



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

March 03, 2015

Public Session: 9:30 AM

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

Parkland School Division No. 70

BOARD OF TRUSTEES REGULAR MEETING

March 03, 2015

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

A G E N D A

Page Number

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

2. **APPROVAL OF MINUTES**
 - 2.1. Regular Board Meeting of February 03, 2015

3. **BUSINESS ARISING FROM THE MINUTES**

4. **DELEGATION/PRESENTATION**
 - 4.1 Memorial Composite High School – Shikaoi Presentation
 - 4.2 Memorial Composite High School Delegation – FNMI Youth Leadership Group
 - 4.3 Greystone Centennial Middle School Delegation

5. **BOARD CHAIR REPORT**
 - 5.1. Correspondence
 - 5.1.1 Scholarship Thank-you Note
 - 5.1.2 Canadian Diabetes Association

6. **SUPERINTENDENT REPORT**

Recess Break / Public Question Period

7. **ACTION ITEMS**
 - 7.1. Financial Report Period Ending January 31 (C. Jonsson)
 - 7.2. Edwin Parr Nominee (K. Wilkins)

Where the World Opens Up

- 15- 7.3. School Calendars – 2015-2016, 2016-2017 and 2017-2018 (S. Johnston)
- 22- 7.4. Fees and Allowances 2015-2016 (C. Jonsson)

8. ADMINISTRATION REPORTS

- 25- 8.1. Financial Reporting Profile 2008/09 to 2013/14 (C. Jonsson)
- 30- 8.2. 2014-2015 Infrastructure Maintenance Renewal (IMR) Expenditures Report (K. Wilkins)

9. TRUSTEE REPORTS

- 35- 9.1. PSD Tomorrow (E. Cameron)
- 38- 9.2. Student Advisory Committee (S. Kucher-Johnson)
- 41- 9.3. Teacher/Board Advisory Committee (E. Cameron)
- 44- 9.4. Advocacy Committee (D. Kilduff)
- 9.5. Public School Boards’ Association of Alberta (S. Kucher-Johnson)
- 9.6. Alberta School Boards Association (D. Kilduff)
- 9.7. C-2 Committee (R. Gilchrist)

10. RESPONSES TO REQUEST FOR INFORMATION

- 46- 10.1 Fees Report

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

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

Closed to the Public:

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

11.2. Topics for future agendas

11.3. Requests for information

12. ADJOURNMENT



Where the world opens up

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 FEBRUARY 03, 2015

TRUSTEE ATTENDANCE:

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

ADMINISTRATION ATTENDANCE:

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

CALL TO ORDER

The meeting was called to order by Chair Cameron at 6:30 p.m.

NATIONAL ANTHEM

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

ANNOUNCEMENTS

Eric Cameron shared that a number of staff and trustees attended Shaping the Future Conference on school wellness in Kananaskis, Alberta.

CHANGES TO THE AGENDA

No changes to the agenda.

APPROVAL OF THE AGENDA

Res 005-2015 **MOVED** by Trustee Heinrichs that the Agenda be approved as amended.

CARRIED

APPROVAL OF THE MINUTES

Res 006-2015 **MOVED** by Trustee Kinsey that the Minutes of the Regular Meeting held on January 6, 2015 be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

DELEGATION / PRESENTATION

There were no delegations or presentations.

BOARD CHAIR REPORT

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

Board Chair

Secretary-Treasurer

SUPERINTENDENT REPORT

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

Recess Break / Public Question Period

Board Chair called a recess break at 6:45 p.m.

Meeting resumed at 6:55 p.m.

ACTION ITEMS

FINANCIAL REPORT - PERIOD ENDING DECEMBER 31, 2014

Res 007-2015

MOVED by Trustee Linder that the Board of Trustees approves the monthly financial report for the period ending December 31, 2014 as presented at the Regular Meeting of February 3, 2015.

CARRIED

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

Res 008-2015

FEES AND ALLOWANCES FOR 2015-2016

MOVED by Trustee Gilchrist that the Board of Trustees approves the Fees and Allowances for 2015-2016 as presented at the Regular Meeting of February 3, 2015.

DEFERRED

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

Res 009-2015

MOVED by Trustee Gilchrist to defer the motion to the April 8, 2015 Regular Board meeting to allow Administration to gather information on the breakdown of Fees and Allowances.

CARRIED

Res 010-2015

NOTICE OF MOTION

MOVED by Trustee Kilduff that the Board of Trustees considers the closure of Keepphills School effective June 30, 2015 and that the Board's decision on this potential closure be made at the Regular Board Meeting to be held April 8, 2015 as presented at its Regular meeting February 3, 2015.

CARRIED UNANIMOUSLY

T. Monds spoke to the timelines and process on the Notice of Motion.

Res 011-2015

DATE CHANGE FOR REGULAR BOARD MEETING OF APRIL 7, 2015

MOVED by Trustee Kinsey that the Board of Trustees approves changing the date of the Regular Board Meeting on April 7, 2015 to April 8, 2015 as presented at its Regular meeting February 3, 2015.

CARRIED

T. Monds provided information on the motion and responded to questions.

ADMINISTRATIVE REPORTS

2014-2015 CLASS SIZE INITIATIVE

Res 012-2015

MOVED by Trustee Heinrichs that the Board of Trustees receives as information the 2014-2015 Class Size Report as presented at its Regular meeting February 3, 2015.

CARRIED

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

Board Chair

Secretary-Treasurer

OCCUPATIONAL HEALTH & SAFETY REPORT

Res 013-2015

MOVED by Trustee Kinsey that the Board of Trustees receives as information the Occupational Health and Safety Report as presented at its Regular meeting February 3, 2015.

CARRIED

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

TRUSTEE REPORTS

PSD Tomorrow Committee

Res 014-2015

MOVED by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of January 20, 2015 as presented at the Regular Meeting of February 03, 2015.

CARRIED

Education Committee

Res 015-2015

MOVED by Trustee Heinrichs that the Board of Trustees receives as information the Education Committee minutes of January 20, 2015 as presented at the Regular Meeting of February 3, 2015.

CARRIED

Alberta School Boards Association

Trustee Gilchrist provided a verbal report on the Alberta School Boards Association meeting that he attended.

C-2 Committee

Trustee Cameron attended the C2 Committee meeting on behalf of Trustee Gilchrist.

FUTURE BUSINESS

Meeting Dates

Open to the Public:

- Feb 17, 2015 Student Advisory Committee 9:00 am, Centre for Education
- Feb 26, 2015 Council of School Councils 7:00 pm, Centre for Education
- Mar 03, 2015 Regular Board Meeting 9:30 am, Centre for Education

Closed to the Public:

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

Topics for Future Agendas

There were not topics for future agenda.

Request for Information

- Fees Report

ADJOURNMENT

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

Board Chair

Secretary-Treasurer



MEMORANDUM

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

Recommendation

That the Board of Trustees approves the monthly financial report for the period ending January 31, 2015 as presented at the Regular Meeting of March 3, 2015.

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 2014 it received and approved the Audited Financial Statements for the 2013-2014 school year. The Monthly Financial statement included within this agenda is for the period ended January 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- January 31, 2015
Parkland School Division

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used
Revenues					
Instruction	85,425,182	86,671,638	37,512,548	49,159,090	43.28%
Operations and Maintenance	12,988,732	14,873,988	5,484,046	9,389,942	36.87%
Transportation	10,492,779	10,503,374	4,530,159	5,973,215	43.13%
Board and System Administration	3,804,489	3,959,136	1,626,003	2,333,133	41.07%
External Services	38,680	38,680	18,790	19,890	48.58%
School Generated Funds	2,583,269	2,583,269	994,601	1,588,668	38.50%
Total Revenues	115,333,131	118,630,085	50,166,147	68,463,938	42.29%
Expenses					
Instruction	85,127,607	86,893,090	37,461,149	49,431,941	43.11%
Operations and Maintenance	13,980,113	15,671,459	5,466,807	10,204,652	34.88%
Transportation	10,433,511	10,549,106	5,144,378	5,404,728	48.77%
Board and System Administration	3,717,792	3,872,439	1,653,130	2,219,309	42.69%
External Services	38,680	38,680	18,790	19,890	48.58%
School Generated Funds	2,583,269	2,583,269	802,945	1,780,324	31.08%
Total Expenses	115,880,972	119,608,044	50,547,199	69,060,845	42.26%
Surplus/(Deficit)	(547,841)	(977,959)	(381,052)		
Operating Surplus (Deficit)	(547,841)	(977,959)	(572,707)		
School Generated Funds Surplus (Deficit)		-	191,655		
Surplus/(Deficit)	(547,841)	(977,959)	(381,052)		
Target Percentage					41.67%
	Approved Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Block					
Instruction	(326,944)	(845,972)	51,399		
Operations and Maintenance	(220,897)	(26,987)	17,239		
Transportation	-	(105,000)	(614,219)		
Board and System Administration	-	-	(27,127)		
External Services	-	-	-		
Surplus/(Deficit) from Operations	(547,841)	(977,959)	(572,707)		
School Generated Funds			191,655		
Total Surplus/(Deficit)	(547,841)	(977,959)	(381,052)		

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees, 04 November 2014

Revenue

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used
Alberta Education					
School Jurisdiction Base Funding					
Base Instruction (Gr 1-12)	60,180,100	60,416,228	24,985,153	35,431,075	41.36%
Early Childhood Services (ECS)	2,969,160	3,248,032	1,593,834	1,654,197	49.07%
Home Education	41,032	45,956	17,683	28,273	38.48%
Outreach Schools	188,918	188,918	79,437	109,481	42.05%
Sub Total	63,379,210	63,899,133	26,676,108	37,223,026	41.75%
Alberta Education - Administration					
Administration allocation	3,468,646	3,631,400	1,513,083	2,118,317	41.67%
Sub Total	3,468,646	3,631,400	1,513,083	2,118,317	41.67%
Differential Cost Funding					
ECS Program Unit	3,092,865	3,407,089	1,439,775	1,967,314	42.26%
English as a Second Language	62,439	77,755	26,933	50,822	34.64%
First Nations, Metis & Inuit Education	738,669	738,669	287,919	450,750	38.98%
Inclusive Education	5,779,787	5,847,346	2,381,339	3,466,006	40.73%
Small Schools by Necessity	795,114	795,114	339,694	455,420	42.72%
Socio - Economic Status	797,362	806,115	325,049	481,066	40.32%
Equity of Opportunity	1,081,802	1,094,831	770,618	324,213	70.39%
Sub Total	12,348,037	12,766,918	5,571,328	7,195,590	43.64%
Differential Cost Funding - Operations and Maintenance					
Operations & Maintenance Support	7,495,972	7,724,023	3,218,600	4,505,423	41.67%
Sub Total	7,495,972	7,724,023	3,218,600	4,505,423	41.67%
Alberta Education - Other					
Institutional Programs	290,460	291,771	121,833	169,938	41.76%
Government Contributions to ATRF	5,956,942	6,270,451	2,814,057	3,456,394	44.88%
Sub Total	6,247,402	6,562,222	2,935,890	3,626,332	44.74%
Transportation Funding					
Transportation - Rural	6,163,244	6,163,244	2,568,224	3,595,020	41.67%
Special Education Transportation	657,518	657,518	274,159	383,359	41.70%
Transportation - Disabled - ECS	206,020	206,020	85,849	120,171	41.67%
Transportation - In Home - ECS	47,716	47,716	19,883	27,833	41.67%
Urban Transportation	2,307,908	2,361,489	961,705	1,399,784	40.72%
Sub Total	9,382,406	9,435,987	3,909,821	5,526,166	41.44%
Provincial Priority Targeted Funding					
Supernet Service	240,000	240,000	139,992	100,008	58.33%
Sub Total	240,000	240,000	139,992	100,008	58.33%

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees, 04 November 2014

Revenue

	Approved Budget ¹ 2014-15	Revised Budget ² 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used
Capital Funding					
Infrastructure Maintenance and Renewal	1,596,231	3,278,690	716,430	2,562,260	21.85%
Sub Total	1,596,231	3,278,690	716,430	2,562,260	21.85%
Federal French Funding					
Federal French Funding	84,460	103,000	-	103,000	
Sub Total	84,460	103,000	-	103,000	
Other Provincial Support Funding - Alberta Finance					
Supported Capital Interest	4,219	4,219	3,574	645	84.70%
Sub Total	4,219	4,219	3,574	645	84.70%
Federal Government					
First Nations Tuition	1,931,198	1,701,616	795,295	906,321	46.74%
Sub Total	1,931,198	1,701,616	795,295	906,321	46.74%
From Alberta School Authorities					
Tuition Fees	33,571	33,571		33,571	
Sub Total	33,571	33,571	-	33,571	
From Municipalities					
Joint Use Agreements	23,000	23,000	12,653	10,347	55.01%
Sub Total	23,000	23,000	12,653	10,347	55.01%
Private Organizations					
Transportation - Private Schools	80,900	87,563		87,563	
Transportation Insurance	186,215	182,505		182,505	
Sub Total	267,115	270,068	-	270,068	
Individuals					
Tuition Fees	11,250	11,250	3,980	7,270	35.38%
Transportation Fees	810,939	765,000	615,958	149,042	80.52%
Donations	146,091	146,091	157,036	-10,945	107.49%
Rentals - Facilities	15,680	15,680	5,777	9,904	36.84%
Instructional Material Fees	747,948	717,986	534,594	183,391	74.46%
School Based Course Material Fees	640,787	733,855	569,504	164,351	77.60%
Other Student Fees	826,312	826,312	419,908	406,405	50.82%
Interest & Investment Income	193,653	187,061	63,438	123,623	33.91%
Misc. Sales	461,210	575,210	410,761	164,449	71.41%
Fundraising	1,297,915	1,297,915	437,527	860,388	33.71%
Sub Total	5,151,785	5,276,360	3,218,483	2,057,877	61.00%
Other					
Amortization of Capital Allocations	3,679,878	3,679,878	1,454,891	2,224,987	39.54%
Sub Total	3,679,878	3,679,878	1,454,891	2,224,987	39.54%
TOTAL REVENUES	115,333,131	118,630,085	50,166,147	68,463,939	42.29%

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Allocation of Revenue and Expenses to Programs
January 31, 2015

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$35,323,317	\$3,935,030	\$3,909,821	\$1,513,083	\$0	\$44,681,251
Other - Government of Alberta	\$0	\$3,574	\$0	\$0	\$0	\$3,574
Federal Government and First Nations	\$668,047	\$87,481	\$0	\$39,767	\$0	\$795,295
Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
Fees	\$1,527,986		\$615,958			\$2,143,944
Other sales and services	\$393,236	\$5,009	\$4,380	\$9,714	\$11,074	\$423,413
Investment income	\$0	\$0	\$0	\$63,439	\$0	\$63,439
Gifts and donations	\$157,036	\$0	\$0	\$0	\$0	\$157,036
Rental of facilities	\$0	\$4,577	\$0	\$0	\$1,200	\$5,777
Fundraising	\$437,527	\$0	\$0	\$0	\$0	\$437,527
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$1,448,375	\$0		\$6,516	\$1,454,891
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$38,507,149	\$5,484,046	\$4,530,159	\$1,626,003	\$18,790	\$50,166,147
EXPENSES						
Certificated salaries	\$22,231,316			\$204,617	\$0	\$22,435,933
Certificated benefits	\$5,032,455			\$74,673	\$0	\$5,107,128
Non-certificated salaries and wages	\$5,727,740	\$1,519,112	\$214,629	\$665,191	\$5,275	\$8,131,947
Non-certificated benefits	\$1,500,052	\$410,241	\$42,675	\$145,992	\$0	\$2,098,960
SUB - TOTAL	\$34,491,563	\$1,929,353	\$257,304	\$1,090,473	\$5,275	\$37,773,968
Services, contracts and supplies	\$2,814,367	\$2,067,968	\$4,863,157	\$526,271	\$6,999	\$10,278,762
Direct Cost of Fundraising and Fees	\$678,886					\$678,886
Amortization of supported capital assets	\$0	\$1,448,375			\$6,516	\$1,454,891
Amortization of unsupported capital assets	\$279,278	\$17,537	\$23,917	\$36,386		\$357,118
Interest and charges	\$0	\$3,574	\$0	\$0	\$0	\$3,574
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$38,264,094	\$5,466,807	\$5,144,378	\$1,653,130	\$18,790	\$50,547,199
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$243,055	\$17,239	(\$614,219)	(\$27,127)	\$0	(\$381,052)

Expenses

By Program	Approved Budget¹ 2014-15	Revised Budget² 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used
Early Childhood Services	4,626,930	5,267,881	1,442,796	3,825,086	27.39%
Instruction	83,083,946	84,208,477	36,541,690	47,666,787	43.39%
Board & System Administration	3,717,792	3,872,439	1,617,075	2,255,363	41.76%
Plant Operations & Maintenance	7,859,209	7,868,146	3,280,890	4,587,256	41.70%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	716,430	2,562,260	21.85%
Transportation	10,433,511	10,549,106	5,120,461	5,428,645	48.54%
External Services	38,680	38,680	12,273	26,407	31.73%
Amortization of capital assets and interest	4,524,673	4,524,623	1,815,582	2,709,041	40.13%
TOTAL EXPENSES	115,880,972	119,608,044	50,547,199	69,060,845	42.26%

By Category	Approved Budget 2013-14	Revised Budget² 2013-14	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used
Salaries, wages and benefits	85,264,393	86,889,712	37,773,967	49,115,745	43.47%
Services, contracts and supplies	21,912,406	22,331,750	9,434,701	12,897,049	42.25%
School generated funds	2,583,269	2,583,269	802,945	1,780,324	31.08%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	716,430	2,562,260	21.85%
Amortization of capital assets and interest	4,524,673	4,524,623	1,819,156	2,705,467	40.21%
TOTAL EXPENSES	115,880,972	119,608,044	50,547,199	69,060,845	42.26%

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees 04 November 2014

Expenses by Site - January 31, 2015
Parkland School Division

Site	Approved Budget Expenditures ¹ 2014-15	Revised Budget Expenditures ² 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	584,048	609,799		609,799	279,541	330,259	45.84%	Annual memberships paid in Q1
Office of the Superintendent	497,041	515,139		515,139	206,134	309,005	40.02%	
Human Resources	437,054	440,068		440,068	157,035	283,033	35.68%	Spend is \$10K below last year as professional services reduced
Deputy Superintendent	698,946	714,460		714,460	245,517	468,942	34.36%	
Learning Services	1,955,815	2,019,950		2,019,950	970,659	1,049,291	48.05%	Tuition payments paid monthly in advance
Business & Finance	2,001,082	2,119,427		2,119,427	870,549	1,248,877	41.07%	
Tech Support Services	1,767,219	1,812,190		1,812,190	748,264	1,063,926	41.29%	
Print Centre	87,000	87,000		87,000	30,053	56,947	34.54%	Chargeback processed quarterly
Student Transportation	10,433,511	10,549,106		10,549,106	5,120,461	5,428,645	48.54%	Expenses mainly over 10 months (expect 50%)
Maintenance	4,125,785	4,136,535		4,136,535	1,732,974	2,403,561	41.89%	Combine Maintenance and Custodial (41.6%)
Custodial	3,408,104	3,421,291		3,421,291	1,413,810	2,007,481	41.32%	
Instructional Pool	1,713,426	1,717,702		1,717,702	833,759	883,944	48.54%	Overage is ATRF (Fully funded) and staff costs
Instructional Pool - Projected		-	495,965	495,965				
Blueberry	3,528,284	3,814,911	-	3,814,911	1,590,247	2,224,664	41.69%	
Brookwood	4,319,746	4,406,449	6,595	4,413,044	1,919,737	2,493,308	43.50%	
École Broxton Park	5,002,064	5,069,409	71,290	5,140,699	2,143,245	2,997,454	41.69%	
Connections for Learning	1,260,887	1,283,247	28,388	1,311,635	523,042	788,593	39.88%	
Duffield	1,980,230	2,167,557	18,845	2,186,402	911,983	1,274,419	41.71%	
Entwistle	1,084,188	1,046,359	(36,239)	1,010,120	467,390	542,730	46.27%	YTD is 1.5% over budget beating plan of 3.5%
Forest Green	1,824,313	1,969,459	6,051	1,975,510	834,310	1,141,200	42.23%	
Graminia	3,215,327	3,398,203	12,906	3,411,109	1,370,014	2,041,095	40.16%	
Greystone Centennial Middle	4,244,028	4,142,990	92,604	4,235,594	1,721,259	2,514,335	40.64%	
High Park	3,046,899	2,989,770		2,989,770	1,226,629	1,763,141	41.03%	
Keephills	595,788	505,248		505,248	224,329	280,919	44.40%	10 month support salaries slightly higher than plan
Memorial Composite High	7,371,546	7,504,571	28,611	7,533,182	3,304,752	4,228,430	43.87%	Combine Memorial Composite & Outreach
Memorial Outreach	656,215	600,776	-	600,776	239,891	360,885	39.93%	(43.6%).
École Meridian Heights	4,865,311	4,615,040		4,615,040	2,044,924	2,570,116	44.31%	10 month support salaries slightly higher than plan
Millgrove	3,603,088	3,524,772	78,958	3,603,730	1,470,969	2,132,761	40.82%	
Muir Lake	2,755,966	2,820,315	47,009	2,867,324	1,214,928	1,652,396	42.37%	
Parkland Village	1,766,632	1,886,066	30,070	1,916,136	801,248	1,114,887	41.82%	
Seba Beach	886,266	809,853	-	809,853	360,168	449,685	44.47%	10 month support salaries slightly higher than plan
Spruce Grove Composite High	6,482,400	6,907,621	180,923	7,088,544	2,886,901	4,201,643	40.73%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	405,242	421,063	3,562	424,625	158,402	266,223	37.30%	(40.5%).
Stony Plain Central	3,103,669	3,312,339	66,118	3,378,457	1,452,347	1,926,110	42.99%	
Tomahawk	1,091,288	1,020,556	87,370	1,107,926	460,884	647,042	41.60%	
Wabamun	1,027,416	1,047,319	7,648	1,054,967	370,697	684,271	35.14%	Certificated costs lower than plan
Woodhaven Middle	3,819,190	3,991,003	(138,257)	3,852,746	1,669,049	2,183,697	43.32%	
Innovation and Teaching	-	-	-	-	13,068	(13,068)		
Resiliency Program	116,521	118,666	-	118,666	90,936	27,730	76.63%	Supported by increased donations and revenue
Real Program	1,557,652	1,481,481	-	1,481,481	695,152	786,330	46.92%	10 month support salaries higher than plan
Alternative Program	1,127,566	813,248	-	813,248	374,296	438,951	46.02%	10 month support salaries higher than plan
Early Education	3,073,104	3,340,050	-	3,340,050	1,327,954	2,012,095	39.76%	Budget supported fully by Program Unit Funding
Total Expenses	101,519,857	103,151,011	1,088,417	104,239,428	44,477,508	59,761,920	42.67%	
Target Percentage							41.67%	

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees 04 November 2014

Expenses by Site - January 31, 2015
Parkland School Division

	Approved Budget Expenditures ¹ 2014-15	Revised Budget Expenditures ² 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Jan 31/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Other Sites								
Capital and Debt Services	4,224,673	4,324,623	-	4,324,623	1,736,259	2,588,364	40.15%	
Infrastructure Maintenance Renewal	1,596,231	3,278,690	-	3,278,690	716,430	2,562,260	21.85%	Project based intermittent payments
School Generated Funds	2,583,269	2,583,269	-	2,583,269	802,945	1,780,324	31.08%	
Government Contributions to ATRF	5,956,942	6,270,451	-	6,270,451	2,814,057	3,456,394	44.88%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	-	-	-	
	14,361,115	16,457,033	-	16,457,033	6,069,691	10,387,342	36.88%	
						-		
Total Expenses	115,880,972	119,608,044	1,088,417	120,696,461	50,547,199	70,149,262	41.88%	

1 Approved by the Board of Trustees, 27 May 2014

2 Approved by the Board of Trustees 04 November 2014



MEMORANDUM

Date: March 03, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Resource: Trustee Kucher-Johnson, Trustee Gilchrist, Trustee Heinrichs
Subject: **EDWIN PARR AWARD**

Recommendation:

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

Background:

In 1964, the Alberta School Trustees' Association established the Edwin Parr Teacher Award to remember the long and meritorious service of past President Edwin Parr. Nominees of the award are selected based on his/her:

- Knowledge of student learning styles
- Skill in utilizing a variety of student evaluation methodologies
- Skill in diagnosing the entry knowledge and/or skill of students for a given set of instructional objectives
- Skill in assisting students to develop a positive self-concept
- Involvement in professional development
- Involvement in extra-curricular and community activities
- Interpersonal skills with students

Edwin Parr nominees are judged with these seven criteria as presented in the teacher evaluation, scholastic history (university marks) and student teaching records.

Our schools were invited to identify a first year teacher to serve as Parkland's nomination to the ASBA's Zone 2/3. Two nominations for outstanding First Year Teacher were received:

Mr. Justin Anderson – Ecole Broxton Park School
Mr. Chris Smith – Tomahawk School

Both individuals will be celebrated at the upcoming Milestones and Merits event.

Administration would be pleased to respond to any questions.



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Scott Johnston, Associate Superintendent
Subject: **SCHOOL CALENDARS – 2015-2016, 2016-2017 and 2017-2018**

Recommendation:

That the Board of Trustees approves the 2015-16 School Calendar and approves in principle the 2016-17 and 2017-18 School Calendar as presented at the Regular Meeting of March 3, 2015.

Background:

Parkland School Division continues to strive to provide students with quality education beginning with access to the appropriate number of instructional days. In addition, the calendars also continue to support school-based professional learning opportunities for staff to focus on Division and school priorities.

In December 2014, the Board of Trustees received as information the proposed calendars for the next three years. The Board had previously approved in principle the calendars for 2015-16, 2016-17 and 2017-18. All three calendars were circulated to stakeholders for feedback. The responses were considered in the development of the proposed calendars.

Each of the calendars for 2015-16, 2016-17 and 2017-18:

- Ensure 184 instructional days so that high schools are able to meet their instructional requirements;
- Provide 11 non-instructional days for professional learning;
- Provide a fall break connected to a weekend;
- Provide students and staff with two weeks of vacation at Christmas and one week vacation at Spring Break.

Administration would be pleased to respond to any questions.

SJ:jlf

PARKLAND SCHOOL DIVISION No70 2015 - 2016 SCHOOL YEAR CALENDAR



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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

NOVEMBER

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

DECEMBER

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

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

M	T	W	T	F
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11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY

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

JUNE

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

Where the world opens up

2015 – 2016 School Year Calendar

2015-2016	Total instructional (students)	Total Non- instructional	Operational (Teachers)
August	0	1	1
September	19	2	21
October	21	0	21
November	17	1	18
December	14	0	14
January	19 ⁹⁰	1	20
February	18	2	20
March	17	1	18
April	19	1	20
May	20	1	21
June	20 ⁹⁴	1	21
Total	184	11	195

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

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

SPECIAL DATES

Monday, August 31, 2015 Division Planning Day
 Tuesday, September 1 & Wednesday, September 2, 2015 Staff planning & development day
 (no students attend)
 Thursday, September 3, 2015 First day of instruction for students
 Monday, September 7, 2015 Labour Day
 Monday, October 12, 2015 Thanksgiving Day
 Wednesday, November 11, 2015 Remembrance Day
 Thursday, November 12, 2015 Fall Break
 Friday, November 13, 2015 Fall Break
 Friday, November 27, 2015 Staff planning & development day
 (no students attend)
 Monday, December 21, 2015 to
 Friday, January 1, 2016 inclusive Christmas Break
 Monday, January 4, 2016 First day back for instruction after Break
 Friday, January 29, 2016 Staff planning & development day
 (no students attend)
 Thursday, February 4 & Friday, February 5, 2016 Teachers' Convention
 Monday, February 15, 2016 Family Day
 Friday March 4, 2016 Staff planning & development day
 (no students attend)
 Friday, March 25 to Friday, April 1, 2016 Spring Break
 Friday, March 25, 2016 Good Friday
 Monday, March 28, 2016 Easter Monday
 Friday, April 22, 2016 Staff planning & development day
 (no students attend)
 Friday, May 20, 2016 Staff planning & development day
 (no students attend)
 Monday, May 23, 2016 Victoria Day
 Tuesday, June 28, 2016 Last day for all Students
 Wednesday, June 29, 2016 Staff planning & development day
 (no students attend)



PARKLAND SCHOOL DIVISION No70 2016 - 2017 SCHOOL YEAR CALENDAR



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

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

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

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

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

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

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

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

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

APRIL				
M	T	W	T	F
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17	18	19	20	21
24	25	26	27	28

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

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

Where the world opens up

2016 – 2017 School Year Calendar

2016-2017	Total instructional (students)	Total Non- instructional	Operational (Teachers)
August	1	2	3
September	21	0	21
October	19	1	20
November	18	1	19
December	16	0	16
January	17 ⁹³	0	17 ⁹⁶
February	16	3	19
March	17	1	18
April	17	1	18
May	21	1	22
June	21 ⁹¹	1	22 ⁹⁹
Total	184	11	195

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

Wednesday, August 31, 2016..... First day of instruction for students
 Thursday, June 29, 2017..... Last day of instruction for students

SPECIAL DATES

Monday, August 29, 2016 Division Planning Day
 Tuesday, August 30, 2016 Staff planning & development day
 (no students attend)
 Wednesday, August 31, 2016 First day of instruction for students
 Monday, September 5, 2016 Labour Day
 Friday, October 7, 2016 Staff planning & development day
 (no students attend)
 Monday, October 10, 2016 Thanksgiving Day
 Friday, November 11, 2016 Remembrance Day
 Monday, November 14, 2016..... Fall Break
 Tuesday, November 15, 2016 Fall Break
 Friday, November 25, 2016 Staff planning & development day
 (no students attend)
 Monday, December 26, 2016 to
 Friday, January 6, 2017 inclusive Christmas Break
 Monday, January 9, 2017..... First day back for instruction after Break
 Wednesday, February 1, 2017 Staff planning & development day
 (no students attend)
 Thursday, February 2 & Friday, February 3, 2017 Teachers' Convention
 Monday, February 20, 2017 Family Day
 Friday, March 3, 2017 Staff planning & development day
 (no students attend)
 Friday, March 24 to Friday, March 31, 2017 Spring Break
 Friday, April 14, 2017 Good Friday
 Monday, April 17, 2017 Easter Monday
 Friday, April 28, 2017 Staff planning & development day
 (no students attend)
 Friday, May 19, 2017..... Staff planning & development day
 (no students attend)
 Monday, May 22, 2017 Victoria Day
 Thursday, June 29, 2017..... Last day for all Students
 Friday, June 30, 2017 Staff planning & development day
 (no students attend)



PARKLAND SCHOOL DIVISION No.70 2017 - 2018 SCHOOL YEAR CALENDAR



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

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

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

OCTOBER				
M	T	W	T	F
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16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER				
M	T	W	T	F
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13	14	15	16	17
20	21	22	23	24
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DECEMBER				
M	T	W	T	F
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JANUARY				
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15	16	17	18	19
22	23	24	25	26
29	30	31		

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

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

APRIL				
M	T	W	T	F
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23	24	25	26	27
30				

MAY				
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14	15	16	17	18
21	22	23	24	25
28	29	30	31	

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

Where the world opens up

2017 – 2018 School Year Calendar

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

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

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

SPECIAL DATES

Wednesday, August 30, 2017 Division Planning Day
 Thursday, August 31 and Friday, September 1, 2017 Staff planning & development day
 (no students attend)
 Monday, September 4, 2017 Labour Day
 Tuesday, September 5, 2017 First day of instruction for students
 Friday, October 6, 2017 Staff planning & development day
 (no students attend)
 Monday, October 9, 2017 Thanksgiving Day
 Friday, November 10, 2017 Staff planning & development day
 (no students attend)
 Monday, November 13, 2017 Fall Break
 Tuesday, November 14, 2017 Fall Break
 Wednesday, November 15, 2017 Fall Break
 Monday, December 25, 2017 to
 Friday, January 5, 2018 inclusive Christmas Break
 Monday, January 8, 2018 First day back for instruction after Break
 Wednesday, January 31, 2018 Staff planning & development day
 (no students attend)
 Thursday, February 1 & Friday, February 2, 2018 Teachers' Convention
 Monday, February 19, 2018 Family Day
 Friday, March 2, 2018 Staff planning & development day
 (no students attend)
 Monday, March 26 to Friday, March 30, 2018 Spring Break
 Friday, March 30, 2018 Good Friday
 Monday, April 2, 2018 Easter Monday
 Friday, May 18, 2018 Staff planning & development day
 (no students attend)
 Monday, May 19, 2018 Victoria Day
 Thursday, June 28, 2018 Last day for all Students
 Friday, June 29, 2018 Staff planning & development day
 (no students attend)





MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: FEES AND ALLOWANCES FOR 2015-2016

Recommendation

That the Board of Trustees prior Resolution 009-2015 from the Regular Meeting of February 3, 2015 be rescinded; and further,

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

Background

Transportation Fees:

In Alberta, Section 51(3) of the *School Act* states that a Board may charge a parent of a student receiving transportation provided by the Board any fee determined by the Board.

Parkland School Division provides student bus services to Kindergarten to Grade 12 students:

- who reside more than 2.4 kilometers from their designated school site (eligible – funded).
- who reside less than 2.4 kilometers and more than 0.9 kilometers from their designated school site provided an urban bus pass is purchased (ineligible – unfunded).

Parkland School Division's practice is that urban ineligible students pay the approved fee to a maximum family rate. If the student does not attend their designated school, a cross attendance fee is implemented. Rural students are charged only the cross boundary fee where applicable. In order to balance the transportation budget, the Board established a transportation surcharge in 2013-2014. No increase in fees is recommended for 2015-2016.

Instructional Material Fees:

In Alberta, Section 60(2) of the *School Act* states that a Board may charge a parent of a student fees with respect to instructional supplies and materials. The fees are charged to support the purchase of instructional resource materials and supplies and rental of textbooks. No increase in fees is recommended.

Non-Resident Tuition Fees:

A resident student is an individual who is entitled to have access to an education program under Section 8 of the *School Act* and who is a resident student as determined under Section 44 of the *School Act*. Fees are charged for non-resident students and are reviewed annually. To align with our administrative procedure 301, we have changed the name in Item 4.6 from Foreign Students Program to International Students. No increase in fees is recommended.

Administration would be pleased to respond to any questions.

CJ:jlf

Administrative Procedure 505 – Appendix A

FEE ALLOWANCES FOR 2015-16

Approved March 3, 2015

	2014-15	2015-16	\$ CHANGE
1.0 TRANSPORTATION SURCHARGE	45	45	0
FOR EACH TRANSPORTED STUDENT			
2.0 TRANSPORTATION FEES FOR INELIGIBLE PASSENGERS			
IN STONY PLAIN, SPRUCE GROVE AND TO THOSE STUDENTS ATTENDING PRIVATE SCHOOLS (Res 043-01)			
2.1 ECS (full day / half time) *	110	110	0
2.2 Grades 1 to 12	220	220	0
2.3 Maximum Rate Per Family	440	440	0
2.4 Cross Attendance Area ECS (full day / half time) *	150	150	0
2.5 Cross Attendance Area Grades 1 to 12	300	300	0
2.6 Cross Attendance Area (max. per family)	600	600	0
2.7 Private School Grades ECS (full day / half time) *	150	150	0
2.8 Private School Grades 1 to 12	300	300	0
2.9 Private School (max. per family)	600	600	0
* Week 1(Mon,Wed,Fri) / Week 2 (Tues,Thurs)			
3.0 INSTRUCTIONAL MATERIAL FEES (IMF)			
3.1 ECS	57	57	0
3.2 Elementary (Grades 1 to 6)	57	57	0
3.3 Junior High (Grades 7 to 9)	77	77	0
3.4 Senior High (Grades 10 to 12)	121	121	0
3.5 Maximum Per Family (Excluding ECS)	280	280	0
3.6 Summer School	At Cost	At Cost	0
4.0 NON-RESIDENT TUITION FEES			
4.1 Mild Disability/Disorder	12,329	13,277	948
4.2 Moderate Disability/Disorder	13,766	14,829	1,063
4.3 Severe Disability/Disorder	23,967	25,842	1,875
4.4 Complex/Profound Disability/Disorder	33,571	36,215	2,644
4.5 English Language Learners	12,329	13,277	948
4.6 International Students	11,250	11,250	0

Reference: Section 16, 51, 60, 61, 113, School Act
Revised March 2015



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds – Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: Financial Reporting Profile 2008-2009 to 2013-2014

Recommendation

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

CJ:jlf

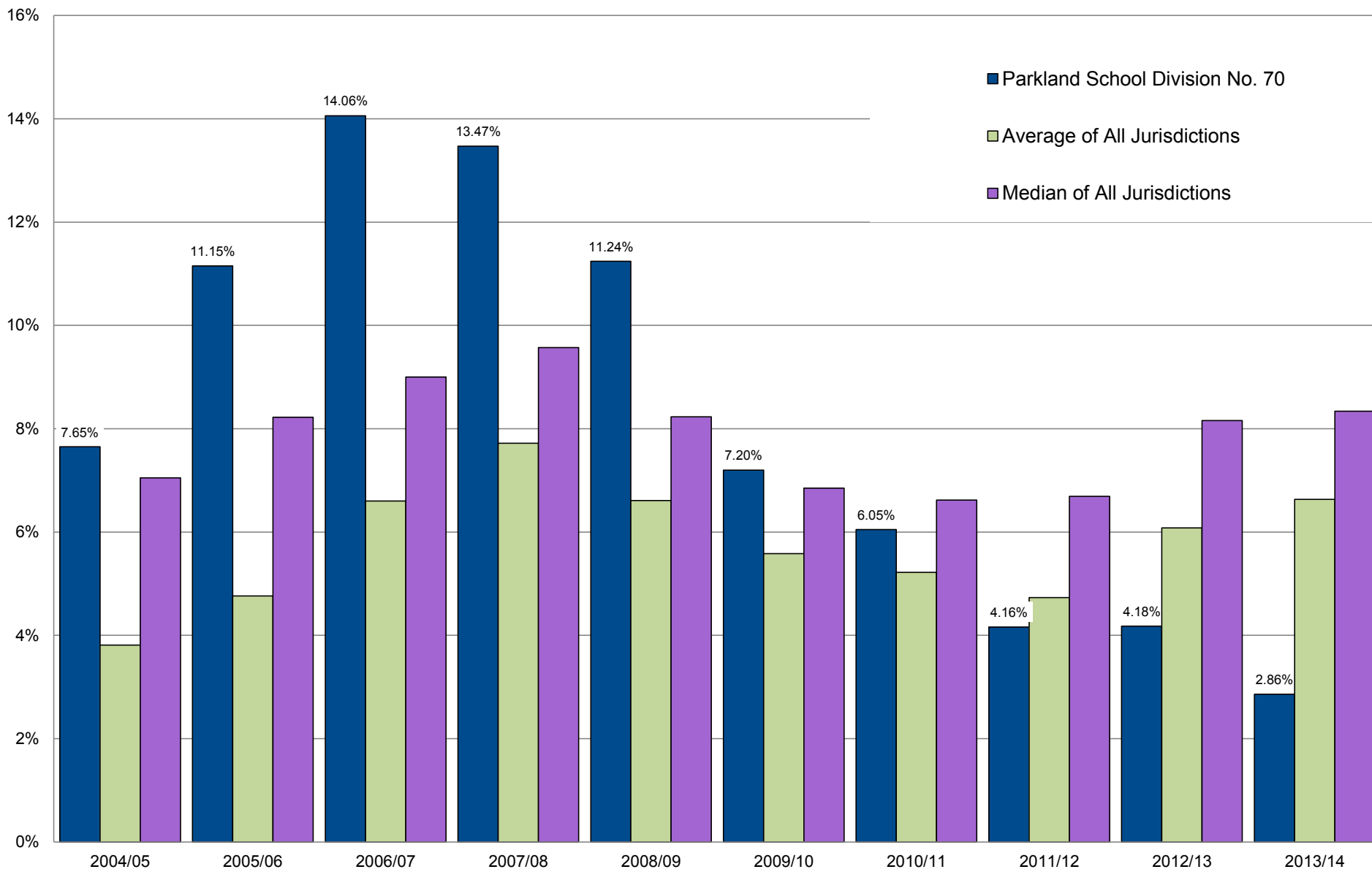
2305 Parkland School Division No. 70
FINANCIAL REPORTING PROFILE
2008/2009 to 2013/2014 School Years

	2008/2009 Actuals	2009/2010 Actuals	2010/2011 Actuals	2011/2012 Actuals	2012/2013 Actuals*	2013/2014 Actuals*
TOTAL FTE ENROLLED (K - 12)	8,990	9,055	9,069	9,404	9,396	9,595
ANNUAL OPERATIONS						
Total Revenues	\$92,660,367	\$93,855,185	\$99,970,426	\$110,388,872	\$113,759,959	\$115,895,613
Total Expenses	\$93,454,391	\$97,458,236	\$100,296,604	\$112,851,045	\$113,850,145	\$116,084,589
Excess (Deficiency) of Revenues over Expenses	(\$794,024)	(\$3,603,051)	(\$326,178)	(\$2,462,173)	(\$90,187)	(\$188,975)
Add (Deduct) Board-funded Capital & Unsupported Debt Transactions	(\$588,208)	\$109,409	(\$624,076)	\$1,095,636	\$152,823	(\$1,254,765)
Net Change to A.O.S. (A.O.D.) / A.S.O. (A.D.O.)	(\$1,382,232)	(\$3,493,642)	(\$950,254)	(\$1,366,537)	\$62,636	(\$1,443,741)
ACCUMULATED OPERATING SURPLUS (DEFICIT) A.O.S. (A.O.D.); *ADJUSTED ACCUMULATED SURPLUS (DEFICIT) FROM OPERATIONS A.S.O. (A.D.O.); AND CAPITAL RESERVES (Note 1)						
A.O.S. (A.O.D.) & *Adjusted A.S.O. (A.D.O.)	\$10,508,680	\$7,015,038	\$6,064,784	\$4,698,247	\$4,760,883	\$3,317,143
A.O.S. (A.O.D.) / *Adjusted A.S.O. (A.D.O.) To Expenses Ratio:						
2305 Parkland School Division No. 70	11.24%	7.20%	6.05%	4.16%	4.18%	2.86%
Average of All Jurisdictions	6.61%	5.58%	5.22%	4.73%	6.08%	6.63%
Median of All Jurisdictions	8.23%	6.85%	6.62%	6.69%	8.16%	8.34%
Average of Jurisdictions having Comparable FTE Enrolment Size	6.55%	5.72%	4.37%	2.84%	5.79%	5.74%
Median of Jurisdictions having Comparable FTE Enrolment Size	7.52%	6.71%	6.45%	4.16%	4.48%	5.47%
A.O.S. (A.O.D.) / *Adjusted A.S.O. (A.D.O.) Per Student:						
2305 Parkland School Division No. 70	\$1,169	\$775	\$669	\$500	\$507	\$346
Average of All Jurisdictions	\$690	\$612	\$592	\$573	\$733	\$798
Average of Jurisdictions having Comparable FTE Enrolment Size	\$665	\$601	\$473	\$329	\$675	\$670
A.O.S. (A.O.D.) / *Adjusted A.S.O. (A.D.O.) - Days of Operation (Note 1):						
2305 Parkland School Division No. 70	28.11	17.99	15.12	10.41	10.45	7.14
Average of All Jurisdictions	16.35	13.94	13.06	11.82	15.21	16.58
Average of Jurisdictions having Comparable FTE Enrolment Size	16.37	14.30	10.93	7.09	14.47	14.35
Capital Reserves	\$2,740,617	\$2,851,121	\$3,412,343	\$2,925,671	\$3,197,222	\$4,559,151
Capital Reserves Per Student:						
2305 Parkland School Division No. 70	\$305	\$315	\$376	\$311	\$340	\$475
Average of All Jurisdictions	\$186	\$181	\$216	\$274	\$242	\$256
Average of Jurisdictions having Comparable FTE Enrolment Size	\$168	\$97	\$101	\$93	\$95	\$120
LIQUIDITY						
Current Ratio; *Adjusted Net Financial Assets (Deficit) Ratio (Note 2):						
2305 Parkland School Division No. 70	3.19	3.43	3.01	2.02	2.62	2.92
Average of All Jurisdictions	1.50	1.50	1.61	1.56	1.77	1.76
Average of Jurisdictions having Comparable FTE Enrolment Size	1.60	1.73	1.60	1.39	1.79	1.80
Net Working Capital; *Adjusted NFA per Student (Note3):						
2305 Parkland School Division No. 70	\$1,408	\$1,090	\$1,045	\$791	\$935	\$925
Average of All Jurisdictions	\$790	\$622	\$617	\$628	\$926	\$1,011
Average of Jurisdictions having Comparable FTE Enrolment Size	\$767	\$690	\$523	\$384	\$777	\$806
CAPITAL ASSETS						
Schools and Other Buildings - NBV to Historical Cost:						
2305 Parkland School Division No. 70	52.21%	65.95%	63.59%	59.95%	57.82%	59.77%
Average of All Jurisdictions	53.28%	57.82%	57.91%	58.33%	56.60%	56.38%
Average of Jurisdictions having Comparable FTE Enrolment Size	53.49%	57.94%	56.51%	54.70%	52.83%	58.56%
Equipment & Vehicles - NBV to Historical Cost:						
2305 Parkland School Division No. 70	45.12%	43.77%	38.19%	31.67%	27.53%	21.68%
Average of All Jurisdictions	29.42%	32.46%	31.30%	31.15%	29.26%	28.17%
Average of Jurisdictions having Comparable FTE Enrolment Size	40.66%	25.65%	24.09%	27.10%	24.63%	26.88%

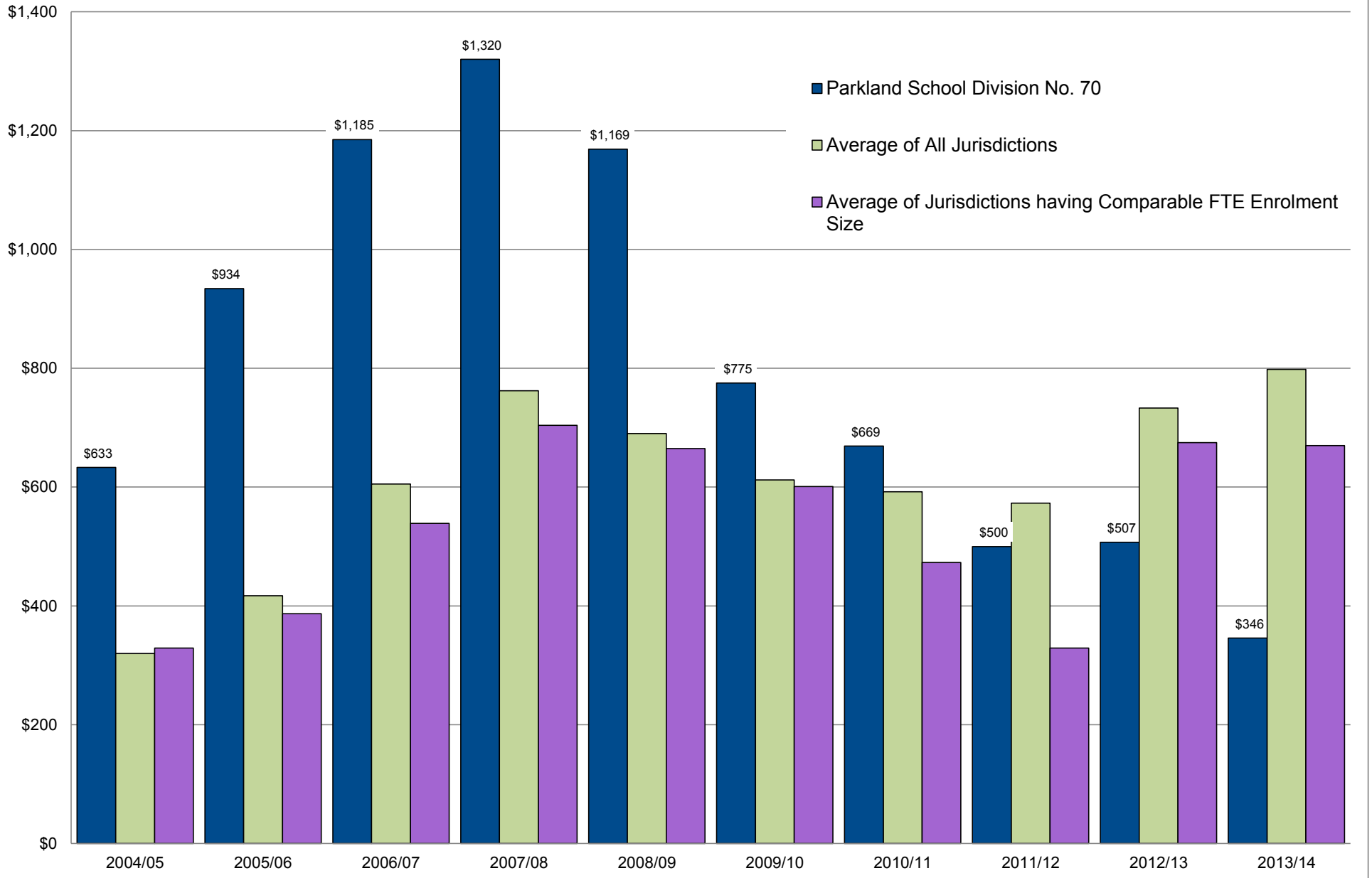
Notes: The conversion in reporting standards from Accounting Standards for Not-for-Profit Organizations (ASNPO) to Public Sector Accounting Standards (PSAS) necessitates certain modifications as to how the following measures are calculated commencing 2012/2013.

- ASNPO:** A.O.S. - Days of Operation = A.O.S. / (Total Expenses / 250 Operating Days)
***PSAS:** A.S.O. - Days of Operation = A.S.O. (adjusted for SGF) / (Total Expenses / 250 Operating Days)
- ASNPO:** Current Ratio (Expressed as a value) = Current Assets / (Current Liabilities net of current portion of supported L/T Debt).
***PSAS:** Adjusted Net Financial Assets (Debt) Ratio = Financial Assets / (Liabilities - Expended Deferred Capital Revenue)
- Net Working Capital per Student = (Current Assets - Current Liabilities net of current portion of supported L/T debt) / Total FTE Enrolled.**
***PSAS:** Adjusted Net Financial Assets = Financial Assets - (Liabilities - Expended Deferred Capital Revenue)

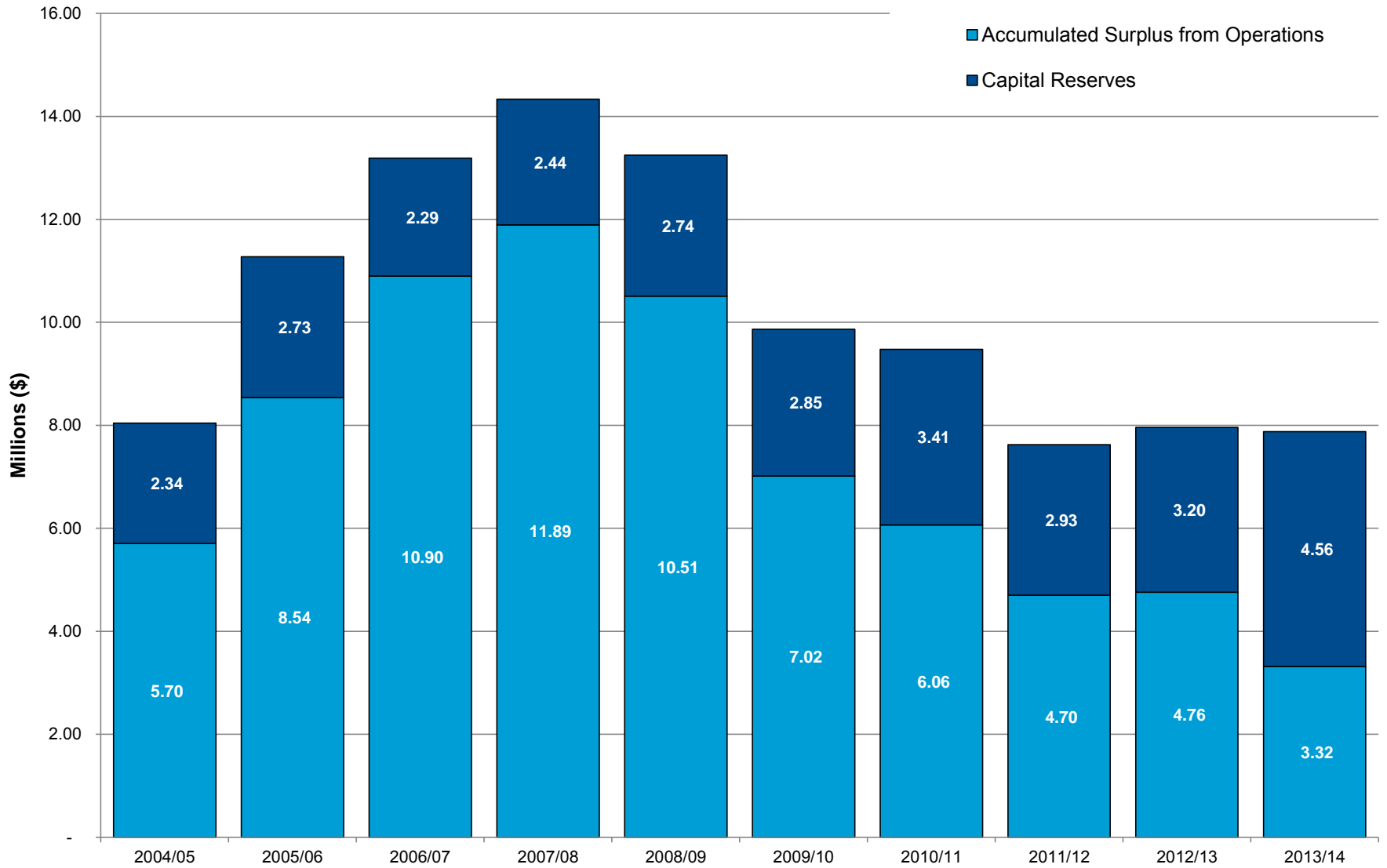
Accumulated Surplus from Operations (ASO) to Expenses Ratio Excludes School Generated Funds (SGF)



Accumulated Surplus from Operations (ASO) per Student Excludes School Generated Funds (SGF)



Financial Health of Parkland School Division No. 70
 Excludes School Generated Funds (SGF) (in millions)





MEMORANDUM

Date: March 3, 2015

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Kelly Wilkins, Deputy Superintendent

Resource: Serge LaBrie, Director Facilities

Subject: **2014-2015 INFRASTRUCTURE MAINTENANCE RENEWAL (IMR)
EXPENDITURE REPORT**

Recommendation

That the Board of Trustees receives as information the 2014-2015 Infrastructure Maintenance Renewal (IMR) Expenditure Report as presented at the Regular Meeting of March 03, 2015.

Background

See attached report.

Administration would be pleased to respond to any questions.

KW:bms



Infrastructure Maintenance Renewal Expenditure Report

MARCH 2015

Presented to Board of Trustees, March 3, 2015

Kelly Wilkins, Deputy Superintendent

Resource: Serge LaBrie, Director Facilities

The allocation of Infrastructure Maintenance Renewal (IMR) funds for Parkland School Division in 2014-15 was originally announced at \$1,661,416 and later revised to \$3,278,690 (with a one-time increase). We have a carry forward from the 2013-2014 program year of \$74,648 giving a balance of \$3,353,338.

Our average standard allocation over the last 3 years has been \$1,478,089.

IMR funding is designated to cover the replacement or modernization of operating elements in schools.

The Facilities Department has been working on a planned approach to upgrading and replacing systems in our schools for several years. Some examples of these are:

- Gym floors – 2 gym floors sanded and re-painted per year
 - Most gym floors have been completed. We estimate that this project will be near completion by 2016-17.
- Water filtration system replacement
 - This project will be completed with Graminia this year. We have replaced all of the rural water filtration systems in the last 3 years.
- Security systems
 - The upgrade to our security systems was planned to have been done over several years.
 - Our existing security system failed and all of our systems required immediate replacement.
 - The new security system is in place and meets current code requirements.
- Roof systems
 - We have been systematically replacing 3 major roof systems per year.
 - This approach has let us be more proactive and less reactive with leaks and floods.
- Boiler replacements
 - We will begin to replace old antiquated boilers with new high efficiency systems. We estimate that a boiler replacement cost averages between \$120,000 and \$160,000. It is recommended that we replace one boiler system per year for the next 8-10 years.

The process that is used to establish our annual IMR project list is to review the school audits for high need items. Next, we consider standing maintenance/renewal programs such as roofing, security upgrades, fire alarm upgrades, intercoms and door hardware. Consultation with maintenance staff identifies system components failures. Finally we look at the wish lists of our site administrators. Based on the above criteria we determine a suitable and equitable priority list of work to be completed for the year.

2014-2015 Completed IMR Projects

<u>Facility</u>	<u>Work Summary</u>	<u>Cost</u>
Blueberry	Security system upgrades	13,005
Brookwood	Fence repairs	2,985
École Broxton Park	Re-pave parking lot	85,000
École Broxton Park	Replace roof drains	7,315
École Broxton Park	Security system upgrades	10,326
Duffield	Roof repairs	5,334
Duffield	Replace water filtration system	11,938
Entwistle	Security system upgrades	8,271
Forest Green	Security system upgrades	8,992
Graminia	Replace grinding pumps	11,156
Greystone	Security system upgrades	14,163
High Park	Security system upgrades	9,093
Keephills	Security system upgrades	7,518
Memorial Composite	Mechanical equipment repairs	6,351
Meridian Heights	Replace ceiling mounted basketball hoops	20,041
Muir Lake	Security system upgrades	8,992
Muir Lake	Library Commons renovation	25,000
Parkland Village	Replace hallway flooring	19,024
Parkland Village	Security system upgrades	12,954
Parkland Village	Heating system migration	24,384
Parkland Village	Library renovation	10,738
Seba Beach	Security system upgrades	8,271
SGCHS	Mechanical equipment repairs	10,749
SGCHS	Window tinting	19,088
Stony Plain Central	Reroof central section	135,559
Stony Plain Central	Reroof west section	41,910
Tomahawk	Security system upgrades	8,271
Tomahawk	Reroof south section	193,040
Wabamun	Replace gym floor	27,158
Wabamun	Security system upgrades	8,271
Woodhaven	Roof repairs	16,510
Woodhaven	Security system upgrades	10,210

Total Amount: \$ 801, 617

2014-2015 Work in Progress

<u>Facility</u>	<u>Work Summary</u>	<u>Estimate/Cost</u>
Blueberry	Roof repairs	17,000
Brookwood	Mechanical equipment repairs	3,000
Brookwood	Security system upgrades	9,200
École Broxton Park	Air handling unit repairs	4,000
Duffield	Security system upgrades	8,100
Duffield	Locker replacements	12,000
Entwistle	Locker replacements	10,000
Graminia	Security system upgrades	8,850
Greystone	Install lockers	20,000

High Park	Replace dimmer panel	4,000
Memorial Composite	Security system upgrades	9,640
Memorial Composite	Replace VFD (controls air handling units)	11,000
Memorial Composite	Repair school sign	5,200
Meridian Heights	Security system upgrades	7,400
Millgrove	Security system upgrades	8,950
Muir Lake	Repair landscaping	20,000
Muir Lake	Replace school sign	40,000
Parkland Village	Sand and refinish gym floor	18,000
SGCHS	Repair elevator	80,000
SGCHS	Security system upgrades	9,640
SPC	Security system upgrades	7,400
SPC	Foods lab renovation	30,000
SPC	Art room renovation	15,000
SPC	Sand and refinish gym floor	28,000
Wabamun	Replace failed sections of roof	125,000
Woodhaven	Sand and refinish gym floor	34,000
Woodhaven	Replace handicap door opener	2,200

Total Amount: \$ 547,580

Total Amount Committed: \$ 1,349,197

Remaining IMR funding: \$ 2,004,141

2014-2015 Projects to be considered

<u>Facility</u>	<u>Work Summary</u>	<u>Estimate/Cost</u>
Blueberry	Replace boilers	200,000
École Broxton Park	Renovate one set of washrooms	100,000
École Broxton Park	Create new administration office	6,000
École Broxton Park	Replace hallway ceilings	70,000
Brookwood	Rebuild front entrance vestibule	40,000
Brookwood	Create 2 new classrooms (Music room and Stage)	10,000
Duffield	Replace flooring in music room	12,000
Forest Green	Upgrade lighting in main foyer	5,000
Graminia	Add camera system	12,000
Graminia	Reroof west section	150,000
Graminia	Replace fire alarm system	110,000
Keephills	Roofing	250,000**
Keephills	Replace fire alarm system	70,000**
Millgrove	Expand parking lot	550,000
Muir Lake	Add camera system	12,000
Muir Lake	Upgrade outside lighting	25,000
Muir Lake	Insulate north side of building	30,000
Muir Lake	Reroof north section	6,000
Parkland Village	Add camera system	12,000
Seba Beach	Replace fire alarm system	110,000
SGCHS	Replace countertops throughout school	20,000
SGCHS	Replace rooftop air handling unit	200,000
SGCHS	Renovate cosmetology lab	100,000

Stony Plain Central	Reroof east section	150,000
Stony Plain Central	Rebuild main east and west entrances	300,000
Stony Plain Central	Replace PA system	25,000
Stony Plain Central	Add emergency access and parking space	250,000
Stony Plain Central	Renovate library and add classroom space	100,000
Woodhaven	Computer lab renovation	20,000
Woodhaven	Create new classroom in foods lab	20,000
Woodhaven	Renovate science room	30,000

Costs of projects to be considered: \$ 2,995,000

The total cost of the projects to be considered exceeds the available remaining IMR funds. Further investigation, prioritization and discussion will determine which projects will be completed and which ones will be deferred.

** Pending the outcome of the Board's decision on the Keephills School closure – April 8, 2015.



MEMORANDUM

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

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of February 17, 2015 as presented at the Regular Meeting of March 3, 2015.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, FEBRUARY 17, 2015.**

ATTENDANCE:

Eric Cameron, Board Chair
Richard Gilchrist, Trustee
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Dorcas Kilduff, Trustee
Elsie Kinsey, Trustee
Tim Monds, Superintendent
Kelly Wilkins, Deputy Superintendent
Claire Jonsson, Associate Superintendent
Dianne McConnell, Associate Superintendent
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Strategic Planning & Communication
Jo-Ann Fowlie, Recording Secretary

REGRETS:

Kathleen Linder, Vice-Chair

1. Call to Order

Chair Cameron called meeting to order 12:10 pm.

1.1. Changes to the Agenda

9. Update on the Spruce Grove School No. 1

1.2. Approval of the Agenda

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

CARRIED

2. Guest – MLA Ken Lemke

Mr. Lemke commented on the tough economic times and the growth in population in the province of Alberta. He gave a brief history of the debt situation in the province and shared the Premier's long term goals/plan. Mr. Lemke informed the committee that more concrete information will become available once the provincial budget is released in March 2015. Discussions ensued.

Board Chair called a recess at 12:50 pm

Trustee Gilchrist left the meeting at 12:50 pm

Meeting resumed at 12:55 pm

InCamera

Res 016-2015 **MOVED** by Trustee Kilduff to move to incamera at 1:00 pm

CARRIED

Res 017-2015 **MOVED** by Trustee Kinsey to come out of incamera at 1:20 pm

CARRIED

Trustee Gilchrist returned to the meeting at 1:20 pm

3. Information Session – Keephills School

Tim Monds reviewed the Keephills information binders and supporting documentation.

*Trustee Kinsey left the meeting at 2:00 pm
Board Chair called a recess at 2:45 pm
Meeting resumed at 2:53 pm*

4. School Fees

Tim Monds discussed the proposed regulations on school fees. He indicated that ASBA would be providing inservice to Boards, and the intent of the regulations is to consult with community when establishing new fees. He explained schools are in the process of preparing information for the next school year. Administration will bring the fee schedule forward for approval at the March 3, 2015 Regular Board Meeting. Discussed ensued.

5. PD for Trustees – Audit Committee

Dorcas Kilduff shared information she has received and asked for feedback or possible PD sessions ASBA Zone 2 should offer to support Audit Committee members. Discussions ensued.

6. PD for Trustees – Labour Negotiations

Dorcas Kilduff asked for Trustee feedback on the type of PD sessions ASBA Zone 2 should offer related to labour negotiations. Discussions ensued.

7. Alberta School Council Association – Proposed Resolutions

Richard Gilchrist reviewed the recommendations with the committee and noted that there are resolutions currently being discussed including the studies and safety concerns of WiFi.

8. Advocacy Committee

Richard Gilchrist provided an update from the Advocacy Committee. Recommendations will be brought forward to a Regular Board Meeting. Discussions ensued.

9. Public School Boards' Association of Alberta

Eric Cameron inquired about policy or administrative procedures PSD has in place for workplace investigations. Kelly Wilkins shared that Human Resources is currently working towards implementing an Employee Handbook that states PSD procedures and practices.

InCamera

Res 018-2015 **MOVED** by Trustee Heinrichs to move to incamera at 3:48 pm

CARRIED

Res 019-2015 **MOVED** by Trustee Kilduff to come out of incamera at 3:50 pm

CARRIED

10. Update on Spruce Grove School No. 1

Tim Monds reported that Parkland School Division has been informed that the new school is scheduled to open Sept 2016. We will work with Alberta Infrastructure throughout the construction phase. We will be moving ahead with the process for naming the school and for recruiting the Principal to commence duties August 2015.

11. ADJOURNMENT

Chair Cameron adjourned the meeting at 4:03 p.m.

NEXT MEETING – Tuesday, March 17, 2015 at 12:30 p.m.



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Kelly Wilkins, Deputy Superintendent
Subject: **Student Advisory Committee (SAC)**

Recommendation

That the Board of Trustees receives as information the Student Advisory Committee (SAC) minutes of February 17, 2015 as presented at the Regular Meeting of March 3, 2015.

KW:ds



**MINUTES OF THE STUDENT ADVISORY COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON TUESDAY, 17 FEBRUARY 2015.**

ATTENDANCE:

Student Representatives:

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

Trustees

Eric Cameron, Chair

Ron Heinrichs, Trustee

Elsie Kinsey, Trustee

Sally Kucher-Johnson, Trustee

Senior Executive

Tim Monds, Superintendent

Kelly Wilkins, Deputy Superintendent

Scott Johnston, Associate Superintendent

Dianne McConnell, Associate Superintendent

Darlene Smith, Recording Secretary

REGRETS:

Kathleen Linder, Vice Chair

Richard Gilchrist, Trustee

Dorcas Kilduff, Trustee

Claire Jonsson, Associate Superintendent

CALL TO ORDER

The meeting was called to order by Committee Co-Chair Sally Kucher-Johnson at 9:05 am.

WELCOME & INTRODUCTIONS

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

Co-Chair Kucher-Johnson welcomed everyone to the Student Advisory Committee followed by introductions of Trustees.

TEAM BUILDING

Communication building exercise - In pairs, one student described a picture he/she was given to his/her partner who in turn had to draw the picture based on the partner's description. Upon completion, students shared what was hard about the exercise, what was easy and what they would do differently.

SHARING GREAT IDEAS – Associate Superintendent Scott Johnston

Based on the "great ideas to improve school culture" students provided at the November 13, 2015 SAC meeting, the top 5 ideas (below) were put into a summary survey where students will provide further input.

- More time for extracurricular activities, so students interact with each other more. We should encourage people to be positive and be involved more. Students should not feel that they're not good at what they're doing.
- Teachers must connect with each individual student. Everyone has their own strengths, weaknesses and things that inspire them. Teachers need to know what these are.

- We need open minded teachers and parents who listen to the individual opinions and ideas of the students.
- Let students have the freedom to learn extra topics (separate from curriculum). This means students can learn what they want, such as new sports and arts, while still learning what they need to learn.
- Have different ways of learning, different ways to write a “test” (verbal, writing, etc.) so we can show our true understanding. Have different ways to do questions and to have a more fun way of learning instead of just facts.

The SCAMPER (Substitute, Combine, Adapt, Modify, Put to another use, Eliminate, Reverse) method is a powerful creativity technique to generate ideas. Based on the notion that everything new is a modification of something that already exists; students were asked to think about these elements when reflecting on how they can “own” their great ideas, how they can be part of the change and what they will do to make the change happen.

WELLNESS, INCLUSION AND ASSURANCE – Youth Resiliency Coordinator Felicia Ochs

Ms. Ochs shared PlayExchange videos where students/organizations/partnerships entered a contest to promote active living across the country. Students were given an exchange challenge – to submit the best idea for creating a healthy school community. Their challenge must address a REAL health challenge in their school community, must be cost effective and must have the potential to be prototyped, so other schools within the division could implement the challenge.

8 THINGS TO LOOK FOR IN TODAY’S CLASSROOMS

Students had the opportunity to review George Couros’ (Division Principal, Innovative Teaching and Learning) graphic of *8 Things to Look for in Today’s Classroom*. In groups, students had conversations about the 8 elements, shared examples if they were evident in their schools and offered suggestions of things that PSD schools should be doing that currently aren’t being done.

HIGH SCHOOL “EXPERTS”

At the next Student Advisory Committee meeting, a panel of high school students will respond to questions students may have about entering high school. Students were asked to think about the following two questions prior to the March 17, 2015 meeting.

- What do you believe or think you know about high school?
- What are your biggest questions about entering high school?

7th ANNUAL SPEAK OUT CONFERENCE – April 17-19, 2015

Students were informed about the upcoming Speak Out Conference, April 17-19 at the Westin Hotel in Edmonton.

ADJOURNMENT

The meeting was adjourned at 11:30 am.



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds - Superintendent
Subject: **Teacher Board Advisory Committee (TBAC)**

Recommendation

That the Board of Trustees receives as information the unadopted Teacher Board Advisory Committee (TBAC) minutes of February 17, 2015 as presented at the Regular Meeting of March 3, 2015.

TM:ds



MINUTES OF THE TEACHER/BOARD ADVISORY COMMITTEE MEETING HELD AT CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON TUESDAY, FEBRUARY 17, 2015.

ATTENDANCE:

Eric Cameron, Board Chair, Parkland School Division
Ron Heinrichs, Trustee, Parkland School Division No. 70
Sally Kucher-Johnson, Trustee, Parkland School Division No. 70
Tim Monds, Superintendent, Parkland School Division No. 70
Claire Jonsson, Associate Superintendent, Parkland School Division No. 70
Gary Hanna, President, Parkland Teachers' Local 10
Jenny Calado, Parkland Teachers' Local 10
Shawn Ram, Parkland Teachers' Local 10
Scott Onuczko, Parkland Teachers' Local 10
Darlene Smith, Recording Secretary

REGRETS:

Shauna Fleming, Parkland Teachers' Local 10

1 CALL TO ORDER

Committee Chair, Trustee Ron Heinrichs, called meeting to order 4:20 p.m.

1.1 Addition/Amendments to the Agenda

Move Item 2.1 - Wellness under Discussion Items
Remove Item 1.3 Appointing of Committee Chair

1.2 Approve Minutes of November 13, 2014 Meeting

MOVED by Eric Cameron to accept minutes of November 13, 2014 Teacher/Board Advisory Committee. Seconded by Ron Heinrich.
CARRIED

2. UPDATES FROM DIVISION OFFICE

There were no updates.

3. UPDATES FROM ATA

There were no updates.

4. DISCUSSION ITEMS

4.1 Wellness – Guests Scott Johnston & Felicia Ochs

PSD wants to expand the priority “Student Success and Well Being” to include staff and work toward providing resources and opportunities to ensure their wellness, both physically and mentally. Discussion was had on messaging all staff to promote healthy school cultures.

4.2 Sharing of Data on Classroom Composition – Guest Associate Superintendent Dianne McConnell

Dianne McConnell clarified the classroom profile tool, its implementation and purpose. When asked for feedback, teachers indicated that they were very excited about it as it was a great tool to understand the dynamics in individual classrooms. School administrators confirmed their support and have encouraged

teachers to utilize it. The majority of schools are using data at the classroom level. Further sharing of the data provided from the tool has yet to be determined.

4.3 Hiring Policy for New Teacher Employees – Guest Shae Abba, Director Human Resources

Shae Abba provided clarification on various types of contracts.

Temporary Contract – teacher backfilling for someone who will be absent from his/her duties but will return to their position, usually a set duration.

Probationary Contract – applies to teachers new to the Division and is usually for a period of one year. After 2 evaluations, the principal makes his/her recommendation to the Division regarding a Continuing Contract.

Continuing Contract – a teacher who has passed probation and is offered a contract that does not have an end date.

4.4 Teacher Transfers and Movement – Guest Shae Abba, Director Human Resources

Teachers who wish to change schools are required to apply for a posted position at another school. Following Administrative Procedure 426, an Administrative Transfer may be initiated by a Principal. Human Resources assists with teacher placements within the Administrative Transfer process. Shae Abba indicated that she meets with every teacher recommended for an Administrative Transfer and encourages and welcomes teachers to come and talk to her if they have any concerns or questions.

5. ITEMS FOR FUTURE AGENDA

- No items brought forward

ADJOURNMENT

Meeting was adjourned 5:10 p.m.

Next Meeting: June 16, 2015 PSD will host year-end dinner meeting. Location TBD.



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Subject: **Advocacy Committee**

Recommendation

That the Board of Trustees receives as information the Advocacy Committee minutes of February 9, 2015 as presented at the Regular Meeting of March 3, 2015.

TM:ds



MINUTES OF THE ADVOCACY COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON TUESDAY, FEBRUARY 9, 2015.

ATTENDANCE:

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

Trustee Gilchrist called the meeting to order 1:05 p.m.

DISCUSSION ITEMS:

Meetings with Local MLAs

Richard Gilchrist indicated that with the resignation of MLA Doug Horner and the uncertainty of when an election will be called, that PSD postpone the idea of meeting with MLAs until later in the year. Ken Lemke indicated his interest in meeting on a more regular basis with PSD and MLAs but wasn't sure how easy it would be to coordinate schedules.

Defining the Messaging – Reserves

- Discussion was had about PSD getting messaging out defining the meaning of “reserves”. PSD no longer has reserves to bolster its budget. A “Let’s Talk Reserves” brief could be created showing how over the last 5 years, PSD used its reserves as directed by the government. The brief should be in layman’s terms so it is easily understood. Another brief could also include the Board’s position on Inspiring Education.
- Make a “Let’s Talk Reserves” presentation at the Stony Plain and Spruce Grove Chambers of Commerce meetings.
- Messaging should also be presented to Spruce Grove, Stony Plain and Parkland County municipalities at a meeting where PSD controls the agenda – perhaps in mid-March, early April. Each group would be invited to speak about their jurisdiction’s challenges. PSD should share the changes in governance for school boards in the new education act (requirement to consult and engage communities and natural person powers).

Alberta School Councils Association Conference & AGM – April 24-26, 2015

Brief discussion was had around the two proposed issue resolutions: Provincial Dual Credit Strategy and Wireless Technology Safety in Alberta Public Schools. At next PSD Tomorrow meeting, the Board should review resolutions and determine which Trustees will be attending the conference / AGM.

Action Items:

- Advocacy Committee to recommend to the Board that messaging regarding reserves be created and put in the Reporter/Examiner as well as presented to the Chamber of Commerce and 3 municipalities.
- Provide Trustees with the electronic list of stakeholders currently on file with the expectation to further develop the list.

Meeting adjourned 2:00 p.m.

Next meeting: To be determined.



MEMORANDUM

Date: March 3, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **FEES REPORT**

Recommendation

That the Board of Trustees receives as information the Fees Report as presented at the Regular Meeting of March 3, 2015.

Background

The attached report is provided in response to the request for information on Fees at the February 3, 2015 Regular Board Meeting.

Administration would be pleased to respond to any questions.



Parkland School Division Fees Report

March, 2015

*Presented to Board of Trustees, March 3, 2015
Claire Jonsson, Associate Superintendent*

Background:

Parkland School Division Administrative Procedure 505 outlines current procedures regarding fee charges and is attached for your reference.

This report provides a summary of instructional fee revenue by category for each school for the year ended August 31, 2014 as well as the current year to date, September 1, 2014 – January 31, 2015.

Fee Revenue by Category

Instructional Material Fees (IMF):

The Board determines annually, the amount of Instructional Material Fees that are charged to every student in Parkland School Division. Instructional Material Fees are charged to support the purchase of instructional resource materials, supplies and rental of textbooks.

Instructional Material Fees are considered part of the general revenue of the Division.

School Fees:

The school fee schedule is set annually by the Superintendent and provides maximum amounts schools can charge for common items such as agendas and memory books. Caps are also set on supplementary fees for complementary courses, Career and Technology Studies (CTS), option courses and field trips. At the commencement of each school year, schools must provide school councils and parents with a list of field trips planned for the year, along with the identified costs for same. Trips are to be charged on a cost recovery basis only. All fees charged by the school are listed on the school's public website. School fees are considered part of the school budget and are classified as either Course Material Fees or Other Student Fees

A. Schools Fees – Course Material Fees (CMF):

School Based Course Material Fees are student fees that consist of complementary courses, options and common items of an instructional nature. Supplementary fees collected for Credit Enrolment Unit (CEU) related activities are classified as Course Material Fees and are considered part of the general revenue of the Division.

B. Other Students Fees (non-instructional) – School Generated Funds (SGF)

Student fees are collected and disbursed for the benefit of individual students. Non-instructional fees may be charged for field trips, graduation, clubs, art groups, yearbook, student pictures, locker rentals, student agendas, student union, teams, uniforms, etc. Other Student fees are considered revenue within School Generated Funds.

Fee Summary - As at August 31, 2014
Revenues

	Instructional Material Fees IMF	Course Material Fees CMF	Other Student Fees SGF	Fees - Instruction TOTAL
Blueberry School	31,775	22,574	49,464	103,812
Brookwood School	30,643	52,468	4,953	88,064
École Broxton Park	48,620	66,156	31,302	146,078
Duffield	16,398	23,928	25,331	65,656
Entwistle	7,089	4,000	5,362	16,450
Forest Green	13,004	19,520	7,290	39,814
Graminia	31,229	63,989	40,971	136,190
High Park	27,736	64,772	37,597	130,106
Keephills	3,254	1,140	1,183	5,577
Memorial Comp	129,109	125,004	28,743	282,856
MC - Outreach	766	16	0	782
École Meridian Heights	39,614	64,687	65,860	170,160
Millgrove	31,032	45,778	10,727	87,537
Muir Lake	28,053	38,048	49,555	115,656
Parkland Village	9,081	10,083	1,587	20,752
Seba Beach	4,877	11,266	3,909	20,051
Spruce Composite	102,725	84,322	52,484	239,531
SG - Outreach	0	6,850	0	6,850
Stony Central	27,701	66,352	96,440	190,493
Tomahawk	6,258	15,777	12,559	34,594
Wabamun	6,645	5,370	2,741	14,756
Woodhaven	34,668	80,588	62,523	177,779
Early Education	0	14,850	0	14,850
Greystone Centennial	38,177	42,926	111,828	192,932
Connections for Learning	6,679	2,416	1,690	10,785
Instructional Pool	(9,126)	0	0	(9,126)
Total Fee Revenue	666,007	932,879	704,099	2,302,984

Audited Financial Statement - For the year ended August 31, 2014

Note 12, page 21

Instructional Material Fees	666,007
Course Material Fees	932,879
Tuition Fees	28,150
Fees charged for instructional materials & Supplies	1,627,036
Other fees	704,099

Fee Summary - As at January 31, 2015

Revenues

	Instructional Material Fees IMF	Course Material Fees CMF	Other Student Fees SGF	Fees - Instruction TOTAL
Blueberry School	27,778	17,452	13,575	58,805
Brookwood School	32,279	53,490	5,363	91,132
École Broxton Park	44,512	43,752	28,452	116,716
Duffield	12,940	15,060	13,632	41,631
Entwistle	5,864	3,389	1,280	10,533
Forest Green	10,737	7,621	6,254	24,612
Graminia	28,501	42,259	19,246	90,007
High Park	23,087	44,482	22,411	89,981
Keephills	1,351	554	366	2,271
Memorial Comp	83,383	54,132	30,773	168,288
MC - Outreach	322	0	0	322
École Meridian Heights	32,418	24,794	33,787	90,999
Millgrove	21,566	34,502	3,678	59,745
Muir Lake	21,276	34,208	31,965	87,449
Parkland Village	9,170	9,294	1,817	20,281
Seba Beach	764	3,161	1,087	5,012
Spruce Composite	85,036	38,996	40,908	164,941
SG - Outreach	0	75	0	75
Stony Central	20,826	41,968	43,785	106,579
Tomahawk	5,930	7,122	1,507	14,559
Wabamun	5,114	715	1,803	7,632
Woodhaven	28,592	54,530	65,993	149,114
Early Education	0	10,227	0	10,227
Greystone Centennial	28,437	27,006	51,394	106,837
Connections for Learning	4,674	716	832	6,222
Instructional Pool	37	0	0	37
Total Fee Revenue	534,594	569,504	419,908	1,524,006

Next steps – School Fees Regulation

The Education Act maintains the ability of a board to charge a parent of a student fees in accordance with the regulations.

Alberta Education has provided some clarity to the definition of a School Fee. A school fee is not a transportation fee or a fee that a parent could opt out of by not receiving the good or service (Other Student Fees -SGF). The regulation replaces what is found in the *School Act* regarding fees for instructional supplies and materials.

The proposed regulation on School Fees is intended to bring greater clarity, transparency and accountability. The regulation allows school boards to determine what consultation is necessary in any particular circumstance. A different level of consultation may be appropriate for a significant change than for a less significant change in a board's fee structure or amount.

In preparation for a September 1, 2015 implementation, representatives from Alberta Education will be meeting with Lead Team to review the impact of the Education Act and regulations. Administration will be revising Administrative Procedure 505 to include the provisions of the regulation including community consultation, criteria for charging the fee and financial reporting requirements.

The ASBA will be working with Boards prior to the proclamation of the Education Act to assist them in preparing for implementation including the regulations.

FEE CHARGES

Background

The Division has the authority to charge fees with respect to instructional supplies or materials, transportation and tuition.

Procedures

1. The Board will annually determine the type and amount of fees that may be charged by the Division.
2. The Superintendent or designate will set the school fee schedule annually.
3. Waiver of fees:
 - 3.1 In extenuating circumstances, fees for instructional materials, or school or course fees, may be waived at the discretion of the Principal (Form 505-1).
 - 3.2 In extenuating circumstances, fees for transportation may be waived at the discretion of the Director of Transportation (Form 505-1).

Reference: Section 16, 51, 60, 61, 113, School Act
Policy 17

Administrative Procedure 505 – Appendix A

FEE ALLOWANCES FOR 2014-15

Approved February 4, 2014

	2013-14	2014-15	\$ CHANGE
1.0 TRANSPORTATION SURCHARGE FOR EACH TRANSPORTED STUDENT	45	45	0
2.0 TRANSPORTATION FEES FOR INELIGIBLE PASSENGERS IN STONY PLAIN, SPRUCE GROVE AND TO THOSE STUDENTS ATTENDING PRIVATE SCHOOLS (Res 043-01)			
2.0 ECS (full day / half time)*	110	110	0
2.1 Grades 1 to 12	220	220	0
2.2 Maximum Rate Per Family	440	440	0
2.3 Cross Attendance Area ECS (full day / half time)*	150	150	0
2.4 Cross Attendance Area Grades 1 to 12	300	300	0
2.5 Cross Attendance Area (maximum per family)	600	600	0
2.6 Private School Grades ECS (full day / half time)*	150	150	0
2.7 Private School Grades 1 to 12	300	300	0
2.8 Private School (maximum per family)	600	600	0
* week 1 - Mon, Wed, Fri / week 2 - Tue, Thur			
3.0 INSTRUCTIONAL MATERIAL FEES (IMF)			
3.1 ECS	57	57	0
3.2 Elementary	57	57	0
3.3 Junior High	77	77	0
3.4 Senior High	121	121	0
3.5 Maximum Per Family (excluding ECS)	280	280	0
3.6 Summer School	At Cost	At Cost	
4.0 NON-RESIDENT TUITION FEES			
4.1 Mild Disability/Disorder	12,329	13,277	948
4.2 Moderate Disability/Disorder	13,766	14,829	1,063
4.3 Severe Disability/Disorder	23,967	25,842	1,875
4.4 Complex/Profound Disability/Disorder	33,571	36,215	2,644
4.5 English Language Learners	12,329	13,277	948
4.6 Foreign Students Program	11,250	11,250	0

Reference: Section 16, 51, 60, 61, 113, School Act
Revised February 2014

Administrative Procedure 505 – Appendix B

SCHOOL FEE SCHEDULE FOR 2014-2015

E = Early Years (K-4) M = Middle Years (5-9) S = Senior High (10-12)

Common Items

The following are items common to schools across Parkland School Division. Schools may charge any fee up to and including the identified cap.

Item	Grade Level	Maximum Chargeable Fee
Agendas	E / M / S	\$15.00
* Locker Fee/Deposit	E / M / S	\$ 8.00
Cultural Events	E / M / S	\$25.00
Instrument Fees	E M / S	\$10.00 \$58.00
Memory / Year Book	E / M S	\$20.00 \$55.00
Student Leadership	E / M / S	\$11.00
<i>* Portion may be refunded at the end of the year</i>		

Middle School Complementary Courses

Fees for each of the following courses cannot exceed the cap of **\$50.00** per course:

- Art
- Building Construction
- Drama
- Foods
- Outdoor Education
- Physical Activities
- Robotics

Senior High CTS/Option Courses

Fees for each of the following courses cannot exceed the cap of:

- Three (3) credit course – maximum of \$50.00
- Five (5) credit course – maximum of \$75.00

Field Trips

Trips are to be charged on a cost recovery basis only

- “A” Trips (Day Trips) – maximum of \$110.00 per year
- “B” Trips (Overnight Trips within Canada) – maximum of \$215.00 per year (Fundraising done for amounts over cap)
- Optional Trips – cost recovery basis only

Supplementary Fees

- Money raised from fees shall be utilized for the purpose for which it was obtained
- At the commencement of each School Year, schools must provide School Councils and parents with a list of field trips planned for the year, along with identified costs for same. Trips are to be charged on a cost recovery basis only.

The Fee Schedule is set annually by the Superintendent.

Revised February 2014

