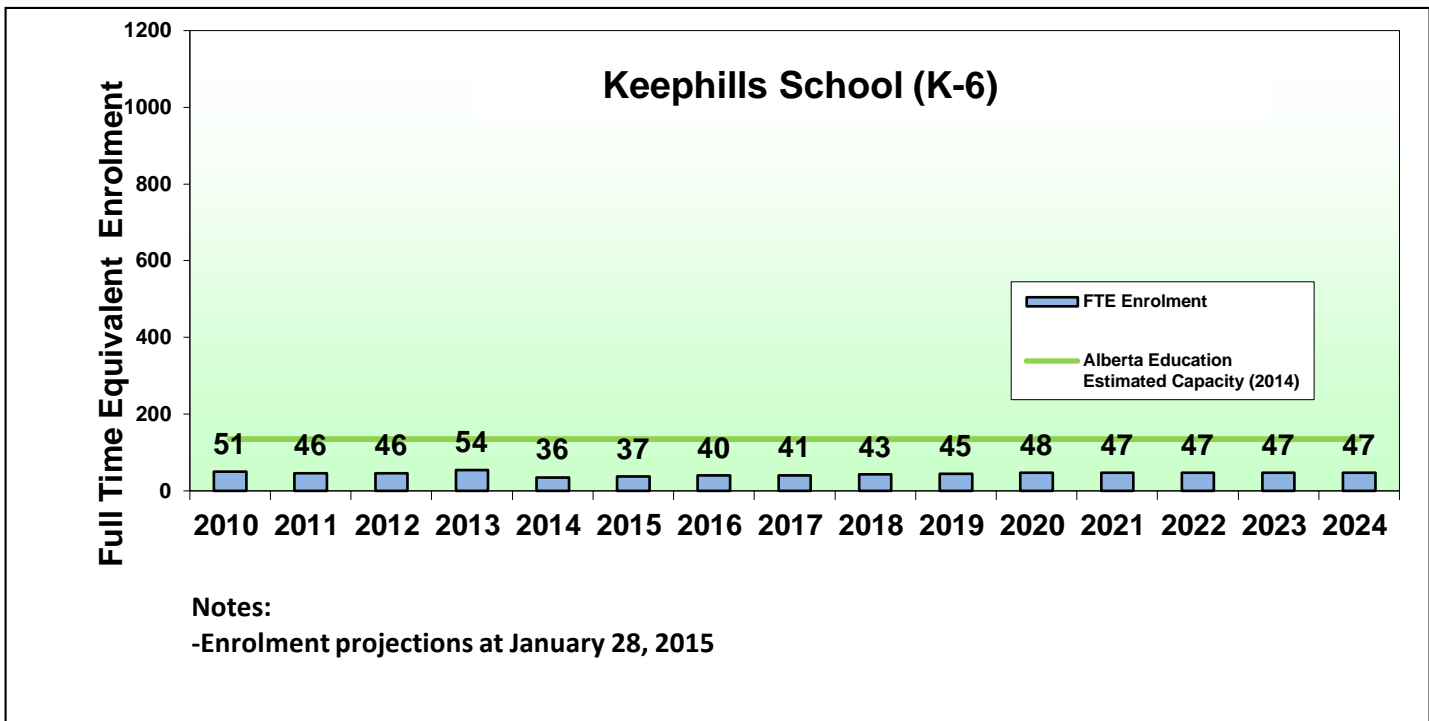


**KEEPHILLS SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Keephill’s Full-Time Equivalent (FTE) enrolment has decreased from 51 in 2010 to 36 in 2014. The enrolment is projected to fluctuate in the 40 to 60 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 135.



**Land Use Development and Plans**

There is some acreage development occurring within the attendance area.

**Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Keephills School is 15.44%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.

**Three Year Capital Plan**

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

## Observations

- Keephills has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- Should any new rural residential subdivisions arise, this may result in some additional enrolment.

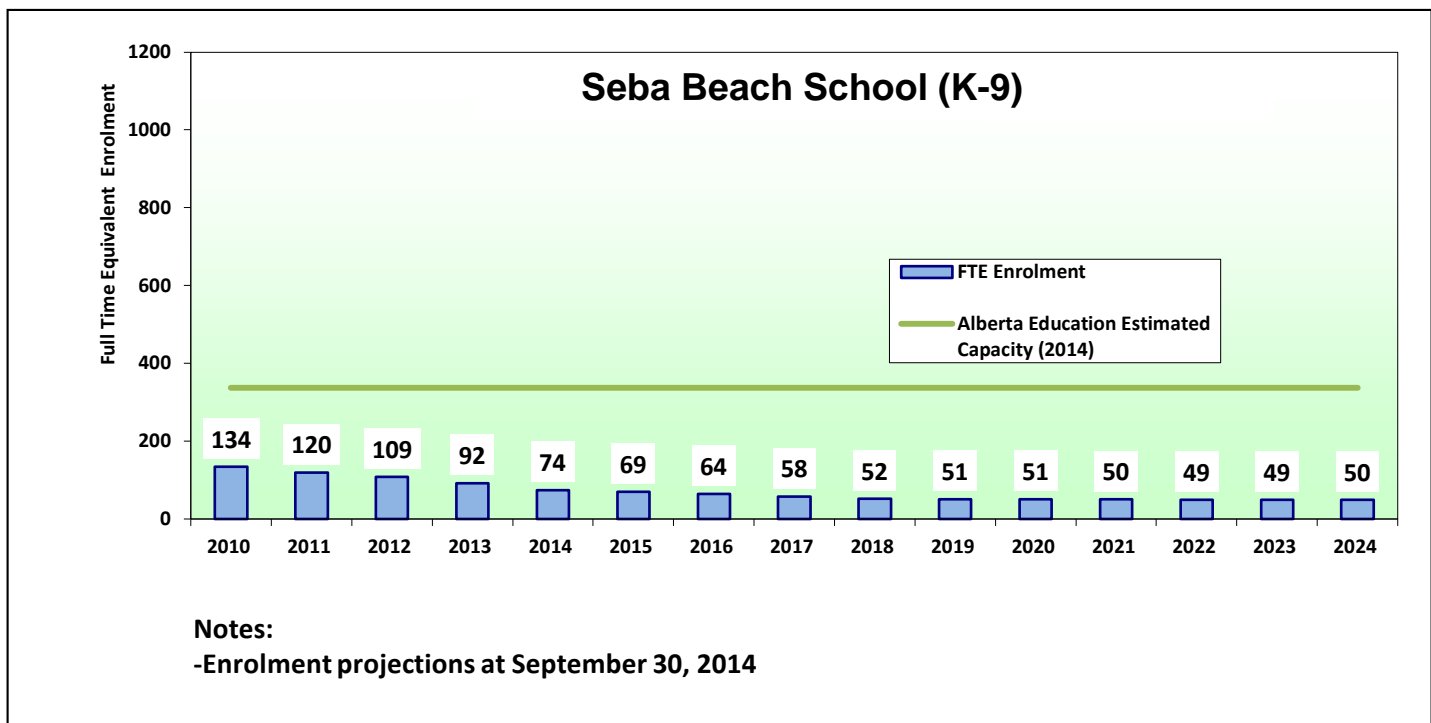


## SEBA BEACH SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Seba Beach’s Full-Time Equivalent (FTE) enrolment has decreased from 134 in 2010 to 74 in 2014. The enrolment is projected to decrease to the 40 to 60 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 337.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Seba Beach School is 17.54%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Seba Beach has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.

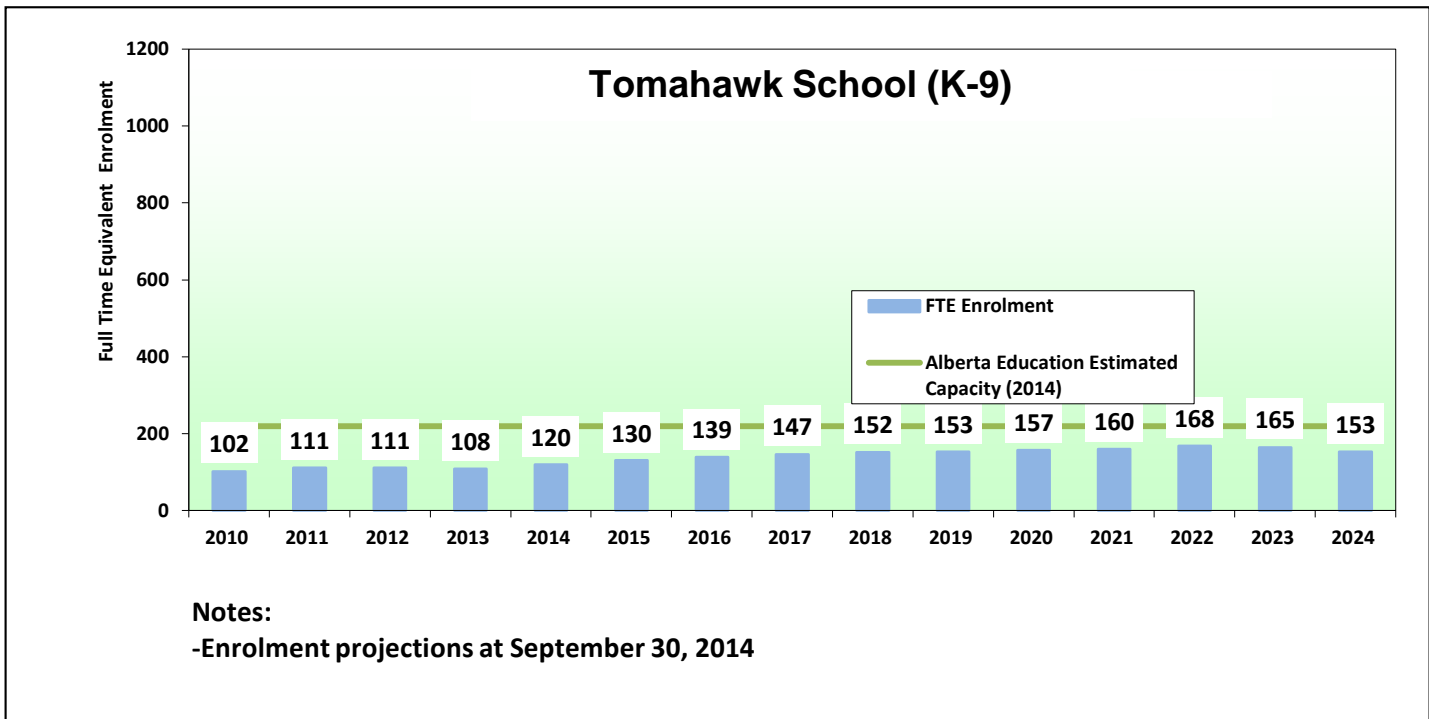


## TOMAHAWK SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Tomahawk’s Full-Time Equivalent (FTE) enrolment has fluctuated between 100 and 120 over the past five (5) years. The enrolment is projected to increase to the 140 to 170 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 219.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Tomahawk School is 10.17% which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Tomahawk has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.

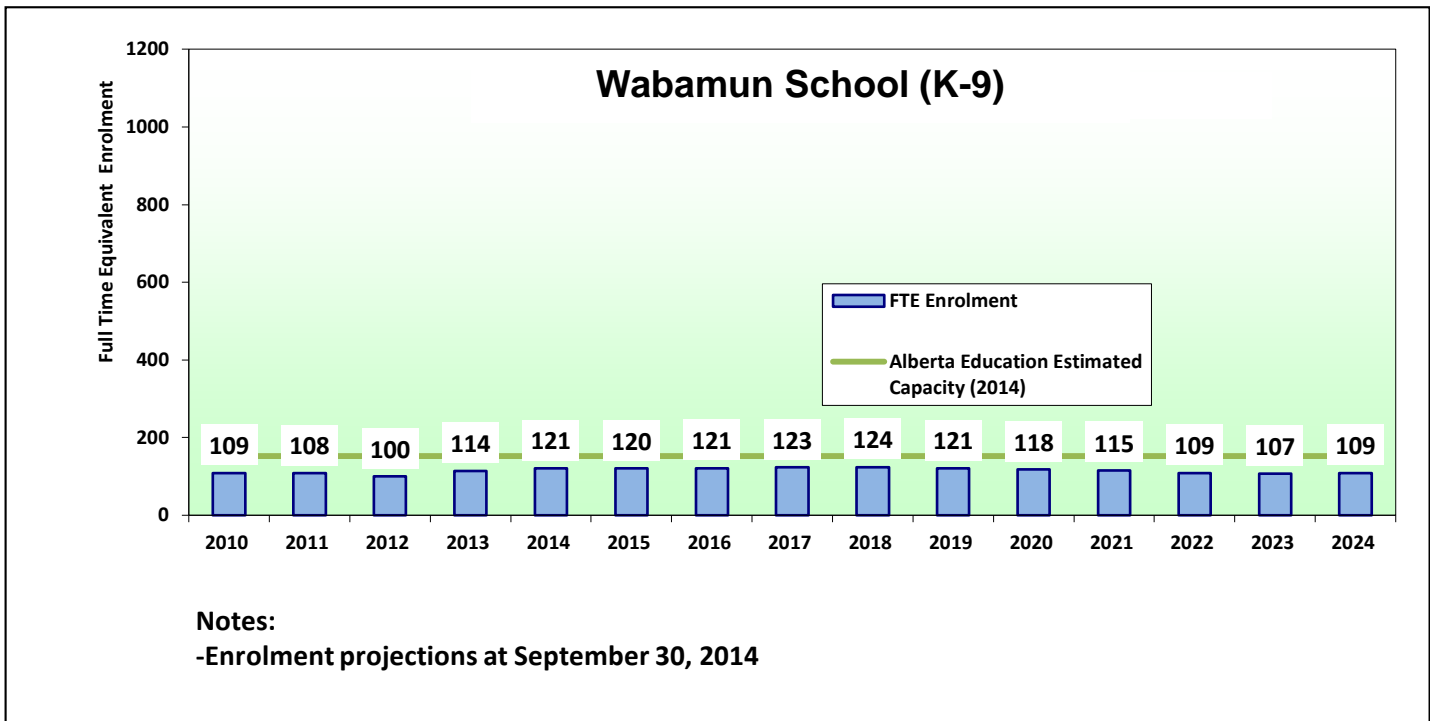


**WABAMUN SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Wabamun’s Full-Time Equivalent (FTE) enrolment has fluctuated in the 100 to 130 enrolment range over the past five (5) years. The enrolment is projected to fluctuate in the 100 to 130 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 152.



**Land Use Development and Plans**

There is some urban residential development occurring in the Village of Wabamun within the attendance area.

**Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Wabamun School is 13.61%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- Wabamun has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New urban residential subdivisions in the Village of Wabamun may result in some additional enrolment.

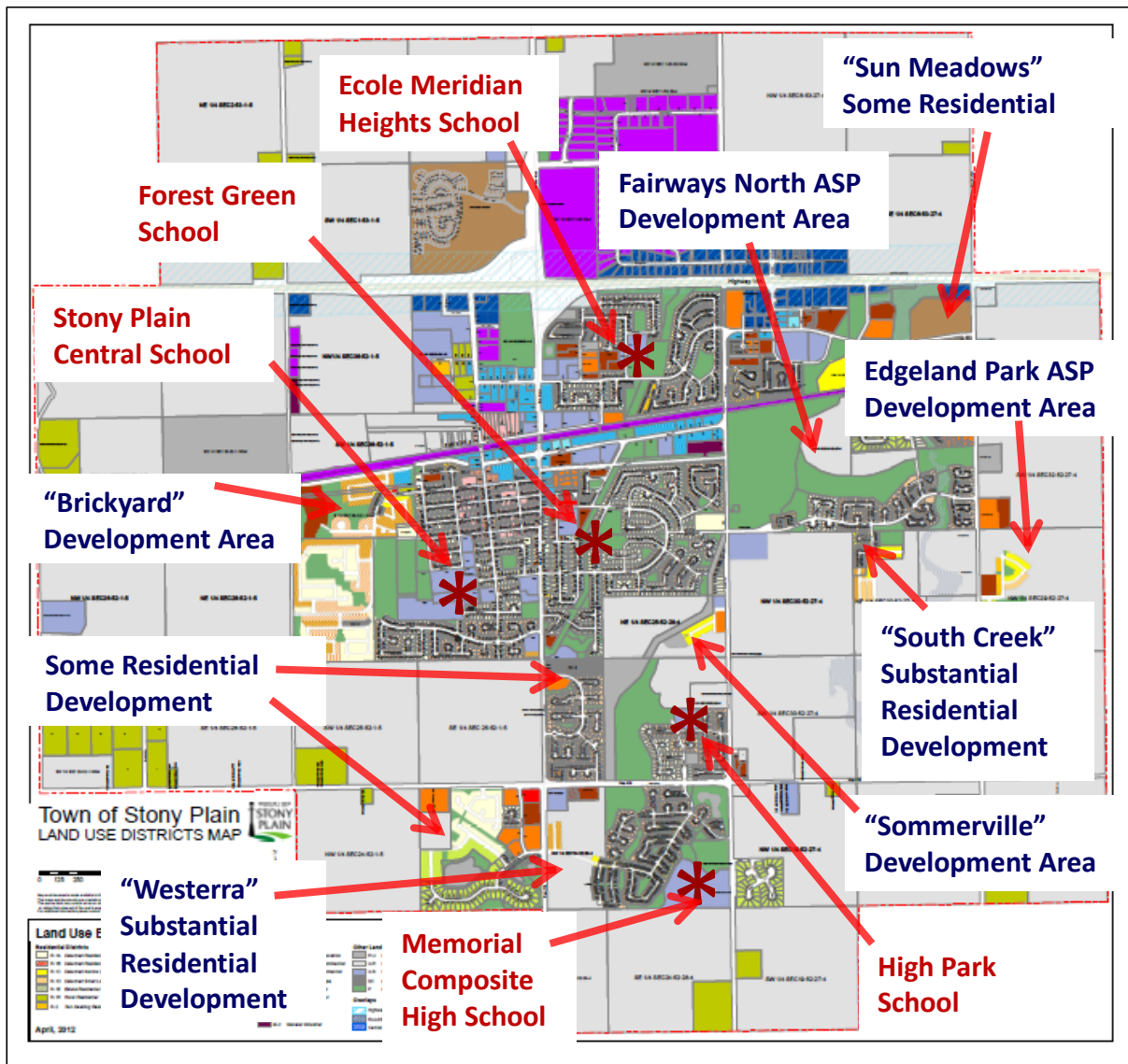


**STONY PLAIN AREA SCHOOLS**

The Stony Plain schools are: Blueberry, Forest Green, High Park, Ecole Meridian Heights, Muir Lake, Stony Plain Central, and Memorial Composite.

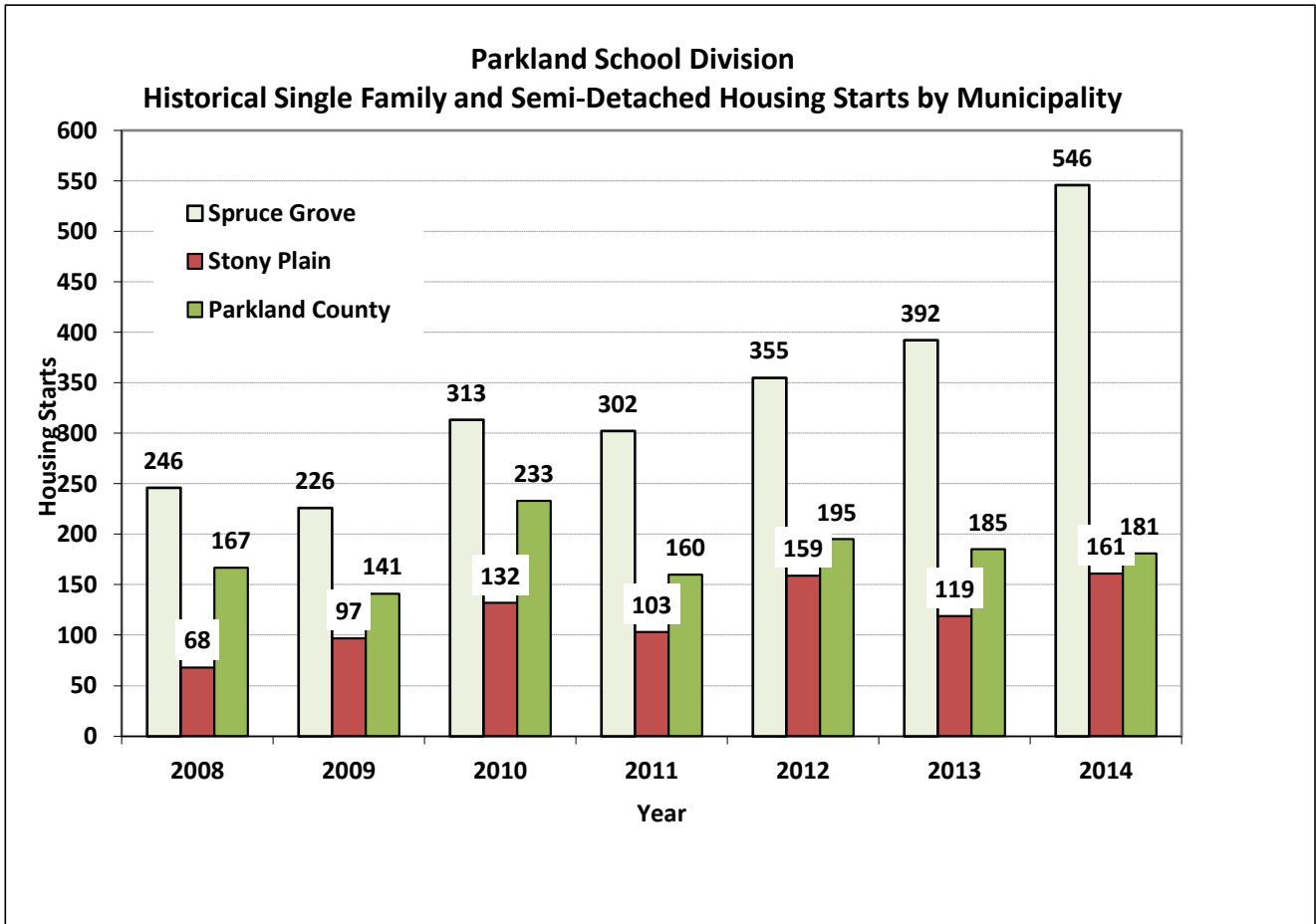
**Town of Stony Plain Land Use Development and Plans**

Residential development in the Town of Stony Plain is occurring primarily on the eastern, southern and western edges of the Town.





The number of single family and semi-detached housing starts in the Town of Stony Plain has increased from 68 in 2008 to 161 in 2014.

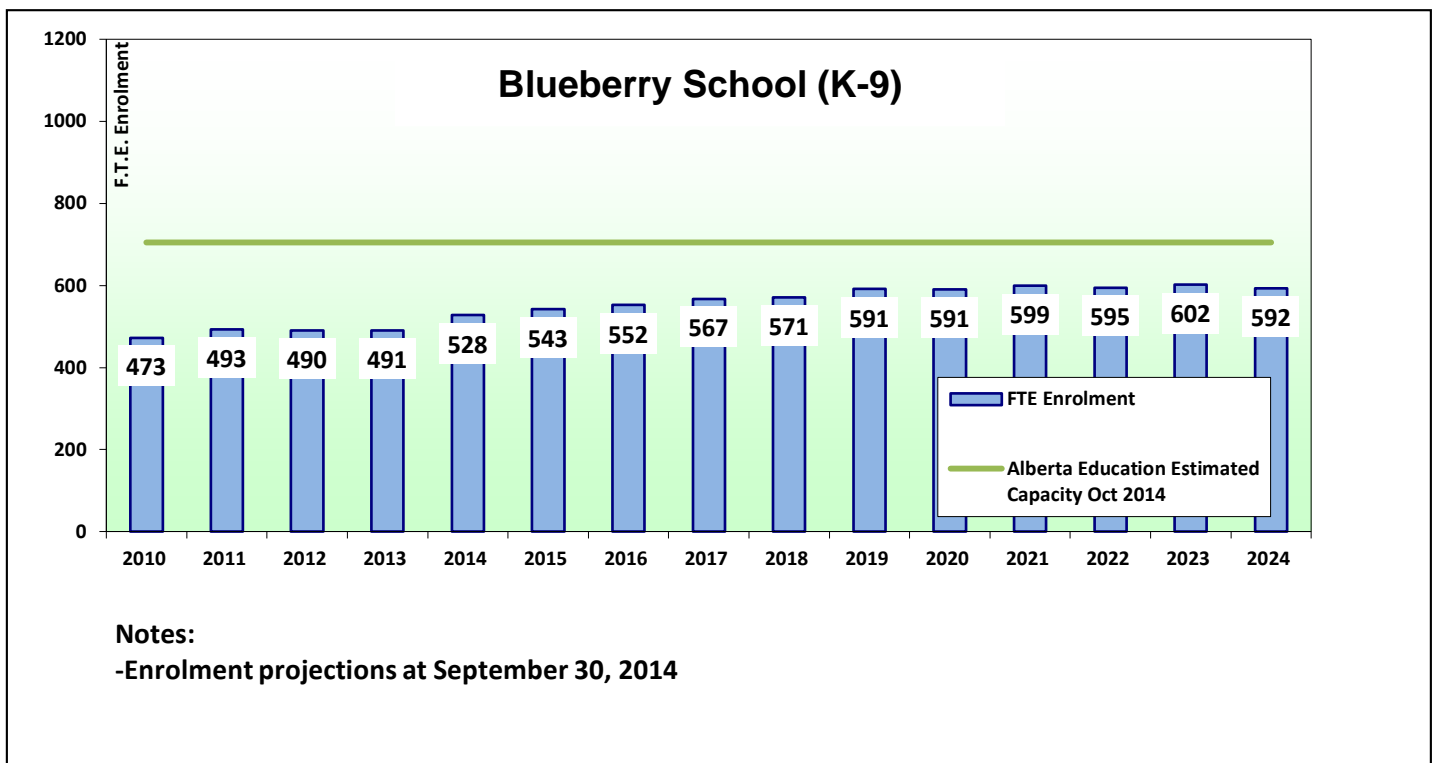


## BLUEBERRY SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Blueberry’s Full-Time Equivalent (FTE) enrolment has increased from 473 in 2010 to 528 in 2014 over the past five (5) years. The enrolment is projected to increase to the 575 to 600 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 705.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Blueberry School is 11.97%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Blueberry has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.

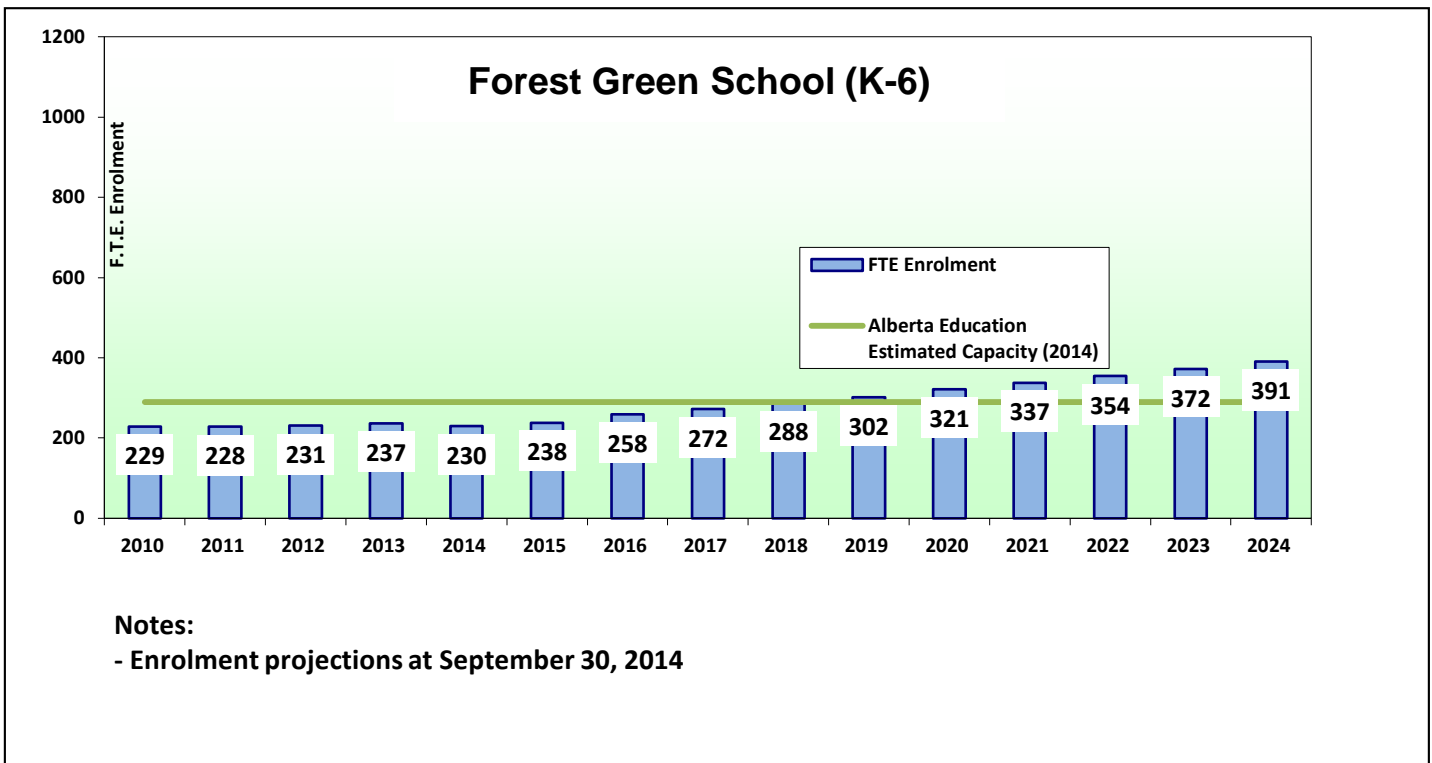


## FOREST GREEN SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Forest Green’s Full-Time Equivalent (FTE) enrolment has fluctuated in the 220 to 240 enrolment range over the past five (5) years. The enrolment is projected to increase to the 375 to 400 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 289.



### Land Use Development and Plans

There is significant urban residential development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Forest Green School is 14.10%, which indicates that the overall rating of the school is close to the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Forest Green currently has some surplus capacity. However, the school is projected to be over capacity within the next 5 to 10 years.
- Significant new residential subdivisions are projected to result in additional enrolment.

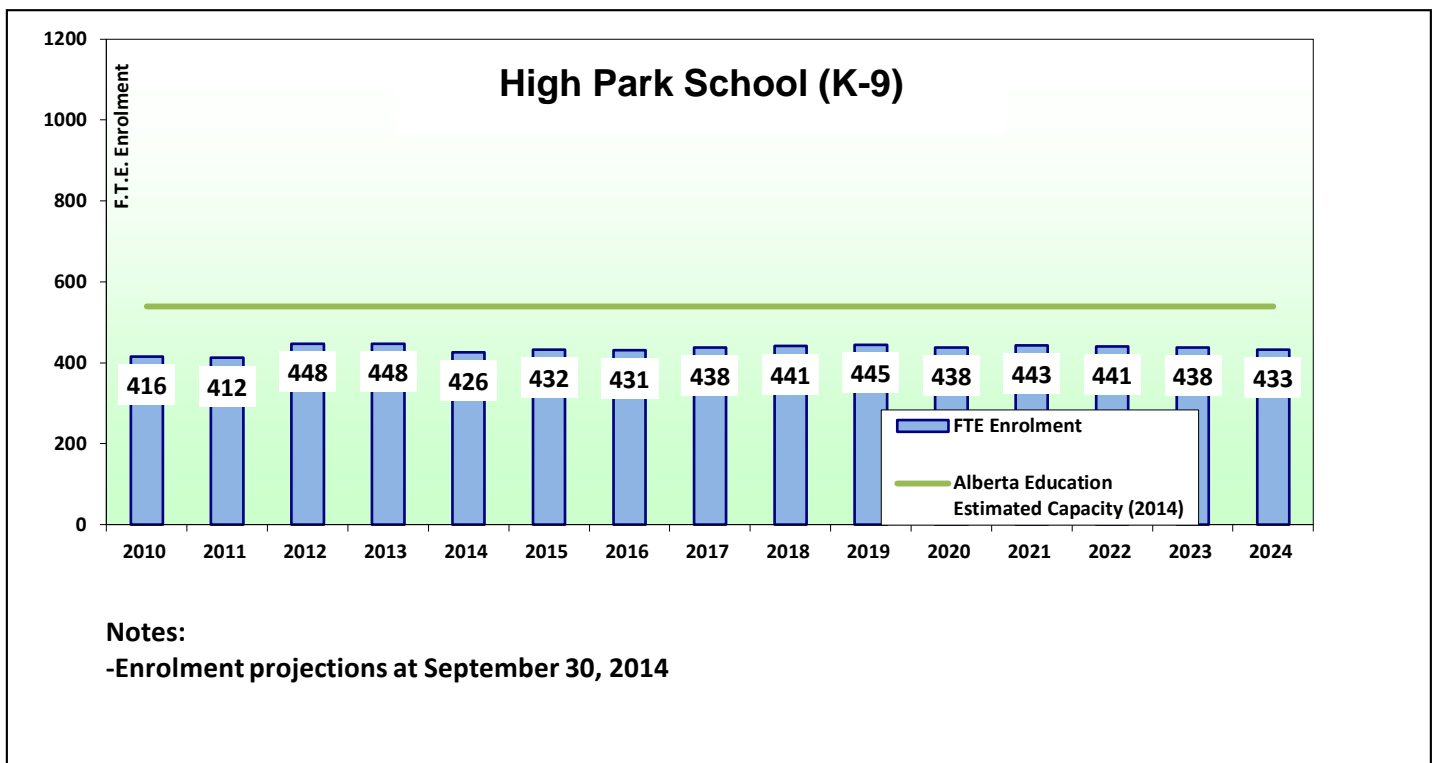


## HIGH PARK SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

High Park’s Full-Time Equivalent (FTE) enrolment has increased from 416 in 2010 to 426 in 2014 over the past five (5) years. The enrolment is projected to fluctuate in the 425 to 450 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 539.



### Land Use Development and Plans

There is significant urban residential development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for High Park School is 7.86%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- High Park has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- Significant new residential subdivisions are projected to result in additional enrolment.

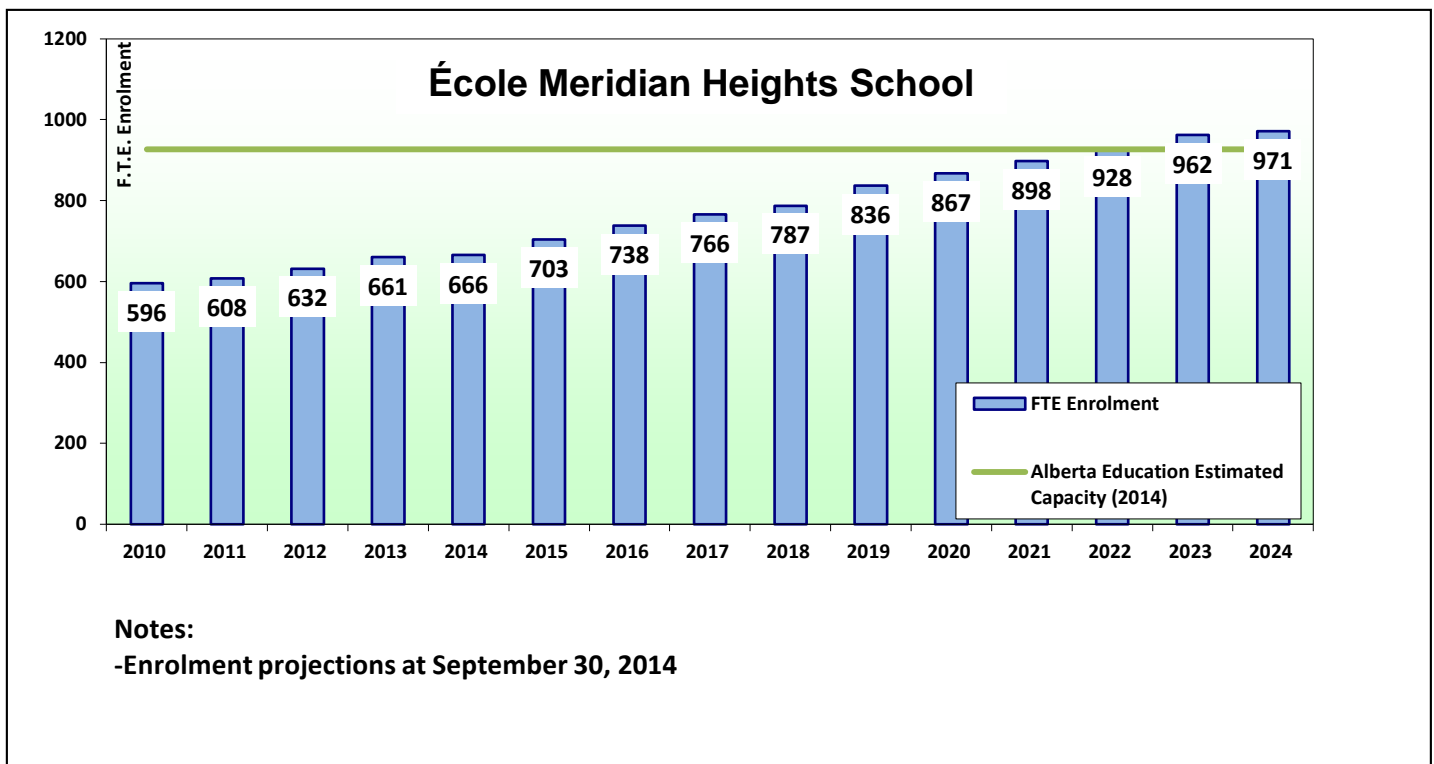


## ÉCOLE MERIDIAN HEIGHTS SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Ecole Meridian Heights’s Full-Time Equivalent (FTE) enrolment has increased from 596 in 2010 to 666 in 2014 over the past five (5) years. Ecole Meridian Heights is a dual-track program school, with both English and French Immersion programs. The Ecole Meridian Heights enrolment increase has been primarily associated with the French Immersion program, which has increased from 316 FTE in 2010 to 392 in 2014, an increase of 82 FTE students. The Ecole Meridian Heights total enrolment is projected to increase to the 950 to 975 FTE enrolment range over the next 10 years. Within this total projected enrolment, the French Immersion enrolment is projected to increase to the 600 to 650 FTE enrolment range over the next 10 years, and increase of 200 to 250 FTE students.

The Alberta Education 2014 estimated capacity is 926.



### Land Use Development and Plans

There is little residential development occurring within the English Program attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Ecole Meridian Heights School is 10.91%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Ecole Meridian Heights currently has some surplus capacity. However, the school is projected to be over capacity within the next 5 to 10 years due to projected enrolment growth in the French Immersion program.
- Significant new residential subdivisions are projected to result in additional enrolment.

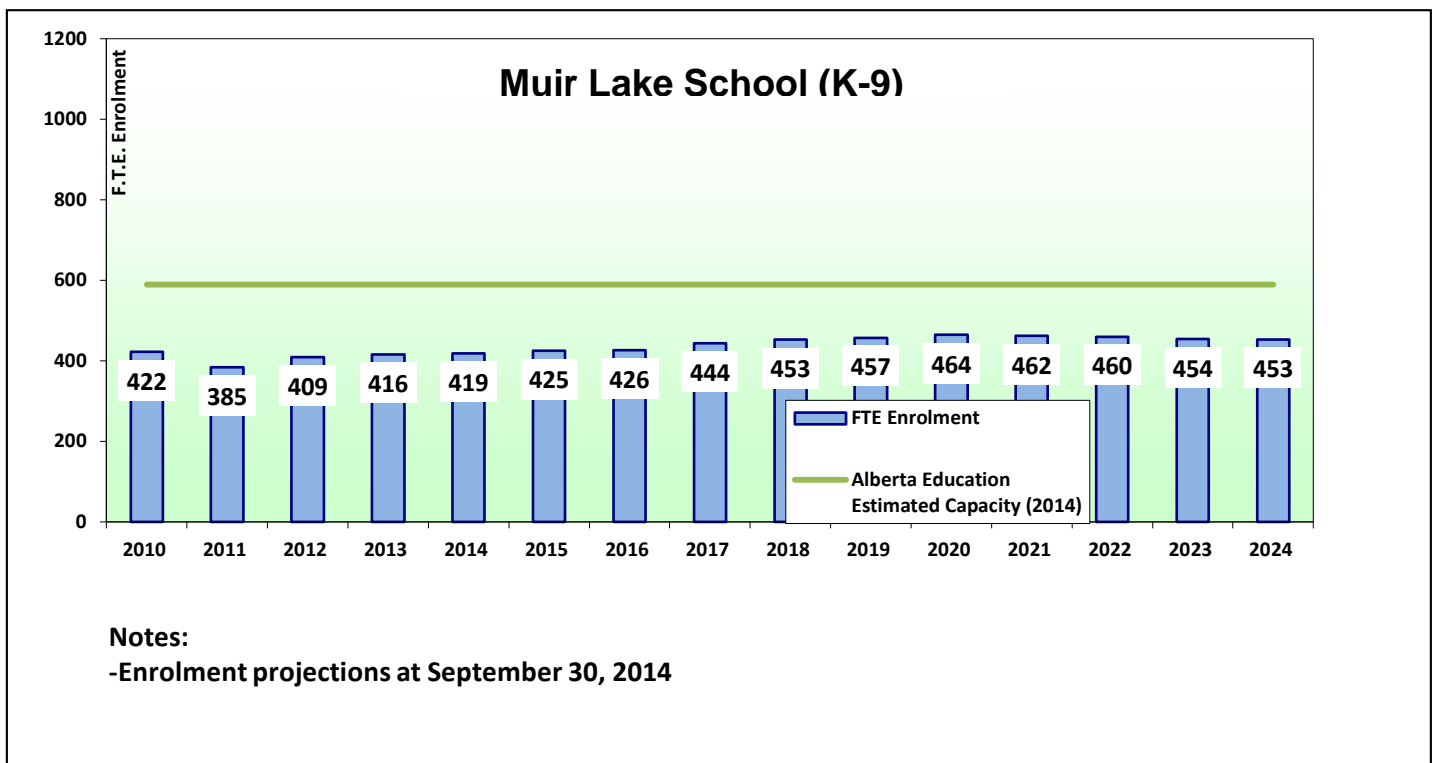


## MUIR LAKE SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Muir Lake’s Full-Time Equivalent (FTE) enrolment has fluctuated in the 400 to 425 enrolment range over the past five (5) years. The enrolment is projected to increase in the 430 to 470 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 589.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Muir Lake School is 6.67%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Muir Lake has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.

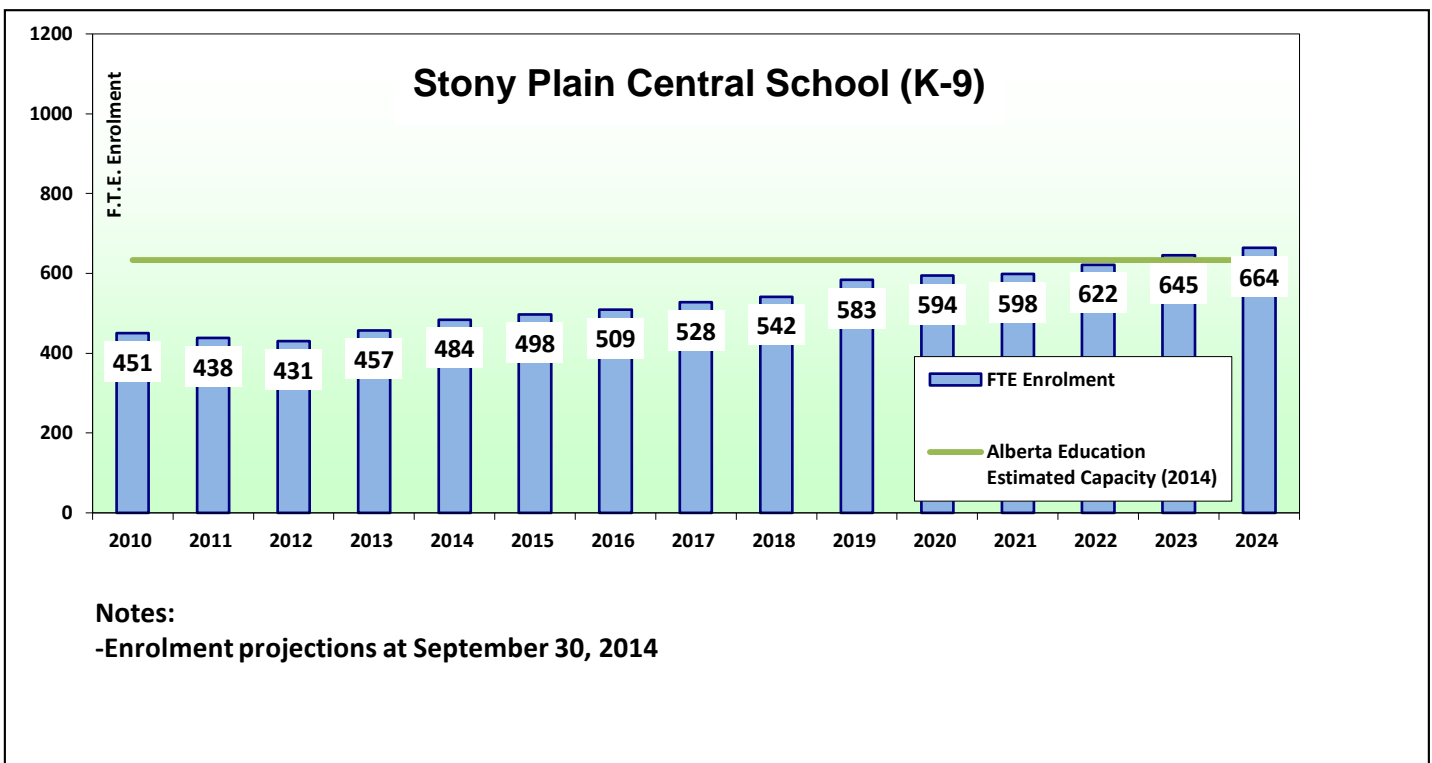


## STONY PLAIN CENTRAL SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Stony Plain Central’s Full-Time Equivalent (FTE) enrolment has increased from 451 in 2010 to 484 in 2014 over the past five (5) years. The enrolment is projected to increase to the 650 to 675 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 633.



### Land Use Development and Plans

There is significant urban residential development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Stony Plain Central School is 23.39%, which indicates that the overall rating of the school is significantly lower than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

A major modernization capital project has been identified for the school in the current Parkland School Division Three Year Capital Plan.

### Observations

- Stony Plain Central currently has some surplus capacity. However, the school is projected to be over capacity within the next 5 to 10 years.
- Significant new urban residential subdivisions are projected to result in additional enrolment.

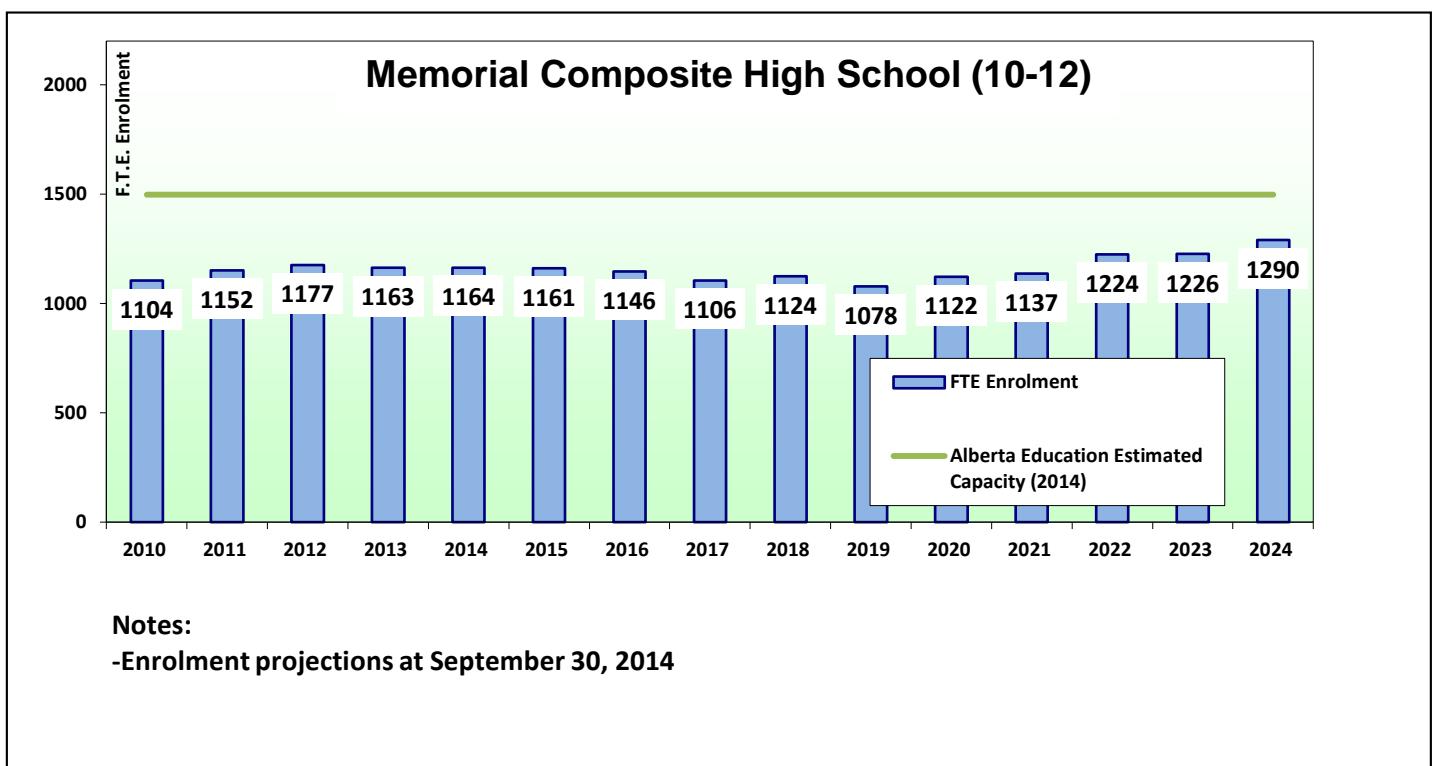


## MEMORIAL COMPOSITE HIGH SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Memorial Composite’s Full-Time Equivalent (FTE) enrolment has increased from 1104 in 2010 to 1164 in 2014 over the past five (5) years. The enrolment is projected to fluctuate in the 1100 to 1200 FTE enrolment range over the next 5 years, before increasing to the 1250 to 1300 enrolment range over the next 5 to 10 years.

The Alberta Education 2014 estimated capacity is 1497.



### Land Use Development and Plans

There is significant urban and rural development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Memorial Composite High School is 0.87%, which indicates that the overall rating of the school is significantly better than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- Memorial Composite High School has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New urban and rural residential subdivisions may result in some additional enrolment.

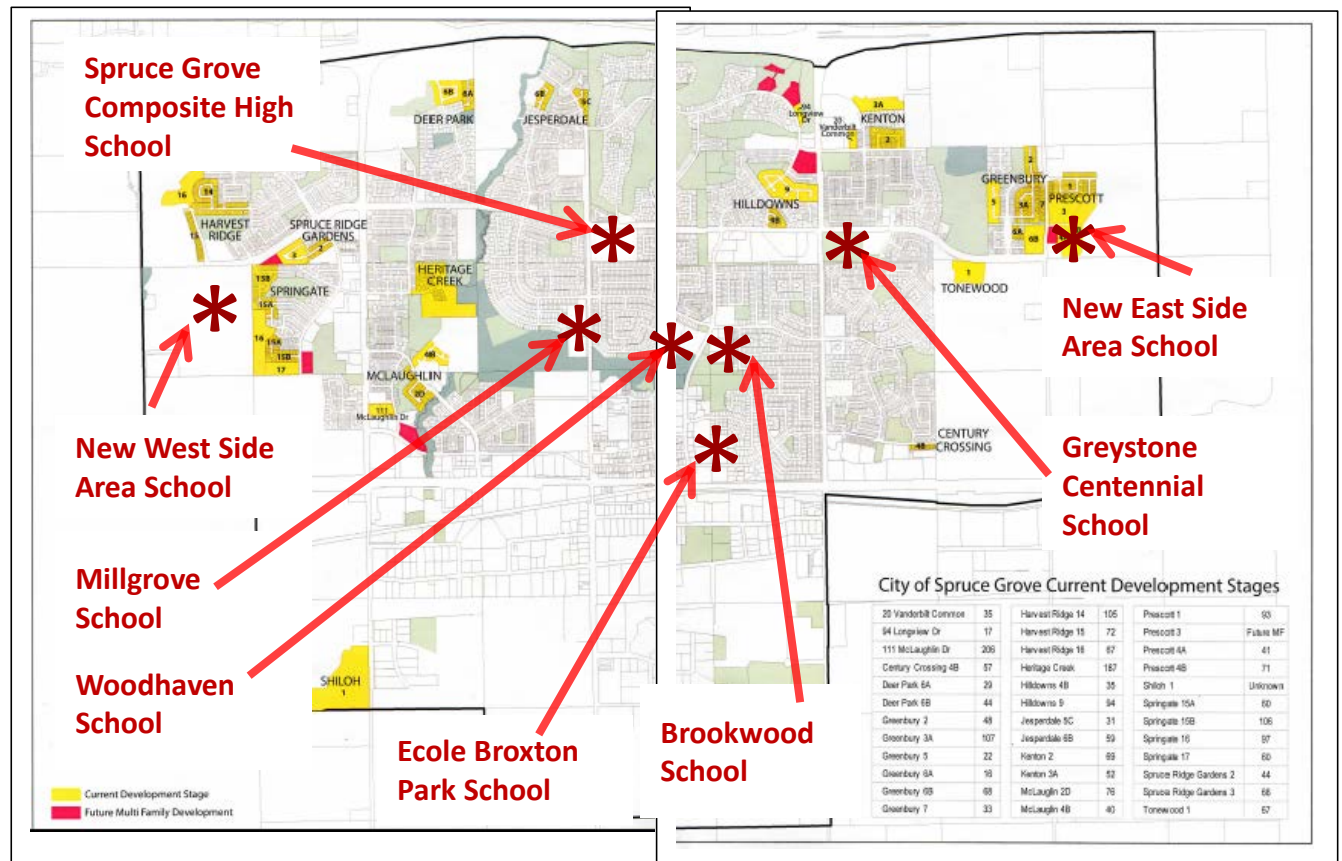


**SPRUCE GROVE AREA SCHOOLS**

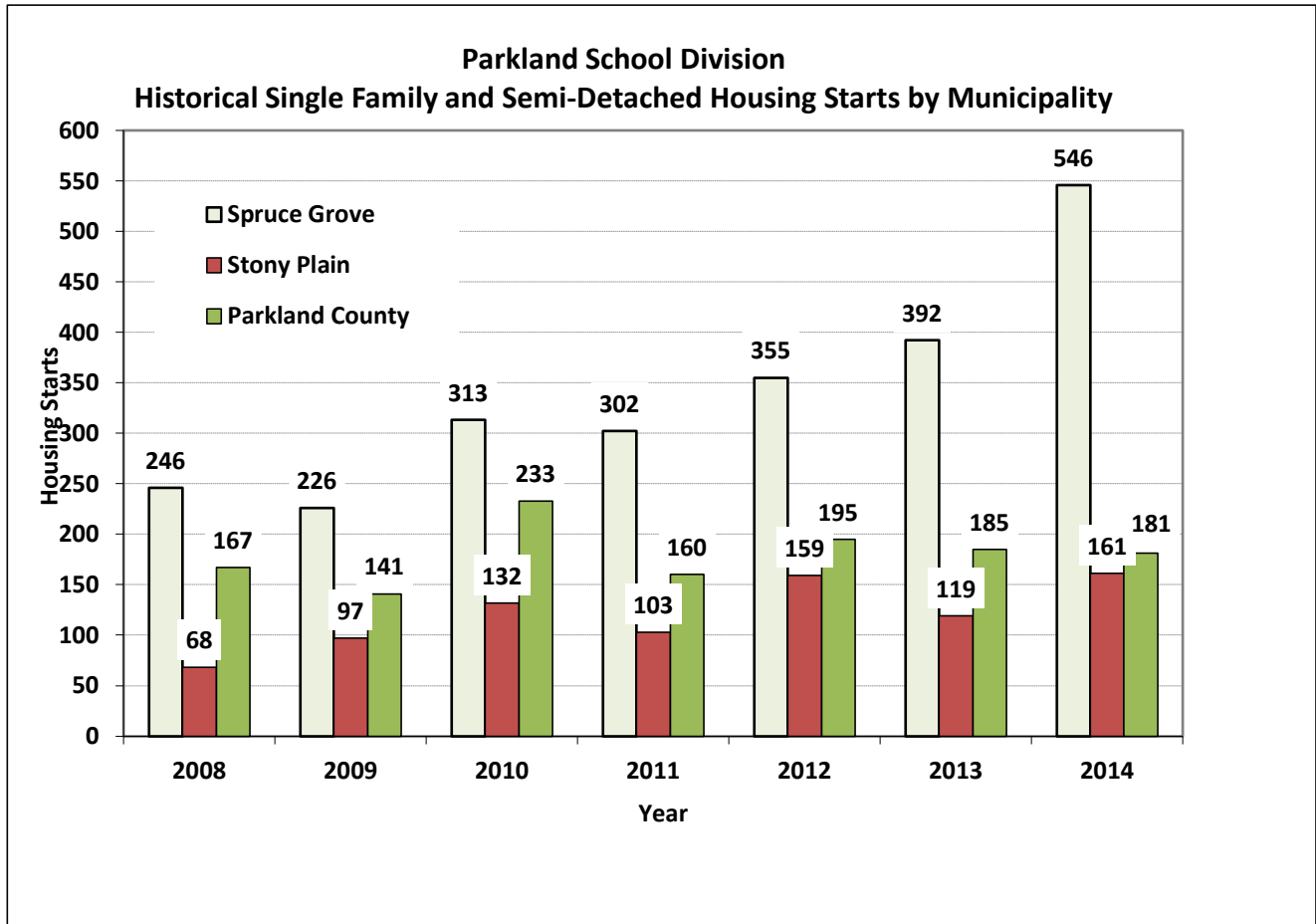
The Spruce Grove area schools are: Brookwood, Ecole Broxton Park, Graminia, Greystone Centennial, Millgrove, Parkland Village, Woodhaven, and Spruce Grove Composite.

**City of Spruce Grove Land Use Development and Plans**

Residential development in the City of Spruce is occurring primarily on the eastern and western edges of the City.



The number of single family and semi-detached housing starts in the City of Spruce Grove has increased from 246 in 2008 to 546 in 2014.



**Spruce Grove Attendance Area Review**

Parkland School Division has received capital funding approval for a New East Side Area School. The school is under construction and is scheduled to open for September 2016. Parkland School Division will commence a Spruce Grove Attendance Area Review process to realign school attendance area boundaries. The following school enrolment projections will change once Parkland School Division makes a decision on the new attendance area boundaries in the 2015 / 2016 school year.

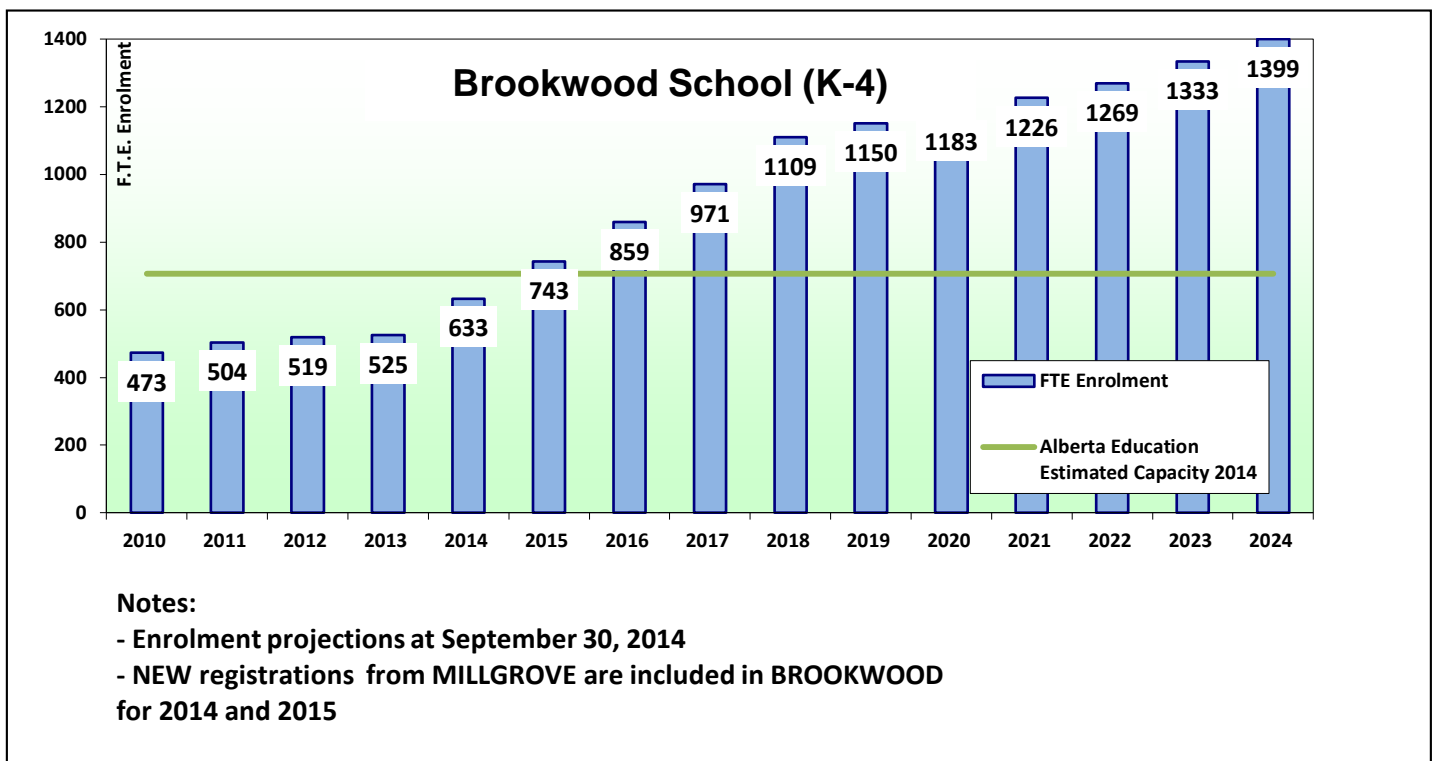
## BROOKWOOD SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Brookwood’s Full-Time Equivalent (FTE) enrolment has increased from 473 in 2010 to 633 in 2014 over the past five (5) years.

In February 2014, the Division adopted a Spruce Grove Student Accommodation Plan whereby all new early years’ students (Kindergarten to grade 4) in the Brookwood and Millgrove attendance areas will be registered at Brookwood until the new Prescott area school is ready to be occupied. Millgrove will only register those students who have a sibling attending the school in the same school year as the incoming Kindergarten child.

The Alberta Education 2014 estimated capacity is 707.



### Land Use Development and Plans

There is significant urban residential development occurring within the attendance area.

### **Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Brookwood School is 17.11%, which indicates that the overall rating of the school is better than the average compared to other Parkland School Division schools.

### **Three Year Capital Plan**

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

### **Observations**

- Brookwood currently has been increasing capacity by adding modular classrooms. A new school has been approved for the Prescott area and attendance area revisions are required prior to the opening of the new school.
- Significant new residential subdivisions are projected to result in additional enrolment.



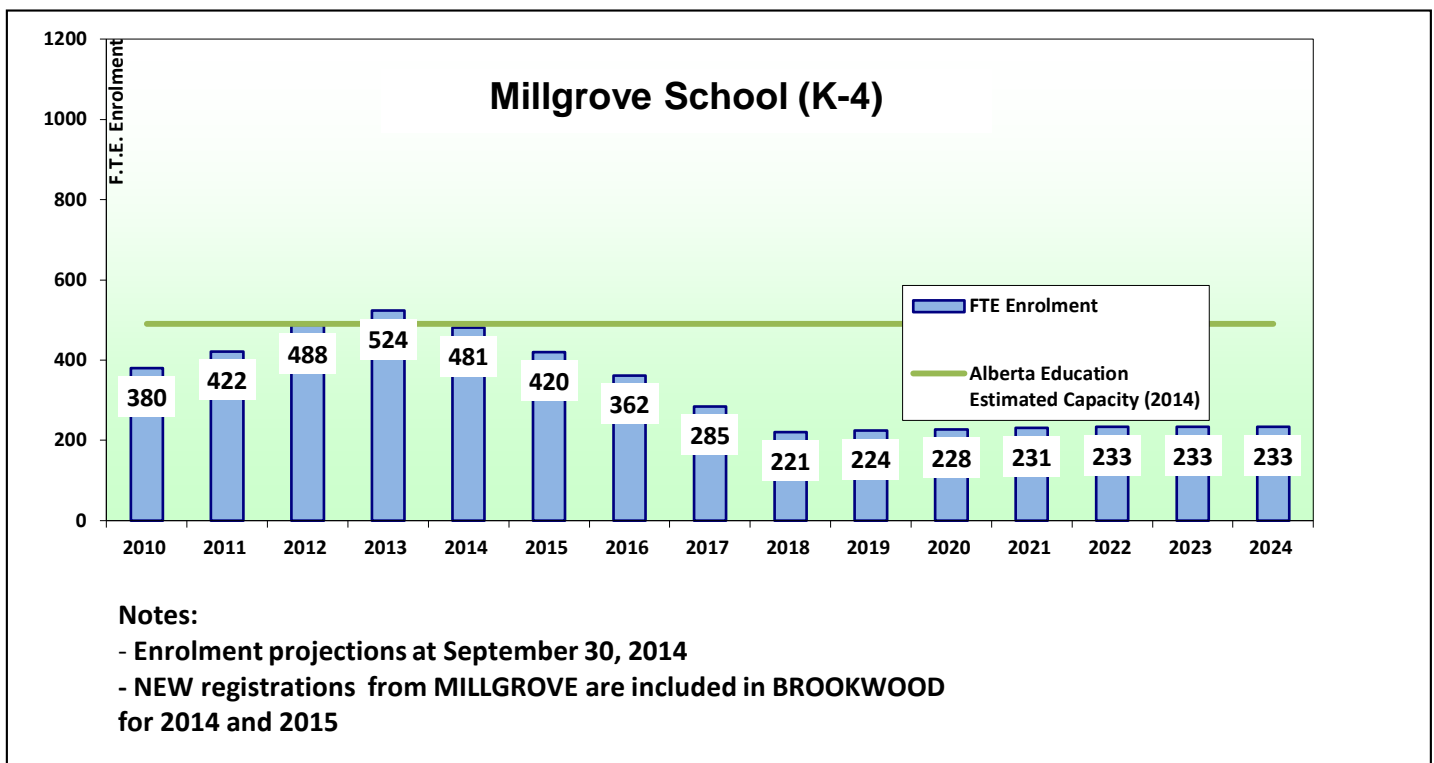
## MILLGROVE SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Millgrove’s Full-Time Equivalent (FTE) enrolment has increased from 380 in 2010 to 481 in 2014 over the past five (5) years.

In February 2014, the Division adopted a Spruce Grove Student Accommodation Plan whereby all new early years’ students (Kindergarten to grade 4) in the Brookwood and Millgrove attendance areas will be registered at Brookwood until the new Prescott area school is ready to be occupied. Millgrove will only register those students who have a sibling attending the school in the same school year as the incoming Kindergarten child.

The Alberta Education 2014 estimated capacity is 491.



### Land Use Development and Plans

There is significant urban residential development occurring within the attendance area.

### **Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Millgrove School is 13.96%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.

### **Three Year Capital Plan**

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

### **Observations**

- Millgrove currently has been increasing capacity by adding modular classrooms. A new school has been approved for the Prescott area and attendance area revisions are required prior to the opening of the new school.
- Significant new residential subdivisions are projected to result in additional enrolment.

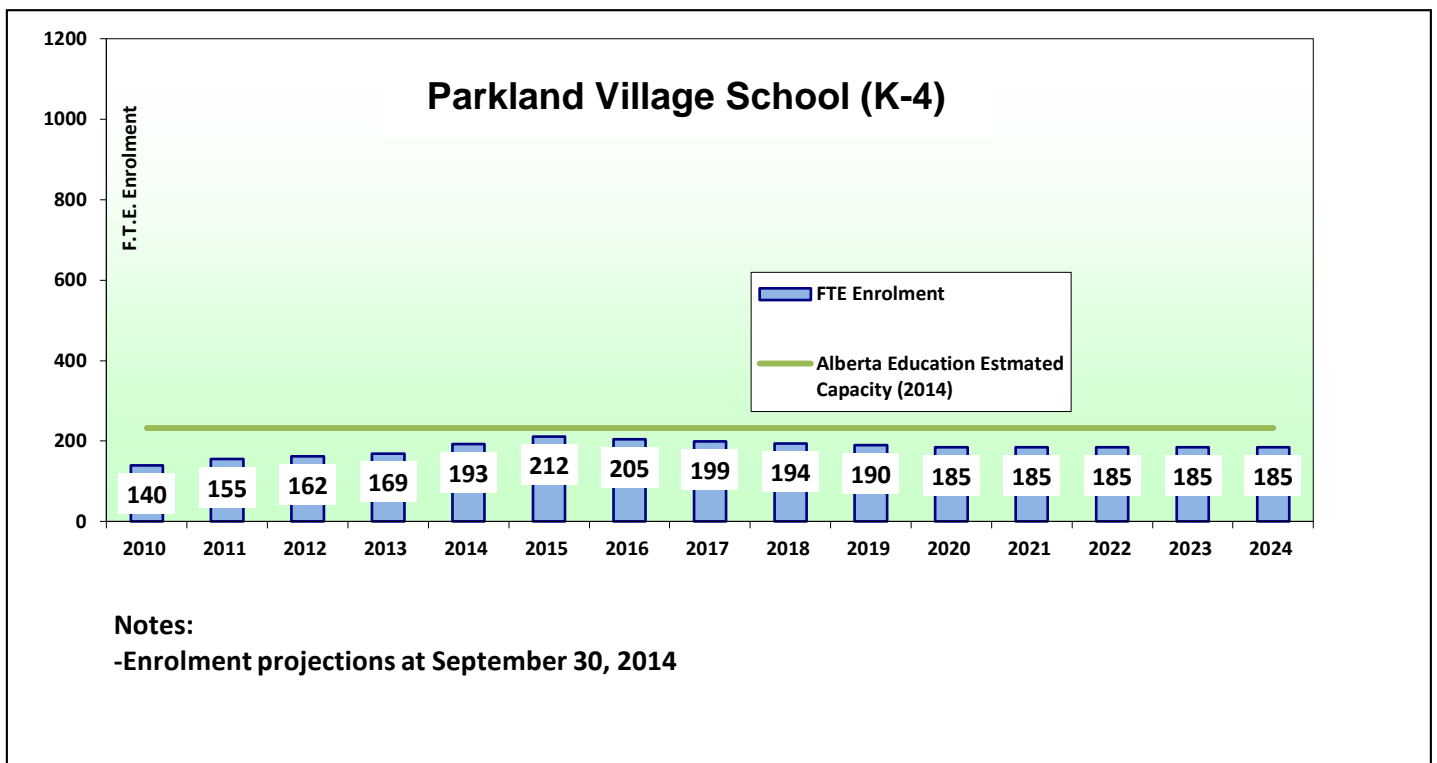


**PARKLAND VILLAGE SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Parkland Village’s Full-Time Equivalent (FTE) enrolment has increased from 140 in 2010 to 193 in 2014 over the past five (5) years. The enrolment is projected to remain in the 175 to 225 enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 232.



**Land Use Development and Plans**

There is significant urban residential development occurring within the attendance area.

**Facility Condition Assessment**

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Parkland Village School is 23.46%, which indicates that the overall rating of the school is significantly lower than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- Parkland Village is close to capacity and is projected to be close to capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.



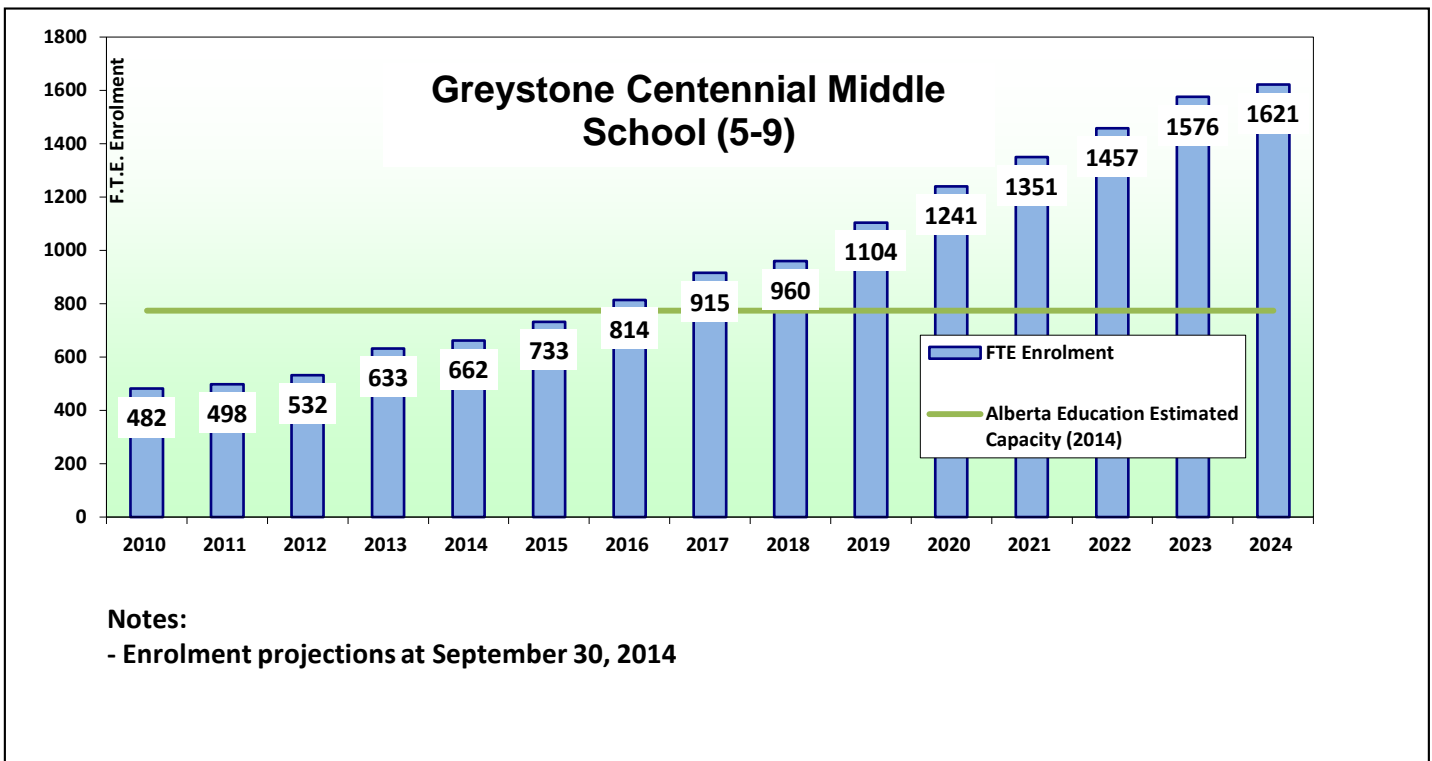
**GREYSTONE CENTENNIAL SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Greystone Centennial’s Full-Time Equivalent (FTE) enrolment has increased from 482 in 2010 to 662 in 2014 over the past five (5) years.

In February 2014, the Division adopted a Spruce Grove Student Accommodation Plan whereby all new early years’ students (Kindergarten to grade 4) in the Brookwood and Millgrove attendance areas will be registered at Brookwood until the new Prescott area school is ready to be occupied. Millgrove will only register those students who have a sibling attending the school in the same school year as the incoming Kindergarten child.

The Alberta Education 2014 estimated capacity is 775.



**Land Use Development and Plans**

There is significant urban residential development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Greystone Centennial Middle School is 0.35%, which indicates that the overall rating of the school is significantly better than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Greystone Centennial currently has been increasing capacity by adding modular classrooms. A new school has been approved for the Prescott area and attendance area revisions are required prior to the opening of the new school.
- Significant new residential subdivisions are projected to result in additional enrolment.



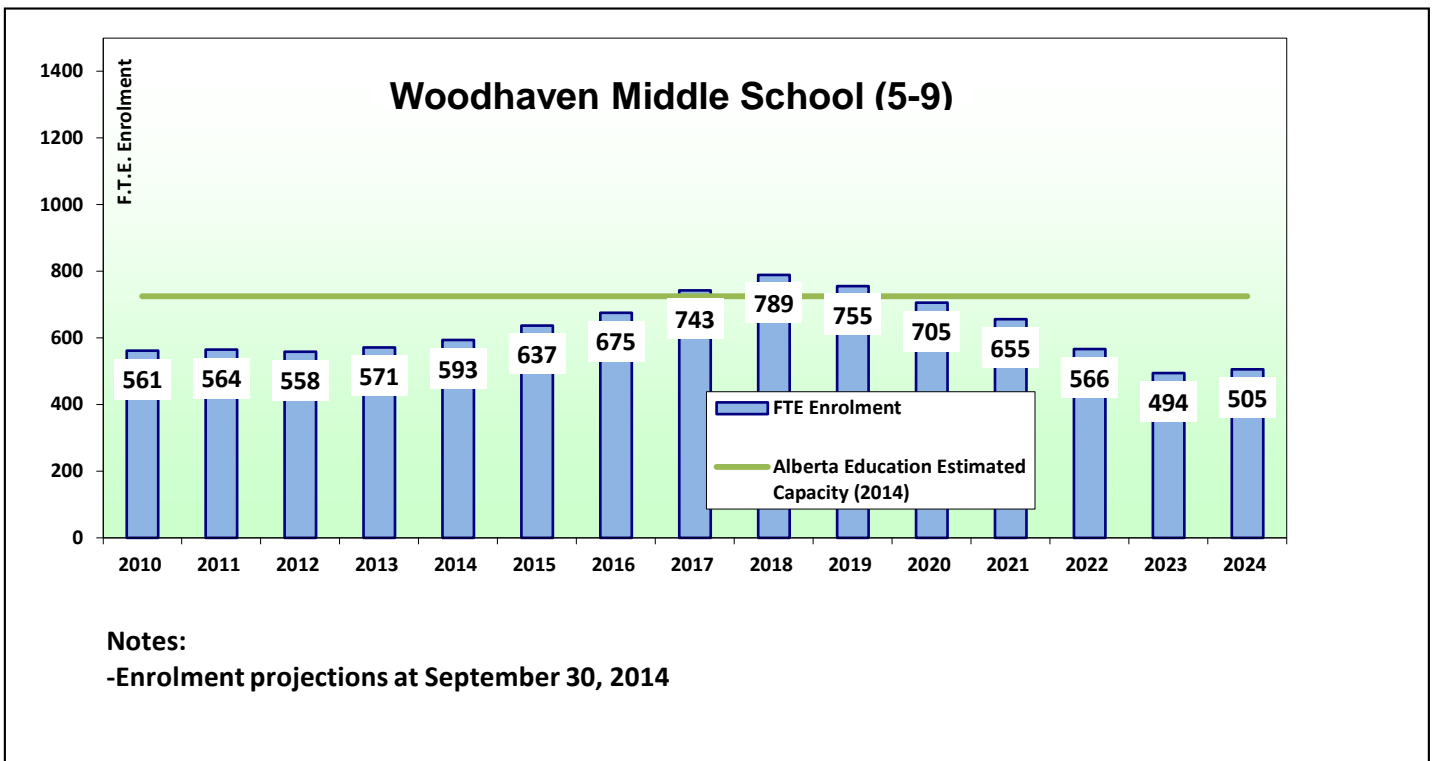
**WOODHAVEN MIDDLE SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Woodhaven’s Full-Time Equivalent (FTE) enrolment has increased from 561 in 2010 to 593 in 2014 over the past five (5) years.

In February 2014, the Division adopted a Spruce Grove Student Accommodation Plan whereby all new early years’ students (Kindergarten to grade 4) in the Brookwood and Millgrove attendance areas will be registered at Brookwood until the new Prescott area school is ready to be occupied. Millgrove will only register those students who have a sibling attending the school in the same school year as the incoming Kindergarten child.

The Alberta Education 2014 estimated capacity is 724.



**Land Use Development and Plans**

There is significant urban residential development occurring within the attendance area.

## STRATEGIC FACILITIES PLAN

Chapter 4 – School Assessments by Area

May 20, 2015



### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Woodhaven Middle School is 17.96%, which indicates that the overall rating of the school is significantly lower than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

A major modernization capital project has been identified for Woodhaven Middle School in the current Parkland School Division Three Year Capital Plan.

### Observations

- Woodhaven currently has been increasing capacity by adding modular classrooms. A new school has been approved for the Prescott area and attendance area revisions are required prior to the opening of the new school.
- Significant new residential subdivisions are projected to result in additional enrolment.

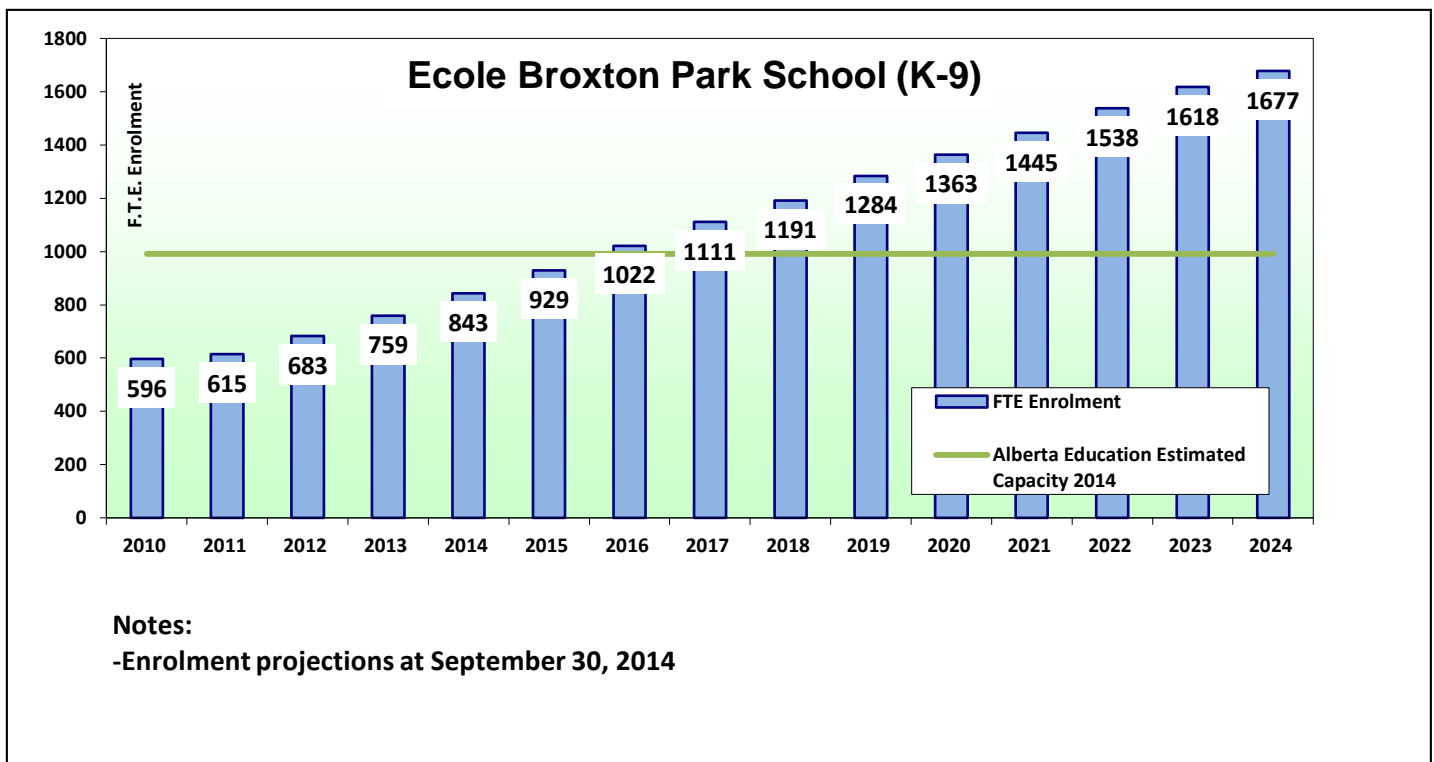


**ECOLE BROXTON PARK SCHOOL**

**Historical and Projected Enrolments Capacity and Utilization**

Ecole Broxton Park’s Full-Time Equivalent (FTE) enrolment has increased from 596 in 2010 to 843 in 2014 over the past five (5) years. Ecole Broxton Park accommodates a variety of programs including: French Immersion, Maranatha Christian, and special education. There is no English Program enrolment at Ecole Broxton Park. The French Immersion program enrolment has increased from 246 FTE in 2010 to 446 in 2014, and increase of 200 FTE in five years. The Maranatha Christian program enrolment has increased from 239 FTE in 2010 to 277 in 2014, and increase of 38 FTE in five years. The special education program enrolment has increased from 87 FTE in 2011 to 120 in 2014, and increase of 33 FTE in four years. The Ecole Broxton Park total enrolment is projected to grow to the 1600 to 1700 enrolment range over the next 10 years. Within this total projected enrolment increase, the French Immersion program enrolment is projected to increase to 1200 to 1300 FTE enrolment range over the next 10 years, an increase of 750 to 850 FTE enrolment. The Maranatha Christian program enrolment is projected to increase to the 290 to 210 FTE enrolment range over the next 10 years. The Special Education programs enrolment is projected to continue to remain in the same enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 991.



## STRATEGIC FACILITIES PLAN

Chapter 4 – School Assessments by Area

May 20, 2015



### Land Use Development and Plans

There is significant urban and rural residential development occurring within the geographic areas served by the Ecole Broxton Park programs.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Ecole Broxton Park School is 17.58%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

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

### Observations

- Ecole Broxton Park currently has been increasing capacity by renovating interior spaces and adding modular classrooms. A new school has been approved for the Prescott area and attendance area revisions are required prior to the opening of the new school.
- Significant new residential subdivisions are projected to result in additional enrolment, particularly in the French Immersion program.

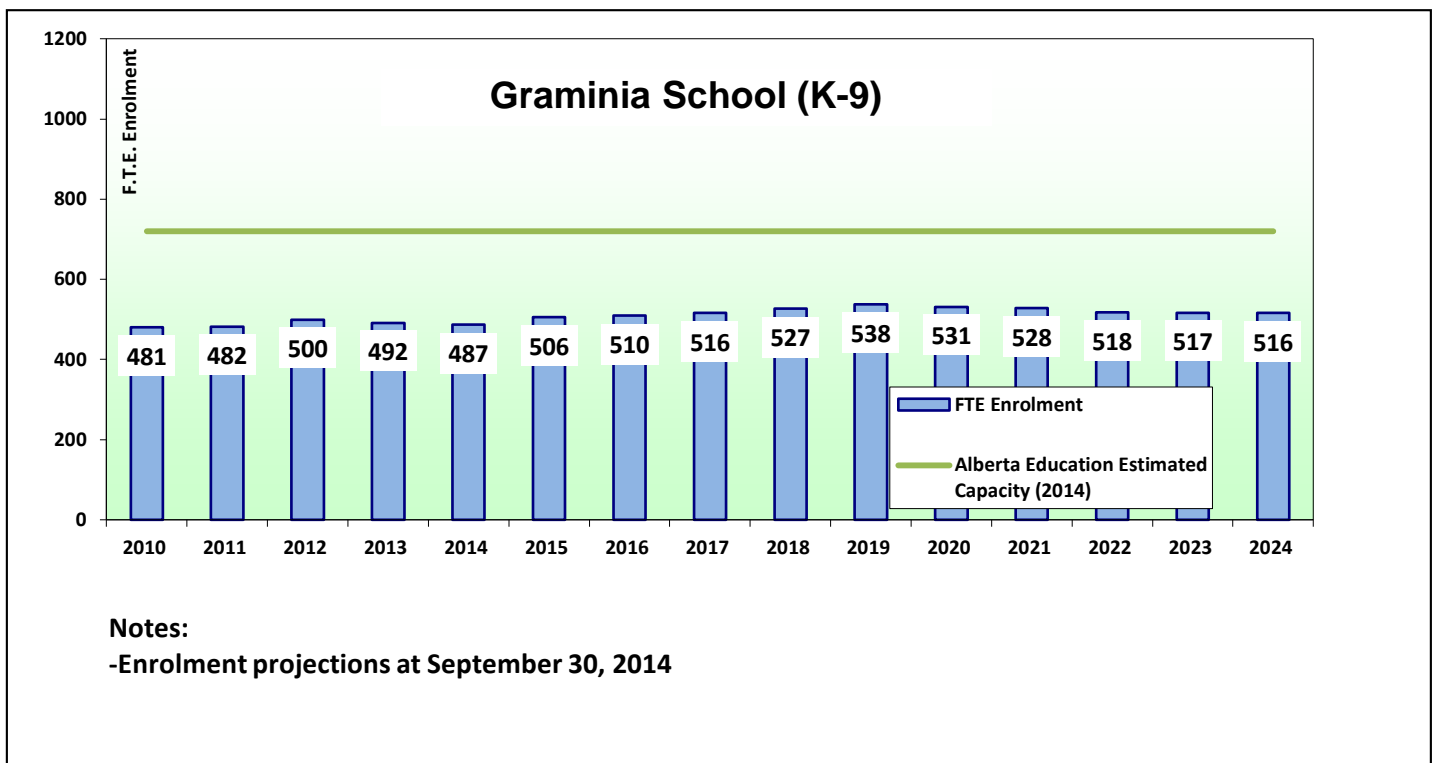


## GRAMINIA SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Graminia’s Full-Time Equivalent (FTE) enrolment has increased from 481 in 2010 to 487 in 2014 over the past five (5) years. The enrolment is projected to increase to the 500 to 550 FTE enrolment range over the next 10 years.

The Alberta Education 2014 estimated capacity is 720.



### Land Use Development and Plans

There is some acreage development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Graminia School is 14.37%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.



### Three Year Capital Plan

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

### Observations

- Graminia has surplus capacity and is projected to have surplus capacity for the foreseeable future.
- New rural residential subdivisions may result in some additional enrolment.

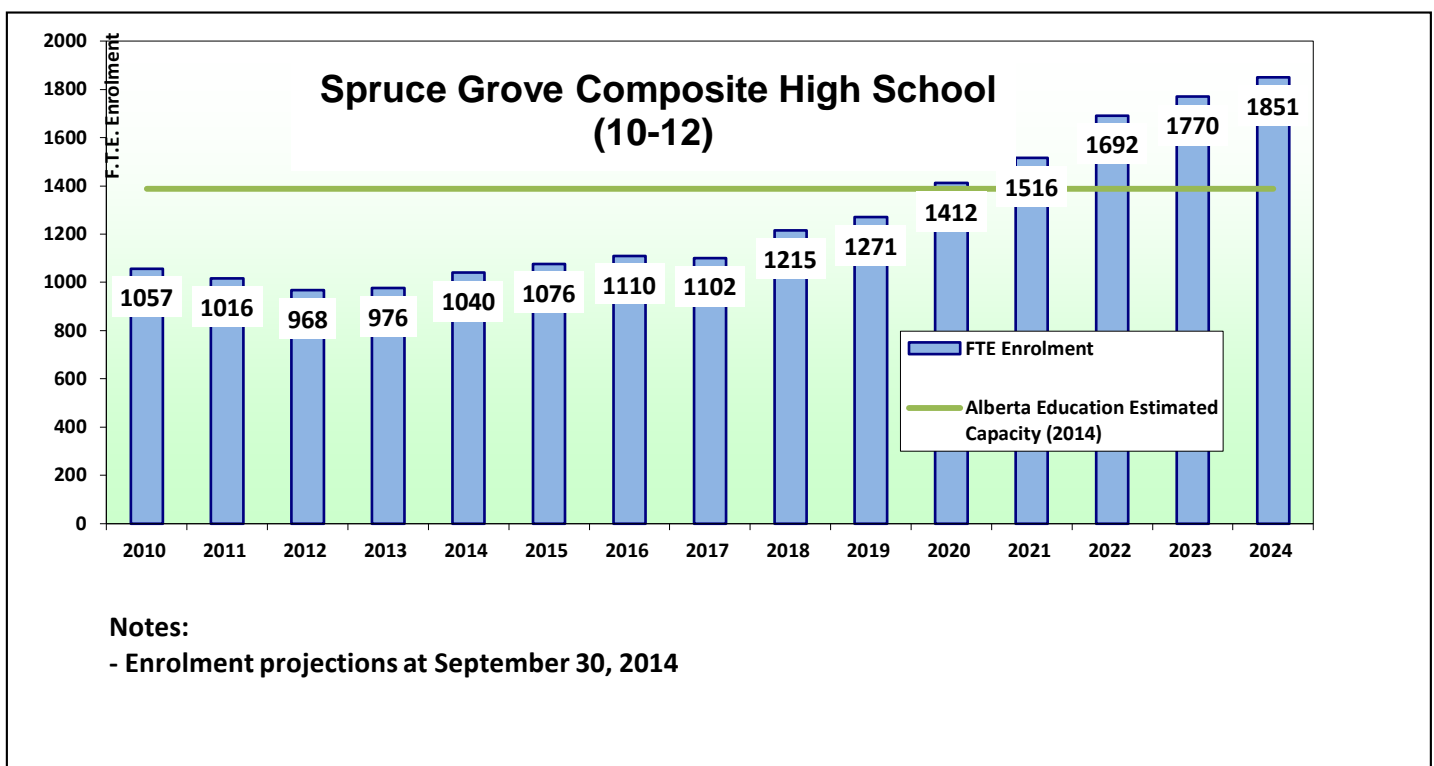


## SPRUCE GROVE COMPOSITE HIGH SCHOOL

### Historical and Projected Enrolments Capacity and Utilization

Spruce Grove Composite’s Full-Time Equivalent (FTE) enrolment has fluctuated in the 950 to 1050 enrolment range over the past five (5) years. The enrolment is projected to the 1100 to 1200 FTE enrolment range over the next 5 years, before increasing to the 1800 to 1900 enrolment range over the next 5 to 10 years.

The Alberta Education 2014 estimated capacity is 1388.



### Land Use Development and Plans

There is significant urban and rural development occurring within the attendance area.

### Facility Condition Assessment

The most recent Alberta Infrastructure Five Year Facility Condition Index Total Rating for Spruce Grove Composite High School is 15.49%, which indicates that the overall rating of the school is lower than the average compared to other Parkland School Division schools.

### Three Year Capital Plan

A major modernization capital project has been identified for Spruce Grove Composite High School in the current Parkland School Division Three Year Capital Plan.

### Observations

- Spruce Grove Composite High School has surplus capacity and is projected to be over capacity within the next 5 to 10 years.
- New urban and rural residential subdivisions are projected to result in additional enrolment.



## STRATEGIC FACILITIES PLAN

Chapter 5 – Vision Mission and Priority Areas

May 20, 2015



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## Chapter 5 – Vision Mission and Priority Areas

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Parkland School Division has adopted a Vision, Mission and Priority areas. The intent of the Strategic Facilities Plan's conclusions and recommendations is that fit within the Division's Vision, Mission and Priority areas

### Vision:

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

### Mission:

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

### Priority Areas:

Parkland School Division believes that student success is closely linked to student well-being and the development of social-emotional assets that build resiliency and is therefore committed to the development of the whole child at all levels of their education.

The key elements that will guide the work of the Division include:

1. Engaging our students – *Every student will be successful.*
  - a. Meaningful assessment and reporting.
  - b. Student physical and mental well-being.
  - c. Student choice and personalized learning.
2. Engaging our staff – *All staff are learners with a focus on student success.*
  - a. Inclusion.
  - b. Innovative instructional practice.
  - c. Leadership development.
3. Engaging our community – *Everyone can make a meaningful contribution to public education.*
  - a. Open and honest communication.

## STRATEGIC FACILITIES PLAN

Chapter 5 – Vision Mission and Priority Areas

May 20, 2015



- b. Meaningful engagement with all stakeholders to support student learning.
    - c. Collaborative partnerships with business and community.
  4. Stewardship of our resources – *The Division effectively manages its resources to support student learning.*
    - a. System Review.
    - b. Distributed decision making model.
    - c. Fiscal responsibility.



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## Chapter 6 – Public Consultation

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Parkland School Division commenced a “System Review” in the fall of 2010.

The purpose of the Systems Review was an examination of the facilities, boundaries and program locations. The System Review also included developing a long term planning framework that addressed the following:

- Changing demographics across the Division which indicated that the population and enrolments are declining in some areas and increasing at a rapid rate in other areas.
- Changing demographics that have resulted in an imbalance between facility capacity with current and projected enrolments.
- A lack of provincial funding for requested new school space that has resulted in over-capacity at some schools, current and projected.
- A limited capacity to add core portable classrooms to school facilities and sites that had created space issues in some schools.

### **System Review – Phase 1:**

Parkland School Division hosted three Public Information Open Houses on January 24-26, 2011. Over the course of three evenings, 176 people attended and took the opportunity to become more informed by visiting the display boards and speaking with Trustees, Senior Administration, Directors and consultants. All attendees were invited to provide input by completing a comment sheet.

In over eighty comments received resulting from the Open Houses held in Phase I of the System Review, four predominant themes surfaced:

- Keep families together by “grandfathering” students
- Create co-terminus boundaries
- Rural students to rural schools and urban students to urban schools
- Transportation

The Board of Trustees will consider these themes when making future decisions.

The Trustees identified four tools available to them in responding to changing demographics and space issues:

- Continue to restrict cross-boundary students
- Optimize available space to create more classrooms (i.e. use music rooms, move walls, etc.)
- Add core portables where possible dependent on Provincial funding
- Change attendance boundaries

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## **System Review – Phase 2:**

Phase II of the System Review included Public Information Open Houses during the first part of March 2011.

In response to the collected data and stakeholder input, the Board identified the following issues and opportunities for review beyond September 2011:

- The additional space at École Broxton Park School serving Spruce Grove Kindergarten students for September 2012.
- The relationship between Forest Green School and Stony Plain Central School and if the current grade arrangement is suitable.
- The boundary of École Meridian Heights School and the desire to ensure a viable English and French Immersion program.
- The development of co-terminus boundaries for existing schools and future schools built
- The relationship between West Parkland Schools and if the current grade arrangement is suitable.
- The rural boundaries for West Parkland and Stony Plain area.
- The student enrolment and capacity within existing high schools.
- The Capital Plan submission for new school construction in Spruce Grove and consideration of what grade configuration is desirable (i.e. K-9, K-4, 5-9).

## **System Review – Phase 3 – Spruce Grove Area Schools:**

As part of Phase III of its System Review, PSD's Board of Trustees hosted a stakeholder consultation forum on November 17, 2011 at Brookwood School where Spruce Grove area parents, community stakeholders, and area businesses joined the trustees, senior team, and school administrators from PSD to discuss enrolment trends, educational priorities, and challenges for Spruce Grove area schools.

Highlights from the evening:

- An overview of the history of System Review in Parkland School Division was shared.
- Spruce Grove enrolment trends were discussed.
- A summary of previous stakeholder input from the Spruce Grove area was shared, in addition to a summary of area challenges and opportunities.

Through table discussions, event attendees discussed and shared the opportunities and challenges they see for Spruce Grove area schools.

## **System Review – Phase 3 – West Parkland Area Schools:**

As part of Phase III of its System Review, PSD's Board of Trustees hosted a stakeholder consultation forum on November 22, 2012 at Duffield School where West Parkland parents, community stakeholders, and area businesses joined the trustees, senior team, and school administrators from PSD to discuss enrolment trends, educational priorities, and challenges for West End schools.

Highlights from the evening:

- An overview of the history of System Review in Parkland School Division was shared.
- West Parkland enrolment and financial trends were discussed.
- A summary of previous stakeholder input from the west end was shared, in addition to a summary of area challenges and opportunities.
- Through table discussions, event attendees discussed and shared the opportunities and challenges they see for West Parkland schools.

**System Review – Phase 4 – Stony Plain Area Schools:**

Parkland School Division hosted an open house at Memorial Composite High School on April 18, 2013 to share updated information and receive feedback into the Stony Plain Area System Review.

The purpose of the Stony Plain Area System Review Public Open House was to:

- Display information on Town of Stony Plain land use developments and plans
- Show updated student enrolments and projections by school and by program
- Document proposed major capital projects, and
- Give the community an opportunity to provide input on emerging Division challenges.





## STRATEGIC FACILITIES PLAN

Chapter 7 – Conclusions and Recommendations

May 20, 2015



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## Chapter 7 – Conclusions and Recommendations

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The Strategic Facilities Plan provides a strategic framework for future capital planning in the Division.

The Strategic Facilities Plan identifies processes and / or plans which will enable the Plan's Vision Statement and Planning Principles to be implemented over time.

### DIVISION WIDE

The following are Division Wide conclusions and recommendations.

#### Three Year Capital Plan

Each year, Alberta Education issues instructions to all school authorities to submit their Three Year Capital Plans to the department.

The proposed projects in these plans - new and replacement schools, modernizations and additions - are examined.

Alberta Education determines the most pressing needs as identified by the school authorities, prioritizing these project requests by first considering school board priorities and then other criteria.

The criteria include health and safety of students and staff, enrolment projections, current utilization, facility conditions and capacity for program delivery.

High-priority projects from the provincial school capital plan are considered and approved when funds become available. Alberta Education's needs are looked at in the context of the infrastructure needs of other government ministries.

The intent of a Strategic Facilities Plan is to provide a strategic framework and direction for the school division's annual review of its Three Year Capital Plan and the Division's proposed capital projects.

It is recommended:

***"That Parkland School Division uses the Strategic Facilities Plan as a strategic framework and support document for the Three Year Capital Plan."***

***"That Parkland School Division monitors enrolment trends and, where required, prepares options to accommodate students in facilities that better meets the Division's Vision, Mission, and Priority Areas."***

## STRATEGIC FACILITIES PLAN

Chapter 7 – Conclusions and Recommendations

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### Enabling Mutually Beneficial Community Facilities Adjacent to Schools

Parkland School Division serves an area with growing municipalities where there is an increasing need for additional community services for the increasing population. The communities also need additional facilities. There may be a benefit in considering joint school / community facilities and / or mutually compatible facilities on the same site. The mutual benefits can include: shared parking, shared playing fields, a higher rate of usage of some components of the facility or facilities (e.g. gymnasium), a sharing of facility and site operational costs.

The Strategic Facilities Plan has observed situations where Parkland School Division and / or municipalities have existing or planned facilities and sites where there may be a mutual benefit in coordinating capital plans.

It is recommended:

***“That Parkland School Division continues to meet with community organizations to explore potential school / community partnerships opportunities for existing and / or proposed schools and that these are incorporated into the Three Year Capital Plan where they could be mutually beneficial.”***

### Decommissioning Space in Schools

The Strategic Facilities Plan has identified that there is surplus space in some Parkland School Division schools.

It is expensive for the Division to operate and maintain classrooms in schools which are no longer required for educational program purposes. The Division has in some cases, closed off classrooms for use in some schools for these reasons.

“Decommissioning” the surplus space can assist Parkland School Division to optimize operational costs.

It is recommended:

***“That Parkland School Division continues to decommission space where space is no longer required for educational purposes to enable the efficient space utilization of facilities that meets educational program requirements as well as minimizing facilities operation and maintenance costs.”***

### Plan for Major Capital Upgrades where Facility Conditions Assessments Indicate a Major Need

School buildings, and their systems, age over time. In order to deal with aging facilities and their systems, there is a need to have ongoing maintenance as well as system upgrading and replacement.

Alberta Infrastructure conducts facilities condition assessments of all schools in the province on a five year rotational basis. Through a Facility Condition Index (FCI), Alberta Infrastructure identifies which schools are relatively poor or relatively good. Follow-up more detailed studies on schools with relatively

## STRATEGIC FACILITIES PLAN

Chapter 7 – Conclusions and Recommendations

May 20, 2015



high FCI schools assist in determining the Scope of the Work that needs to be done in a major Capital Project.

It is recommended:

***“That Parkland School Division plans for major capital projects for aging facilities where the Alberta Government facility condition assessments indicate that there may be an opportunity for major capital funding.”***

### Plan for New Space where Enrolment Growth is Occurring

The Government of Alberta has introduced the practice announcing “bundles” of new school projects. Many of these new school projects have been clustered in the major metropolitan areas, including the Calgary and Edmonton areas. As part of these capital project announcements, the Government of Alberta has also introduced the practice of centrally managing the capital projects through Alberta Infrastructure. In managing these bundles of school capital projects, Alberta Instruction has used a variety of procurement models, including: public private partnership, design-build, and stimulated sum contract.

Alberta Infrastructure has also developed designs for standard Kindergarten to Grade 6, Kindergarten to Grade 9, and Grade 5 to 9 core schools. Alberta Infrastructure believes that these designs will assist in the delivery of educational facilities in a timely, cost-effective, efficient and environmentally sustainable manner.

Alberta Infrastructure has introduced the following standardized designs for new schools in growing areas of the province. The standardized design capacities are shown in the chart below.

Standard Core School Type	Permanent Core Area	Initial Capacity	Modular Classrooms	Built-Out Area
K to 6 – 300 Capacity	1,718 m2	100	8	2,518 m2
K to 6 – 450 Capacity	2,704 m2	150	12	3,784 m2
K to 6 – 600 Capacity	3,323 m2	300	12	4,618 m2
K to 9 – 600 Capacity	3,509 m2	200	16	5,109 m2
<b>K to 9 – 900 Capacity</b>	<b>5,817 m2</b>	<b>500</b>	<b>16</b>	<b>7,417 m2</b>
5 to 9 – 600 Capacity	4,247 m2	300	12	5,447 m2
5 to 9 – 900 Capacity	6,337 m2	500	16	7,937 m2

Source: Alberta Education – School Capital Manual

## STRATEGIC FACILITIES PLAN

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It is believed that the Government of Alberta and Alberta Infrastructure will continue to use these practices for the foreseeable future.

Enrolment is growing in some areas of the Division, particularly in Spruce Grove and Stony Plain.

It is recommended:

***“That Parkland School Division plans for new schools in growing communities on the basis of the Alberta Infrastructure standardized capacities.”***

### School Capacities

Alberta Education introduced a new school capacity formula in 2014. Draft capacities have been created for each school.

It is recommended:

***“That Parkland School Division continue to work with Alberta Education to confirm the appropriate capacity for each existing school.”***

### Short-Term Capacity Issues

Alberta Education is the source for major capital funding, including funding for new space in the form of additions to existing schools, new schools, or modular classrooms. A formal submission process by each school authority is required in order to secure capital funding for new space. Alberta Education’s capital funding review and approval process often lags behind the enrolment need for new space.

Consequently, school authorities are often faced with short-term capacity issues to accommodate growing enrolments. Consequently, school authorities, including Parkland School Division, have developed processes and strategies to develop options to deal with short-term capacity issues.

It is recommended:

***“That Parkland School Division continue to develop contingency plans for dealing with short-term capacity issues.”***

### Low Enrolment Schools

Enrolment has decreased significantly, at some schools, over the past five (5) years. In some cases, school enrolments are projected to continue to be relatively low and to decline.

It is recommended:

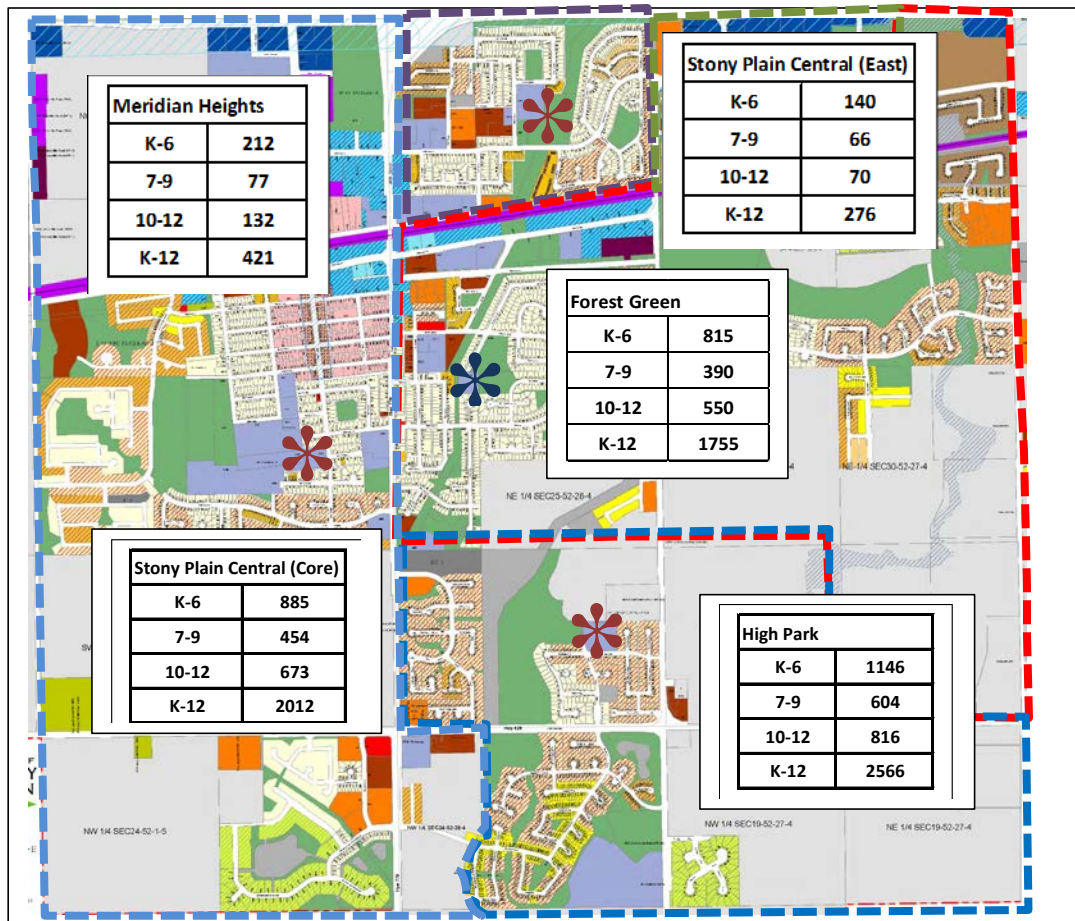
***“That Parkland School Division considers initiating viability studies where there are relatively low enrolments.”***

**STONY PLAIN AND AREA SCHOOLS**

The following are Stony Plain and Area Schools conclusions and recommendations.

**Accommodating Enrolment from Stony Plain New Residential Development Areas**

Information was collected from Town of Stony Plain on proposed new residential development areas and the projected number of dwelling units. An analysis was undertaken of the existing number of students by geographic area and the projected enrolment from proposed new residential developments where there are area structure plans. The “build-out” of areas with existing areas structure plans is projected to be approximately 15 years. The timing for “build-out” of areas with area structure plans may vary depending upon economic conditions. The total enrolments and projected number of schools are conceptually shown on the map below.



Based upon current municipal plans, and “built out” enrolment projections, it is estimated that the Division will require the following additional schools:

## STRATEGIC FACILITIES PLAN

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- One (1) additional K-9 school in the Brickyard area west of 48<sup>th</sup> Street, depending upon PSD determination of whether the lands previously occupied by the “old” Memorial Composite High School building are suitable for an additional K to 9 school location or not.
- One (1) additional K-9 school in the East Boundary ASP area that could also potentially serve a portion of the Forest Green area.
- One (1) additional K-9 school in the High Park area that could also potentially serve a portion of the Forest Green area.

As previously noted, there are still significant lands in the Town of Stony Plain where Area Structure Plans have not been developed. These unplanned lands could potentially lead to the need for additional schools depending the Area Structure Plans that are developed in the future.

In addition, the Ecole Meridian Heights French Immersion program enrolment is projected to increase from 392 FTE to the 600 to 650 FTE enrolment range over the next 10 years, and increase of 200 to 250 FTE students. New space will be required in order to accommodate this projected enrolment.

It is recommended:

***“That Parkland School Division plan for additions to existing schools and for new schools in the Town of Stony Plain on the basis of existing and projected enrolments and growing programs of choice.”***

### **“Old” Memorial Composite School Site**

Memorial Composite High School moved to the renovated former NAIT Westerra Campus in 2010. Subsequently, the “old” Memorial Composite High School facility was demolished and the site has been vacant since demolition.

It is recommended:

***“That Parkland School Division determine whether the “old” Memorial Composite High School site is required for educational and / or educational support services and develop a plan for retaining and / or disposing of the site.”***

### **Reserve Lands**

Under the Municipal Government Act, developers of lands are required to provide a percentage of the land, or cash in lieu, for park and / or school purposes. These are commonly referred to as “reserve” lands. A reserves allocation agreement is required between the municipality and the school authorities in order to provide a mechanism for the allocation of reserve lands to the appropriate local authority where required.

There currently isn’t a reserves allocation agreement in place between the Town of Stony Plain, Parkland School Division, and Evergreen Catholic Schools.

## STRATEGIC FACILITIES PLAN

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It is recommended:

***“That Parkland School Division work with the Town of Stony Plain and Evergreen Catholic Schools to achieve a reserves allocation agreement.”***

### **SPRUCE GROVE AND AREA SCHOOLS**

The following are Spruce Grove and Area Schools conclusions and recommendations.

#### **Enabling Mutually Beneficial Community Facilities Adjacent to Schools**

The Division has received approval for two (2) new Kindergarten to grade 9 schools in the City of Spruce Grove. One school will be located on the east side of the City in the Prescott development area. The preferred location of the second new school is on the west side of the City, west of Jennifer Heil Way and south of Grove Drive. The City of Spruce Grove, as growing community, requires additional cultural, recreation, and park facilities to serve the community.

It is recommended:

***“That Parkland School Division continue to meet with City of Spruce Grove to explore potential school / community partnerships opportunities for existing and proposed schools and sites where it would be mutually beneficial.”***

#### **Accommodating Enrolment from Spruce Grove New Residential Development Areas**

Information was collected from City of Spruce Grove on proposed new residential development areas and the projected number of dwelling units. An analysis was undertaken of the existing number of students by geographic area and the projected enrolment from proposed new residential developments.

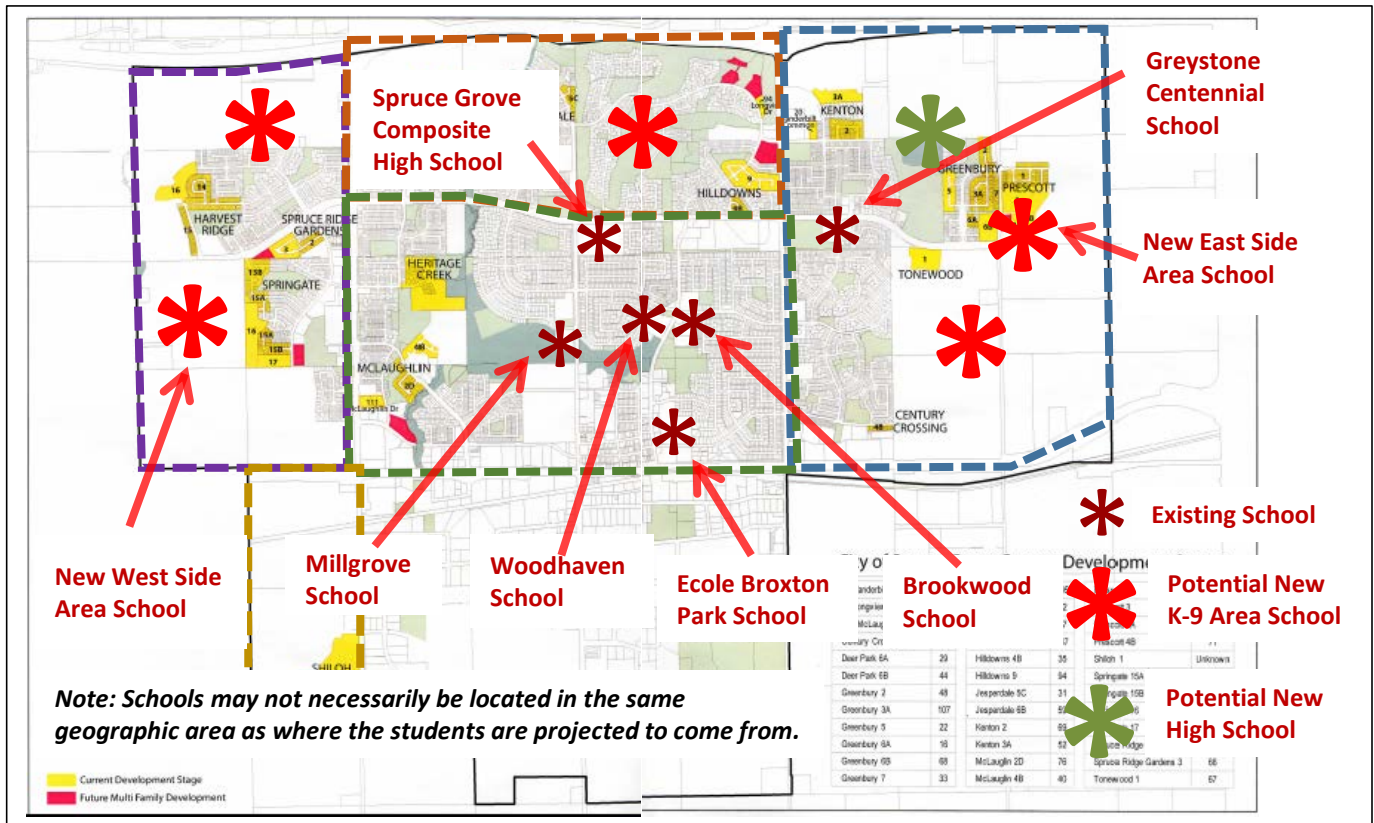
The “build-out” of areas with existing areas structure plans is projected to be approximately 15 years. The timing for “build-out” of areas with area structure plans may vary depending upon economic conditions.

The total enrolments and projected number of schools are conceptually shown on the map below.

Over and above the two (2) recent new K-9 school announcements, and based upon current municipal plans as well as “built out” enrolment projections, it is estimated that the Division will require the following additional schools:

- One (1) additional K-9 school to serve the East Area Structure Plan area.
- One (1) additional K-9 school to serve the North Area Structure Plan area.
- One (1) additional K-9 school to serve the West Area Structure Plan area.





*Note: Schools may not necessarily be located in the same geographic area as where the students are projected to come from.*

Area	K-4 Total Enrolment Projection (Medium Scenario)	5-9 Total Enrolment Projection (Medium Scenario)	K-9 Total Enrolment Projection (Medium Scenario)	10-12 Total Enrolment Projection (Medium Scenario)	K-12 Total Enrolment Projection (Medium Scenario)
East	1460	1078	2538	662	3200
North	521	431	952	269	1221
West	923	620	1543	404	1947
Central	773	575	1348	365	1713
Southwest	197	144	341	90	431
<b>Total</b>	<b>3874</b>	<b>2848</b>	<b>6722</b>	<b>1790</b>	<b>8512</b>

**Projected No. of K-9 Schools**

600 Capacity			11
700 Capacity			10
800 Capacity			8
900 Capacity			7

**Projected French Immersion Enrolment**

<b>Total</b>	<b>646</b>	<b>292</b>	<b>938</b>	<b>85</b>	<b>1023</b>
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## STRATEGIC FACILITIES PLAN

Chapter 7 – Conclusions and Recommendations

May 20, 2015



In addition, the Ecole Broxton Park French Immersion program enrolment is projected to increase from 446 FTE to the 1200 to 1300 FTE enrolment range over the next 10 years, and increase of 750 to 850 FTE students. New space will be required in order to accommodate this projected enrolment.

It is recommended:

***“That Parkland School Division plans for additions to existing schools and for new schools in the City of Spruce Grove on the basis of existing and projected enrolments and growing programs of choice.”***

***“That Parkland School Division meet with the City of Spruce Grove and Evergreen Catholic Schools to reevaluate the number, size, and location of Reserve sites required to accommodate the projected enrolments and schools.”***

### SUMMARY OF RECOMMENDATIONS

The following is a summary of recommendations in the Strategic Facilities Plan.

- *That Parkland School Division uses the Strategic Facilities Plan as a strategic framework and support document for the Three Year Capital Plan.*
- *That Parkland School Division monitors enrolment trends and, where required, prepares options to accommodate students in facilities that better meets the Division’s Vision, Mission, and Priority Areas.*
- *That Parkland School Division continues to meet with community organizations to explore potential school / community partnerships opportunities for existing and / or proposed schools and that these are incorporated into the Three Year Capital Plan where they could be mutually beneficial.*
- *That Parkland School Division continues to decommission space where space is no longer required for educational purposes to enable the efficient space utilization of facilities that meets educational program requirements as well as minimizing facilities operation and maintenance costs.*
- *That Parkland School Division plans for major capital projects for aging facilities where the Alberta Government facility condition assessments indicate that there may be an opportunity for major capital funding.*
- *That Parkland School Division plans for new schools in growing communities on the basis of the Alberta Infrastructure standardized capacities.*
- *That Parkland School Division continue to work with Alberta Education to confirm the appropriate capacity for each existing school.*

## STRATEGIC FACILITIES PLAN

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- *That Parkland School Division continue to develop contingency plans for dealing with short-term capacity issues.*
- *That Parkland School Division considers initiating viability studies where there are relatively low enrolments.*
- *That Parkland School Division plan for additions to existing schools and for new schools in the Town of Stony Plain on the basis of existing and projected enrolments and growing programs of choice.*
- *That Parkland School Division determine whether the “old” Memorial Composite High School site is required for educational and / or educational support services and develop a plan for retaining and / or disposing of the site.*
- *That Parkland School Division work with the Town of Stony Plain and Evergreen Catholic Schools to achieve a reserves allocation agreement.*
- *That Parkland School Division plan for additions to existing schools and for new schools in the City of Spruce Grove on the basis of existing and projected enrolments and growing programs of choice.*
- *That Parkland School Division meet with the City of Spruce Grove and Evergreen Catholic Schools to reevaluate the number, size, and location of Reserve sites required to accommodate the projected enrolments and schools.*



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **QUARTERLY FINANCIAL REPORT – PERIOD ENDING MAY 31, 2015**

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### **Recommendation**

That the Board of Trustees approves the quarterly financial report for the period ending May 31, 2015 as presented at the Regular Meeting of June 9, 2015.

### **Background**

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

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

The Board will recall that in November 2013 it received and approved the Audited Financial Statements for the 2013-2014 school year. The Monthly Financial statement included within this agenda is for the period ended May 31, 2015. The Audited Financial Statements for the current school year will be presented to the Board in November 2015. With each financial report, sites are expected to be at or below the percentage thresholds defined by the point within the budget/reporting cycle. The Financial Statements include details on any variances within any site reports that are greater than 2%. For example, the Transportation Site Budget will show a higher percentage used in all quarterly statements because the Transportation Department expends its annual budget over a ten month period rather than a twelve month period.

Administration would be pleased to respond to any questions.

CJ:jlf

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

	Preliminary Budget <sup>1</sup> 2014-15	Final Budget <sup>2</sup> 2014-15	Revised Budget <sup>3</sup> 2014-15	YTD Actuals May 31/15	\$ Revised Budget Remaining	% Budget Used
<b>Revenues</b>						
Instruction	85,435,201	86,681,657	89,481,447	66,963,394	22,518,053	74.83%
Operations and Maintenance	12,978,713	14,863,969	14,869,762	11,862,203	3,007,559	79.77%
Transportation	10,492,779	10,503,374	10,542,059	8,051,002	2,491,057	76.37%
Board and System Administration	3,804,489	3,959,136	3,963,600	2,910,615	1,052,985	73.43%
External Services	38,680	38,680	38,680	37,456	1,224	96.84%
School Generated Funds	2,583,269	2,583,269	2,583,269	2,073,387	509,882	80.26%
<b>Total Revenues</b>	<b>115,333,131</b>	<b>118,630,085</b>	<b>121,478,817</b>	<b>91,898,057</b>	<b>29,580,760</b>	<b>75.65%</b>
<b>Expenses</b>						
Instruction	85,762,145	87,527,628	89,941,484	68,269,916	21,671,568	75.90%
Operations and Maintenance	13,199,609	14,890,955	14,686,003	9,915,677	4,770,326	67.52%
Transportation	10,492,780	10,608,375	10,629,951	9,135,267	1,494,684	85.94%
Board and System Administration	3,804,489	3,959,136	4,018,947	2,962,054	1,056,893	73.70%
External Services	38,680	38,680	38,680	37,456	1,224	96.84%
School Generated Funds	2,583,269	2,583,269	2,583,269	1,912,170	671,099	74.02%
<b>Total Expenses</b>	<b>115,880,972</b>	<b>119,608,043</b>	<b>121,898,335</b>	<b>92,232,540</b>	<b>29,665,795</b>	<b>75.66%</b>
<b>Surplus/(Deficit)</b>	<b>(547,841)</b>	<b>(977,958)</b>	<b>(419,518)</b>	<b>(334,483)</b>		
<b>Operating Surplus (Deficit)</b>	<b>(547,841)</b>	<b>(977,958)</b>	<b>(419,518)</b>	<b>(495,700)</b>		
<b>School Generated Funds Surplus (Deficit)</b>			-	<b>161,217</b>		
<b>Surplus/(Deficit)</b>	<b>(547,841)</b>	<b>(977,958)</b>	<b>(419,518)</b>	<b>(334,483)</b>		
<b>Target Percentage</b>						<b>75.00%</b>
	<b>Approved Surplus/ (Deficit)</b>	<b>Final Surplus/ (Deficit)</b>	<b>Revised Surplus/ (Deficit)</b>	<b>Actual Surplus/ (Deficit)</b>		
<b>Block</b>						
Instruction	(326,945)	(845,971)	(460,037)	(1,306,522)		
Operations and Maintenance	(220,896)	(26,986)	183,758	1,946,526		
Transportation	-	(105,001)	(87,892)	(1,084,265)		
Board and System Administration	-	-	(55,347)	(51,439)		
External Services	-	-	-	-		
<b>Surplus/(Deficit) from Operations</b>	<b>(547,841)</b>	<b>(977,958)</b>	<b>(419,518)</b>	<b>(495,700)</b>		
School Generated Funds				161,217		
<b>Total Surplus/(Deficit)</b>	<b>(547,841)</b>	<b>(977,958)</b>	<b>(419,518)</b>	<b>(334,483)</b>		

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

## Revenue

	Preliminary Budget <sup>1</sup> 2014-15	Final Budget <sup>2</sup> 2014-15	Revised Budget <sup>3</sup> 2014-15	YTD Actuals May 31/15	\$ Revised Budget Remaining	% Budget Used
<b>Alberta Education</b>						
<b>School Jurisdiction Base Funding</b>						
Base Instruction (Gr 1-12)	60,180,100	60,416,228	60,822,484	45,110,854	15,711,629	74.17%
Early Childhood Services (ECS)	2,969,160	3,248,032	3,248,032	2,930,587	317,444	90.23%
Home Education	41,032	45,956	60,727	45,539	15,188	74.99%
Outreach Schools	188,918	188,918	188,918	141,670	47,248	74.99%
<b>Sub Total</b>	<b>63,379,210</b>	<b>63,899,133</b>	<b>64,320,161</b>	<b>48,228,651</b>	<b>16,091,510</b>	<b>74.98%</b>
<b>Alberta Education - Administration</b>						
Administration allocation	3,468,646	3,631,400	3,631,400	2,723,550	907,850	75.00%
<b>Sub Total</b>	<b>3,468,646</b>	<b>3,631,400</b>	<b>3,631,400</b>	<b>2,723,550</b>	<b>907,850</b>	<b>75.00%</b>
<b>Differential Cost Funding</b>						
ECS Program Unit	3,092,865	3,407,089	5,026,167	2,567,722	2,458,445	51.09%
English as a Second Language	62,439	77,755	72,453	54,553	17,900	75.29%
First Nations, Metis & Inuit Education	738,669	738,669	694,490	520,798	173,692	74.99%
Inclusive Education	5,779,787	5,847,346	5,713,971	4,302,712	1,411,260	75.30%
Small Schools by Necessity	795,114	795,114	807,864	605,817	202,047	74.99%
Socio - Economic Status	797,362	806,115	781,151	585,998	195,153	75.02%
Equity of Opportunity	1,081,802	1,094,831	1,079,145	1,079,146	(1)	100.00%
<b>Sub Total</b>	<b>12,348,037</b>	<b>12,766,918</b>	<b>14,175,241</b>	<b>9,716,746</b>	<b>4,458,496</b>	<b>68.55%</b>
<b>Differential Cost Funding - Operations and Maintenance</b>						
Operations & Maintenance Support	7,495,972	7,724,023	7,724,023	5,792,245	1,931,778	74.99%
<b>Sub Total</b>	<b>7,495,972</b>	<b>7,724,023</b>	<b>7,724,023</b>	<b>5,792,245</b>	<b>1,931,778</b>	<b>74.99%</b>
<b>Alberta Education - Other</b>						
Institutional Programs	290,460	291,771	289,744	217,279	72,465	74.99%
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	5,052,855	1,531,596	76.74%
Learning & Technologies Framework	-	-	-	61,000	(61,000)	0.00%
<b>Sub Total</b>	<b>6,247,402</b>	<b>6,562,222</b>	<b>6,874,195</b>	<b>5,331,134</b>	<b>1,543,061</b>	<b>77.55%</b>
<b>Transportation Funding</b>						
Transportation - Rural	6,163,244	6,163,244	6,059,979	4,621,817	1,438,162	76.27%
Special Education Transportation	657,518	657,518	668,052	493,382	174,670	73.85%
Transportation - Disabled - ECS	206,020	206,020	239,181	154,495	84,686	64.59%
Transportation - In Home - ECS	47,716	47,716	51,510	35,782	15,728	69.47%
Urban Transportation	2,307,908	2,361,489	2,453,889	1,730,700	723,188	70.53%
<b>Sub Total</b>	<b>9,382,406</b>	<b>9,435,987</b>	<b>9,472,611</b>	<b>7,036,176</b>	<b>2,436,435</b>	<b>74.28%</b>
<b>Provincial Priority Targeted Funding</b>						
Supernet Service	240,000	240,000	240,000	240,000	-	100.00%
<b>Sub Total</b>	<b>240,000</b>	<b>240,000</b>	<b>240,000</b>	<b>240,000</b>	<b>-</b>	<b>100.00%</b>

1 Approved by the Board of Trustees, May 27, 2014

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

3 Revised May 31, 2015

## Revenue

	Preliminary Budget <sup>1</sup> 2014-15	Final Budget <sup>2</sup> 2014-15	Revised Budget <sup>3</sup> 2014-15	YTD Actuals May 31/15	\$ Revised Budget Remaining	% Budget Used
<b>Capital Funding</b>						
Infrastructure Maintenance and Renewal	1,596,231	3,278,690	3,278,690	3,278,690	-	100.00%
<b>Sub Total</b>	<b>1,596,231</b>	<b>3,278,690</b>	<b>3,278,690</b>	<b>3,278,690</b>	<b>-</b>	<b>100.00%</b>
<b>Federal French Funding</b>						
Federal French Funding	84,460	103,000	103,000	-	103,000	0.00%
<b>Sub Total</b>	<b>84,460</b>	<b>103,000</b>	<b>103,000</b>	<b>-</b>	<b>103,000</b>	<b>0.00%</b>
<b>Other Provincial Support Funding - Alberta Finance</b>						
Supported Capital Interest	4,219	4,219	4,219	4,219	-	100.00%
<b>Sub Total</b>	<b>4,219</b>	<b>4,219</b>	<b>4,219</b>	<b>4,219</b>	<b>-</b>	<b>100.00%</b>
<b>Federal Government</b>						
First Nations Tuition	1,931,198	1,701,616	1,706,147	1,548,870	157,277	90.78%
<b>Sub Total</b>	<b>1,931,198</b>	<b>1,701,616</b>	<b>1,706,147</b>	<b>1,548,870</b>	<b>157,277</b>	<b>90.78%</b>
<b>From Alberta School Authorities</b>						
Tuition Fees	33,571	33,571	33,571	-	33,571	0.00%
Transportation Fees	-	-	70,920	70,920	-	-
<b>Sub Total</b>	<b>33,571</b>	<b>33,571</b>	<b>104,491</b>	<b>70,920</b>	<b>33,571</b>	<b>67.87%</b>
<b>From Municipalities</b>						
Joint Use Agreements	23,000	23,000	23,203	30,298	(7,095)	130.58%
<b>Sub Total</b>	<b>23,000</b>	<b>23,000</b>	<b>23,203</b>	<b>30,298</b>	<b>(7,095)</b>	<b>130.58%</b>
<b>Private Organizations</b>						
Transportation - Private Schools	80,900	87,563	16,643	13,650	2,993	82.02%
Transportation Insurance	186,215	182,505	182,505	174,262	8,243	95.48%
<b>Sub Total</b>	<b>267,115</b>	<b>270,068</b>	<b>199,148</b>	<b>187,912</b>	<b>11,236</b>	<b>94.36%</b>
<b>Individuals</b>						
Tuition Fees	11,250	11,250	47,887	42,807	5,080	89.39%
Transportation Fees	810,939	765,000	765,000	748,119	16,881	97.79%
Donations	146,091	146,091	291,104	288,552	2,552	99.12%
Rentals - Facilities	15,680	15,680	15,680	7,277	8,404	46.41%
Instructional Material Fees	747,948	717,986	717,986	630,386	87,599	87.80%
School Based Course Material Fees	640,787	733,855	856,648	810,432	46,216	94.61%
Other Student Fees	826,312	826,312	826,312	696,389	129,923	84.28%
Interest & Investment Income	193,653	187,061	187,061	107,400	79,661	57.41%
Misc. Sales	461,210	575,210	936,817	710,307	226,509	75.82%
Fundraising	1,297,915	1,297,915	1,297,915	1,048,175	249,740	80.76%
<b>Sub Total</b>	<b>5,151,785</b>	<b>5,276,360</b>	<b>5,942,409</b>	<b>5,089,843</b>	<b>852,565</b>	<b>85.65%</b>
<b>Other</b>						
Amortization of Capital Allocations	3,679,878	3,679,879	3,679,878	2,618,804	1,061,074	71.17%
<b>Sub Total</b>	<b>3,679,878</b>	<b>3,679,879</b>	<b>3,679,878</b>	<b>2,618,804</b>	<b>1,061,074</b>	<b>71.17%</b>
<b>TOTAL REVENUES</b>	<b>115,333,131</b>	<b>118,630,085</b>	<b>121,478,817</b>	<b>91,898,057</b>	<b>29,580,760</b>	<b>75.65%</b>

1 Approved by the Board of Trustees, May 27, 2014

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

3 Revised May 31, 2015

**Allocation of Revenue and Expenses to Programs**  
**May 31, 2015**

<b>REVENUES</b>	<b>ECS Instruction</b>	<b>Grades 1-12 Instruction</b>	<b>Instruction</b>	<b>Operations and Maintenance of Schools &amp; Maintenance Shops</b>	<b>Transportation</b>	<b>Board &amp; System Administration</b>	<b>External Services</b>	<b>TOTAL</b>
<b>Alberta Education</b>	\$5,498,309	\$58,018,222	\$63,516,531	\$9,070,935	\$7,036,176	\$2,723,550	\$0	\$82,347,192
<b>Other - Government of Alberta</b>	\$0	\$0	\$0	\$4,219	\$0	\$0	\$0	\$4,219
<b>Federal Government and First Nations</b>	\$0	\$1,308,586	\$1,308,586	\$170,373	\$0	\$69,910	\$0	\$1,548,869
<b>Other Alberta school authorities</b>	\$0	\$0	\$0	\$0	\$70,920	\$0	\$0	\$70,920
<b>Out of province authorities</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Alberta Municipalities-special tax levies</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Fees</b>	\$13,952	\$2,119,877	\$2,180,014		\$748,119			\$2,928,133
<b>Other sales and services</b>	\$0	\$694,923	\$694,923	\$5,024	\$195,787	\$9,754	\$23,027	\$928,515
<b>Investment income</b>	\$0	\$0	\$0	\$0	\$0	\$107,401	\$0	\$107,401
<b>Gifts and donations</b>	\$0	\$288,552	\$288,552	\$0	\$0	\$0	\$0	\$288,552
<b>Rental of facilities</b>	\$0	\$0	\$0	\$4,577	\$0	\$0	\$2,700	\$7,277
<b>Fundraising</b>	\$0	\$1,048,175	\$1,048,175	\$0	\$0	\$0	\$0	\$1,048,175
<b>Gains on disposal of capital assets</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Amortization of capital allocations</b>	\$0	\$0	\$0	\$2,607,075	\$0		\$11,729	\$2,618,804
<b>Other revenue</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	\$5,512,261	\$63,478,335	\$69,036,781	\$11,862,203	\$8,051,002	\$2,910,615	\$37,456	\$91,898,057
<b>EXPENSES</b>								
<b>Certificated salaries</b>	\$941,509	\$39,159,504	\$40,101,013			\$368,311	\$0	\$40,469,324
<b>Certificated benefits</b>	\$111,011	\$9,523,515	\$9,634,526			\$138,424	\$0	\$9,772,950
<b>Non-certificated salaries and wages</b>	\$1,274,897	\$9,195,264	\$10,470,161	\$2,734,092	\$359,259	\$1,227,743	\$12,021	\$14,803,276
<b>Non-certificated benefits</b>	\$274,892	\$2,223,527	\$2,498,419	\$745,517	\$83,804	\$264,007	\$0	\$3,591,747
<b>SUB - TOTAL</b>	\$2,602,309	\$60,101,810	\$62,704,119	\$3,479,609	\$443,063	\$1,998,485	\$12,021	\$68,637,297
<b>Services, contracts and supplies</b>	\$141,545	\$5,263,795	\$5,405,340	\$3,793,207	\$8,649,154	\$898,074	\$13,706	\$18,759,481
<b>Direct Cost of Fundraising and Fees</b>	\$0	\$1,569,927	\$1,569,927					\$1,569,927
<b>Amortization of supported capital assets</b>	\$0	\$0	\$0	\$2,607,075			\$11,729	\$2,618,804
<b>Amortization of unsupported capital assets</b>		\$502,700	\$502,700	\$31,567	\$43,050	\$65,495		\$642,812
<b>Interest and charges</b>	\$0	\$0	\$0	\$4,219	\$0	\$0	\$0	\$4,219
<b>Losses on disposal of capital assets</b>	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other expense</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	\$2,743,854	\$67,438,232	\$70,182,086	\$9,915,677	\$9,135,267	\$2,962,054	\$37,456	\$92,232,540
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	\$2,768,407	(\$3,959,897)	(\$1,145,305)	\$1,946,526	(\$1,084,265)	(\$51,439)	\$0	(\$334,483)

## Expenses

<b>By Program</b>	<b>Approved Budget<sup>1</sup> 2014-15</b>	<b>Final Budget<sup>2</sup> 2014-15</b>	<b>Revised Budget<sup>3</sup> 2014-15</b>	<b>YTD Actuals May 31/15</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Early Childhood Services	4,626,930	5,267,881	6,469,469	2,743,854	3,725,615	42.41%
Instruction	83,083,946	84,208,477	85,420,745	66,935,205	18,485,540	78.36%
Board & System Administration	3,717,792	3,872,439	3,932,250	2,896,886	1,035,364	73.67%
Plant Operations & Maintenance	7,859,209	7,868,146	7,663,195	6,244,199	1,418,996	81.48%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	1,028,616	2,250,074	31.37%
Transportation	10,433,511	10,549,106	10,570,683	9,092,217	1,478,466	86.01%
External Services	38,680	38,680	38,680	25,728	12,952	66.52%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	3,265,835	1,258,788	72.18%

<b>TOTAL EXPENSES</b>	<b>115,880,972</b>	<b>119,608,043</b>	<b>121,898,335</b>	<b>92,232,540</b>	<b>29,665,795</b>	<b>75.66%</b>
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<b>By Category</b>	<b>Approved Budget<sup>1</sup> 2014-15</b>	<b>Final Budget<sup>2</sup> 2014-15</b>	<b>Revised Budget<sup>3</sup> 2014-15</b>	<b>YTD Actuals May 31/15</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Salaries, wages and benefits	85,264,393	86,889,712	87,760,070	68,637,296	19,122,774	78.21%
Services, contracts and supplies	21,912,406	22,331,750	23,751,683	17,384,403	6,367,280	73.19%
School generated funds	2,583,269	2,583,269	2,583,269	1,912,170	671,099	74.02%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	1,028,616	2,250,074	31.37%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	3,270,054	1,254,569	72.27%

<b>TOTAL EXPENSES</b>	<b>115,880,972</b>	<b>119,608,043</b>	<b>121,898,335</b>	<b>92,232,540</b>	<b>29,665,795</b>	<b>75.66%</b>
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1 Approved by the Board of Trustees, May 27, 2014

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

3 Revised May 31, 2015



**Expenses by Site - May 31, 2015**  
**Parkland School Division**

Site	Preliminary Budget Expenditures <sup>1</sup> 2014-15	Final Budget Expenditures <sup>2</sup> 2014-15	Revised Budget Expenditures <sup>3</sup> 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals May 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	584,048	609,799	609,799		609,799	474,554	135,245	77.82%	Membership fees and award expenses have been made for the year
Office of the Superintendent	497,041	515,139	515,139		515,139	360,764	154,375	70.03%	
Human Resources	437,054	440,068	401,485		401,485	290,551	110,934	72.37%	Spend is below last year as professional services reduced
Deputy Superintendent	698,946	714,460	619,460		619,460	450,008	169,451	72.65%	
Learning Services	1,955,815	2,019,950	2,118,300		2,118,300	1,685,732	432,569	79.58%	Tuition paid over 10 months (expect 90%)
Business & Finance	2,001,082	2,119,427	2,183,410		2,183,410	1,544,942	638,468	70.76%	
Tech Support Services	1,767,219	1,812,190	1,812,190		1,812,190	1,364,911	447,279	75.32%	
Print Centre	87,000	87,000	87,000		87,000	72,387	14,613	83.20%	Chargeback processed quarterly
Student Transportation	10,433,511	10,549,106	10,570,683		10,570,683	9,092,217	1,478,466	86.01%	Expenses mainly over 10 months (expect 90%)
Maintenance	4,125,785	4,136,535	3,970,264	183,472	4,153,736	3,466,381	687,355	83.45%	Combine Maintenance and Custodial (79.7%)
Custodial	3,408,104	3,421,291	3,382,611		3,382,611	2,539,737	842,874	75.08%	
Instructional Pool	1,713,426	1,717,702	1,717,702	-	1,717,702	1,078,535	639,167	62.79%	Payroll deposits recovered > plan
Instructional Pool - Projected									
Blueberry	3,528,284	3,814,911	3,831,248	344	3,831,592	2,967,815	863,776	77.46%	Support & Substitues paid over 10 Months
Brookwood	4,319,746	4,406,449	4,478,635	100,958	4,579,593	3,574,217	1,005,376	78.05%	Support & Substitues paid over 10 Months
École Broxton Park	5,002,064	5,069,409	5,128,626	70,550	5,199,176	3,921,294	1,277,882	75.42%	
Connections for Learning	1,260,887	1,283,247	1,315,325	92,775	1,408,100	1,011,926	396,174	71.86%	
Duffield	1,980,230	2,167,557	2,193,213	67,444	2,260,657	1,647,872	612,786	72.89%	
Entwistle	1,084,188	1,046,359	1,053,519	(17,573)	1,035,945	831,934	204,011	80.31%	Spending as per deficit management plan
Forest Green	1,824,313	1,969,459	1,985,343	2,470	1,987,813	1,486,173	501,640	74.76%	
Graminia	3,215,327	3,398,203	3,362,940	67,126	3,430,066	2,564,716	865,350	74.77%	
Greystone Centennial Middle	4,244,028	4,142,990	4,226,913	870	4,227,783	3,172,866	1,054,917	75.05%	
High Park	3,046,899	2,989,770	2,953,749	43,907	2,997,656	2,253,492	744,164	75.18%	
Keephills	595,788	505,248	490,803	-	490,803	365,563	125,240	74.48%	
Memorial Composite High	7,371,546	7,504,571	7,482,331	26,789	7,509,120	6,047,728	1,461,392	80.54%	Combine Memorial Composite & Outreach
Memorial Outreach	656,215	600,776	600,774	-	600,774	424,548	176,226	70.67%	(79.8%).
École Meridian Heights	4,865,311	4,615,040	4,666,293	-	4,666,293	3,754,512	911,781	80.46%	Tuition paid over 10 months (expect 90%)
Millgrove	3,603,088	3,524,772	3,469,547	150,338	3,619,885	2,710,271	909,614	74.87%	
Muir Lake	2,755,966	2,820,315	2,860,819	20,052	2,880,871	2,226,712	654,159	77.29%	Support & Substitues paid over 10 Months
Parkland Village	1,766,632	1,886,066	1,928,603	83,106	2,011,709	1,480,888	530,822	73.61%	
Seba Beach	886,266	809,853	833,254	(6,061)	827,193	657,719	169,474	79.51%	Support & Substitues paid over 10 Months
Spruce Grove Composite High	6,482,400	6,907,621	7,125,884	-	7,125,884	5,250,075	1,875,809	73.68%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	405,242	421,063	424,054	-	424,054	287,839	136,215	67.88%	(73.4%).
Stony Plain Central	3,103,669	3,312,339	3,358,717	140,252	3,498,969	2,592,544	906,425	74.09%	
Tomahawk	1,091,288	1,020,556	1,042,510	87,446	1,129,956	841,628	288,329	74.48%	
Wabamun	1,027,416	1,047,319	1,069,908	-	1,069,908	753,771	316,137	70.45%	Certificated costs lower than plan
Woodhaven Middle	3,819,190	3,991,003	4,081,030	(137,586)	3,943,444	3,099,336	844,108	78.59%	Support & Substitues paid over 10 Months
Innovation and Teaching	-	-	-	-	-	22,134	(22,134)		
Resiliency Program	116,521	118,666	299,341	-	299,341	215,192	84,150	71.89%	Supported by increased donations and revenue
Real Program	1,557,652	1,481,481	1,481,482	-	1,481,482	1,271,644	209,838	85.84%	10 month support salaries higher than plan
Alternative Program	1,127,566	813,248	874,801		874,801	691,806	182,995	79.08%	Support & Substitues paid over 10 Months
Early Education	3,073,104	3,340,050	4,519,594	-	4,519,594	2,527,953	1,991,642	55.93%	Budget supported fully by Program Unit Funding
<b>Total Expenses</b>	<b>101,519,857</b>	<b>103,151,011</b>	<b>105,127,302</b>	<b>976,680</b>	<b>106,103,981</b>	<b>81,074,887</b>	<b>25,029,094</b>	<b>76.41%</b>	
<b>Target Percentage</b>								<b>75.00%</b>	

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

**Expenses by Site - May 31, 2015**  
**Parkland School Division**

	Preliminary Budget Expenditures <sup>1</sup> 2014-15	Final Budget Expenditures <sup>2</sup> 2014-15	Revised Budget Expenditures <sup>3</sup> 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals May 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
<b>Other Sites</b>									
Capital and Debt Services	4,224,673	4,324,623	4,324,623	-	4,324,623	3,163,350	1,161,273	73.15%	
Capital Projects - Building	-	-	-	-	-	-	-		
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	-	3,278,690	1,028,616	2,250,074	31.37%	Project based intermittent payments
School Generated Funds	2,583,269	2,583,269	2,583,269	-	2,583,269	1,912,170	671,099	74.02%	
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	-	6,584,451	5,052,855	1,531,596	76.74%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	-	660	(660)		
Tri-Community Adult Learning	-	-	-	-	-	-	-		
	<b>14,361,115</b>	<b>16,457,033</b>	<b>16,771,033</b>	<b>-</b>	<b>16,771,033</b>	<b>11,157,652</b>	<b>5,613,381</b>	<b>66.53%</b>	
<b>Total Expenses</b>	<b>115,880,972</b>	<b>119,608,043</b>	<b>121,898,335</b>	<b>976,680</b>	<b>122,875,014</b>	<b>92,232,540</b>	<b>30,642,475</b>	<b>75.06%</b>	

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

**PARKLAND SCHOOL DIVISION NO. 70**

**INTERIM FINANCIAL STATEMENTS**

**May 31, 2015**

**STATEMENT OF FINANCIAL POSITION**  
As at May 31, 2015

	May 31, 2015	August 31, 2014
<b><u>FINANCIAL ASSETS</u></b>		
Cash and cash equivalents	\$12,530,067	\$12,397,831
Accounts receivable (net after allowances)	\$723,181	\$1,098,019
Portfolio investments	\$0	\$0
Other financial assets	\$0	\$0
<b>Total financial assets</b>	<b>\$13,253,248</b>	<b>\$13,495,850</b>
<b><u>LIABILITIES</u></b>		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$4,100,401	\$4,058,457
Deferred revenue	\$78,991,923	\$81,153,646
Employee future benefit liabilities	\$0	\$0
Other liabilities	\$0	\$0
Debt		
Supported: Debentures and other supported debt	\$15,370	\$37,716
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
<b>Total liabilities</b>	<b>\$83,107,693</b>	<b>\$85,249,819</b>
<b>Net Financial Assets (Net Debt)</b>	<b>(\$69,854,446)</b>	<b>(\$71,753,969)</b>
<b><u>NON-FINANCIAL ASSETS</u></b>		
Tangible Capital assets		
Land	\$4,167,683	\$4,167,683
Construction in progress	\$0	\$826,444
Buildings	\$132,604,247	
Less: Accumulated amortization	-\$55,443,347	\$78,671,100
Equipment	\$9,045,386	
Less: Accumulated amortization	-\$7,464,704	\$1,875,074
Vehicles	\$1,203,065	
Less: Accumulated amortization	-\$1,123,943	\$132,861
Computer Equipment	\$2,613,168	
Less: Accumulated amortization	-\$1,744,421	\$868,746
<b>Total tangible capital assets</b>	<b>\$83,857,133</b>	<b>\$86,314,145</b>
Prepaid expenses	\$292,756	\$69,751
Other non-financial assets	\$0	\$0
<b>Total non-financial assets</b>	<b>\$84,149,889</b>	<b>\$86,383,896</b>
<b><u>ACCUMULATED SURPLUS</u></b>		
Unrestricted Surplus	\$943,769	\$943,769
Operating reserves	\$3,107,673	\$3,442,156
<b>Accumulated operating surplus (deficit)</b>	<b>\$4,051,442</b>	<b>\$4,385,925</b>
Investment in capital assets	\$5,578,858	\$5,684,850
Capital reserves	\$4,665,143	\$4,559,151
Total capital funds	\$10,244,001	\$10,244,001
<b>Accumulated Surplus (Deficit)</b>	<b>\$14,295,443</b>	<b>\$14,629,926</b>

**STATEMENT OF OPERATIONS**  
For the nine months ended May 31, 2015

	Annual Budget 2014-2015	May 31, 2015	May 31, 2014
<b>REVENUES</b>			
Alberta Education	\$107,837,782	\$84,965,996	\$80,263,219
Other - Government of Alberta	\$4,219	\$4,219	\$15,383
Federal Government and First Nations	\$2,015,658	\$1,548,869	\$1,498,340
Other Alberta school authorities	\$33,571	\$70,920	\$110,299
Out of province authorities	\$11,250	\$0	\$0
Alberta Municipalities	\$23,000	\$0	\$0
Property taxes	\$0	\$0	\$0
Fees	\$3,025,986	\$2,928,133	\$2,837,900
Other sales and services	\$728,325	\$928,515	\$729,712
Investment income	\$193,653	\$107,401	\$108,053
Gifts and donations	\$146,091	\$288,552	\$218,963
Rental of facilities	\$15,680	\$7,277	\$7,277
Fundraising	\$1,297,915	\$1,048,175	\$1,004,353
Gains (losses) on disposal of capital assets	\$0	\$0	\$0
Other revenue	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$115,333,131</b>	<b>\$91,898,057</b>	<b>\$86,793,499</b>
<b>EXPENSES</b>			
Instruction	\$88,345,414	\$70,182,086	\$67,634,095
Plant operations and maintenance	\$13,183,971	\$9,915,677	\$10,033,573
Transportation	\$10,492,780	\$9,135,267	\$9,119,161
Administration	\$3,804,489	\$2,962,054	\$3,017,167
External services	\$54,318	\$37,456	\$32,589
<b>Total Expenses</b>	<b>\$115,880,972</b>	<b>\$92,232,540</b>	<b>\$89,836,585</b>
<b>Operating surplus (deficit)</b>	<b>(\$547,841)</b>	<b>(\$334,483)</b>	<b>(\$3,043,085)</b>

**STATEMENT OF CASH FLOW**  
For the nine months ended May 31, 2015

	May 31, 2015	August 31, 2014
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATING TRANSACTIONS</b>		
Operating surplus (deficit)	(\$334,483)	(\$188,974)
Add (Deduct) items not affecting cash:		
Total amortization expense	\$3,261,616	\$4,556,293
Gains on disposal of capital assets	\$0	\$0
Losses on disposal of capital assets	\$0	\$0
Expended deferred capital revenue recognition	\$2,618,804	\$3,451,094
Changes in:		
Accounts receivable	\$374,838	(\$263,525)
Prepays	(\$223,005)	\$165,732
Financial assets	\$0	\$0
Non financial assets	\$0	\$0
Accounts payable and accrued liabilities	\$41,944	(\$713,748)
Deferred revenue (Excluding EDCR)	(\$4,780,528)	(\$4,813,311)
Employee future benefit liabilities	\$0	\$0
Other (describe)	\$0	\$0
<b>Total cash flows from operating transactions</b>	<b>\$959,186</b>	<b>\$2,193,560</b>
<b>B. CAPITAL TRANSACTIONS</b>		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$162,952)	(\$2,322,877)
Equipment	(\$221,833)	(\$523,373)
Vehicles	\$0	\$0
Computer Equipment	(\$419,820)	(\$217,283)
Net proceeds from disposal of capital assets	\$0	\$0
Other (describe)	\$0	\$0
<b>Total cash flows from capital transactions</b>	<b>(\$804,604)</b>	<b>(\$3,063,533)</b>
<b>C. INVESTING TRANSACTIONS</b>		
Changes in portfolio investments	\$0	\$0
Remeasurement gains (losses) reclassified to the statement of operations	\$0	\$0
Other (describe)	\$0	\$0
<b>Total cash flows from investing transactions</b>	<b>\$0</b>	<b>\$0</b>
<b>D. FINANCING TRANSACTIONS</b>		
Issue of Debt	\$0	\$0
Repayment of debt	(\$22,346)	(\$118,129)
Other (describe)	\$0	\$0
<b>Total cash flows from financing transactions</b>	<b>(\$22,346)</b>	<b>(\$118,129)</b>
<b>Increase (decrease) in cash and cash equivalents</b>	<b>\$132,236</b>	<b>(\$988,102)</b>
<b>Cash and cash equivalents, at beginning of year</b>	<b>\$12,397,831</b>	<b>\$13,385,933</b>
<b>Cash and cash equivalents, at end of year</b>	<b>\$12,530,067</b>	<b>\$12,397,831</b>

**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (NET DEBT)**

As at May 31, 2015

	May 31, 2015	August 31, 2014
Operating surplus (deficit)	(\$334,483)	(\$188,974)
Net remeasurement gains and (losses)	\$0	\$0
Effect of changes in tangible capital assets		
Acquisition of capital assets	(\$804,604)	(\$3,063,533)
Amortization of capital assets	\$3,261,616	\$4,556,293
Net carrying value of capital assets disposed of	\$0	\$0
Write-down carrying value of capital assets	\$0	\$0
<b>Total effect of changes in tangible capital assets</b>	<b>\$2,457,012</b>	<b>\$1,492,760</b>
Changes in:		
Prepays	(\$223,005)	\$165,732
Other non-financial assets		\$0
<b>Increase (decrease) in net financial assets (net debt)</b>	<b>\$1,899,524</b>	<b>\$1,469,518</b>
<b>Net financial assets (net debt), at beginning of year</b>	<b>(\$71,753,971)</b>	<b>(\$73,223,488)</b>
<b>Net financial assets (net debt), at end of year</b>	<b>(\$69,854,447)</b>	<b>(\$71,753,971)</b>

**SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS  
For the period ended May 31, 2015 (in dollars)**

School Jurisdiction Code: \_\_\_\_\_ 2305

	ACCUMULATED SURPLUS	INVESTMENT IN TANGIBLE CAPITAL ASSETS	UNRESTRICTED SURPLUS	INTERNAL RESTRICTED RESERVES BY PROGRAM											
				TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		External Services	
						Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
<b>Balance at August 31, 2014</b>	\$14,629,927	\$5,684,850	\$943,769	\$3,442,156	\$4,559,151	\$2,961,661	\$2,254,381	\$0	\$624,820	\$275,248	\$1,454,843	\$205,247	\$196,722	\$0	\$28,385
<b>Prior period adjustments:</b>															
	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Adjusted Balance, Aug. 31, 2014</b>	\$14,629,927	\$5,684,850	\$943,769	\$3,442,156	\$4,559,151	\$2,961,661	\$2,254,381	\$0	\$624,820	\$275,248	\$1,454,843	\$205,247	\$196,722	\$0	\$28,385
Operating surplus (deficit)	(\$334,483)		(\$334,483)												
Board funded capital additions		\$536,820	\$0	\$0	(\$536,820)	\$0	(\$490,767)	\$0	(\$14,428)		(\$31,625)	\$0	\$0	\$0	\$0
Disposal of unsupported capital assets	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0
Disposal of supported capital assets (board funded portion)	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0
Writedown of unsupported capital assets	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0
Writedown of supported capital assets (board funded portion)	\$0	\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0
Net remeasurement gains (losses) for the year	\$0		\$0												
Direct credits to accumulated surplus	\$0	\$0	\$0												
Amortization of capital assets		(\$3,261,616)	\$3,261,616												
Amortization of capital contributions		\$2,618,804	(\$2,618,804)												
Debt principal repayments (unsupported)		\$0	\$0												
Externally imposed endowment restrictions			\$0	\$0		\$0		\$0		\$0		\$0		\$0	
Net transfers to operating reserves			(\$801,221)	\$801,221		(\$1,145,305)		\$1,946,526		\$0		\$0		\$0	
Net transfers from operating reserves			\$1,135,704	(\$1,135,704)		\$0		\$0		(\$51,439)		(\$1,084,265)		\$0	
Net transfers to capital reserves			(\$642,812)		\$642,812		\$502,700		\$31,567		\$65,495		\$43,050		\$0
Net transfers from capital reserves			(\$0)		\$0		\$0		\$0		\$0		\$0		\$0
Assumption/transfer of other operations' surplus	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Balance at May 31, 2015</b>	\$14,295,443	\$5,578,858	\$943,769	\$3,107,673	\$4,665,143	\$1,816,356	\$2,266,313	\$1,946,526	\$641,959	\$223,809	\$1,488,713	(\$879,018)	\$239,773	\$0	\$28,385



**SCHEDULE OF CAPITAL REVENUE  
(EXTERNALLY RESTRICTED CAPITAL CONTRIBUTIONS ONLY)  
For the nine months ended May 31, 2015**

	Unexpended Deferred Capital Revenue				Expended Deferred Capital Revenue
	Provincially Approved & Funded Projects (A)	Surplus from Provincially Approved Projects (B)	Proceeds on Disposal of Provincially Funded Tangible Capital Assets (C)	Unexpended Deferred Capital Revenue from Other Sources (D)	
<b>Balance at August 31, 2014</b>	\$140,160	\$0	\$0	\$0	\$80,629,289
Prior period adjustments	\$0	\$0	\$0	\$0	\$0
Adjusted balance, August 31, 2014	\$140,160	\$0	\$0	\$0	\$80,629,289
<b>Add:</b>					
Unexpended capital revenue from:					
Alberta Education school building and modular projects	\$ 800,429				
Other Government of Alberta AR	\$0				
Federal Government and First Nations	\$0				
Other sources	\$0				
Unexpended capital revenue <u>receivable</u> from:					
Alberta Education school building & modular (excl. IMR)	\$ -				
Other sources: <i>(Describe)</i>	\$ -			\$ -	
Other sources: <i>(Describe)</i>	\$ -			\$ -	
Interest earned on unexpended capital revenue		\$ -	\$ -	\$ -	
Other capital grants and donations	\$0				
Net proceeds on disposal of supported capital assets	\$0				
Insurance proceeds (and related interest)	\$0				
Donated tangible capital assets (Explain):		\$0	\$0	\$0	\$0
Alberta Schools Alternative Program (ASAP), Building Alberta School Construction Program, (BASCP) and other Alber		\$0	\$0	\$0	\$0
Transferred in (out) tangible capital assets (amortizable, @ net book value)		\$0	\$0	\$0	\$0
Expended capital allocations - current year	(\$252,899)	\$0	\$0	\$0	\$252,899
Surplus funds approved for future project(s)	\$ -	\$ -			
Other adjustments (Explain):	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Deduct:</b>					
Net book value of supported tangible capital dispositions or write-offs					\$ -
Other adjustments (Explain):		\$ -	\$ -	\$ -	
Capital revenue recognized - Alberta Education					\$ 2,618,804
Capital revenue recognized - Other Government of Alberta					\$ -
Capital revenue recognized - Other revenue					\$ -
<b>Balance at May 31, 2015</b>	\$687,690	\$0.00	\$0.00	\$0.00	\$78,263,385
<b>Balance of Unexpended Deferred Capital Revenue at May 31, 2015</b>				\$ 687,690	

\* Infrastructure Maintenance Renewal (IMR) Program allocations are excluded from this Statement, since those allocations are not externally restricted to capital.

**SCHEDULE OF PROGRAM OPERATIONS**  
For the nine months ended May 31, 2015

REVENUES	Instruction (Grades ECS-12)	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL
(1) Alberta Education	\$63,516,531	\$11,678,010	\$7,036,176	\$2,723,550	\$11,729	\$84,965,996
(2) Other - Government of Alberta	\$0	\$4,219	\$0	\$0	\$0	\$4,219
(3) Federal Government and First Nations	\$1,308,586	\$170,373	\$0	\$69,910	\$0	\$1,548,869
(4) Other Alberta school authorities	\$0	\$0	\$70,920	\$0	\$0	\$70,920
(5) Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
(6) Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
(7) Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0
(8) Fees	\$2,180,013.92		\$748,119.00		\$0.00	\$2,928,133
(9) Other sales and services	\$694,923	\$5,024	\$195,787	\$9,754	\$23,027	\$928,515
(10) Investment income	\$0	\$0	\$0	\$107,401	\$0	\$107,401
(11) Gifts and donations	\$288,552	\$0	\$0	\$0	\$0	\$288,552
(12) Rental of facilities	\$0	\$4,577	\$0	\$0	\$2,700	\$7,277
(13) Fundraising	\$1,048,175	\$0	\$0	\$0	\$0	\$1,048,175
(14) Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
(15) Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
<b>(16) TOTAL REVENUES</b>	<b>\$69,036,781</b>	<b>\$11,862,203</b>	<b>\$8,051,002</b>	<b>\$2,910,615</b>	<b>\$37,456</b>	<b>\$91,898,057</b>
<b>EXPENSES</b>						
(17) Certificated salaries	\$40,101,013			\$368,311	\$0	\$40,469,324
(18) Certificated benefits	\$9,634,526			\$138,424	\$0	\$9,772,950
(19) Non-certificated salaries and wages	\$10,470,161	\$2,734,092	\$359,259	\$1,227,743	\$12,021	\$14,803,276
(20) Non-certificated benefits	\$2,498,419	\$745,517	\$83,804	\$264,007	\$0	\$3,591,747
(21) SUB - TOTAL	\$62,704,119	\$3,479,609	\$443,063	\$1,998,485	\$12,021	\$68,637,297
(22) Services, contracts and supplies	\$6,975,267	\$3,793,207	\$8,649,154	\$898,074	\$13,706	\$20,329,408
(23) Amortization of supported tangible capital assets		\$2,607,075	\$0	\$0	\$11,729	\$2,618,804
(24) Amortization of unsupported tangible capital assets	\$502,700	\$31,567	\$43,050	\$65,495	\$0	\$642,812
(25) Supported interest on capital debt	\$0	\$4,219	\$0	\$0	\$0	\$4,219
(26) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
(27) Other expense	\$0	\$0	\$0	\$0	\$0	\$0
<b>(28) TOTAL EXPENSES</b>	<b>\$70,182,086</b>	<b>\$9,915,677</b>	<b>\$9,135,267</b>	<b>\$2,962,054</b>	<b>\$37,456</b>	<b>\$92,232,540</b>
<b>(29) OPERATING SURPLUS (DEFICIT)</b>	<b>(\$1,145,305)</b>	<b>\$1,946,526</b>	<b>(\$1,084,265)</b>	<b>(\$51,439)</b>	<b>\$0</b>	<b>(\$334,483)</b>

**PARKLAND SCHOOL DIVISION NO. 70**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**May 31, 2015**

## **Management's discussion and analysis**

The following is a discussion of the financial condition and results of operations of Parkland School Division No. 70 (the Division) for the nine months ended May 31, 2015 and should be read with the Division's interim financial statements. The statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

<b><u>Section</u></b>	<b><u>Contents</u></b>	<b><u>Page</u></b>
<b>1. Significant Changes and Events</b>	A summary of significant changes and events during the period and their effect on the financial condition of the Division	2
<b>2. Results from Operations</b>	A detailed discussion of operating results	4
<b>3. Financial Condition</b>	A discussion of significant changes in the Statement of Financial Position	7
<b>4. IMR Projects 2014-15</b>	Current status of IMR projects for 2014-15	8

## **1. Significant Changes and Events**

### **1.1 Labour Relations**

Parkland School Division No. 70 (the Division) has collective agreements for the 2014-15 school year with all of its key employee groups. For the two support staff unions the agreements expire August 31, 2015. The province has legislated a four year modified Framework agreement expiring August 31, 2016 that addresses compensation and workload for all teachers. Budget 2015 honors the final year of the teacher framework agreement which provides a 1% lump sum payment to teacher in November 2015 and a 2 % increase in teacher salaries effective September 2015.

### **1.2 Provincial Funding**

Total revenues for the Division are anticipated to increase by 5.39% over 2013-2014. This is primarily from enrolment growth funding and an increase to the Infrastructure Maintenance and Renewal (IMR) grant.

The 2014-2015 Provincial budget includes a provision for an increase in general student enrolment, however, base instructions grant rates remain at 2013-2014 levels. Base funding represents 59% of all revenues for this period.

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

The Inclusive Education Grant rate increased by 2% which amounts to an additional \$243K annually.

The Infrastructure Maintenance and Renewal (IMR) grant, which provides funds for school renovation and facility upgrading projects, has been increased by \$2.05 million over 2013-2014 amounts. This represents an increase of 166.7%; \$367K to reinstate IMR to the 2012-2013 funding levels and an additional \$1.68 million announced October 8, 2014.

Addressing the shortage of schools in Alberta, on October 8, 2014 the Province committed additional capital and maintenance funding to fast-track capacity growth. This included the commitment for a second new K-9 school to be located in the City of Spruce Grove. In addition four new modular classrooms that are fully supported by the Alberta Government were approved to assist the Parkland School Division with our challenge to provide additional classrooms in the City of Spruce Grove.

### **1.3 Capital Projects**

#### **a) Modulars**

Four new modular classrooms for Ecole Broxton Park totalling \$513, 471 are fully supported by the Province of Alberta. It is expected that delivery will occur in the summer months with an expected opening in September.

## b) Network Infrastructure Refresh Project

As approved at the October 7, 2014 Board meeting the Division is using \$715,000 from Capital Reserves to upgrade wi-fi connectivity at each school. At May 31<sup>st</sup> a total of \$388,283 had been spent on this project with completion forecast for August 31, 2015.

## c) Systems Refresh

The Division is increasing its efficiency and effectiveness by renewing key business systems for student information (demographic reporting and interface to Government of Alberta systems) and for billing and payments. The Division received approval from the Board at the meeting on May 5, 2015 to proceed with Pearson's Powerschool. The estimated cost of the implementation is \$355,000. This project is in progress and will be completed during the 2015-16 School Year.

## 2. Results from Operations

With three quarters of the year complete, the target for utilisation is 75%.

### 2.1 Revenues

#### 2.1.1 Revenue from Provincial Government

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$107,842,001	\$84,970,215	78.79%	\$80,278,602	5.84%

The Alberta Government is the key revenue source of the Division providing 93.5% of its revenues.

Revenue from the Government of Alberta was 3.79% higher than budget due primarily to higher enrollments than projected. In addition the Equity of Opportunity Grant is received over the first six months of the year and 90% of the Early Child Hood Services funding has been received.

Compared to the previous year these revenues have increased 5.84% due to increases in enrollments and increases in capital funding for infrastructure maintenance and renewal.

#### 2.1.2 Revenue from Federal Government

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$2,015,658	\$1,548,869	76.84%	\$1,498,340	3.37%

The Federal Government provides funding for French Language Education and First Nation students. Revenues from the Federal Government were 1.84% above budget.

Revenues have increased 3.37% from last year as enrollment increased by 4 students.

### 2.1.3 Other Revenues

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$5,475,471	\$5,378,973	98.24%	\$5,016,557	7.22%

Other revenues are 23.24 % higher than target as fee collections are larger in the first half of the year.

Other revenues have increased by 7.22% over last year due to normal fluctuations in School Generated Funds activity.

## 2.2 Expenditures

### 2.2.1 Salaries, Wages and Benefits

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$85,264,393	\$68,637,297	80.50%	\$66,830,398	2.70%

Salaries, wages and benefits are 5.50% higher than budgeted due to positions added after the May budget to support additional enrollments and higher than planned Alberta Teachers Retirement Fund costs incurred.

There was a 2.7 % increase over last year in this category due to the increased staffing levels aligning with enrolment.

### 2.2.2 Service, contracts and supplies

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$22,813,216	\$19,300,792	84.60%	\$18,995,560	1.61%

This category is 9.60% higher than the initial target as seasonal costs (Natural gas, electricity, grounds maintenance, snow removal) are now paid and schools spend as planned during the 10 month school-year.

Expenditures are 1.61% higher than last year due to enrollment growth, expenditure timing changes and cost increases.

### 2.2.3 Infrastructure Maintenance Renewal

<b>Annual Budget 2014-15</b>	<b>Nine Months Ended May 31, 2015</b>	<b>% of Target</b>	<b>Nine Months Ended May 31, 2014</b>	<b>Change %</b>
\$3,278,690	\$1,028,616	31.37%	\$616,632	66.81%

Spending fluctuates within the Infrastructure, Maintenance and Renewal program due to the project-based nature of the spending. This year's significant increase in funding from last year is

reflected in the 66.81% increase over last year. More detail on the program can be found in section 4.

#### 2.2.4 Other Expenses

Annual Budget 2014-15	Nine Months Ended May 31, 2015	% of Target	Nine Months Ended May 31, 2014	Change %
\$4,524,673	\$3,265,835	72.18%	\$3,393,995	-3.78%

Other expenses include amortization of capital assets and are on target. They are slightly lower than last year as the asset base ages reducing amortization.

### 2.3 Excess of Revenues over Expenses

Overall, the Division had a deficit for the nine month period of \$334,483. This included a shortfall from operations of \$495,700 offset by a surplus in School generated Funds of \$161,217. This corresponds to the following blocks and is compared to the same period last year:

<b>Block</b>	<b>Budget 2014-15</b>	<b>Actual 2014-15</b>	<b>Actual 2013-14</b>
Instruction	\$ (326,945)	\$ (1,306,522)	\$ (1,248,722)
Administration	-	(51,439)	(172,277)
Operations and Maintenance	(220,896)	1,946,526	(879,312)
Transportation	-	(1,084,265)	(1,025,378)
<b>Total</b>	<b>(\$547,841)</b>	<b>(\$495,700)</b>	<b>(\$3,325,689)</b>
Add: SGF		161,217	282,604
<b>Total</b>	<b>\$ (547,841)</b>	<b>\$ (334,483)</b>	<b>\$ (3,043,085)</b>

The Instructional block had an operating deficit of \$1.3M, this is in line with the deficit at this time in Instruction last year. School Generated Funds had a surplus of \$161K.

The Administration block had a smaller shortfall than last year and is in a deficit as several larger costs were paid in the first three quarters of the year. (Memberships and software licenses).

Due to the project nature of Operations and Maintenance the block had a large surplus of \$1,946,526 as revenues have been received but work has not yet occurred.

The Transportation block had a shortfall, in line with last year, as expenses are paid over 10 months while revenues are received over 12.



## 2.4 Accumulated Surplus from Operations

<b>Block</b>	<b>Audited Reserves Sep 1, 2014</b>	<b>Revised Surplus (Deficit) May 31, 2015</b>	<b>Projected Operating Reserves May 31, 2015</b>
Instruction	\$ 1,892,877	\$ (460,037)	\$ 1,432,840
Administration	275,248	(55,347)	219,901
Operations and Maintenance	-	183,758	183,758
Transportation	205,247	(87,892)	117,355
<b>Total</b>	<b>2,373,372</b>	<b>(419,518)</b>	<b>1,953,854</b>
<b>Unrestricted Surplus</b>	<b>943,769</b>	<b>-</b>	<b>943,769</b>
<b>Accumulated Surplus from Operations (Excluding SGF)</b>	<b>3,317,141</b>	<b>(419,518)</b>	<b>2,897,623</b>
Add: SGF	1,068,783	-	1,068,783
<b>Accumulated Surplus from Operations</b>	<b>\$ 4,385,924</b>	<b>\$ (419,518)</b>	<b>\$ 3,966,406</b>

The financial health indicator Accumulated Surplus from Operations to Expense Ratio (A.S.O.%) is 2.38% excluding School Generated Funds.

<b>Block</b>	<b>Reserves at Sept 1, 2014</b>	<b>Surplus (Deficit) May 31, 2015</b>	<b>Operating Reserves May 31, 2015</b>
Instruction	\$ 1,892,877	\$ (1,306,522)	\$ 586,355
Administration	275,248	(51,439)	223,809
Operations and Maintenance	-	1,946,526	1,946,526
Transportation	205,247	(1,084,265)	(879,018)
<b>Total</b>	<b>2,373,372</b>	<b>(495,700)</b>	<b>1,877,672</b>
<b>Unrestricted Surplus</b>	<b>943,769</b>		<b>943,769</b>
<b>Accumulated Surplus from Operations (Excluding SGF)</b>	<b>3,317,141</b>	<b>(495,700)</b>	<b>2,821,441</b>
Add: SGF	1,068,783	161,217	1,230,000
<b>Accumulated Surplus from Operations</b>	<b>\$ 4,385,924</b>	<b>\$ (334,483)</b>	<b>\$ 4,051,441</b>

### 3. Financial Condition

The following explains the changes in the Statement of Financial Position at May 31, 2015.

	<b>May 31 ,</b> <b><u>2015</u></b>	<b>Aug 31,</b> <b><u>2014</u></b>	<b><u>Change</u></b>	<b><u>Explanation for Change</u></b>
	(a)	(b)	(a)-(b)	
<b>Financial Assets</b>				
Cash	\$12,530,067	12,397,831	132,236	See cash flow statement
Accounts receivable	723,181	1,098,019	(374,838)	Annual charges collected in the first half.
	<b>13,253,248</b>	<b>13,495,850</b>	<b>(242,602)</b>	
<b>Liabilities</b>				
Accounts payable and accruals	4,100,401	4,058,457	41,944	Fluctuations due to payroll cutoffs
Deferred revenue	78,991,923	81,153,646	(2,161,724)	The annual amortization of capital revenues is larger than new assets received
Supported Debentures	15,370	37,716	(22,346)	Supported debt
	<b>83,107,693</b>	<b>85,249,819</b>	<b>(2,142,126)</b>	
<b>Net Debt</b>	<b>(69,854,446)</b>	<b>(71,753,970)</b>	<b>1,899,524</b>	Reduction in Net Debt as amortization exceeds replacement
<b>Non-Financial Assets</b>				
Property and equipment	83,857,133	86,314,145	(2,457,012)	Amortization of assets
Prepaid expenses	292,756	69,751	223,005	Expenses related to insurance and other agreements (paid at the beginning of the year and expensed monthly)
	<b>84,149,889</b>	<b>86,383,897</b>	<b>(2,234,007)</b>	
<b>Accumulated Surplus</b>	<b>\$14,295,443</b>	<b>\$14,629,926</b>	<b>(334,483)</b>	Comprised of \$495,700 operating deficit for the period and a surplus in SGF of \$161,217

#### 4. IMR Projects 2014-15 Overview

**Actuals  
May 31, 2015**

**IMR Program Summary**

IMR Carryover at September 1, 2014	\$	-
IMR Allocation 2014-15		3,278,690
Year to date IMR Expense		<u>(1,028,616)</u>
Remaining 2014-15		<u>\$ 2,250,074</u>

**Accumulated Total Project Costs**

<u>School</u>	<u>Description</u>	<u>Budget May 31, 2015</u>	<u>Actuals May 31, 2015</u>
Blueberry	Replace boilers	\$ 185,000	
Brookwood	Mechanical Equipment Repairs	3,000	
Broxton Park	Repairs to Air Handling Unit	4,000	
Broxton Park	Create new administration space	10,000	
Broxton Park	Replace ceilings, lighting, valves and w	175,000	
Duffield	Replace Lockers	12,000	
Graminia	Install CCTV system	12,000	
Graminia	Replace flooring in hallways	130,000	
Greystone	Install 2 VFD's on air handling units	15,000	
Greystone	Install CCTV system	12,000	
High Park	Replace Dimmer Panel	4,000	11,596
Memorial Comp	Replace VFD	11,000	
Memorial Comp	Repairs To School Sign	5,200	
Muir Lake	Repairs to Roof	10,000	
Muir Lake	Grounds Maintenance	20,000	
Muir Lake	Replace School Sign	40,000	
Muir Lake	Install CCTV system	12,000	
Parkland Village	Install CCTV system	11,000	
SGCHS	Elevator Repairs	80,000	
SPC	Foods Lab Renovation	30,000	
SPC	Art Room Renovation	15,000	
SPC	Gym floor sand & recoat	36,000	
SPC	Replace east side of roof	150,000	
Wabamun	Replace 6 furnaces throughout the sch	80,000	
Wabamun	Modernize and expand kitchen	50,000	
Woodhaven	Gym floor sand & recoat	40,000	
Woodhaven	Replace Handicap Door Opener	2,200	
<b>Total Outstanding IMR Projects 2014-15</b>		<b>\$ 1,154,400</b>	<b>\$ 11,596</b>

## Accumulated Total Project Costs

<u>School</u>	<u>Description</u>	<u>Actuals</u> <u>May 31, 2015</u>
Blueberry	Repairs to Roof	\$ 19,329
Blueberry	Upgrade security system	13,005
Brookwood	Repair Fence and Gate	2,985
Brookwood	Upgrade security system	13,630
Broxton Park	Re-pave parking lot	84,999
Broxton Park	Repair Scupper Drains	7,315
Broxton Park	Upgrade security system	10,327
Duffield	Repairs to Roof	5,334
Duffield	Install R/O System	11,938
Duffield	Upgrade security system	10,125
Entwistle	Replace Lockers	17,588
Entwistle	Upgrade security system	8,271
Forest Green	Upgrade security system	8,992
Graminia	Upgrade security system	10,612
Graminia	Replace Grinding Pumps	11,156
Greystone	Upgrade security system	14,163
Greystone	Install new lockers	11,596
High Park	Upgrade security system	9,093
Keephills	Upgrade security system	7,518
Memorial Comp	Upgrade security system	9,794
Memorial Comp	Mechanical Equipment Repairs	6,351
Meridian H.	Upgrade security system	8,661
Meridian H.	Replace ceiling mounted basketball hoops	20,042
Millgrove	Upgrade security system	10,338
Muir Lake	Upgrade security system	8,992
Muir Lake	Flooring Replacement	26,368
Parkland V	Replace flooring in hallway.	19,025
Parkland V.	Upgrade security system	12,954
Parkland V.	Heating System Migration	24,384
Parkland V.	Library Renovation	10,738
Parkland Village	Gym floor sand & recoat	17,356
Seba Beach	Upgrade security system	8,271
SGCHS	Mechanical System Repairs	10,749
SGCHS	Window tinting on the third floor	19,089
SGCHS	Upgrade security system	12,283
SPC	Upgrade security system	9,032
SPC	Reroof central section	135,559
SPC	Reroof remaining west section of failed roof	41,910
Tomahawk	Upgrade security system	8,271
Tomahawk	Replace southern roofs	193,040
Wabamun	Replace two major sections of failed roof	123,325
Wabamun	Replace Gym Floor	27,158
Wabamun	Upgrade security system	8,271
Woodhaven	Renovate room #126	20,873
Woodhaven	Repairs to Roof	16,510
Woodhaven	Upgrade security system	10,211
<b>Total Value Completed IMR Projects 2014-15</b>		<b>\$ 1,097,532</b>

In addition a total of \$183,339 had been spent on project costs in 2013-14 and expensed, which have now been recovered in 2014-15.



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Scott Johnston, Associate Superintendent  
**Subject:** **ACCOUNTABILITY PILLAR RESULTS REPORT**

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### **Recommendation**

That the Board of Trustees receives as information the May 2015 Accountability Pillar Results Report as presented at the Regular Meeting of June 9, 2015.

### **Background**

Since 1995, Alberta Education has had an accountability framework in place for school authorities and schools. The framework has been expanded over the last decade, with the current version centered on the Accountability Pillar measures and evaluations.

The Accountability Pillar surveys are administered annually during the months of January to March to:

- Students in grades four, seven and ten;
- Students in grades four through nine (small schools);
- Parents of students in grades four, seven and ten, and
- Teachers.

Students and teachers complete the surveys online at school while parents receive a copy of the survey by mail and are asked to return the survey directly to Alberta Education by mail. Student responses are grouped within the Tell Them From Me survey process. Responses are collected and tabulated into the summary chart released in May and are updated in October to include updated academic achievement based on the Provincial Achievement Tests and the Diploma Examination results (Divisional and FNMI specific).

The May release of the Accountability Pillar results includes:

- New results for all survey measures
- New results for derived measures (Drop Out Rate, High School Completion Rate, Post-Secondary Transition Rate, Diploma Examination Participation Rate, Rutherford Eligibility Rate)

Academic achievement is added to the October Accountability Report and reviewed in detail in the Annual Education Results Report (AERR).

As a member of the 2012 Assurance Model Pilot, Parkland School Division includes the Accountability Measures as an important piece within the Assurance Model framework. The model is based on three components:

- Accountability Requirements
- System Priorities
- Strategic Engagement

The Accountability Pillar Results Report complements the Division's work to increase assurance.

Administration would be pleased to respond to any questions.

SJ:jlf



## Executive Summary

The Accountability Pillar surveys are administered annually during the months of January to March to:

- Students in grades four, seven and ten;
- Students in grades four through nine (small schools);
- Parents of students in grades four, seven and ten, and
- Teachers.

Students and teachers complete the surveys online at school while parents receive a copy of the survey by mail and are asked to return the survey directly to Alberta Education by mail. Student responses are grouped within the *Tell Them From Me* survey process. Responses are collected and tabulated into the summary chart released in May and are updated in October to include updated academic achievement based on the Provincial Achievement Tests and the Diploma Examination results (Divisional and FNMI specific).

The May release of the Accountability Pillar results includes:

- New results for all survey measures
- New results for derived measures (Drop Out Rate, High School Completion Rate, Post-Secondary Transition Rate, Diploma Examination Participation Rate, Rutherford Eligibility Rate)  
*Academic achievement is added to the October Accountability Report and reviewed in detail in the Annual Education Results Report (AERR).*

Responses to the surveys were received from approximately:

- 440 Parents (up from last year, but slightly lower than the previous average of 478)
- 3,810 Students (1,470 in 4-6 | 1,520 in 7-9 | 820 in 10)
- 456 teachers.

These are approximate numbers as not every student answers every question

The Division receives three different Accountability Pillar Summary Documents which are based on an average of the Division schools' Accountability Pillar Summaries:

- The Division Overall Summary
- The Division's First Nations, Metis and Inuit (FNMI) Summary
- The Division's Report on Building an Inclusive Education System (a third report which combines some of the Accountability Pillar survey questions that also addressed key factors considered foundational to inclusion).

## Highlights and Celebrations

- Parkland School Division staff, students and parents report high levels of satisfaction for quality of education students are receiving in safe and caring learning environments
  - 86.7% satisfaction with Safe and Caring measures
  - 86.6 % satisfaction with the Quality of Education
  - 81.6% satisfaction with in-servicing to meet jurisdictional needs
  - 82.0% satisfaction with access to Inclusive Education
- Parkland School Division achieved growth from the previous year on the following measures:
  - Education Quality
  - Lifelong Learning



- Work Preparation
- High School Completion
- Post-Secondary Transition
- Diploma Participation
- Rutherford Eligibility

**Areas Requiring Strategic Planning**

Parkland School Division’s Ultimate Goal is Student Success and Well-Being. In 2015, four strategic goals will contribute to the Ultimate Goal: Inclusive Education, Quality Learning, Culture of Wellness, Universal Leadership

While the measures for Education Quality and World-of-Work Preparation remain high, targeted strategies are necessary within the Education Plan to increase satisfaction rates with Lifelong Learning and School Improvement.

**Understanding the Aggregation**

Measure summaries are the cumulated results of specific questions that contribute to an area of inquiry. For instance, the measure Safe and Caring Schools captures five specific indicators based on the percentage of teacher, parent and student agreement:

Parent Indicators	Student Indicators	Teacher Indicators
Students treat each other well at your child's school	Do other students treat you well?	Students treat each other well at your school
Teachers care about your child	Do your teachers care about you?	Teachers at your school care about their students
Your child is safe at school	Do you feel safe at school?	Students are safe at your school
Your child is safe on the way to and from school	Do you feel safe on the way to and from school?	Students are safe on the way to and from your school
Your child is treated fairly by adults at school	Are you treated fairly by adults in your school?	Students are treated fairly by adults at your school

In addition to evaluating data over time, it is also beneficial to evaluate Accountability Pillar data across the measured groups. Using the third measure above, currently:

- 90% of parents (438 responded) agree or strongly agree that their children are safe at school
  - 90% of parents in 4-6 (90 responded) agree or strongly agree that their children are safe
  - 89% of parents in 7-9 (131 responded) agree or strongly agree that their children are safe
  - 89% of parents in 10-12 (117 responded) agree or strongly agree that their children are safe
- 98% of teachers (456 responded) agree or strongly agree that students are safe at school
  - 99% of teachers (57 responded) in 4-6 agree or strongly agree that students are safe
  - 99% of teachers (78 responded) in 7-9 agree or strongly agree that students are safe
  - 95% of teachers (91 responded) in 10-12 agree or strongly agree that students are safe
- 82% of students (1,469 surveyed) in 4-6 agree or strongly agree that they are safe at school
- 79% of students (1,511 surveyed) in 7-9 agree or strongly agree that they are safe at school
- 84% of students (816 surveyed) in 10-12 agree or strongly agree that they are safe at school

## Measure by Measure – Survey Summary

Survey Measures	Current PSD	Current AB	PSD 3 Year Average	Achievement	Improvement	Evaluation
Safe and Caring Schools						
Safe and Caring	86.7	89.2	86.7	High	Maintained	Good
<i>Academic achievement (PAT/DIP) are included in this measure in November</i>						
Student Learning Opportunities						
Program of Studies	78.9	81.3	79.5	High	Maintained	Good
Education Quality	86.6	89.5	86.8	High	Maintained	Good
Programs for At Risk	78.7	84.2	80.7	High	Maintained	Good
Preparation for Lifelong Learning, World of Work, Citizenship						
Citizenship	77.8	83.5	78.6	Intermediate	Maintained	Acceptable
Lifelong Learning	61.5	70.0	60.9	Intermediate	Maintained	Acceptable
Work Preparation	74.3	82.0	73.7	Intermediate	Maintained	Acceptable
Parental Involvement						
Parental Involvement	76.9	80.7	77.0	Intermediate	Maintained	Acceptable
Continuous Improvement						
School Improvement	74.7	79.6	76.4	Intermediate	Declined Sig	Issue
Alberta Commission on Learning (ACOL)						
Program Access	68.4	71.7	69.0	No Evaluation Provided		
In-Servicing	81.6	82.4	83.0			
Inclusive Education						
Inclusion	82.0	86.0	82.7		Maintained	
<b>Derived Measures</b>	<b>Current PSD</b>	<b>Current AB</b>	<b>PSD 3 Year Average</b>	<b>Achievement</b>	<b>Improvement</b>	<b>Evaluation</b>
	2014	2014	Avg			
Drop Out Rate	3.4	3.4	3.5	High	Maintained	Good
Returning Rate	22.9	20.3	22.3			
HS Completion 3 Yr	78.6	76.4	76.8	High	Improved	Good
HS Completion 4 Yr	79.5	80.0	80.1	No Evaluation Provided		
HS Completion 5 Yr	80.9	82.1	81.5			
Post-Secondary (6YR)	56.6	59.8	53.4	High	Improved Sig	Good
Dip Participation 4+	45.5	54.9	46.3	Intermediate	Maintained	Acceptable
Rutherford Eligibility	57.9	61.2	55.9	High	Improved Sig	Good

## Measure by Measure – Survey Results

**A.1b Program of Studies Measure History:** Percentage of teachers, parents and students satisfied with the opportunity for students to receive a broad program of studies including fine arts, career, technology, and health and physical education.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	140,186	80.5	144,074	80.9	148,090	80.7	149,530	81.5	183,681	81.3	216,359	81.3
PSD	1,928	78.6	2,949	80.0	2,674	78.6	2,406	80.1	3,682	78.9	3,246	78.9

**A.4 Education Quality:** Percentage of teachers, parents and students satisfied with the overall quality of basic education

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	187,461	89.2	191,250	89.4	201,116	89.4	206,853	89.8	259,083	89.2	310,056	89.5
PSD	2,624	87.5	3,638	88.3	3,438	86.6	3,253	87.5	5,402	86.2	4,735	86.6

**A.6 Citizenship Measure History:** Percentage of teachers, parents and students who are satisfied that students model the characteristics of active citizenship.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	187,346	81.4	191,149	81.9	201,016	82.5	206,735	83.4	258,603	83.4	309,506	83.5
PSD	2,622	77.3	3,636	77.4	3,436	77.6	3,254	78.8	5,383	79.3	4,720	77.8

**A.7 Lifelong Learning Measure History:** Percentage of teacher and parent satisfaction that students demonstrate the knowledge, skills and attitudes necessary for lifelong learning.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	60,273	67.6	59,912	67.9	60,677	68.0	59,553	68.5	57,817	69.5	59,361	70.0
PSD	905	60.5	968	61.7	931	61.7	920	59.8	803	61.3	865	61.5

**A.8 Work Preparation Measure History:** Percentage of teachers and parents who agree that students are taught attitudes and behaviours that will make them successful at work when they finish school.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	59,741	79.9	59,372	80.1	60,173	79.7	59,039	80.3	57,035	81.2	58,549	82.0
PSD	898	74.1	959	74.0	918	75.5	910	74.8	798	72.0	851	74.3

**B.2 Satisfaction with Program Access Measure History:** Percentage of teacher, parent and student satisfaction with the accessibility, effectiveness and efficiency of programs and services for students in their community.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	186,386	70.4	190,205	70.9	200,089	70.6	195,400	70.8	146,578	71.6	131,636	71.7
PSD	2,615	67.5	3,629	68.5	3,425	68.2	3,235	68.3	918	70.3	1,118	68.4

**B.3 Program of Studies – At Risk Students Measure History:** Percentage of teacher, parent and student agreement that programs for children at risk are easy to access and timely.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	187,225	81.8	191,041	82.3	200,901	82.7	196,262	83.4	147,622	83.8	132,601	84.2
PSD	2,622	77.8	3,635	79.8	3,436	79.0	3,254	81.4	922	82.0	1,127	78.7

**B.4 Safe and Caring Measure History:** Percentage of teacher, parent and student agreement that: students are safe at school, are learning the importance of caring for others, are learning respect for others and are treated fairly in school.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	187,268	87.6	191,071	88.1	200,954	88.6	206,648	89.0	258,297	89.1	309,172	89.2
PSD	2,621	84.5	3,635	85.8	3,436	85.8	3,253	86.3	5,374	87.0	4,712	86.7

**C.1 Parental Involvement Measure History:** Percentage of teachers and parents satisfied with parental involvement in decisions about their child's education.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	61,082	80.0	60,714	79.9	61,459	79.7	60,350	80.3	59,298	80.6	60,757	80.7
PSD	922	78.3	979	78.1	940	77.3	928	77.0	818	77.0	896	76.9

**D.6 In-Service Jurisdiction Needs Measure History:** The percentage of teachers reporting that in the past 3-5 years the professional development and in-servicing received from the school authority has been focused, systematic and contributed significantly to their ongoing professional growth.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	27,144	83.1	27,325	82.2	27,080	81.8	27,640	82.2	27,137	81.0	28,738	82.4
PSD	445	79.2	444	83.2	430	83.1	470	85.7	427	81.6	459	81.6

**E.2 School Improvement Measure History:** Percentage of teachers, parents and students indicating that their school and schools in their jurisdiction have improved or stayed the same the last three years.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	185,401	79.9	189,150	80.1	198,652	80.0	204,015	80.6	254,953	79.8	305,456	79.6
PSD	2,593	79.0	3,607	79.0	3,395	76.5	3,223	77.5	5,322	77.1	4,659	74.7

**I.10 Student Inclusion Measure History:** Percentage of teachers, parents and students indicating that each child and youth belongs, is supported and is successful in his/her learning.

	2010		2011		2012		2013		2014		2015	
Location	N	%	N	%	N	%	N	%	N	%	N	%
ALBERTA	187,364	84.3	191,164	84.8	201,038	85.3	206,755	85.9	258,626	85.9	309,536	86.0
PSD	2,622	81.1	3,636	82.4	3,437	82.0	3,254	83.1	5,382	83.0	4,720	82.0

## Measure by Measure – Derived Results

Derived results are grouped according to the grade 10 cohort. Students are included in the grade 10 cohort the first school year in which they have a grade 10 registration at a public, separate, francophone, charter or private school.

**Drop Out Rate:** is the percentage of students aged 14-18 registered in the K-12 system who drop out the following year, adjusted for attrition.

	2010		2011		2012		2013		2014	
Location	N	%	N	%	N	%	N	%	N	%
ALBERTA	178,800	4.2	179,593	3.2	179,511	3.5	177,460	3.3	179,761	3.4
PSD	2,962	4.8	2,911	3.4	2,886	3.9	2,850	3.1	2,921	3.4

**High School Completion Rate:** is the percentage of students in the grade 10 cohort who have completed high school by the end of their third year, adjusted for attrition.

- High school completion is defined as: receiving an Alberta high school diploma, an IOP certificate or high school equivalency (GED); entering a post-secondary level program at an Alberta post-secondary institution; registering in an Alberta apprenticeship program; or earning credit in five grade 12 level courses, including four diploma examination courses.

<b>3 Year</b>	2010		2011		2012		2013		2014	
Location	N	%	N	%	N	%	N	%	N	%
ALBERTA	45,478	72.6	44,711	74.1	44,904	74.8	44,976	74.9	44,046	76.4
PSD	775	70.9	736	76.5	725	74.9	763	76.7	749	78.6

**Post-Secondary Transition Rate (6 Year):** is the percentage of students in the grade 10 cohort who have entered a post-secondary-level program at an Alberta post-secondary institution or registered in an Alberta apprenticeship program within six years of entering grade 10, adjusted for attrition.

- An estimate of out-of-province post-secondary enrollment is applied based on the numbers of funded Alberta students attending post-secondary institutions out of province.

	2010		2011		2012		2013		2014	
Location	N	%	N	%	N	%	N	%	N	%
ALBERTA	44,547	59.3	45,326	58.4	45,205	59.5	45,399	59.2	44,647	59.8
PSD	780	50.6	756	47.4	784	51.6	772	52.0	735	56.6

**Diploma Examination Participation Rate:** is the percentage of students in the grade 10 cohort who have written four or more diploma exams by the end of their third year in high school, adjusted for attrition.

- Students are not considered a diploma examination participant if they do not have an examination mark.

	2010		2011		2012		2013		2014	
Location	N	%	N	%	N	%	N	%	N	%
ALBERTA	45,478	54.9	44,711	46.2	44,904	56.6	44,976	50.5	44,046	54.9
PSD 4+	775	48.9	736	50.6	725	45.8	763	47.5	749	45.5

*Number is the total writing exams (1-6+)*

**Rutherford Scholarship Eligibility Rate:** is the percentage of Alberta grade 12 students who have met the eligibility criteria for a Rutherford Scholarship based on course marks in grades 10, 11 and/or 12.

- Students must have completed at least one grade 12 course.
- Students in the following categories are excluded: students who are not registered on September 30th of the school year; registered in schools under provincial and federal authorities; 20 years of age or older on September 1 of the school year; identified in the grade 12 school year as having a moderate/severe cognitive disability or severe multiple disability; identified in the grade 12 school year as exchange or visiting students; and students in Lloydminster school authorities.

Location	2010		2011		2012		2013		2014	
	N	%	N	%	N	%	N	%	N	%
ALBERTA	52,903	59.6	53,676	61.5	54,605	61.3	57,006	60.9	57,400	61.2
PSD	871	54.0	795	59.5	811	56.2	917	53.8	923	57.9

*Number represents the total number of grade 12 students.*



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Resource**  
**Person:** Jason Krefting, Director Business & Finance  
**Subject:** **BUSINESS AND FINANCE DEPARTMENT REPORT – 2014-2015**

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### **Recommendation**

That the Board of Trustees receives as information the Business and Finance Department Report 2014-2015 as presented at its Regular Meeting of June 9, 2015

### **Background**

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

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

CJ:jlf



*Presented to Board of Trustees, June 9, 2015*

*Claire Jonsson, Associate Superintendent*

*Resource: Jason Krefting, Director, Business and Finance*

## Overview

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

The Business and Finance team is comprised of 8 FTE positions and has made some changes over the last year in order to improve the efficiency and effectiveness of the department. A payroll lead position was introduced to support the payroll and benefits services provided by the department and keep pace with the increasing payroll workloads. The Revenue Accountant and Student Records Management position was transferred to the Information Technology Department and resourced to better support information requests, the provincial approach to student information records regulations and implementation of the new student information and support system.

## Highlights

- Accounting and reconciliation of \$121M of revenues annually from grants, fees, donations and other sources including school generated funds.
- Accounting and reconciliation of \$122M of expenses annually including payroll, services, contracts, supplies, infrastructure and school generated funds.
  - Accounts payable processes 3,900 cheques and 4,500 Electronic payments annually
  - \$4.4M in expenses were made on the purchase card over the last year, reducing administrative costs and generating a rebate of \$48,000
  - Monthly tasks include review, adjustments, accruals, and employee claims processing
- Monthly, Quarterly, Annual and ad-hoc reporting and analysis are prepared in accordance with Public Sector Accounting Standards. This reporting enables the department to:
  - Provide advice and support decision making within the division
  - Lead the annual budget and quarterly forecasting process
  - Monitor, follow-up and provide guidance on variances
  - Complete the annual audit
- Payroll and benefits are processed for (As of April):
  - 617 Teaching Employees (Monthly)
  - 450 Support Employees (Semi-Monthly)
  - 143 Substitute teachers (Monthly)
  - 51 Casual Support and Caretakers (Semi-Monthly)
- Payroll reconciles and remits on a regular basis:
  - Benefits for employees through two main organizations
  - Pension plans for employees through two main organizations
  - Union dues for three organizations, ATA, CAAMSE, and IUOE



- Annual Payroll tasks include:
  - T4 and year end payroll reconciliations (1,629 T4's issued for 2014)
  - Workers Compensation Board year end reporting and reconciliation
  - Local Authorities Pension Plan audit
  - Record of Employments are prepared in June for all employees who do not continue over the summer (~700 employees)
  - New hires and reinstatement of staff in the payroll system in September
- Purchasing provides coordination and site procurement support for Requests for Proposals, software and site licensing, print center operations, and telecom and computers. Over the last year this included:
  - 642 Computers
  - 582 Chromebooks
  - 411 Apple iPads
  - Site licensing for the Adobe Education agreement for both Spruce Grove Composite High School and Memorial Composite High School.
- Records Management maintains the centralized and decentralized files systems for the division.
  - There over 15K records digitized and stored in the Laserfiche system
  - Over the last year 1047 manual inactive student records and 877 inactive personnel records were cleaned and digitized reducing the paper files that are in storage

## **Initiatives**

- Improve efficiency and effectiveness
  - We are reviewing our processes, work flows and tasks within Business & Finance and looking to make improvements including cross training, communication, process improvements and training.
- Detailed tracking of fees and the related expenses
  - A greater emphasis is being placed on fees and tracking the direct expenses related to them. The Business & Finance department is updating the accounting codes, procedures, and developing training to report on fee revenue and the related expenses.
- Fee Management System.
  - The fee management and online payment system was reviewed and benchmarked against other available options. Business & Finance is in the process of implementing a new integrated fee management system that will include all fees and fundraising activities. The new system will support the detailed tracking of fees, integrate with the student information system, upload into the financial accounting system and simplify the online payment process for the end users, schools and division office.
  - Implementation of the new system is planned over June, July and August and is expected to be rolled out in conjunction with the new school information system.
- Cost savings and cost containment
  - The department continues to review contracts, purchases, and future obligations to ensure that resources are being used efficiently. More efficient use of resources is achieved by posting requests for proposals (RFP's) for items over \$75K through Alberta Purchasing Connection, purchasing items negotiated by Alberta Education, utilizing contracts and discounts available to the division through the Government of Alberta, and centralization and standardization of purchasing to increase buying power. We continue to investigate options to increase buying power and reduce pricing.

- Reduce manual entry of data into systems
  - We are reviewing processes within the division where paper forms are filled out and then submitted to be entered into a system or items that must be entered into multiple systems. Our goal is to enter information once at the source and have the information populate throughout the system where it is required.
  - Business & Finance is currently working with Human Resources on several payroll forms and initial discussions with schools are underway in regards to submitting the purchase card statements and supporting receipts to division office to reduce paper and improve reporting.
- Audit and training at school sites
  - A periodic internal audit procedure has been developed to review compliance of controls at the schools. The audit involves reviewing each schools processes, documenting the results and providing recommendations for improvement. We have scheduled five School audits in the 2014-2015 school year.
  - The Business & Finance Department plans to increase the training materials available on the Chalkboard intranet site and develop more formalized training to be delivered in person.
- Records Management
  - Manual files continue to be cleaned and digitized in order to eliminate the paper archives. Procedures and subsequent training is being developed to improve the quality of the student files and ensure compliance with student regulations and FOIP.



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Kelly Wilkins, Deputy Superintendent  
**Resource:** Serge LaBrie, Director, Facilities Department  
**Subject:** **FACILITIES DEPARTMENT REPORT 2014-2015**

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### **Recommendation**

That the Board of Trustees receives as information the Facilities Department Report 2014-2015, as presented at the Regular Meeting of June 9, 2015.

Administration would be pleased to respond to any questions.

KW:ds



REPORTING PERIOD: September 2014 – June 2015

The Facilities Department has had another successful year continuing to provide the best service possible to schools while coping with tight budgetary restrictions. The Facilities Department continues to provide creative solutions to maintaining and improving all facilities, while honoring the Division's priority of *Stewardship of Resources*. A strong focus remains on the priority of *Engaging Staff* by developing leadership capacity within the Department through collaboration, collective decision making and inclusion.

The Facilities Department motto "Creating safer and more appealing environments is a key to student success" has been fully accepted by staff and has led to engaged maintenance staff. We continue to reinforce that building systems must be in good working order for the structure to be operational. Regular maintenance is the minimum expectation that we have in the department. The challenge continues to be - How do we as a Department, plan to improve facilities for students and staff with very limited resources?

### **Custodial Services**

The addition of a Custodial Supervisor has been instrumental in managing supply budgets as well as staffing and operational matters such as employee attendance and rescheduling. Head Custodians are consistently being challenged to work together to solve problems, to be engaged in finding solutions and to see themselves as contributing team members. We still endeavor to have custodial coverage throughout the day and evening in every school however in light of the tight budgets we are looking at every part of our operations for efficiencies. Custodians continue to be included as integral members of the school culture and not simply the people who clean up after everyone has left the building.

### **Maintenance Services**

The maintenance staff continues to be encouraged to take on leadership roles within their work responsibilities. Projects are reviewed as a team. Often there are 2-3 staff members on site to review proposed projects. Maintenance staff works hand in hand with administrators and teachers to develop the best solutions to a variety of issues. Staff needs and recommendations are taken into account as we determine the most cost effective way of completing the projects. The skilled certified tradespeople have taken on some of the general contractor roles when working on jobs with multiple contractors.

Regular preventative maintenance continues to be a high priority as the Department strives to be more proactive and less reactive in dealing with maintenance issues. Many of our buildings will be coming of age at the same time therefore staying on the proactive path will become more difficult as this happens.

### **Capital Project Submission**

Parkland School Division's Three Year Capital submission for 2015/2018 was submitted to Alberta Education and Alberta Infrastructure. The capital plan submission includes one new K-9 school and modernizations of Woodhaven Middle School, Stony Plain Central School and Spruce Grove Composite High School. The total cost associated with the projects is \$50,648,619.06.

### **Modulars**

Parkland School Division No. 70 was approved for four new modulars at Ecole Broxton Park School. We are anticipating the arrival of the modulars in early June. These four modulars will be ready for occupancy by September 2015. These modular units were fully funded by the Alberta Government.

### **Infrastructure Maintenance Renewal Projects (IMR)/ Summer Work**

IMR projects round out the remainder of the Facilities Department's workload. The Department has focused IMR funding on infrastructure needs and health initiatives. As our buildings come of age we are experiencing more breakdowns of heat pumps, heating coils, valves and electrical panels than in previous years. The wireless initiative and a health initiative (water bottle filling drinking fountains) are nearing completion as scheduled. As the schools in Spruce Grove continue to exceed capacity, we are required to modify schools to accommodate students and to ensure adequate teaching spaces. The doubling of the IMR budget in 2014-15 has allowed us to proceed with some long needed renovations and upgrades. We anticipate completing 2 million dollars' worth of IMR work throughout the Division this year.

The department continues to work closely with school administrations to develop long term maintenance and renewal plans based on their needs and Alberta Infrastructure's recommendations. This year's list of summer work includes upwards of 60 projects.

### **Major Projects**

Blueberry:	Boiler replacement
Ecole Broxton Park:	Modular Classrooms Washroom renovations Replace Hallway Ceilings
Graminia:	Replace hallway floors
SGCHS:	Re-configure parking lot
Stony Plain Central:	Renovate foods lab and art room
Wabamun:	Replace 6-8 furnaces

### **Financial Sustainability**

The Division is facing a challenge with very limited financial support for facilities coupled with an aging plant and growing student demand. Many facilities are nearing, or over, 30 years old and require rebuilds and upgrades.



## MEMORANDUM

**Date:** June 9, 2015

**To:** Board of Trustees

**From:** Tim Monds, Superintendent

**Originator:** Kelly Wilkins, Deputy Superintendent

**Resource:** Jordi Weidman, Director – Strategic Planning and Communication

**Subject:** **STRATEGIC PLANNING AND COMMUNICATIONS DEPARTMENT REPORT**

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### **Recommendation**

That the Board of Trustees receives as information the Strategic Planning & Communications Department Report as presented at the Regular Meeting of June 9, 2015.

### **Background**

Parkland School Division is committed to open, honest and transparent communication. The goals and strategies of the Strategic Planning & Communication Department are defined and executed with this commitment to transparency in mind.

Administration would be pleased to respond to any questions.

KW:bms



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## STRATEGIC PLANNING & COMMUNICATIONS DEPARTMENT REPORT June 2015

*Presented to Board of Trustees, June 9, 2015*

*Kelly Wilkins, Deputy Superintendent*

*Resource: Jordi Weidman, Director, Strategic Planning & Communications*

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### **Background**

In developing the Strategic Planning & Communications work plan for the 2014-2015 school year, new department leadership inherited the previously approved three-year corporate Communications Plan encompassing goals and priorities created for the window of 2012 – 2015. The Department's priorities have been enhanced with an increased role in Strategic Planning and Education Planning. The scope of work for the past year has also been on systems change in order to create efficiencies with the Division and individual school communications plans. The end result will enable the department to direct more attention and resources to brand awareness and sharing stories of all the great work being done throughout the Division as we contribute to the culture of change being implemented to support the 4 new Divisional goals of Inclusive Education, Quality Learning, Culture of Wellness and Universal Leadership. Parkland School Division is proud of the work accomplished in the communications portfolio during the 2014-2015 school year.

The department is responsible for the development and execution of a strategic communications plan in keeping with Parkland School Division's strategic direction and action plan. The department takes the lead in branding and reputation management of the Division to all stakeholders. The department serves PSD's Senior Executive and Board of Trustees on all internal and external communications matters with careful attention to maximizing exposure and reach of key messages across the jurisdiction and to targeted stakeholder audiences.

The web office serves as a resource to effectively and efficiently carry out Division communication functions including the role of overseeing and support of the Division's external facing websites and company intranet.

The following summary will address the communications activities in four goal areas outlined in the 3-year Communications Plan: Brand Awareness, Engagement, Reputation Management and Internal Communications. This report will also provide a snapshot of work involved with emergent issues like website hosting/content management, Canada Anti-Spam Legislation, Advocacy and Parkland School Division Programs support.

### **Brand Awareness**

- Enhanced our web presence with division website and social media platforms
  - Psd70.ab.ca – Sessions +3.49% - 862,376 (Session=visit to the public website)
  - Psd70.ab.ca – Users +7.1% - 263,188
  - Psd70.ab.ca – Pageviews (no change) 2,065,502
  - Twitter – 1,268 Followers

## **Brand Awareness...cont'd**

- Twitter – 108,617 Tweet Impressions (Impression= a tweet has been delivered to the Twitter stream of a particular account via retweets, like, etc.)
- Twitter – 403 Average Monthly Profile Visits
- #psd70 trending in Canada during Opening Day 2014
- Facebook – 502 ‘Likes’ + 190% since June 2, 2014
  
- Increased production of video content on YouTube Channel (Stats listed from June 2104 – May 2015)
  - 5,083 Views with 28 new videos produced internally
  - 9,343 Estimated minutes watched
  - 1:50 minutes - Average View Duration
- 184 Days of Learning
- Development of 2014 Community Report
- PSD Grab N’ Go Breakfast Program in partnership with Freson Brothers and the Spruce Grove Save On Foods increased brand recognition and PSD logo placement inside the respective stores
- PSD has also effectively leveraged corporate print advertising via the Reporter/Examiner to celebrate special education-related occasions, outline division-wide program information, and also to communicate general information on important topics to our stakeholders

## **Engagement**

- Worked in collaboration with members of Senior Executive to complete the Division’s combined 2013-2014 Annual Education Results and 2014-2017 Three-Year Education Plan
- Continued our journey with the provincial Assurance Model. Analysis and presentation of 2013-2014 ThoughtExchange data
- PSD initiated 2014-2015 ThoughtExchange process to engage students, staff and parents
- Hosted a parent engagement evening at Memorial Composite High School – November 2014
- Facilitated an Education planning engagement afternoon with stakeholders at the Links Golf Course in Spruce Grove – April 2015
- Helped prepare Board Chair and Superintendent for Introductory meeting with new Education Minister Gordon Dirks – January 2015
- Meetings with City of Spruce Grove, Town of Stony Plain– re: Community Wellness Centre – April 2015
- Social Media Engagement (Name the New School Contest, PSD Quotes generating content for the Community Report)
- Keephills Parent Engagement – January 2015
- Keephills Community Engagement – March 2015
- Assisted in the C2 Committee’s communications efforts to reach out to PSD Staff

## **Reputation Management**

- Parkland School Division has built and maintained a positive reputation with many diverse stakeholder groups over the years. PSD will build on these successes, while defining and implementing issues/reputation management strategies to help protect the brand image of the organization
- PSD was proactive with our community stakeholders in sharing a Budget 2015 Q&A resource on our website highlighting the impacts of the 2014 provincial budget on division-wide and school-based programs



## Reputation Management...cont'd

- PSD has optimized the regular distribution of media releases to announce significant programs, achievements, and developments throughout the 2014-15 school year. These media releases have been used to inform both external (media, community partners, parents, and government) and internal (staff) stakeholders of important news in a timely fashion
- Our communications team also highlighted our Board's advocacy efforts reacting to Provincial Budget 2015
- The department established an immediate rapport with the local newspaper to maintain a steady stream of editorial content in weekly editions of the Stony Plain Reporter/Spruce Grove Examiner

## Internal Communications

- PSD has continued the practice of email communication to all PSD staff from the Superintendent re: significant emerging issues
- We have continued the practice of forwarding Superintendent and Board Chair monthly messages to all PSD staff
- Have assisted with the Project Google Team. PSD staff will be moving towards one inbox and one calendar system for use in their daily work. The PSD *ProjectGoogle* team is working closely with Onix Networking to assist in this migration process

## Systems Change

- The Communications Department underwent a Request for Proposal process to secure a new website service provider for [www.psd70.ab.ca](http://www.psd70.ab.ca) as well as all 21 other school websites throughout the Division. PSD has chosen Dreamstalk as the successful applicant. Dreamstalk is a company that offers website design and content management solutions for over 30 school divisions in Alberta and the Northwest Territories. Every aspect of Dreamstalk's portfolio has been built with, and for educators. They allow school divisions quick and convenient connections with staff, students, and parents. The new [psd70.ab.ca](http://psd70.ab.ca) will launch in the summer of 2015. New school websites will be unveiled in phases starting in September of 2015. Included in the content management tools will be newsletter templates allowing schools to send out similar looking newsletters and updates to stakeholders. This will also create and manage e-mail lists automatically and keep our schools compliant with Anti-Spam legislation introduced in July 2013
- The Communications Department will play a role in assisting the Division wide transition to a new Student Information System - PowerSchool. Functionality will exist within PowerSchool applications that will provide schools further resources to establish positive communication flow with their key stakeholders. This will include managing student data so we have the most current information in case of emergencies or crisis response. All classes, rosters, student demographic information, grading periods, standards, rubrics and grades scales are automatically loaded. As teachers use applications, all data will flow back to our central database in real time, providing all stakeholders, including parents and students with instant visibility to assignments, scores, grades, comments and progress toward each standard
- The Department will also work closely with Student Transportation as they transition to a new database system as well. This will provide ease of communication when it comes to bus route closures
- Communication plays an integral role in collaboration with the Facilities Department in school emergencies that require evacuations or severe emergency situations. i.e. shelter-in-place, secure and hold or lockdown situations. The department will assist in the development of Emergency Protocols for all PSD facilities



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** PSD Tomorrow Committee – May 19, 2015

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### **Recommendation**

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of May 19, 2015 as presented at the Regular Meeting of June 9, 2015.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,**  
**ALBERTA ON TUESDAY, MAY 19, 2015.**

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**ATTENDANCE:**

Eric Cameron, Board Chair  
Kathleen Linder, Vice-Chair  
Dorcas Kilduff, Trustee  
Richard Gilchrist, Trustee  
Ron Heinrichs, Trustee  
Sally Kucher-Johnson, 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  
Brenda Scott, Recording Secretary

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**REGRETS:**

**1. Call to Order**

Board Chair Cameron called meeting to order 12:30 pm.

**1.1. Changes to the Agenda**

Add:

7.0 Youth Engagement Evening: Circle of Courage

**1.2. Approval of the Agenda**

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

**CARRIED**

**2. DRAFT 2015-2016 Meeting Dates**

Trustees reviewed the draft schedule of meeting dates for Trustees for the upcoming 2015-2016 school year. Discussion ensued.

**3. Rescheduled Christmas Party**

Trustees discussed the options for the Christmas party that was postponed in December. Discussion ensued.

**4. Public School Board Association of Alberta**

- 2015-2018 PSBAA Work Plan – Trustees provided feedback on the proposed work plan for PSBAA. Trustees will review the document and provide feedback to Trustee Kilduff who will compile and submit the information to PSBAA.
- Letter – May 4. Chair Cameron shared information on a letter he received from PSBAA requesting sponsorship for a student to attend the Spring Annual General Meeting on May 30. The Board Chair will send a response to PSBAA confirming a PSD contribution of \$500.00.

**5. Alberta School Boards' Association**

No report

**6. Advocacy Committee**

Trustee Gilchrist brought forward the suggestion to arrange a meeting with the new MLAs, their executive assistance and the possibly the new Minister of Education to meet with the Board of Trustees. J. Weidman will draft a letter on behalf of Board of Trustees requesting a meeting date.

**7. Youth Engagement Evening: Circle of Courage**

D. McConnell shared information on the youth engagement evening that some Trustees will be attending on May 28, 2015.

**8. Adjournment**

The meeting was adjourned at 2:25 p.m.

**NEXT MEETING** – Tuesday, June 16, 2015 at 1:00 p.m.



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Kelly Wilkins, Deputy Superintendent  
**Subject:** **Student Advisory Committee (SAC)**

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### **Recommendation**

That the Board of Trustees receives as information the Student Advisory Committee (SAC) minutes of May 19, 2015 as presented at the Regular Meeting of June 9, 2015.

KDW:ds



**MINUTES OF THE STUDENT ADVISORY COMMITTEE  
MEETING HELD AT MEMORIAL COMPOSITE HIGH SCHOOL  
IN STONY PLAIN, ALBERTA ON TUESDAY, 19 MAY 2015.**

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**ATTENDANCE:**

**Student Representatives:**

Blueberry, Broxton Park, Connections for Learning, Duffield, Entwistle, Graminia, Greystone Centennial, High Park, Memorial Composite High School, Meridian Heights, Muir Lake, Spruce Grove Composite High School, Stony Plain Central, Tomahawk, Wabamun, Woodhaven

**Trustees**

Eric Cameron, Chair

Richard Gilchrist, Trustee

Ron Heinrichs, Trustee

Dorcas Kilduff, Trustee

Elsie Kinsey, Trustee

Sally Kucher-Johnson, Trustee

Kathleen Linder, Vice Chair

**Senior Executive**

Tim Monds, Superintendent

Kelly Wilkins, Deputy Superintendent

Scott Johnston, Associate Superintendent

Claire Jonsson, Associate Superintendent

Dianne McConnell, Associate Superintendent

Darlene Smith, Recording Secretary

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**CALL TO ORDER**

The meeting was called to order by Committee Co-Chair Sally Kucher-Johnson at 9:10 am.

**WELCOME & INTRODUCTIONS**

The meeting began with the singing of 'O Canada'.

Co-Chair Kucher-Johnson welcomed everyone to the Student Advisory Committee. Trustees and the Superintendent introduced themselves.

**TEAM BUILDING – Co-Chair Isaac Currie**

In groups, students had to pretend they were a family and choose what role they each played in their family unit (father, mother, sister, brother, aunt, uncle, grandparents, pet, etc.). Following discussion, each "family" shared their family structure with each family member sharing who their character was and the role they played in the family.

**FNMI Leadership Presentation**

Two students from Memorial Composite High School's FNMI Leadership Team made a presentation to the Student Advisory Committee highlighting the connections they have made within their school, other Parkland School Division schools and beyond.

**CHECKING IN - 8 THINGS TO LOOK FOR IN TODAY'S CLASSROOMS**

At the March 17, 2015 meeting, students were asked to think of a teacher at their school who they might like to have a conversation with to share their thinking about the 8 essential conditions of a classroom.

Students were provided with a script that they could use to assist them in their conversation with the teacher and were asked to report back at the next meeting.

In a “fishbowl” circle, students that had a conversation with a teacher sat on chairs in an inner circle, while the remainder of the students stood behind. Students sitting in the inner circle shared their perspectives of the meeting they had with a teacher, while the students standing, listened and observed. Once all the students in the inner circle shared their experience, the entire group of students dialogued on the 8 essential conditions of a classroom.

### **STUDENT INPUT – SHARING GREAT IDEAS**

As Parkland School Division considers its planning for education for next year, students were asked what thought they would like to leave with PSD. What should we do, or not do, to improve education for all students? Students were given “Sharing Great Ideas” cards where they wrote down their great idea to improve education. Through a sorting process, students themselves categorized each other’s ideas by importance and relevance.

### **COMMITTEE REVIEW & EVALUATION**

Sally Kucher-Johnson had students read summarized topics that were covered this year at the Student Advisory Committee meetings. Students were asked to complete an online exercise - *Stop/Start/Continue*. Feedback will be used in planning for the upcoming 2015-2016 Student Advisory Committee.

### **CLOSING COMMENTS**

Board Chair, Eric Cameron and Sally Kucher-Johnson offered thanks to students who so willingly gave of their time, provided input on classroom and school matters and provided advice about Division-level initiatives during their tenure as Student Advisory representatives. Students were gifted PSD water bottles.

### **SCHOOL TOURS**

Student Advisory Committee representatives from Memorial Composite High School took groups of students on a tour of the high school.

### **ADJOURNMENT**

The meeting was adjourned at 11:30 am.

Students and staff enjoyed a year-end luncheon.



## MEMORANDUM

**Date:** June 9, 2015  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **Benefits Committee**

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### Recommendation

That the Board of Trustees receives as information the Benefits Committee minutes of May 25, 2015 as presented at the Regular Meeting of June 9, 2015.

CJ:jlf





**MINUTES OF THE BENEFITS COMMITTEE MEETING  
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON  
MONDAY, MAY 25, 2015.**

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**ATTENDANCE:**

Dorcas Kilduff – Trustee	Cheryl Hardy – Payroll Lead (non-voting)
Kyle Stinson – Benefex Consulting Inc. (presenter)	Lorraine Redl – CAAMSE
Brad Seib, Benefex Consulting Inc. (presenter)	Jay McGeough – IUOE
Darlene Keating – IUOE	Lynn Sherwood – NUG
Claire Jonsson- Associate Superintendent	Jo-Ann Fowlie – Recording Secretary

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**CALL TO ORDER**

The meeting was called to order at 3:20 pm by Trustee Kilduff.

**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. REPORTS / UPDATES**

**3.1 ASO Health & Dental Experience Report – January 1 to April 30, 2015**

Brad Seib reported on the ASO Health and Dental Experience Report for the period January 1 to April 30, 2015 reviewing the program's experience since the renewal rates were implemented on January 1, 2015. In general, the plan is trending as anticipated. Claims reporting has been altered to now compare the same 4-month period year over year for the past three years to give an accurate comparison of utilization. In this reporting period, Health claim rates have reduced which is largely driven by continued reductions in prescription drugs claims. Dental claims have increased by 6.5% partly as a result of the Sun Life's 2015 reimbursement schedule increase of 3.24% and partly the result of increased utilization due to an aging population. The Major restorative services category has seen a significant increase year over year. Health Spending Account claims are higher in this first quarter due to the March 31st deadline that is given to make claims from the previous year.

**3.2 Wellness (or Personal) Spending Accounts**

Kyle Stinson provided information on both Health Spending and Personal Spending (Wellness) Programs and how these types of plans would work under the concept of providing a flex credit to plan members. Duties that are associated with implementing any changes to the plan were examined and further discussions ensued.

**4. Member's Corner**

**4.1 Sun Life Information Sessions**

Lorraine Redl expressed that members are interested in information sessions from Sun Life to get details on the benefit plan such as eligibility, coverage, and reporting and expense reimbursement. Claire Jonsson will schedule four dates for the sessions.

**5. Proposed meeting dates for 2015-2016:**

Monday, September 14, 2015

Wednesday, December 2, 2015

Monday, March 21, 2016

Wednesday, May 25, 2016

All meetings will begin at 3:15 pm in the Inspiration Room

**6. ITEMS FOR FUTURE AGENDAS**

- Elections
- Experience Report
- Review of Plan Design

**7. ADJOURNMENT**

The meeting was adjourned at 4:50 pm.

***NEXT MEETING***

*The next Benefits Committee meeting is scheduled for September 14, 2015.*