



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

May 05, 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

May 05, 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 April 08, 2015
3. **BUSINESS ARISING FROM THE MINUTES**
4. **DELEGATION/PRESENTATION**
 - 4.1 Grade 7 Woodhaven Middle School Students: “Passion Projects”
5. **BOARD CHAIR REPORT**
 - 5.1. Correspondence
 - 5.1.1 Early Child Development Mapping Project Alberta
- 5- 6. **SUPERINTENDENT REPORT**
 - 6.1. Impact of 2015-16 Provincial Funding Announcement

Recess Break / Public Question Period
- 8- 7. **ACTION ITEMS**
 - 7.1. Second Quarter Financial Report Period Ending February 28, 2015 (C. Jonsson)
 - 35- 7.2. 2015-2016 Budget Assumptions (C. Jonsson)
 - 40- 7.3. Student Information System (C. Jonsson)

8. ADMINISTRATION REPORTS

- 41- 8.1. Grade 12 Diploma Examinations Results – January 2015 (S. Johnston)
- 44- 8.2. DRAFT 2015-2018 Three Year Education Plan (S. Johnston)
- 68- 8.3. Human Resources Department Report (K. Wilkins)
- 73- 8.4. Transportation Department Report (S. Johnston)

9. TRUSTEE REPORTS

- 9.1. Rural Education Symposium (March 1-3) (R. Gilchrist/S. Kucher-Johnson)
- 9.2. National School Boards Association (March 20-23) (R. Gilchrist/E. Kinsey)
- 9.3. National Rural Symposium (March 28-30 (K. Linder)
- 9.4. Alberta School Councils Association (April 24-26) (R. Heinrichs/K. Linder)
- 78- 9.5. PSD Tomorrow March 17 (E. Cameron)
- 81- 9.6. PSD Tomorrow April 21 (K. Linder)
- 84- 9.7. Student Advisory Committee March 17 (S. Kucher-Johnson)
- 87- 9.8. Keephills Condo Association March 18 (R. Heinrichs/K. Linder)
- 91- 9.9. Benefits Committee March 23 (D. Kilduff)
- 93- 9.10. Council of School Councils February 26 (D. Kilduff)
- 96- 9.11. Council of School Councils March 19 (D. Kilduff)
- 100- 9.12. Education Committee April 21 (R. Heinrichs)
- 9.13. Alberta School Boards Association (R. Gilchrist)
- 9.14. C-2 Committee (R. Gilchrist)

10. RESPONSES TO REQUEST FOR INFORMATION

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

- May 13, 2015Special Board Meeting 4:00 pm, Centre for Education
- May 19, 2015Student Advisory Committee 9:00 am, Memorial
Composite High School
- May 21, 2015Council of School Councils 7:00 pm, Centre for
Education
- May 26, 2015Regular Board Meeting 6:30 pm, Centre for Education

Closed to the Public:

- May 19, 2015PSD 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 APRIL 08, 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
 Dianne McConnell, Associate Superintendent
 Scott Johnston, Associate Superintendent
 Jordi Weidman, Director Strategic Planning & Communications
 Serge LaBrie, Director Facilities
 Brenda Scott, Executive Assistant

LEGAL COUCIL

Teresa Haykowsky, McLennan Ross LLP

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

Trustee Kilduff thanked J. Weidman for taping of the March 17th Delegation meeting.

CHANGES TO THE AGENDA

There were no changes to the agenda.

APPROVAL OF THE AGENDA

Res 037-2015 **MOVED** by Trustee Cameron that the Agenda be approved as presented. **CARRIED**

APPROVAL OF THE MINUTES

Res 038-2015 **MOVED** by Trustee Cameron that the Minutes of the Regular Meeting held on March 3, 2015 be approved as amended. **CARRIED**

Res 039-2015 **MOVED** by Trustee Cameron that the Minutes of the Special Meeting held on March 17, 2015 be approved as presented. **CARRIED**

Res 040-2015 **MOVED** by Trustee Cameron that the Minutes of the Information Session held on March 4, 2015 be approved as amended. **CARRIED**

Board Chair

Secretary-Treasurer

ACTION ITEMS

THREE YEAR CAPITAL PLAN

Res 041-2015

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

CARRIED

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

KEEPHILLS SCHOOL CLOSURE

Res 042-2015

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

T. Monds provided information on the motion. Senior Administration responded to questions. Discussion ensued.

Res 043-2015

MOTION TO MOVE INCAMERA

MOVED by Trustee Kinsey that the Board of Trustees moves to incamera at 8:05 p.m.

CARRIED

Res 044-2015

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Gilchrist that the Board of Trustees reverts to a public meeting at 8:53 p.m.

CARRIED

Board Chair reread the Keephills School Closure motion and requested a recorded vote.

CARRIED

INFAVOUR: Trustees Linder Gilchrist, Kucher-Johnson, Kilduff, Kinsey and Cameron
OPPOSED: Trustee Heinrichs

ADJOURNMENT

The meeting was adjourned at 9:13 p.m.

Board Chair

Secretary-Treasurer



Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **SUPERINTENDENT REPORT**

Parkland School Division will be challenged with the new financial/cost structure the 2015-16 Provincial Budget hopes to achieve. It all comes at a very high cost for school jurisdictions that are experiencing significant annual enrolment growth and the effects of this new way of operating will be felt in every classroom.

On budget delivery day March 26, 2015, we heard a number of directives that will have crippling impacts on the high standard of educational delivery that Parkland School Division is currently committed to. The biggest and most direct impact to students is no new funding for enrolment growth. Access to accumulated operating reserves is restricted and now subject to Ministerial approval. This handcuffs the Division's current practice of using reserves to provide additional supports required in the way of additional teachers, additional Learning Services staff or other areas that help the work providing Inclusive Education in a 21st Century learning environment and to meet our Ultimate Goal of Student Success and Well-being. In 2014-15, Parkland School Division accessed close to \$1 million dollars from its Operating Reserves. We heard school boards are required to maintain all classroom – based teaching positions and will be required to find efficiencies and productivity improvements that will reduce non-classroom teaching costs by 2.7 per cent.

All of the above adds up to significant revenue shortfalls as well as additional costs that Parkland School Division will be forced to find answers for.

PSD welcomed 274 new students in 2014-15 and is expected to see 400 plus students in 2015-16. This will equate to a \$2.6 million revenue shortfall with no funding for enrolment growth. In addition to this base instruction allocation, the shortfall for the Inclusive Education grant is expected to be \$212 thousand dollars and Transportation Grant shortfalls are expected to be another \$349 thousand dollars. The total shortfall associated with enrolment alone is a projected **\$3.2 million dollars**.

PSD received an additional \$866 thousand dollars to assist with the costs associated with the previously negotiated contractual obligations for teacher salaries and benefits. That includes a \$1.23 million in a 2% salary increase as well as a 1% lump sum payment of approximately \$555,000. This creates a **\$1.7 million dollar shortfall**.

A number of revenue streams and grants will be affected by the 3.1% funding decrease resulting in some notable differential cost funding areas:

- Early Childhood Services Program Unit (-\$105,620)
- First Nations, Metis and Inuit Education (-\$22,899)
- Inclusive Education (-\$111,100)
- Small Schools by Necessity (-\$24,649)
- Socio Economic Status funding (-\$24,990)
- Equity of Opportunity grants (-\$33,940)
- Plant Operations and Maintenance (-\$239,445)

Additional costs that Parkland School Division will be expected to incur and find solutions for are connected to Student Transportation. An additional 400 plus students equals more buses required, more contracted bus service providers, and more transportation maintenance costs that will add up to approximately \$600 thousand dollars.

So what the impacts specifically look like for Parkland School Division will be clearer as we find our way forward. The cutbacks to support services could mean less Educational Assistants in the classrooms, a restructuring at our Centre for Education administration staff, and/or a re-organization of our Learning Services Department. Due to the frozen funding for Program Unit Funding, staff from our CLICK (Children Learning in Inclusive Community Settings and Kindergarten program servicing 2.5 – 5 year olds) may have to be re-deployed. We are looking at best ways to serve our Early Years students and this may include restructuring services of these staff.

Class sizes will increase based on the simple math that we had 10,318 students as of September 30, 2014 and are expected to increase enrolment by 4%. In 2014-15, Parkland School Division hired an additional 10.5 teachers to accommodate the 274 new students. The 400+ new students would normally translate into the hiring of approximately 18 teachers but that won't be possible under the new budget with no funding for enrolment growth.

We will follow Alberta Government's direction and will not be reducing classroom teachers. In 2014-15, Parkland School Division employed 558.5 full-time equivalent (FTE) school based certificated teachers. All these new students we're expecting in the very near future will need teachers and support staff too. The new budget will increase our class sizes and reduce other supports that Parkland School Division students currently access.

Our Division priority 'Stewardship of Resources' will be a focus. We will engage our staff, students and community to find our way forward despite these new challenges and are committed to an education system that's proven to be one of the best in the country and worldwide.

Superintendent Report - May 5, 2015

Impact of 2015-2016 Provincial Funding Announcements
Revenue - Alberta Education

	Fall Budget 2014-15	Change	Projection 2015-16	\$ Change Budget	
Revenue Alberta Education					
School Jurisdiction Base Funding					
Base Instruction (Gr 1-12)	64,908,884	1.50%	65,883,577	974,693	2% increase teaching staff,
Early Childhood Services (ECS)	3,248,032	1.32%	3,290,908	42,876	-3.1% reduction all other expenditures
Home Education	45,956	1.23%	46,520	564	
Sub Total	68,202,871	1.49%	69,221,004	1,018,133	
Alberta Education - Administration					
Administration allocation 3.6% of instruction	(455,000)	1.98%	(464,000)	(9,000)	Reduction
Sub Total	(455,000)	1.98%	(464,000)	(9,000)	
Differential Cost Funding					
ECS Program Unit	3,407,089	-3.10%	3,301,469	(105,620)	Reduction
English as a Second Language	77,755	-3.10%	75,344	(2,410)	Reduction
First Nations, Metis & Inuit Education	738,669	-3.10%	715,770	(22,899)	Reduction
Inclusive Education	5,847,346	-1.90%	5,736,246	(111,100)	Reduction
Outreach Schools	188,918	-3.10%	183,062	(5,856)	Reduction
Small Schools by Necessity	795,114	-3.10%	770,465	(24,649)	Reduction
Socio - Economic Status	806,115	-3.10%	781,126	(24,990)	Reduction
Equity of Opportunity	1,094,831	-3.10%	1,060,891	(33,940)	Reduction
Sub Total	12,955,836	-2.56%	12,624,373	(331,463)	
Differential Cost Funding - Operations and Maintenance					
Plant Operations and Maintenance	7,724,023	-3.10%	7,484,578	(239,445)	Reduction
Sub Total	7,724,023	-3.10%	7,484,578	(239,445)	
Alberta Education - Other					
Institutional Programs	291,771		291,771	-	
Government Contributions to ATRF	6,270,451		6,270,451	-	
Teacher - Lump Sum Payment	-		555,000	555,000	1% signing bonus by GOA
Sub Total	6,562,222		7,117,222	555,000	
Transportation Funding					
Transportation - Rural	6,163,244	-1.40%	6,076,959	(86,285)	Reduction
Special Education Transportation	657,518	-1.40%	648,313	(9,205)	Reduction
Transportation - Disabled - ECS	206,020	-1.40%	203,136	(2,884)	Reduction
Transportation - In Home - ECS	47,716	-1.40%	47,048	(668)	Reduction
Urban Transportation	2,361,489	-1.40%	2,328,428	(33,061)	Reduction
Transportation - fuel initiative	-		-	-	
Sub Total	9,435,987	-1.40%	9,303,883	(132,104)	
Provincial Priority Targeted Funding					
Supernet Service	240,000		240,000	-	
Sub Total	240,000		240,000	-	
TOTAL REVENUES - ALBERTA EDUCATION	104,665,939		105,527,061	861,122	Total change to revenue
Teacher 2% Increase				1,112,173	Requirement to pay teachers
Teacher Grid Increase				976,388	funding included in revenues above
Teacher - lump sum payments				555,000	
TOTAL SHORTFALL - Funding announcements				(1,782,439)	Total impact without growth
Revenue shortfall due to enrolment cap					
Base Instruction				2,663,740	Additional 416 FTE
Inclusive Education				212,183	
Transportation				349,856	
TOTAL SHORTFALL DUE TO ENROLMENT CAP AT 2014-15				3,225,779	Revenue impact of 416 FTE
TOTAL IMPACT OF 2015-2016 PROVINCIAL FUNDING				(5,008,218)	



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **SECOND QUARTER FINANCIAL REPORT FOR THE PERIOD ENDING
FEBRUARY 28, 2015**

Recommendation

That the Board of Trustees approves the second quarterly financial report for the period ending February 28, 2015 as presented at the Regular meeting of May 5, 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 February 28, 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 regarding this report.

CJ:jlf

Statement of Revenues and Expenses - February 28, 2015
Parkland School Division

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used
Revenues						
Instruction	85,435,201	86,681,657	89,168,811	44,879,816	44,288,996	50.33%
Operations and Maintenance	12,978,713	14,848,331	14,869,476	6,464,277	8,405,199	43.47%
Transportation	10,492,779	10,503,374	10,542,059	5,350,591	5,191,468	50.75%
Board and System Administration	3,804,489	3,959,136	3,963,600	1,941,816	2,021,784	48.99%
External Services	38,680	54,318	38,680	20,886	17,794	54.00%
School Generated Funds	2,583,269	2,583,269	2,583,269	1,177,337	1,405,932	45.58%
Total Revenues	115,333,131	118,630,085	121,165,895	59,834,722	61,331,173	49.38%
Expenses						
Instruction	85,762,145	87,527,628	89,907,902	44,861,164	45,046,738	49.90%
Operations and Maintenance	13,199,609	14,875,317	14,869,476	6,349,139	8,520,337	42.70%
Transportation	10,492,780	10,608,375	10,626,451	6,150,349	4,476,102	57.88%
Board and System Administration	3,804,489	3,959,136	4,043,383	1,988,015	2,055,368	49.17%
External Services	38,680	54,318	38,680	20,886	17,794	54.00%
School Generated Funds	2,583,269	2,583,269	2,583,269	1,091,023	1,492,246	42.23%
Total Expenses	115,880,972	119,608,043	122,069,160	60,460,576	61,608,584	49.53%
Surplus/(Deficit)	(547,841)	(977,958)	(903,265)	(625,854)		
Operating Surplus (Deficit)	(547,841)	(977,958)	(903,265)	(712,167)		
School Generated Funds Surplus (Deficit)			-	86,313		
Surplus/(Deficit)	(547,841)	(977,958)	(903,265)	(625,854)		
Target Percentage						50.00%
	Approved Surplus/ (Deficit)	Final Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Block						
Instruction	(326,945)	(845,971)	(739,090)	18,652		
Operations and Maintenance	(220,896)	(26,986)	0	115,138		
Transportation	-	(105,001)	(84,392)	(799,758)		
Board and System Administration	-	-	(79,783)	(46,199)		
External Services	-	-	-	-		
Surplus/(Deficit) from Operations	(547,841)	(977,958)	(903,265)	(712,167)		
School Generated Funds				86,313		
Total Surplus/(Deficit)	(547,841)	(977,958)	(903,265)	(625,854)		

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

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

3 Revised February 28, 2015

Revenue

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used
Alberta Education						
School Jurisdiction Base Funding						
Base Instruction (Gr 1-12)	60,180,100	60,416,228	60,822,484	30,095,760	30,726,724	49.48%
Early Childhood Services (ECS)	2,969,160	3,248,032	3,248,032	1,922,328	1,325,704	59.18%
Home Education	41,032	45,956	44,314	21,433	22,881	48.37%
Outreach Schools	188,918	188,918	188,918	95,425	93,493	50.51%
Sub Total	63,379,210	63,899,133	64,303,748	32,134,946	32,168,801	49.97%
Alberta Education - Administration						
Administration allocation	3,468,646	3,631,400	3,631,400	1,815,700	1,815,700	50.00%
Sub Total	3,468,646	3,631,400	3,631,400	1,815,700	1,815,700	50.00%
Differential Cost Funding						
ECS Program Unit	3,092,865	3,407,089	5,026,167	1,729,557	3,296,610	34.41%
English as a Second Language	62,439	77,755	72,453	33,064	39,389	45.64%
First Nations, Metis & Inuit Education	738,669	738,669	666,804	344,351	322,453	51.64%
Inclusive Education	5,779,787	5,847,346	5,713,971	2,857,510	2,856,462	50.01%
Small Schools by Necessity	795,114	795,114	807,864	408,064	399,800	50.51%
Socio - Economic Status	797,362	806,115	780,462	391,114	389,349	50.11%
Equity of Opportunity	1,081,802	1,094,831	1,079,145	924,779	154,366	85.70%
Sub Total	12,348,037	12,766,918	14,146,867	6,688,438	7,458,429	47.28%
Differential Cost Funding - Operations and Maintenance						
Operations & Maintenance Support	7,495,972	7,724,023	7,724,023	3,862,012	3,862,012	50.00%
Sub Total	7,495,972	7,724,023	7,724,023	3,862,012	3,862,012	50.00%
Alberta Education - Other						
Institutional Programs	290,460	291,771	289,744	146,354	143,390	50.51%
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	3,373,957	3,210,494	51.24%
Sub Total	6,247,402	6,562,222	6,874,195	3,520,311	3,353,884	51.21%
Transportation Funding						
Transportation - Rural	6,163,244	6,163,244	6,059,979	3,081,622	2,978,357	50.85%
Special Education Transportation	657,518	657,518	668,052	328,965	339,087	49.24%
Transportation - Disabled - ECS	206,020	206,020	239,181	103,010	136,171	43.07%
Transportation - In Home - ECS	47,716	47,716	51,510	23,858	27,652	46.32%
Urban Transportation	2,307,908	2,361,489	2,453,889	1,153,954	1,299,935	47.03%
Sub Total	9,382,406	9,435,987	9,472,611	4,691,409	4,781,201	49.53%
Provincial Priority Targeted Funding						
Supernet Service	240,000	240,000	240,000	139,992	100,008	58.33%
Sub Total	240,000	240,000	240,000	139,992	100,008	58.33%

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

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

3 Revised February 28, 2015

Revenue

	Preliminary Budget ¹ 2014-15	Final Budget ² 2014-15	Revised Budget ³ 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used
Capital Funding						
Infrastructure Maintenance and Renewal	1,596,231	3,278,690	3,278,690	763,575	2,515,115	23.29%
Sub Total	1,596,231	3,278,690	3,278,690	763,575	2,515,115	23.29%
Federal French Funding						
Federal French Funding	84,460	103,000	103,000	-	103,000	
Sub Total	84,460	103,000	103,000	-	103,000	
Other Provincial Support Funding - Alberta Finance						
Supported Capital Interest	4,219	4,219	4,219	3,574	645	84.70%
Sub Total	4,219	4,219	4,219	3,574	645	84.70%
Federal Government						
First Nations Tuition	1,931,198	1,701,616	1,706,147	795,295	910,852	46.61%
Sub Total	1,931,198	1,701,616	1,706,147	795,295	910,852	46.61%
From Alberta School Authorities						
Tuition Fees	33,571	33,571	33,571	-	33,571	
Sub Total	33,571	33,571	33,571	-	33,571	
From Municipalities						
Joint Use Agreements	23,000	23,000	23,203	18,982	4,221	81.81%
Sub Total	23,000	23,000	23,203	18,982	4,221	81.81%
Private Organizations						
Transportation - Private Schools	80,900	87,563	87,563	-	87,563	
Transportation Insurance	186,215	182,505	182,505	-	182,505	
Sub Total	267,115	270,068	270,068	-	270,068	
Individuals						
Tuition Fees	11,250	11,250	40,857	40,857		100.00%
Transportation Fees	810,939	765,000	765,000	653,242	111,758	85.39%
Donations	146,091	146,091	226,091	161,215	64,876	71.31%
Rentals - Facilities	15,680	15,680	15,680	6,377	9,304	40.67%
Instructional Material Fees	747,948	717,986	717,986	564,831	153,154	78.67%
School Based Course Material Fees	640,787	733,855	821,376	636,877	184,499	77.54%
Other Student Fees	826,312	826,312	826,312	521,907	304,405	63.16%
Interest & Investment Income	193,653	187,061	187,061	76,599	110,462	40.95%
Misc. Sales	461,210	575,210	775,997	487,449	288,548	62.82%
Fundraising	1,297,915	1,297,915	1,297,915	505,264	792,651	38.93%
Sub Total	5,151,785	5,276,360	5,674,274	3,654,618	2,019,656	64.41%
Other						
Amortization of Capital Allocations	3,679,878	3,679,879	3,679,878	1,745,869	1,934,009	47.44%
Sub Total	3,679,878	3,679,879	3,679,878	1,745,869	1,934,009	47.44%
TOTAL REVENUES	115,333,131	118,630,085	121,165,895	59,834,722	61,331,173	49.38%

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

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

3 Revised February 28, 2015

Allocation of Revenue and Expenses to Programs
February 28, 2015

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$42,483,688	\$4,625,586	\$4,691,409	\$1,815,700	\$0	\$53,616,383
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	\$1,764,472		\$653,242			\$2,417,714
Other sales and services	\$474,466	\$5,009	\$5,940	\$9,749	\$11,267	\$506,431
Investment income	\$0	\$0	\$0	\$76,600	\$0	\$76,600
Gifts and donations	\$161,215	\$0	\$0	\$0	\$0	\$161,215
Rental of facilities	\$0	\$4,577	\$0	\$0	\$1,800	\$6,377
Fundraising	\$505,264	\$0	\$0	\$0	\$0	\$505,264
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$1,738,050	\$0		\$7,819	\$1,745,869
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$46,057,152	\$6,464,277	\$5,350,591	\$1,941,816	\$20,886	\$59,834,722
EXPENSES						
Certificated salaries	\$26,694,843			\$245,540	\$0	\$26,940,383
Certificated benefits	\$6,060,988			\$92,713	\$0	\$6,153,701
Non-certificated salaries and wages	\$6,905,271	\$1,795,606	\$250,810	\$803,860	\$5,275	\$9,760,822
Non-certificated benefits	\$1,628,485	\$501,937	\$55,376	\$179,041	\$0	\$2,364,839
SUB - TOTAL	\$41,289,587	\$2,297,543	\$306,186	\$1,321,154	\$5,275	\$45,219,745
Services, contracts and supplies	\$3,404,438	\$2,288,927	\$5,815,463	\$623,197	\$7,792	\$12,139,817
Direct Cost of Fundraising and Fees	\$923,029					\$923,029
Amortization of supported capital assets	\$0	\$1,738,050			\$7,819	\$1,745,869
Amortization of unsupported capital assets	\$335,133	\$21,045	\$28,700	\$43,664		\$428,542
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	\$45,952,187	\$6,349,139	\$6,150,349	\$1,988,015	\$20,886	\$60,460,576
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$104,965	\$115,138	(\$799,758)	(\$46,199)	\$0	(\$625,854)

Expenses

By Program	Approved Budget¹ 2014-15	Final Budget² 2014-15	Revised Budget³ 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used
Early Childhood Services	4,626,930	5,267,881	6,459,699	1,756,459	4,703,240	27.19%
Instruction	83,083,946	84,208,477	85,396,933	43,860,266	41,536,667	51.36%
Board & System Administration	3,717,792	3,872,439	3,956,686	1,944,681	2,012,005	49.15%
Plant Operations & Maintenance	7,859,209	7,868,146	7,846,667	3,822,896	4,023,771	48.72%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	763,575	2,515,115	23.29%
Transportation	10,433,511	10,549,106	10,567,182	6,121,649	4,445,533	57.93%
External Services	38,680	38,680	38,680	13,067	25,613	33.78%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	2,177,984	2,346,639	48.14%

TOTAL EXPENSES	115,880,972	119,608,044	122,069,160	60,460,576	61,608,584	49.53%
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By Category	Approved Budget¹ 2014-15	Final Budget² 2014-15	Revised Budget³ 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used
Salaries, wages and benefits	85,264,393	86,889,712	87,635,783	45,219,747	42,416,036	51.60%
Services, contracts and supplies	21,912,406	22,331,750	24,046,795	11,204,674	12,842,121	46.60%
School generated funds	2,583,269	2,583,269	2,583,269	1,091,023	1,492,246	42.23%
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	763,575	2,515,115	23.29%
Amortization of capital assets and interest	4,524,673	4,524,623	4,524,623	2,181,558	2,343,065	48.22%

TOTAL EXPENSES	115,880,972	119,608,044	122,069,160	60,460,576	61,608,584	49.53%
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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 February 28, 2015

Expenses by Site - February 28, 2015

Parkland School Division

Site	Preliminary Budget Expenditures ¹ 2014-15	Final Budget Expenditures ² 2014-15	Revised Budget Expenditures ³ 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	584,048	609,799	609,799		609,799	310,675	299,125	50.95%	
Office of the Superintendent	497,041	515,139	515,139		515,139	237,414	277,725	46.09%	
Human Resources	437,054	440,068	440,068		440,068	195,700	244,368	44.47%	Spend is below last year as professional services reduced
Deputy Superintendent	698,946	714,460	714,460		714,460	291,437	423,023	40.79%	
Learning Services	1,955,815	2,019,950	2,019,950		2,019,950	1,135,639	884,312	56.22%	Tuition paid over 10 months (expect 60%)
Business & Finance	2,001,082	2,119,427	2,123,710		2,123,710	1,069,732	1,053,978	50.37%	
Tech Support Services	1,767,219	1,812,190	1,812,190		1,812,190	885,594	926,596	48.87%	
Print Centre	87,000	87,000	87,000		87,000	56,527	30,473	64.97%	Chargeback processed quarterly
Student Transportation	10,433,511	10,549,106	10,567,182		10,567,182	6,121,649	4,445,533	57.93%	Expenses mainly over 10 months (expect 60%)
Maintenance	4,125,785	4,136,535	4,115,056		4,115,056	1,968,468	2,146,588	47.84%	Combine Maintenance and Custodial (48.4%)
Custodial	3,408,104	3,421,291	3,421,291		3,421,291	1,691,245	1,730,046	49.43%	
Instructional Pool	1,713,426	1,717,702	1,717,702		1,717,702	667,657	1,050,045	38.87%	Payroll deposits recovered > plan
Instructional Pool - Projected		-	-	(62,168)	(62,168)				
Blueberry	3,528,284	3,814,911	3,819,242	1,067	3,820,309	1,961,248	1,859,061	51.34%	
Brookwood	4,319,746	4,406,449	4,399,265	165,818	4,565,083	2,344,788	2,220,296	51.36%	
École Broxton Park	5,002,064	5,069,409	5,146,088	50,909	5,196,997	2,567,679	2,629,318	49.41%	
Connections for Learning	1,260,887	1,283,247	1,336,663	57,511	1,394,174	644,010	750,165	46.19%	
Duffield	1,980,230	2,167,557	2,214,633	46,016	2,260,649	1,077,263	1,183,386	47.65%	
Entwistle	1,084,188	1,046,359	1,050,923	(12,638)	1,038,284	557,391	480,893	53.68%	Spending as per deficit management plan
Forest Green	1,824,313	1,969,459	1,982,674	7,156	1,989,830	963,531	1,026,300	48.42%	
Graminia	3,215,327	3,398,203	3,363,728	66,338	3,430,066	1,655,101	1,774,965	48.25%	
Greystone Centennial Middle	4,244,028	4,142,990	4,221,676	1,044	4,222,720	2,083,074	2,139,647	49.33%	
High Park	3,046,899	2,989,770	2,952,192	51,485	3,003,677	1,481,507	1,522,170	49.32%	
Keephills	595,788	505,248	491,917	37,230	529,147	239,712	289,435	45.30%	
Memorial Composite High	7,371,546	7,504,571	7,482,333	26,789	7,509,122	3,976,717	3,532,406	52.96%	Combine Memorial Composite & Outreach
Memorial Outreach	656,215	600,776	600,776	-	600,776	286,092	314,684	47.62%	(52.6%).
École Meridian Heights	4,865,311	4,615,040	4,659,274	13	4,659,287	2,482,347	2,176,940	53.28%	10 month support salaries slightly higher than plan
Millgrove	3,603,088	3,524,772	3,494,852	103,647	3,598,499	1,795,687	1,802,812	49.90%	
Muir Lake	2,755,966	2,820,315	2,873,558	9,015	2,882,573	1,467,478	1,415,095	50.91%	
Parkland Village	1,766,632	1,886,066	1,925,455	83,106	2,008,561	971,867	1,036,694	48.39%	
Seba Beach	886,266	809,853	814,127	13,065	827,192	434,358	392,834	52.51%	10 month support salaries slightly higher than plan
Spruce Grove Composite High	6,482,400	6,907,621	6,878,206	226,431	7,104,637	3,477,913	3,626,724	48.95%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	405,242	421,063	412,347	12,278	424,625	188,473	236,152	44.39%	(48.7%).
Stony Plain Central	3,103,669	3,312,339	3,347,647	136,980	3,484,627	1,731,985	1,752,642	49.70%	
Tomahawk	1,091,288	1,020,556	1,040,120	89,914	1,130,034	554,499	575,536	49.07%	
Wabamun	1,027,416	1,047,319	1,066,345	6,700	1,073,044	500,369	572,675	46.63%	Certificated costs lower than plan
Woodhaven Middle	3,819,190	3,991,003	4,021,273	(76,885)	3,944,388	2,032,690	1,911,698	51.53%	
Innovation and Teaching	-	-	-	-	-	15,487	(15,487)		
Resiliency Program	116,521	118,666	228,666	-	228,666	116,556	112,111	50.97%	Supported by increased donations and revenue
Real Program	1,557,652	1,481,481	1,481,481	-	1,481,481	840,721	640,760	56.75%	10 month support salaries higher than plan
Alternative Program	1,127,566	813,248	878,324	(56,639)	821,685	458,180	363,504	55.76%	10 month support salaries higher than plan
Early Education	3,073,104	3,340,050	4,516,894	-	4,516,894	1,617,405	2,899,489	35.81%	Budget supported fully by Program Unit Funding
Total Expenses	101,519,857	103,151,011	104,844,228	984,182	105,828,411	53,155,862	52,672,549	50.23%	
Target Percentage								50.00%	

1 Approved by the Board of Trustees, May 27 2014
 2 Approved by the Board of Trustees, November 4, 2014
 3 Revised February 28, 2015

Expenses by Site - February 28, 2015

Parkland School Division

	Preliminary Budget Expenditures ¹ 2014-15	Final Budget Expenditures ² 2014-15	Revised Budget Expenditures ³ 2014-15	Budgeted Reserves/ (Deficits) 2014-15	Total Revised Budget 2014-15	YTD Actuals Feb 28/15	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Other Sites									
Capital and Debt Services	4,224,673	4,324,623	4,324,623	-	4,324,623	2,075,499	2,249,124	47.99%	
Infrastructure Maintenance Renewal	1,596,231	3,278,690	3,278,690	-	3,278,690	763,575	2,515,115	23.29%	Project based intermittent payments
School Generated Funds	2,583,269	2,583,269	2,583,269	-	2,583,269	1,091,023	1,492,246	42.23%	
Government Contributions to ATRF	5,956,942	6,270,451	6,584,451	-	6,584,451	3,373,957	3,210,494	51.24%	Fully supported by Alberta Education
	14,361,115	16,457,033	16,771,033	-	16,771,033	7,304,715	9,466,318	43.56%	
							-		
Total Expenses	115,880,972	119,608,044	122,069,160	984,182	122,599,444	60,460,576	62,138,867	49.32%	

1 Approved by the Board of Trustees, May 27 2014

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

3 Revised February 28, 2015

PARKLAND SCHOOL DIVISION NO. 70

INTERIM FINANCIAL STATEMENTS

February 28, 2015

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STATEMENT OF FINANCIAL POSITION
As at February 28, 2015

	February 28, 2015	August 31, 2014
FINANCIAL ASSETS		
Cash and cash equivalents	\$11,362,677	\$12,397,831
Accounts receivable (net after allowances)	\$726,738	\$1,098,019
Portfolio investments	\$0	\$0
Other financial assets	\$0	\$0
Total financial assets	\$12,089,416	\$13,495,850
LIABILITIES		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$3,823,619	\$4,058,457
Deferred revenue	\$79,455,765	\$81,153,646
Employee future benefit liabilities	\$0	\$0
Other liabilities	\$0	\$0
Debt		
Supported: Debentures and other supported debt	\$22,346	\$37,716
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
Total liabilities	\$83,301,730	\$85,249,819
Net Financial Assets (Net Debt)	(\$71,212,314)	(\$71,753,969)
NON-FINANCIAL ASSETS		
Tangible Capital assets		
Land	\$4,167,683	\$4,167,683
Construction in progress	\$0	\$826,444
Buildings	\$132,537,414	
Less: Accumulated amortization	-\$54,610,149	\$77,927,265
Equipment	\$8,947,316	
Less: Accumulated amortization	-\$7,292,630	\$1,654,686
Vehicles	\$1,203,065	
Less: Accumulated amortization	-\$1,106,030	\$97,035
Computer Equipment	\$2,545,009	
Less: Accumulated amortization	-\$1,680,402	\$864,607
Total tangible capital assets	\$84,711,276	\$86,314,145
Prepaid expenses	\$505,112	\$69,751
Other non-financial assets	\$0	\$0
Total non-financial assets	\$85,216,388	\$86,383,896
ACCUMULATED SURPLUS		
Unrestricted Surplus	\$943,770	\$943,769
Operating reserves	\$2,816,302	\$3,442,156
Accumulated operating surplus (deficit)	\$3,760,072	\$4,385,925
Investment in capital assets	\$5,719,962	\$5,684,850
Capital reserves	\$4,524,039	\$4,559,151
Total capital funds	\$10,244,001	\$10,244,001
Accumulated Surplus (Deficit)	\$14,004,073	\$14,629,926

STATEMENT OF OPERATIONS
For the six months ended February 28, 2015

	Annual Budget 2014-2015	February 28, 2015	February 28, 2014
REVENUES			
Alberta Education	\$107,837,782	\$55,362,252	\$53,565,572
Other - Government of Alberta	\$4,219	\$3,574	\$12,479
Federal Government and First Nations	\$2,015,658	\$795,295	\$863,543
Other Alberta school authorities	\$33,571	\$0	\$110,124
Out of province authorities	\$11,250	\$0	\$0
Alberta Municipalities	\$23,000	\$0	\$0
Property taxes	\$0	\$0	\$0
Fees	\$3,025,986	\$2,417,714	\$2,285,500
Other sales and services	\$728,325	\$506,431	\$280,264
Investment income	\$193,653	\$76,600	\$76,134
Gifts and donations	\$146,091	\$161,215	\$110,123
Rental of facilities	\$15,680	\$6,377	\$6,377
Fundraising	\$1,297,915	\$505,264	\$553,601
Gains (losses) on disposal of capital assets	\$0	\$0	\$0
Other revenue	\$0	\$0	\$0
Total Revenues	\$115,333,131	\$59,834,722	\$57,863,717
EXPENSES			
Instruction	\$88,345,414	\$45,952,187	\$44,344,767
Plant operations and maintenance	\$13,183,971	\$6,349,139	\$6,490,460
Transportation	\$10,492,780	\$6,150,349	\$6,116,894
Administration	\$3,804,489	\$1,988,015	\$2,045,142
External services	\$54,318	\$20,886	\$24,384
Total Expenses	\$115,880,972	\$60,460,576	\$59,021,647
Operating surplus (deficit)	(\$547,841)	(\$625,854)	(\$1,157,930)

STATEMENT OF CASH FLOW
For the six months ended February 28, 2015

	February 28, 2015	August 31, 2014
CASH FLOWS FROM:		
A. OPERATING TRANSACTIONS		
Operating surplus (deficit)	(\$625,854)	(\$188,974)
Add (Deduct) items not affecting cash:		
Total amortization expense	\$2,174,411	\$4,556,293
Gains on disposal of capital assets	\$0	\$0
Losses on disposal of capital assets	\$0	\$0
Expended deferred capital revenue recognition	\$1,745,869	\$3,451,094
Changes in:		
Accounts receivable	\$371,281	(\$263,525)
Prepays	(\$435,360)	\$165,732
Financial assets	\$0	\$0
Non financial assets	\$0	\$0
Accounts payable and accrued liabilities	(\$234,838)	(\$713,748)
Deferred revenue (Excluding EDCR)	(\$3,443,751)	(\$4,813,311)
Employee future benefit liabilities	\$0	\$0
Other (describe)	\$0	\$0
Total cash flows from operating transactions	(\$448,241)	\$2,193,560
B. CAPITAL TRANSACTIONS		
Purchases of capital assets		
Land	\$0	\$0
Buildings	(\$96,119)	(\$2,322,877)
Equipment	(\$123,762)	(\$523,373)
Vehicles	\$0	\$0
Computer Equipment	(\$351,661)	(\$217,283)
Net proceeds from disposal of capital assets	\$0	\$0
Other (describe)	\$0	\$0
Total cash flows from capital transactions	(\$571,542)	(\$3,063,533)
C. INVESTING TRANSACTIONS		
Changes in portfolio investments	\$0	\$0
Remeasurement gains (losses) reclassified to the statement of operations	\$0	\$0
Other (describe)	\$0	\$0
Total cash flows from investing transactions	\$0	\$0
D. FINANCING TRANSACTIONS		
Issue of Debt	\$0	\$0
Repayment of debt	(\$15,370)	(\$118,129)
Other (describe)	\$0	\$0
Total cash flows from financing transactions	(\$15,370)	(\$118,129)
Increase (decrease) in cash and cash equivalents	(\$1,035,153)	(\$988,102)
Cash and cash equivalents, at beginning of year	\$12,397,831	\$13,385,933
Cash and cash equivalents, at end of year	\$11,362,677	\$12,397,831

STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (NET DEBT)

As at February 28, 2015

	February 28, 2015	August 31, 2014
Operating surplus (deficit)	(\$625,854)	(\$188,974)
Net remeasurement gains and (losses)	\$0	\$0
Effect of changes in tangible capital assets		
Acquisition of capital assets	(\$571,542)	(\$3,063,533)
Amortization of capital assets	\$2,174,411	\$4,556,293
Net carrying value of capital assets disposed of	\$0	\$0
Write-down carrying value of capital assets	\$0	\$0
Total effect of changes in tangible capital assets	\$1,602,869	\$1,492,760
Changes in:		
Prepays	(\$435,360)	\$165,732
Other non-financial assets		\$0
Increase (decrease) in net financial assets (net debt)	\$541,655	\$1,469,518
Net financial assets (net debt), at beginning of year	(\$71,753,971)	(\$73,223,488)
Net financial assets (net debt), at end of year	(\$71,212,315)	(\$71,753,971)

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
For the period ended February 28, 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
Balance at August 31, 2014	\$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
Prior period adjustments:															
	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adjusted Balance, Aug. 31, 2014	\$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)	(\$625,854)		(\$625,854)												
Board funded capital additions		\$463,653	\$0	\$0	(\$463,653)	\$0	(\$422,609)	\$0	(\$9,419)		(\$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		(\$2,174,411)	\$2,174,411												
Amortization of capital contributions		\$1,745,869	(\$1,745,869)												
Debt principal repayments (unsupported)		\$0	\$0												
Externally imposed endowment restrictions			\$0	\$0		\$0		\$0		\$0		\$0		\$0	
Net transfers to operating reserves			(\$220,103)	\$220,103		\$104,965		\$115,138		\$0		\$0		\$0	
Net transfers from operating reserves			\$845,957	(\$845,957)		\$0		\$0		(\$46,199)		(\$799,758)		\$0	
Net transfers to capital reserves			(\$428,541)		\$428,541		\$335,133		\$21,044		\$43,664		\$28,700		\$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	\$0
Balance at February 28, 2015	\$14,004,073	\$5,719,962	\$943,770	\$2,816,302	\$4,524,039	\$3,066,626	\$2,166,905	\$115,138	\$636,445	\$229,049	\$1,466,881	(\$594,511)	\$225,423	\$0	\$28,385

**SCHEDULE OF CAPITAL REVENUE
(EXTERNALLY RESTRICTED CAPITAL CONTRIBUTIONS ONLY)
For the six months ended February 28, 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)	
Balance at August 31, 2014	\$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
Add:					
Unexpended capital revenue from:					
Alberta Education school building and modular projects	\$ -				
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 Alberta		\$0	\$0	\$0	\$0
Transferred in (out) tangible capital assets (amortizable, @ net book value)		\$0	\$0	\$0	\$0
Expended capital allocations - current year	(\$107,889)	\$0	\$0	\$0	\$107,889
Surplus funds approved for future project(s)	\$ -	\$ -			
Other adjustments (Explain):	\$ -	\$ -	\$ -	\$ -	\$ -
Deduct:					
Net book value of supported tangible capital dispositions or write-offs					\$ -
Other adjustments (Explain):	\$ -	\$ -	\$ -	\$ -	\$ -
Capital revenue recognized - Alberta Education					\$ 1,745,869
Capital revenue recognized - Other Government of Alberta					\$ -
Capital revenue recognized - Other revenue					\$ -
Balance at November 30, 2014	\$32,271	\$0.00	\$0.00	\$0.00	\$78,991,309
Balance of Unexpended Deferred Capital Revenue at November 30, 2014				\$ 32,271	

* 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 six months ended February 28, 2015

REVENUES	Instruction (Grades ECS-12)	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL
(1) Alberta Education	\$42,483,688	\$6,363,636	\$4,691,409	\$1,815,700	\$7,819	\$55,362,252
(2) Other - Government of Alberta	\$0	\$3,574	\$0	\$0	\$0	\$3,574
(3) Federal Government and First Nations	\$668,047	\$87,481	\$0	\$39,767	\$0	\$795,295
(4) Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0
(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	\$1,764,472.06		\$653,242.00		\$0.00	\$2,417,714
(9) Other sales and services	\$474,466	\$5,009	\$5,940	\$9,749	\$11,267	\$506,431
(10) Investment income	\$0	\$0	\$0	\$76,600	\$0	\$76,600
(11) Gifts and donations	\$161,215	\$0	\$0	\$0	\$0	\$161,215
(12) Rental of facilities	\$0	\$4,577	\$0	\$0	\$1,800	\$6,377
(13) Fundraising	\$505,264	\$0	\$0	\$0	\$0	\$505,264
(14) Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
(15) Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
(16) TOTAL REVENUES	\$46,057,152	\$6,464,277	\$5,350,591	\$1,941,816	\$20,886	\$59,834,722
EXPENSES						
(17) Certificated salaries	\$26,694,843			\$245,540	\$0	\$26,940,383
(18) Certificated benefits	\$6,060,988			\$92,713	\$0	\$6,153,701
(19) Non-certificated salaries and wages	\$6,905,271	\$1,795,606	\$250,810	\$803,860	\$5,275	\$9,760,822
(20) Non-certificated benefits	\$1,628,485	\$501,937	\$55,376	\$179,041	\$0	\$2,364,839
(21) SUB - TOTAL	\$41,289,587	\$2,297,543	\$306,186	\$1,321,154	\$5,275	\$45,219,745
(22) Services, contracts and supplies	\$4,327,467	\$2,288,927	\$5,815,463	\$623,197	\$7,792	\$13,062,846
(23) Amortization of supported tangible capital assets		\$1,738,050	\$0	\$0	\$7,819	\$1,745,869
(24) Amortization of unsupported tangible capital assets	\$335,133	\$21,045	\$28,700	\$43,664	\$0	\$428,542
(25) Supported interest on capital debt	\$0	\$3,574	\$0	\$0	\$0	\$3,574
(26) Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
(27) Other expense	\$0	\$0	\$0	\$0	\$0	\$0
(28) TOTAL EXPENSES	\$45,952,187	\$6,349,139	\$6,150,349	\$1,988,015	\$20,886	\$60,460,576
(29) OPERATING SURPLUS (DEFICIT)	\$104,965	\$115,138	(\$799,758)	(\$46,199)	\$0	(\$625,854)

PARKLAND SCHOOL DIVISION NO. 70
MANAGEMENT'S DISCUSSION AND ANALYSIS
February 28, 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 six months ended February 28, 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).

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

The Provincial budget that was released on March 26, 2015 creates some challenges for Parkland School Division as Provincial Funding for the 2015-16 will be frozen at the 2014-15 student levels with no additional funding for the anticipated growth of 400 new students in the new school year. With no growth funded, this is a significant change from the past and a significant concern for Parkland School Division as an area experiencing such high growth. This will result in increased class sizes and reduce other supports that Parkland School Division students currently access.

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 February 28th a total of \$320,124 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. These changes are at the planning stage and if approved will be implemented during the 2015-16 School Year.

2. Results from Operations

With one half of the year complete, the target for utilisation is 50%.

2.1 Revenues

2.1.1 Revenue from Provincial Government

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$107,842,001	\$55,365,826	51.34%	\$53,578,051	3.34%

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

Revenue from the Government of Alberta was 1.34% higher than budget due primarily to higher enrollments than projected (156 students) offsetting a timing variance for provincial grant funds being only partially received.

Compared to the previous year these revenues have increased 1.40% due to increases in enrollments (274 students) and increases in supported Teacher pension plans.

2.1.2 Revenue from Federal Government

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$2,015,658	\$795,295	39.46%	\$863,543	-7.90%

The Federal Government provides funding for French Language Education and First Nation students. Revenues from the Federal Government were 11.54% lower than initially budgeted as actual enrollments were lower than initially budgeted by 25 students (-12.1%).

Revenues have reduced 7.90% from last year as enrollment declined 8.1% (16 students).

2.1.3 Other Revenues

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$5,475,471	\$3,673,601	67.09%	\$3,422,123	7.35%

Other revenues are 17.09 % higher than target as fee collections are larger in the first half of the year.

Other revenues have increased by 7.35% over last year due to normal fluctuations in School Generated Funds activity.

2.2 Expenditures

2.2.1 Salaries, Wages and Benefits

Salaries Wages and Benefits

Annual Budget 2014-15	Six months ended	% of Target	Six months ended February 28, 2014	Change %
\$85,264,393	\$45,219,745	53.03%	\$43,970,731	2.84%

Salaries, wages and benefits are 3.03 % 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 2.84 % increase over last year in this category due to the increased staffing levels aligning with enrolment.

2.2.2 Service, contracts and supplies

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$22,813,216	\$12,299,271	53.91%	\$12,215,976	0.68%

This category is 3.91 % 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 0.68 % higher than last year due to enrollment growth, expenditure timing changes and cost increases.

2.2.3 Infrastructure Maintenance Renewal

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$3,278,690	\$763,575	23.29%	\$570,053	33.95%

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 23.29% increase in spend to date and the 33.95% increase from last year. More detail on the program can be found in section 4.

2.2.4 Other Expenses

Annual Budget 2014-15	Six months ended February 28, 2015	% of Target	Six months ended February 28, 2014	Change %
\$4,524,673	\$2,177,985	48.14%	\$2,264,887	-3.84%

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 six month period of \$625,854. This included a shortfall from operations of \$712,167 offset by a surplus in School generated Funds of \$86,313. This corresponds to the following blocks and is compared to the same period last year:

Block	Budget	Actual	Actual
	2014-15	2014-15	2013-14
Instruction	\$ (326,944)	18,652	\$ (123,550)
Administration	-	(46,199)	(145,308)
Operations and Maintenance	(220,897)	115,138	(240,421)
Transportation	-	(799,758)	(648,651)
Total	(\$547,841)	(712,167)	(\$1,157,930)
Add: SGF		86,313	
Total	\$ (547,841)	\$ (625,854)	\$ (1,157,930)

The Instructional block had an operating surplus of \$18,652 in line with plan. School Generated Funds had a deficit of \$86,313. School spending was slightly lower than planned and \$183,339 of 2013-14 prepaid IMR costs were recovered back to Instruction.

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

The Operations and Maintenance block had a small surplus of \$115,138 as cost containment plans realize benefits.

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

Block	Reserves at	Surplus	Operating
	Sept 1, 2014	(Deficit)	Reserves
		Feb 28, 2015	Feb 28, 2015
Instruction	\$ 1,892,877	18,652	\$ 1,911,529
Administration	275,248	(46,199)	229,049
Operations and	-	115,138	115,138
Transportation	205,247	(799,758)	(594,511)
Total	2,373,372	(712,167)	1,661,205
Unrestricted Surplus	943,769		943,769
Accumulated Surplus from Operations (Excluding SGF)	3,317,141	(712,167)	2,604,974
Add: SGF	1,068,783	86,313	1,155,096
Accumulated Surplus from Operations	\$ 4,385,924	(625,854)	\$ 3,760,070

The financial health indicator Accumulated Operating Surplus to Expense Ratio (A.O.S.%) is 2.24% excluding School Generated Funds.

3. Financial Condition

The following explains the changes in the Statement of Financial Position at November 30, 2014.

	Feb 28, <u>2015</u>	Aug 31, <u>2014</u>	<u>Change</u>	<u>Explanation for Change</u>
	(a)	(b)	(a)-(b)	
Financial Assets				
Cash	\$11,362,677	12,397,831	(1,035,153)	See cash flow statement
Accounts receivable	726,738	1,098,019	(371,281)	Annual charges collected in the first half.
	12,089,416	13,495,850	(1,406,434)	
Liabilities				
Accounts payable and accruals	3,823,619	4,058,457	(234,838)	Fluctuations due to payroll cutoffs
Deferred revenue	79,455,765	81,153,646	(1,697,882)	The annual amortization of capital revenues is larger than new assets received
Supported Debentures	22,346	37,716	(15,370)	Supported debt
	83,301,730	85,249,819	(1,948,089)	
Net Debt	(71,212,314)	(71,753,970)	541,655	Reduction in Net Debt as amortization exceeds replacement
Non-Financial Assets				
Property and equipment	84,711,276	86,314,145	(1,602,869)	Amortization of assets
Prepaid expenses	505,112	69,751	435,360	Expenses related to insurance and other agreements (paid at the beginning of the year and expensed monthly)
	85,216,388	86,383,897	(1,167,509)	
Accumulated Surplus	\$14,004,073	\$14,629,926	(625,854)	Comprised of \$712,167 operating deficit for the period and a surplus in SGF of \$86,313

4. IMR Projects 2014-15 Overview

**Actuals
February 28,
2015**

IMR Program Summary

IMR Carryover at September 1, 2014	\$	-
IMR Allocation 2014-15		3,278,690
Year to date IMR Expense		(763,575)
Remaining 2014-15	\$	2,515,115

Accumulated Total Project Costs

<u>School</u>	<u>Description</u>	Budget February 28, 2015	Actuals February 28, 2015
Blueberry	Repairs to Roof	17,000	
Brookwood	Mechanical Equipment Repairs	3,000	
Brookwood	Upgrade security system	9,200	
Broxton Park	Repairs to Air Handling Unit	4,000	
Broxton Park	Create new administration space	10,000	
Duffield	Upgrade security system	8,100	
Duffield	Replace Lockers	12,000	
Entwistle	Replace Lockers	12,000	
Graminia	Upgrade security system	8,850	
Greystone	Install 2 VFD's on air handling units	15,000	
Greystone	Install new lockers	25,000	11,596
High Park	Replace Dimmer Panel	4,000	
Memorial Comp	Upgrade security system	9,640	
Memorial Comp	Replace VFD	11,000	
Memorial Comp	Repairs To School Sign	5,200	
Meridian H.	Upgrade security system	7,400	
Millgrove	Upgrade security system	8,950	
Muir Lake	Repairs to Roof	10,000	
Muir Lake	Grounds Maintenance	20,000	
Muir Lake	Replace School Sign	40,000	
Parkland Village	Gym floor sand & recoat	18,000	
SGCHS	Elevator Repairs	80,000	
SGCHS	Upgrade security system	9,640	
SPC	Upgrade security system	7,400	
SPC	Foods Lab Renovation	30,000	
SPC	Art Room Renovation	15,000	
SPC	Gym floor sand & recoat	28,000	
Wabamun	Replace two major sections of failed rc	125,000	
Wabamun	Modernize and expand kitchen	50,000	
Woodhaven	Gym floor sand & recoat	34,000	
Woodhaven	Renovate room #126	20,000	
Woodhaven	Replace Handicap Door Opener	2,200	
Total Outstanding IMR Projects 2014-15		\$ 659,580	\$ 11,596

Accumulated Total Project Costs

<u>School</u>	<u>Description</u>	Actuals February 28, 2015
Blueberry	Upgrade security system	\$ 13,005
Brookwood	Repair Fence and Gate	2,985
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
Entwistle	Upgrade security system	8,271
Forest Green	Upgrade security system	8,992
Graminia	Replace Grinding Pumps	11,156
Greystone	Upgrade security system	14,163
High Park	Upgrade security system	9,093
Keephills	Upgrade security system	7,518
Memorial Comp	Mechanical Equipment Repairs	6,351
Meridian H.	Replace ceiling mounted basketball hoops	20,042
Muir Lake	Upgrade security system	8,992
Muir Lake	Flooring Replacement	
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
Seba Beach	Upgrade security system	8,271
SGCHS	Mechanical System Repairs	10,749
SGCHS	Window tinting on the third floor	19,089
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 Gym Floor	27,158
Wabamun	Upgrade security system	8,271
Woodhaven	Repairs to Roof	16,510
Woodhaven	Upgrade security system	10,211
Total Value Completed IMR Projects 2014-15		\$ 776,621

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: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **2015-2016 BUDGET ASSUMPTIONS**

Recommendation

That the Board of Trustees approves the 2015-2016 Budget Assumptions as presented at the Regular Meeting of May 5, 2015.

Background

The School Act (Section 147) specifies that school boards are responsible to develop an annual budget no later than May 31 for the fiscal year beginning the following September 1. As part of the annual budget cycle, school jurisdictions prepare budgets in the spring then update the budget in the fall based on the September 30 enrolments and any new developments since the spring.

In preparation of the annual budget, budget assumptions that consider the economic environment of the school jurisdiction are presented to the Trustees. This ensures there is an awareness of key budget issues and environmental factors that impact the development of the budget.

Administration would be pleased to respond to any questions.

CJ:jlf



Parkland School Division No. 70
2015-2016 Preliminary Budget
Opening Budget Assumptions – May 2015

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

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Enrolment	Overall enrolment increase of 416 FTE students (4.34%) broken out as follows: Community A: 324 (6.57%) Community B: 85 (2.18%) Community C: 7 (0.96%)	Final projections are determined by principals based on registration and local knowledge. Current projections are from the Division’s capital planning.	Risk to revenues is low as the Division’s funding is frozen at 2014-15 levels. The Division will not be receiving any additional funding for the additional students who enroll with the Division.
Average CEUs	Average CEUs are estimated at 35.2 per grades 10-12 student.	Average CEU per student is calculated by reviewing average CEUs earned over a three year period, student transfers from feeder schools and assessing a reasonable amount using known information.	Risk to revenues is low as the Division’s funding is frozen at 2014-15 levels.
Grant Revenues	Base funding increased by 1.49% on 14-15 enrolments. Inclusive funding cut 1.9% Transportation cut 1.35% IMR funding at 2014 levels All other grants cut 3.1%	The Provincial Grant rates are known. Revenues are calculated using the applicable formulas, rates, and criteria from Alberta Education’s Funding Manual for School Authorities. No funding for new enrolments is being provided.	As the Provincial grant rates are known, there is no associated risk of change. The cuts to other grants costs the Division \$700K The frozen enrolment costs the Division over \$3.2M, decreasing the per student resources available to serve.



Parkland School Division No. 70
2015-2016 Preliminary Budget
Opening Budget Assumptions – May 2015

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
Teacher Salary Costs	ATA Salary Increase = 2% ATA signing bonus = 1% Average teacher salary cost: \$90,120 Average teacher salary and benefits cost \$100,493 Grid movement cost \$1,551	Average salaries are used for all school based positions and are determined by advancing the experience grid of the current staffing. Principal and administrative positions include negotiated allowances as per the collective agreement.	Risk is low as average salaries tend to decrease in September as teachers retire and are replaced by more junior teachers. The Division cannot have school based FTE below 558.5 FTE as mandated by the Minister of Education. Grid cost of \$976K will have to come from other areas.
Support Staff Salaries	CAAMSE = TBD IUOE = TBD NUG = TBD	Average salaries are used for all school based positions and are determined by using actual salaries for current staffing. Collective agreements for CAAMSE and IUOE expire August 31, 2015.	That settlements not yet reached exceed the amount budgeted.
Negotiated Benefits	ATA Employer Contribution 90% (Dental, Vision and EHC); 96.5% (EDB, Life, AD&D) CAAMSE, IUOE, NUG Employer Contribution 85%	Known as negotiated.	No risk.

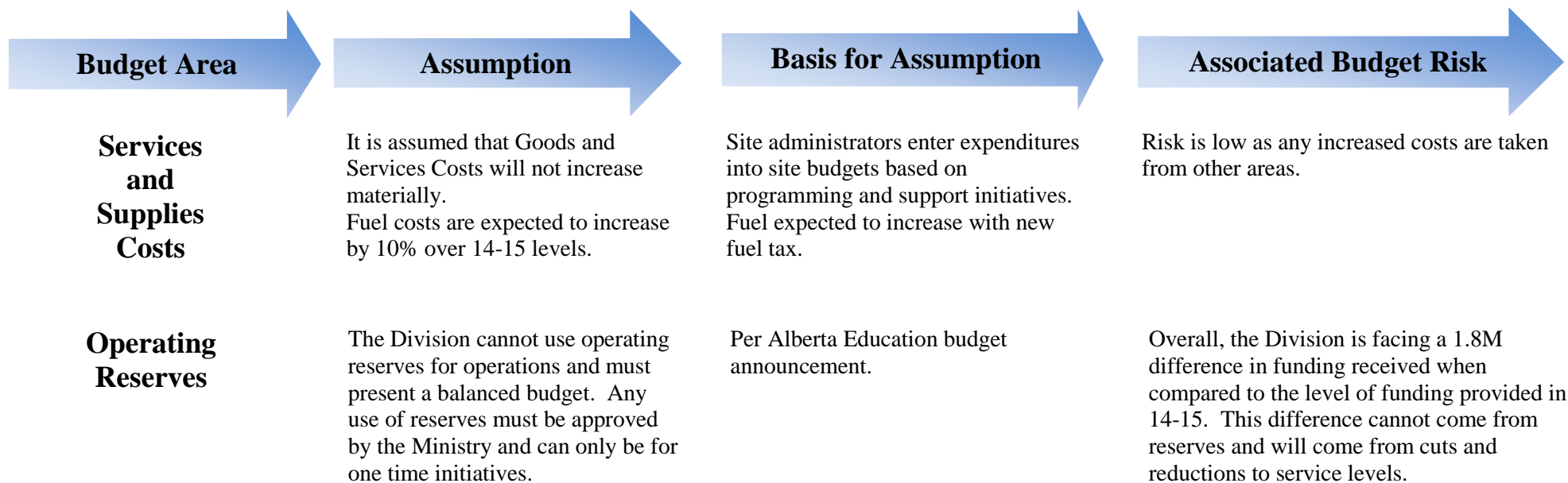


Parkland School Division No. 70
2015-2016 Preliminary Budget
Opening Budget Assumptions – May 2015

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
<p>Benefit Provider Rates - Teachers</p>	<p>ASEBP – The overall premium rates are estimated to decrease on average by over 1.5%. EI costs to increase by 1.8% CPP costs to increase by 1.8%</p>	<p>As per April 2015 ASEBP Premium Rate Notification</p>	<p>Risk that Parkland School Division could move into increased surcharge on Life and EDB or move into surcharge on EHC, Dental, or vision, which would increase costs. Risk is low as this is based on preliminary information from ASEBP.</p>
<p>Benefit Provider Rates - Support Staff</p>	<p>Sunlife – The overall premium rate increase for 2016 is expected to be minimal. EI costs to increase by 1.8% CPP costs to increase by 1.8%</p>		<p>Risk that rates are higher than estimated as the aging employee population continues to put pressure on the Life and LTD claims. Risk of increase in health and dental claim utilization.</p>
<p>Pension Costs</p>	<p>Employer contributions for Alberta Teachers’ Retirement Fund contributions made by the Provincial Government.</p> <p>Local Authorities Pension Plan contribution rate is not expected to increase at January 1, 2016.</p>	<p>LAPP Trustees review the actuarial valuations and assess rates accordingly.</p>	<p>None as fully funded by Provincial Government.</p> <p>Risk, if LAPP Board decides to implement mid-year increase, January 1, 2016.</p>



Parkland School Division No. 70
2015-2016 Preliminary Budget
Opening Budget Assumptions – May 2015





MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **STUDENT INFORMATION SYSTEM - CAPITAL RESERVES**

RECOMMENDATION

That the Board of Trustees utilizes capital equipment reserves in the amount of **\$255,000** to support the expenditures for the capital cost of a new Student Information System;

BACKGROUND

To meet our current demands for student reporting and accountability, Parkland School Division requires a robust Student Information System (SIS). The Student Information System manages and stores student data collected by the school division and is the driver for Provincial and Federal reporting. School Divisions are required to be compliant with the standards outlined for the Provincial Approach to Student Information (PASI).

On February 20, 2015, Parkland School Division initiated a Request for Purchase (2015 – SIS) to explore and identify a replacement for our existing SIS. The RFP closed on March 6, 2015. After reviewing the submissions received, Pearson's Powerschool was identified as the ideal Student Information System for Parkland School Division as a solution that meets the evolving needs of our organization. The estimated cost for the implementation is \$355,000, this is comprised of \$255,000 for license and implementation costs and \$100,000 for training costs.

Capital equipment reserves have been established for the capital portion of the project. The training portion of the project is to be funded from the operating budget.

Administration would be pleased to respond to any questions.

CJ:jlf



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Scott Johnston, Associate Superintendent
Subject: **GRADE 12 DIPLOMA EXAMINATIONS RESULTS – JANUARY 2015**

Recommendation

That the Board of Trustees receives as information Parkland School Division Grade 12 Diploma Exam Results for January 2015 as presented at its Regular meeting of May 5, 2015.

Background

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

The following report provides an overview of Parkland School Division's achievements on the Diploma Examinations for January 2015. The analysis compares Parkland's performance to the overall provincial level of performance.

Administration would be pleased to respond to questions.

SJ:bms



Parkland School Division
Diploma Examinations Results - January 2015
Executive Summary

*Presented to Board of Trustees, May 5 2015
Scott Johnston, Associate Superintendent*

Note: The January Diploma Examination results do not provide a complete overview of the Division's Diploma results for the year. In addition to the January examinations, students also write Diploma exams in November, April, June and August. Comprehensive results are tabulated and made available to jurisdictions in September. Therefore, the January examinations can only provide an indication of the Division's progress in student achievement. Caution is advised in using the results to determine any significant trends in achievement.

Commendations:

Highlights of the January 2015 Examinations:

The students and staff of both Memorial Composite High School and Spruce Grove Composite High School and their respective Outreach schools and Connections for Learning are to be commended for the excellent results achieved by Grade 12 students on the January 2015 Diploma Examinations.

- Although not representative of the entire Grade 12 cohort of learners, the January 2015 Diploma results **equaled or surpassed the provincial results** on:
 - 9/11 Diploma Examinations at the Acceptable Standard
 - 3/11 Diploma Examinations at the Standard of Excellence
- Although not representative of the entire Grade 12 cohort of learners, the January 2015 Diploma results **equaled or surpassed last year's PSD results** on:
 - 6/11 Diploma Examinations at the Acceptable Standard
 - 4/11 Diploma Examinations at the Standard of Excellence

Assessment for Learning

- Parkland High Schools and their respective Outreach Schools carefully analyze the results of the January 2015 Diploma Examinations to guide their instruction in semester two.
- Although not an assessment of the entire Grade 12 cohort, the examination results provide data that teachers use to continually guide and improve instruction.

**Parkland School Division
Diploma Examination Results - January 2015**

Subject	# Students Writing		Standard	Province			Parkland School Div.		
	Province	PSD		2015	2014	2013	2015	2014	2013
Biology 30	9,152	167	Acceptable	94.4	93.9	94.2	95.2	95.0	92.4
			Excellence	36.2	34.3	33.8	29.9	28.8	25.3
Chemistry 30	8,808	112	Acceptable	92.3	92.1	91.4	95.5	91.8	93.8
			Excellence	34.4	35.2	32.2	30.4	30.9	21.9
English Language Arts 30-1	11,551	143	Acceptable	96.8	96.9	97.0	98.6	100	100
			Excellence	14.6	16.0	13.4	16.8	16.6	14.0
English Language Arts 30-2	7,646	151	Acceptable	95.8	98.4	95.9	98.0	98.6	99.2
			Excellence	7.8	8.3	7.3	9.3	14.3	10.7
French Language Arts 30-1	669	26	Acceptable	99.6	98.9	99.1	100.0	100	100
			Excellence	22.0	28.2	26.1	19.2	36.8	44.4
Mathematics 30-1	11,237	96	Acceptable	90.8	89.9	92.0	92.7	91.0	94.3
			Excellence	35.8	32.6	39.4	35.4	29.5	43.8
Mathematics 30-2	5,733	117	Acceptable	88.9	89.4	85.6	89.7	88.7	89.7
			Excellence	14.2	15.3	9.3	12.0	16.9	9.3
Physics 30	4,313	30	Acceptable	93.7	92.6	92.2	86.7	96.7	91.8
			Excellence	38.7	35.7	33.7	30.0	31.1	36.7
Science 30	2,848	76	Acceptable	95.7	84.7	93.4	94.7	97.7	91.7
			Excellence	25.8	24.5	21.5	17.1	20.9	6.3
Social Studies 30-1	8,815	128	Acceptable	97.6	97.4	97.1	97.7	97.7	98.1
			Excellence	21.7	20.0	19.8	25.0	20.9	17.4
Social Studies 30-2	8,668	170	Acceptable	93.8	93.6	93.2	96.5	97.2	94.0
			Excellence	10.7	11.5	9.4	9.4	12.2	6.6



MEMORANDUM

Date: May 5, 2015

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Scott Johnston, Associate Superintendent

Subject: **DRAFT 2015-2018 THREE YEAR EDUCATION PLAN**

Recommendation

That the Board of Trustees receives as information the DRAFT 2015-2018 Three Year Education Plan as presented at the Regular Meeting of May 5, 2015.

Background

School authority planning and results reporting are integral parts of school authority accountability and an essential component of the Assurance Model.

The Board of Trustees, in collaboration with the Senior Executive Team, Lead Team, parents and students, develops the plan that sets out priorities, goals strategies and targets using results generated from assurance measures (engagement processes) and accountability measures (performance data). The Education Plan is a three-year guiding document for the achievement of Parkland School Division's Ultimate Goal of Student Success and Well-Being.

The Three Year Education Plan is part of an overall planning cycle which involves the following steps:

- Developing and updating plans that are aligned with provincial goals, outcomes and performance measures and Division vision, mission, values and beliefs
- Promoting stakeholder engagement
- Preparing budgets that allocate or redirect resources to support student learning, to achieve goals and to improve results
- Implementing strategies to maintain or improve student learning and achievement
- Monitoring implementation and adjusting efforts as needed
- Using results to identify areas for improvement and to develop strategies and targets for the next plan, e.g. evidence-based decision making
- Communicating with stakeholders (staff, students, parents, or guardians, school councils, the public and Alberta Education) about school authority plans and results

This Draft Education Plan will be shared with the Council of School Councils in May, 2015.

Please see handout and Administration would be pleased to respond to any questions.

SJ:jlf

TITLE PAGE

Graphic front page here

DRAFT

3 YEAR EDUCATION PLAN DRAFT DOCUMENT (2015-2018)

EXECUTIVE SUMMARY

As a leading public school division dedicated to the success and well-being of all students, Parkland School Division prepares, engages, and inspires our students to be their best in a quickly changing global community. We believe that Parkland School Division is a place where exploration, creativity and imagination make learning exciting and where all learners aspire to reach big dreams.

This document is Parkland School Division’s updated Education Plan. It provides the roadmap to achieve our essential vision for the future. Our mission, our priorities and our objectives enable us to remain committed to a focus on success.

As a school division committed to growth and learning, Parkland School Division’s educational planning is a process without beginning or end. The evolutionary process of developing strong goals and clear strategies in our education planning process has enabled us to emerge as a transformative school division, well-respected for innovation and excellence in education.

As a blueprint for success, this plan sets the direction for Parkland School Division for the next three years and beyond. It also provides the guide for division-wide alignment of educational planning at the school level. The School Division and all schools will engage students, staff, parents and their local communities in the generation of outcome-based strategies for success and well-being.

The Plan establishes enduring strategic processes (enduring priorities) that should **always** be considered in the generation of strategies (forward-thinking actionable plans). These strategies enable us to achieve our outcomes (goals). The locally-developed measures, provided in the plan, enable us to “know that we know” when success has occurred for any strategy. A well-planned strategy can have an impact on several outcomes.

Replace with graphic: Engagement -> Priorities -> Outcomes -> Strategies -> Measures -> Engagement ->
Resource Stewardship

Parkland School Division remains committed to our Alberta Education pilot of an Assurance Model for educational planning.

An Assurance Model means that stakeholders are actively engaged in the development of local priorities and plans. The intent is that local measures, when combined with provincial ones, should provide a more balanced and complete assessment of progress on priority outcomes and goals. As the Division engages stakeholders, the plan ensures that the Division is both forward-thinking and responsive to stakeholder concerns. Assurance, as a measure of confidence, can be revealed through engagement processes. Parkland School Division recognizes the importance of stakeholder engagement. Recently, our engagement measures have identified that we are achieving success in engaging our parents. We recognize the need to provide improved strategies to engage our community partners.

MESSAGE FROM BOARD CHAIR AND SUPERINTENDENT

To be added

Accountability Statement

This Education Plan for Parkland School Division No. 70 provides direction for three years, commencing September 3, 2015. This Education Plan was prepared under the direction of the Board in accordance with the responsibilities under the School Act and the Fiscal Management Act.

The Board developed this Education Plan in the context of the provincial government's business and fiscal plans. The Board has used its performance results and assurance measures to develop the Plan and is committed to implementing the strategies contained within the Plan to improve student learning and results.

The Board approved this Three-Year Education Plan for 2015-2018 on (approval date).

VISION:

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

MISSION:

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

VALUES AND BELIEFS:

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

PROFILE OF THE SCHOOL AUTHORITY



(Improve Map Graphic)

You will discover Parkland School Division just west of Edmonton, stretched out along highway 16 on the first leg of the route to the Rocky Mountains. At more than 100km east-to-west, Parkland School Division covers approximately 3,995 square kilometres.

Originally an agricultural region, over the past twenty-five years the economic base of Parkland School Division has grown increasingly industrial. The development of major power generation and coal mining projects, added to the production of oil and gas resources, have both significantly impacted our demographics. Additionally, the industrial and commercial developments in the Acheson Park and the Ellis and Sherwin Industrial Parks continue to promote growth in urban areas. There is a population shift occurring as more families move from rural areas to more urban centers, creating smaller rural communities with decreasing school populations.

The jurisdiction operates 20 schools in addition to a number of alternate learning sites, including:

- Connections for Learning
- Two high school outreach programs and an institutional program

Parkland School Division's 560 full-time equivalent certificated teaching staff and 369 full-time equivalent support staff are proud to serve the following schools:

Rural Parkland School Division Schools	GRADES SERVED	TELEPHONE
Blueberry School	K-9	780-963-3625
Graminia School	K-9	780-963-5035
Muir Lake School	K-9	780-963-3535
Parkland Village School	K-4	780-962-8121

Hamlet of Duffield	GRADES SERVED	TELEPHONE
Duffield School	K-9	780-892-2644

Hamlet of Entwistle	GRADES SERVED	TELEPHONE
Entwistle School	K-9	780-727-3811

Summer Village of Seba Beach	GRADES SERVED	TELEPHONE
Seba Beach School	K-9	780-797-3733

City of Spruce Grove	GRADES SERVED	TELEPHONE
Brookwood School	K-4	780-962-3942
École Broxton Park School	K-9	780-962-0212
Greystone Centennial Middle School	5-9	780-962-0357
Millgrove School	K-4	780-962-6122
Spruce Grove Composite High School	10-12	780-962-0800
Spruce Grove Composite High School Outreach	10-12	780-962-1414
Woodhaven Middle School	5-9	780-962-2626

Town of Stony Plain	GRADES SERVED	TELEPHONE
Forest Green School	K-6	780-963-7366
Connections For Learning	1-12	780-963-0507
High Park School	K-9	780-963-2222
Memorial Composite High School	10-12	780-963-2255
Memorial Composite High School Outreach	10-12	780-963-0840
École Meridian Heights School	K-9	780-963-2289
Stony Plain Central	K-9	780-963-2203

Hamlet of Tomahawk	GRADES SERVED	TELEPHONE
Tomahawk School	K-9	780-339-3935

Village of Wabamun	GRADES SERVED	TELEPHONE
Wabamun School	K-9	780-892-2271

GOVERNANCE

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

The Board has one main purpose, namely to provide educational services as required by the School Act.

There are 7 Trustees that represent the City of Spruce Grove and surrounding area, the Town of Stony Plain and surrounding area plus rural communities to the west that include Entwistle, Seba Beach, Tomahawk and Wabamun.

SCHOOL COUNCILS

Parental involvement is crucial when it comes to our children's education. Learning does not stop when the school bell rings and it takes an entire community to set up our students for success. Each year, thousands of volunteer hours are logged in schools in the areas of classroom support, clerical assistance, fundraising activities, and special event planning.

Each school in Parkland School Division is required to have a School Council according to Provincial legislation dating back to 1995. A council is a collaborative collection of parents, school staff and community representatives who take on an advisory role to the school principal and administration team on matters that range from school programs, policies and budgeting. Members of the Board of Trustees attend monthly School Council meetings and send a Trustee representative to the regular Council of School Councils meetings.

CENTRE FOR EDUCATION

Parkland School Division's Centre for Education is the administrative centre that provides support for the Division's community of 20 schools. The Centre for Education houses Parkland School Division's senior executive and administrative staff, including several important departments:

- Business and Finance (website link)
- Communication and Strategic Planning (website link)
- Facilities (website link)
- Learning Services (website link)
- Human Resources (website link)
- Technology Services (website link)
- Transportation (website link)

TRENDS AND ISSUES

Assurance engagement enables the Division to hear its stakeholders and consider the issues that are of greatest concern in light of changing trends in education. Effective strategic planning involves a consideration of both emerging trends and significant issues and the impact of each on student success and well-being. Notwithstanding our goals and strategies, the Division recognizes significant trends and issues that will continue to impact education.

CHANGING DEMOGRAPHICS

The City of Spruce Grove is one of the fastest growing communities in the province, followed closely by the Town of Stony Plain. The number of children between the ages of 0-4 years of age continues to increase and, as a result, the Division is experiencing significant growth in enrolments in its K-4 schools in Spruce Grove and Stony Plain.

The Division also recognizes changes in the diversity of our student population. Our students are from diverse cultures, socio-economic backgrounds, and family structures. In addition, Parkland School Division is experiencing a significant growth in the number of students with severe special needs. The number of children with autism spectrum disorder and fetal alcohol syndrome requiring extensive programming supports and services is growing, and the Division is challenged to provide appropriate and adequate support within its current financial reality.

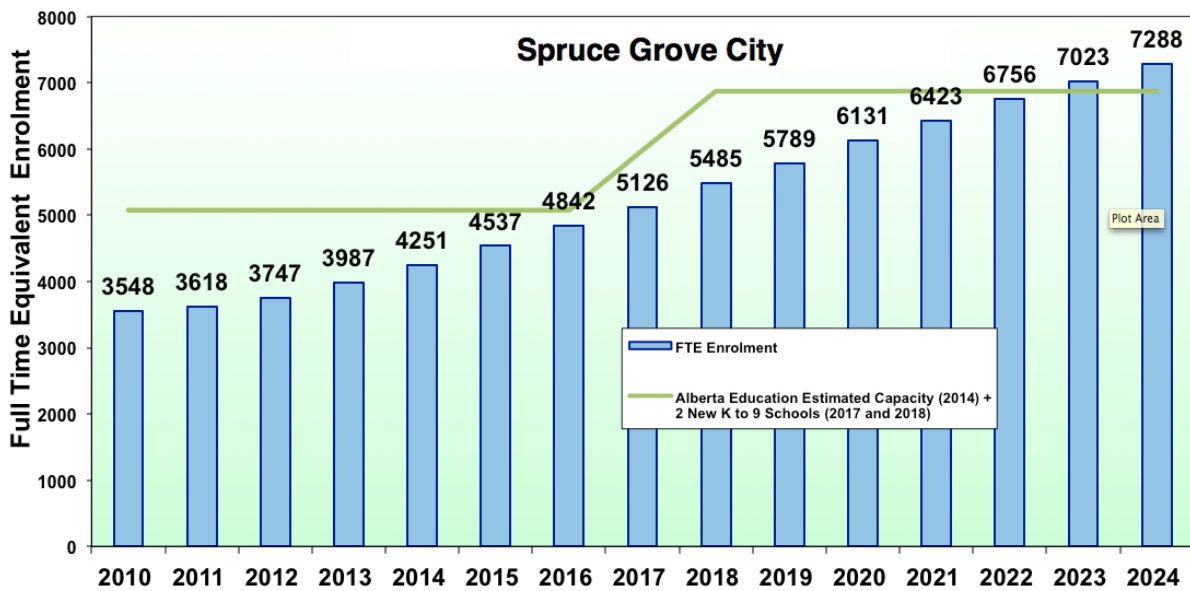
RESPONDING TO THE BROADER GOALS OF EDUCATION

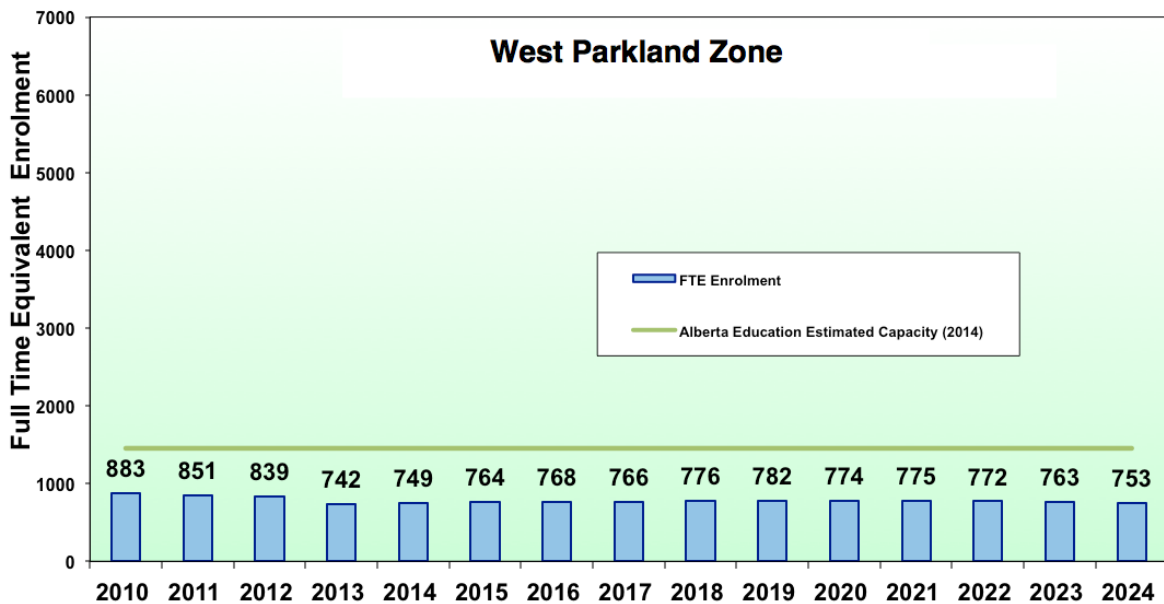
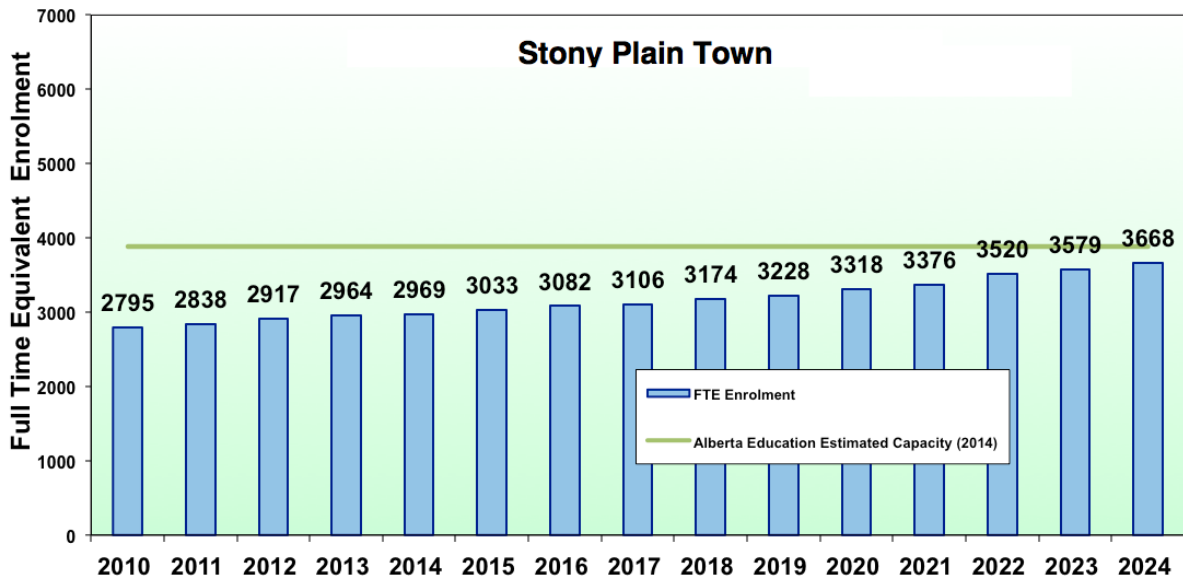
There is a growing dependence on Education to provide a solid foundation for society's future, to develop engaged and ethical citizens who will be able to use their skills and competencies to effectively resolve environmental, economic, political and cultural issues, and to ensure that the upcoming generation is healthy and active. Expanding the definition of learner success to encompass more than academic goals creates a significant increase in community expectations of the education system and in expectations of educators.

Parkland School Division's Ultimate Goal: **Student Success and Well-Being** encompasses the broader goals of education that have become the expectations of society and opens the door for developing an assurance model of planning and reporting. The Division also recognizes the work that teachers have always done as an integral part of their teaching to teach citizenship and social responsibility, to teach and model an active and healthy lifestyle, to deal with the growing issues of drugs and alcohol that have become more prevalent with youth, and to prepare students to take their place in a rapidly changing world. The Division also recognizes that adequately responding to the broader goals of education requires a community response and the support from community experts working in collaboration with educators.

ENROLMENT

The Division is appreciative for the announcement of two new schools in Spruce Grove and the modular classrooms that were approved and delivered to the Division. They provided much needed classroom spaces to accommodate rapidly growing school populations in the Division's urban schools. Enrolment numbers in 2014-2015 increased +2.69% compared to 2013-2014. Spruce Grove schools increased by +6.55% alone. However, the pace of the community's growth is such that these additional classroom spaces may not be adequate until the new schools are built and opened. The Division believes that, through the building of new schools as well as the modernization and preservation of existing facilities, it can successfully meet the expected pressures that will be placed on the Division.





THE DEVELOPMENT OF NEW SCHOOLS

Our families throughout the Division value strong and progressive schools that also provide a strong community connection. The development of the new K – 9 school, announced in the spring of 2013, has been extensively planned. In collaboration with Alberta Infrastructure, the Division’s planning will produce a state-of-the-art facility with the best interests of our students at heart.

Plans are moving forward with many new partners to develop a Community Wellness Centre on the same building site in the Prescott sub-division in the east end of Spruce Grove. The vision established is

to house family related ‘wrap-around’ community support services in one building that’s accessible to all. The suggested opening date for the first new school is slated for some time in the 2016-2017 school year.

All of the preparation thus far has positioned Parkland School Division near the front of the line when it comes to announced new school projects especially after the shift from the P3 model of funding (Public, Private, Partnership) to Alberta Infrastructure and the Government of Alberta’s plan for a major construction undertaking that Alberta has never seen before.

On October 8, 2014 Parkland School Division learned it would be receiving a second new K – 9 school when the government announced 55 new schools and 20 school modernizations in addition to the 2013 announcement. The vision will be to use the planning and design already created for the east end school and duplicate the effort on a yet to be determined site on the city’s west end. Both new schools will have the capacity for 900 students bringing some much-needed relief to many of our Spruce Grove area schools that are at or over capacity.

THE ULTIMATE GOAL: STUDENT SUCCESS AND WELL BEING

Students will be encouraged to explore, create, imagine, and engage in lifelong learning as they develop competencies that prepare them to enter the world of post-secondary studies or work. The 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.

(inset box) Parkland School Division’s Ultimate Goal is in line with Alberta Education’s Business Plan Goal One: Every Student is Successful. The ministry’s focus is on ensuring that students achieve Alberta’s student learning outcomes and focus on competencies, which include critical thinking, collaboration and communication, across subject and discipline areas based on a strong foundation of literacy and numeracy. – Alberta Education Business Plan 2015-2020

We recognize that success and well-being will continually require the complete engagement of our educational stakeholders. We further recognize that effective strategic planning requires an educational system that maintains forethought and fiscal responsibility.

The goals, outcomes and strategies identified in this plan are focused on the achievement of the Ultimate Goal: Student Success and Well-Being.

Two enduring priorities continue to guide the work of the Division. These priorities are considered to be enduring as they are necessary priorities to consider in establishing any goal:

The Enduring Priority of Engagement: Engaging all stakeholders: students, staff, and the local and global communities. Goals and strategies must include a consideration of how they will be shared and supported by all stakeholder groups.

The Enduring Priority of Resource Stewardship: Ensuring equitable and sustainable use of our resources and ensuring financial responsibility. Goals and strategies must include a consideration of how they will utilize limited resources with maximum results (**replace these with a graphic**)

In addition to the enduring priorities listed above, this three-year plan outlines the goals necessary to achieve student success and well-being:

1. **Inclusive Education** (**replace with graphic**)
2. **Quality Learning**
3. **Culture of Wellness**
4. **Universal Leadership**

Parkland School Division is confident that these goals are the ones we most need to achieve Student Success and Well-Being. This confidence is the product of engaging our stakeholders. Much happens in the life of students, schools and the Division, so these goals represent areas of interest in which our stakeholders desire the greatest impact. It is important to note that the plan is designed to identify areas for targeted growth, and not simply to capture everything that the Division is doing to achieve success. The plan sets targeted goals for improvement, directed toward achieving Student Success and Well-Being.

We have utilized assurance processes (engagement opportunities) and accountability measures (performance data) in determining our four goals and in developing strategies for improvement.

System Priorities (**replace with graphic**)

STUDENT SUCCESS AND WELL-BEING		
ENGAGEMENT	Universal Leadership	RESOURCE STEWARDSHIP
	Culture of Wellness	
	Quality Learning	
	Inclusive Education	

ENDURING PRIORITY: ENGAGEMENT

WHERE THE WORLD OPENS UP

Parkland School Division’s tagline is “Where the World Opens Up.” In our dedication to our children, we believe that engaging the global community is a necessity for human development. We are preparing our children for an uncertain future and we know we are not alone in the process of their development. Parkland School Division holds engagement as an enduring priority.

Engage Our Students – Engage our Parents – Engage our Staff – Engage our Local and Global Communities

The Government of Alberta is working to transform education so that it more effectively meets the changing needs of society and students. As a result, Parkland School Division is currently participating in an Assurance Model Pilot program that enables a focus on priority areas that are critical to the learning needs of the students served by the Division.

The Board is guided by the Vision and Mission of Parkland School Division. It is committed to transparent and collaborative efforts to achieve its priorities through the engagement of students, staff and community. The board takes its role very seriously when it comes to effectively managing its resources to support student learning.

An Assurance Model for planning means that the Board is committed to determining the level of confidence that our stakeholders have in our system. Assurance provides a framework for the Division to continue maintaining close alignment with the direction and goals of the Ministry but with a stronger focus on being more responsive to the needs of the Division's school communities. The Assurance Model framework enables Parkland School Division to ensure learner success through the following process:

- Develop local goals, strategies and measures that address Divisional priorities focused on ensuring student success;
- Develop strategic priorities that align with the Ministry but are more responsive to the needs of the school communities within the Division;
- Offer increased opportunities for stakeholder involvement throughout this process. Stakeholder engagement is a critical aspect of the Assurance Model and helps to build a sense of "assurance" that Parkland School Division is indeed developing a strong educational system that puts student learning at the core of its work while being accountable for the quality of work it is doing.

The creation of a responsive plan for education depends on strong stakeholder engagement. The Board provided opportunities for School Councils and stakeholders to be involved in this Three Year Education Plan:

- Daily, through the commitment of our Trustees in engaging our students, staff and community;
- Daily, through the conversations and engagement that our staff has with students, staff, parents and the community;
- Monthly, through Communities of Practice meetings established by leadership teams;
- Monthly, through School Council meetings and representation at the Council of School Councils;
- Monthly, through our Board's Student Advisory Committee;
- Monthly, through public Board Meetings.

Additionally, specific events and activities were held to facilitate planning, based on a model of assurance:

- October, 2014, through our Leadership Planning session;
- November, through our Parent Engagement Evening at Memorial Composite High School;
- January, through our Innovative Educator session;

- February through March, through Tell Them From Me student surveys and the ThoughtExchange parent engagement process;
- April, through our combined parent and staff Education Planning event.

At the school level, schools invite their local School Councils to provide advice and input in the development of their school Education Plan. In addition, the School Council Chairs were invited to provide their input in the development of the jurisdiction’s Three Year Education Plan through the Council of School Councils.

MEASURING ENGAGEMENT

Stakeholder engagement included the use of the ThoughtExchange engagement process for parents and staff, and *Tell Them From Me* Surveys for students. The ThoughtExchange process enabled participants to share their thoughts with the school community. These individual thoughts were then considered, responded to and evaluated to determine a level of confidence (assurance) in how well Parkland School Division is doing in the achievement of its goals and priorities. These shared thoughts are formative assessments (as opposed to numerical measurements) that can be used to evaluate progress and plan for growth.

While we have recognized increasing success with student and parent engagement, Parkland School Division plans to increase its level of engagement with community partners and agencies, as reflected in this Education Plan.

Parkland School Division’s engagement process fulfills the Board’s obligation under the School Council Regulation (2007).

ENDURING PRIORITY: RESOURCE STEWARDSHIP

The Division considers resource stewardship as an enduring priority. School Divisions must increasingly meet the demands of society while remaining mindfully vigilant with limited resources. Student success and well-being depend on fiscal responsibility to ensure that success and well-being can remain the focus of our educational programming into the foreseeable future.

The Division engages the Lead Team of school administrators to determine, through consensus, the most effective and equitable formula for determining school funding. Parkland School Division implements distributed decision making. When considering planning, it is in the best interest of the Division to ensure that individuals who have critical knowledge and expertise about a certain activity are best suited to make the necessary decisions on how to achieve the goal and objectives for that activity.

In support of the Ultimate Goal of Student Success and Well-Being, each of the targeted three-year goals for education identifies enduring priority outcomes related to resource stewardship.

Planning Principles

Distributed Decision-Making Belief

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

Decision-Making Guiding Principles

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

GOAL ONE: INCLUSIVE EDUCATION

Understanding the Context

Parkland School Division is an inclusive education system. An inclusive education system is one that demonstrates behaviours and decisions that reflect valuing all students. The Division is committed to achieving this goal and to fulfilling the provincial mandate for inclusion.

In our inclusive education system, everyone is accepted, everyone is loved and everyone experiences a sense of belonging! Every student, no matter their ability, disability, language, cultural background, gender or sexual orientation, has meaningful contributions to make. Using the programs of study as the framework for learning, every student is engaged in meaningful and authentic ways. All students are treated equitably; they get the support needed when they need it, and for the intensity and duration of time for which they need it.

Divisional Supporting Outcomes

- 1.1 All students are linked to the Program of Studies
- 1.2 Students have the supports and services they need to access and be successful within their educational programs
- 1.3 Students feel that they are welcomed and that they can contribute
- 1.4 Staff demonstrate the ability to meet the diverse needs of all students

Enduring Priority Outcomes: Engagement and resource stewardship in the context of Inclusion

- 1.E.1 Parents, students and the community demonstrate support for, and an understanding of inclusive education
- 1.R.1 The division ensures equitable resource distribution to provide for the implementation of Inclusive Education

Division-wide Strategies for 2015 – 2018 to achieve the goal and supporting outcomes

- The Division will continue to articulate a clear understanding of inclusion and communicate this to all stakeholders
- The Division and its schools will continue to align funding and procedures to inclusive education outcomes and fund a continuum of supports and services rather than students
- The Division will develop and implement a Service Delivery Model
- Aligned to the Service Delivery Model, the Division will introduce and support the Classroom Profile Tool to Inclusive Education Leads and school administration and provide guidelines for the effective use of the Classroom Profile Tool
- The Division will develop a shared understanding of school-specific strategies that promote inclusive education
- The Division will promote the use of the Circle of Courage (Brokenleg) to coordinate inclusion and wellness

Notwithstanding Division-wide strategies, schools may develop, implement and amend short and long-term strategies to achieve a school culture in support of inclusive education.

Assurance and Accountability Targets and Measures

- A continuum of supports, services and environments is in place as reported through stakeholder engagement
- Collaborative practices are the way in which learning occurs in Parkland School Division as reported through survey and engagement processes
- Administration and staff sense of confidence as reported through engagement measures
- Parent satisfaction and confidence as reported through engagement measures

Alberta Education Accountability Measure: Percentage of teachers, parents and students who are satisfied that each child and youth belongs, is supported and is successful in his/her learning	Future Targets		
	2016	2017	2018
	84.0	84.5	85.0

GOAL TWO: QUALITY LEARNING

Understanding the Context

Student success and well-being depends on quality instruction in an atmosphere that respects each learner's independent spirit. Quality teaching practices promote the development of innovation and creativity while attending to meaningful assessment and reporting practices that reflect alignment with Inspiring Education.

Quality Learning builds on the Division's Inclusive Education goal in that all students are connected to the Programs of Study and all students have the supports and educational quality necessary to achieve success.

(inset box) Parkland School Division's goal for Quality Learning is in line with Alberta Education's Business Plan Goal Four: First Nations, Métis and Inuit students are successful. The ministry supports the education system in eliminating the achievement gap between First Nations, Métis and Inuit students and all other students. – Alberta Education Business Plan 2015-2020

Divisional Supporting Outcomes

- 2.1 Students achieve student learning outcomes across the Alberta Programs of Study
- 2.2 Students demonstrate proficiency in literacy and numeracy
- 2.3 Students complete high school and are able to transition successfully into careers and active citizenship
- 2.4 First Nations, Métis and Inuit students are successful
- 2.5 Teacher preparation, collaboration and professional growth centers on the competencies needed to help students learn
- 2.6 The Division explores and develops divisional strategies for higher student achievement

Enduring Priority Outcomes: Engagement and Resource Stewardship in the context of Quality Learning

- 2.E.1 Parents, students and the community will demonstrate confidence in student achievement, assessment and reporting
- 2.E.2 The Division will improve its stakeholders' understanding of the language of education by ensuring student and family-friendly, clearly defined terms
- 2.R.1 The Division effectively utilizes tools and systems to ensure that operational, financial and compliance objectives are met
- 2.R.2 The Division makes decisions for educational quality improvement, based on financially sustainable priorities at all levels of the organization

Division-wide Strategies for 2015 – 2018 to achieve the goal and supporting outcomes

- The Division will explore, share and promote improvements to instructional practices that increase success and mindful student engagement utilizing the Alberta Programs of Study

- The Division will promote exemplars that capture the process of utilizing the Programs of Study through competencies as opposed to content
- The Division will explore, share and promote improvements to engage in literacy and numeracy teaching practices across curricula and for all students, K-12
- The Division will research, reveal and share technology approaches to remove barriers to learning
- The Division will continue to reveal improvements to encourage increased engagement of FNMI Elders and families
- The Division and its schools will support FNMI students using culturally relevant and responsive education practices and strategies
- Schools and School Councils will be encouraged to establish strategies that increase parent and community engagement
- With respect to resources, the Division will endeavor to support staff initiatives to stay current with, and apply educational research to learning and teaching

Notwithstanding Division-wide strategies, schools may develop, implement and amend short and long-term strategies to achieve a school culture in support of quality learning.

Assurance and Accountability Targets and Measures

- Assurance that staff are able to demonstrate an understanding of innovative educational practices and their role in Parkland School Division
- Assurance that learning is personalized, authentic and supports student choice
- School staff members are perceived through assurance measures as exemplifying confidence in technological literacy
- Students are able to articulate what they are learning and where they are at in their learning process

Alberta Education Accountability Measure: Teacher, parent and student satisfaction with the overall quality of basic education	Future Targets		
	2016	2017	2018
	87.5	88.0	88.5

Alberta Education Accountability Measure: 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.	Future Targets		
	2016	2017	2018
	81.5	82.0	82.5

Alberta Education Accountability Measure: Overall percentage of students who achieved the acceptable standard on diploma examinations (overall results)	Future Targets		
	2016	2017	2018
	88.5	89.0	89.5

Alberta Education Accountability Measure: Overall percentage of students who achieved the standard of excellence on diploma examinations (overall results).	Future Targets		
	2016	2017	2018
	19.0	19.5	20.0

Alberta Education Accountability Measure: Overall percentage of students who achieved the acceptable standard on provincial achievement tests (overall results)	Future Targets		
	2016	2017	2018
	78.0	78.5	79.0

Alberta Education Accountability Measure: Overall percentage of students who achieved the standard of excellence on provincial achievement tests (overall results).	Future Targets		
	2016	2017	2018
	17.3	17.6	17.9

Alberta Education Accountability Measure: Percentage of teachers and parents satisfied with parental involvement in decisions about their child's education	Future Targets		
	2016	2017	2018
	78.5	79.0	79.5

DRAFT

GOAL THREE: CULTURE OF WELLNESS

Understanding the Context

Parkland School Division is committed to Student Success and Well-Being. The Division recognizes that, as a system, well-being must be present for all stakeholders, and therefore is committed to fostering physical literacy, lifelong health and well-being at all levels. The Division believes that student success is closely linked to student well-being and the development of social-emotional assets that build resiliency.

The development of citizenship and social responsibility contribute to wellness and are integral to the delivery of a broad and comprehensive program of studies. We are dedicated to the development of the whole child. This is a significant goal for the Division and it is expected that a commitment to wellness is modeled at all levels of education (staff, students and community). The Division recognizes that an Inclusive Education system that promotes Quality Learning will directly contribute to wellness.

(inset box) Parkland School Division's goal for Universal Leadership is in line with Alberta Education's Business Plan Goal Three: Alberta's education system is governed effectively. The ministry ensures that the education system demonstrates collaboration and engagement with students, academics, not-for-profit agencies, employers, Aboriginal communities and the public and that students have access to safe and healthy learning environments.– Alberta Education Business Plan 2015-2020

Through our engagement processes, the Division recognizes that wellness remains a key concern for parents, students and staff.

Divisional Supporting Outcomes

- 3.1 Students, staff and parents have access to safe and healthy learning environments
- 3.2 The Division cultivates leadership dedicated to wellness and youth resiliency
- 3.3 The Division supports initiatives to promote wellness education, including learning the importance of caring for others, learning respect for others and treating others with fairness and kindness

Enduring Priority Outcomes: Engagement and resource stewardship in the context of wellness

- 3.E.1 Parents, students and the community demonstrate high levels of engagement in the Parkland School Division Wellness Initiative (formerly the Youth Resiliency Program)
- 3.R.1 The PSD Wellness Initiative's community partnerships show growth year over year

Division-wide Strategies for 2015 – 2018 to achieve the goal and supporting outcomes

- The Division will seek to provide greater clarity to the causes and symptoms of mental health concerns that exist for students and staff
- The Division will seek to reveal improved access to emotional and mental health supports for students and staff
- The Division will improve community education of the context of bullying, aggression and mean behavior to reveal research-backed strategies to reduce these behaviors
- The Division will continue to support the establishment of Wellness Teams, Health Champions and strong community partnerships that promote the initiatives of these teams and champions

- Schools will establish a focus on physical literacy and engage students in becoming involved in an active, healthy lifestyle

Notwithstanding Division-wide strategies, schools may develop, implement and amend short and long-term strategies to achieve a school culture in support of wellness.

Assurance and Accountability Targets and Measures

- A reduced concern with student and staff wellness as reported through engagement processes
- Partnerships supporting youth are expanded as reported through engagement processes
- Programs that recognize and support wellness are nurtured, as reported through staff engagement processes

Alberta Education Accountability Measure: 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	Future Targets		
	2016	2017	2018
	89.0	90.0	91.0

DRAFT

GOAL FOUR: UNIVERSAL LEADERSHIP

Understanding the Context

Student success and well-being requires collaborative, universal leadership that employs calculated risk-taking and a determination to consider and implement new and innovative ideas. The Division's Board of Trustees continues to embrace the direction set by Alberta Education to adopt a Generative Governance Model that demands public confidence in all facets of the system. The Division's clear strategic direction will be maintained, administered and reviewed on an ongoing basis to ensure true stewardship of resources.

As a learning organization, the Division recognizes continued improvement through a commitment to leadership at all levels.

(inset box) Parkland School Division's goal for Universal Leadership is in line with Alberta Education's Business Plan Goal Two: Alberta has quality teaching and school leadership. The ministry sustains high standards for educators by ensuring that teacher preparation and professional growth focus on the competencies needed to help students learn, and that effective learning and teaching are achieved through collaborative leadership.– Alberta Education Business Plan 2015-2020

Divisional Supporting Outcomes

- 4.1 The Division attends to Student Success and Well-Being through innovation, leadership and collaboration
- 4.2 Administrators, educators and educational support staff engage in professional development that enables innovation and research-informed practices in support of learning and teaching
- 4.3 Teachers and leaders integrate technology effectively and innovatively into the learning environment, as outlined in Alberta Education's Learning and Technology Policy Framework
- 4.4 Leadership Communities-of-Practice provide opportunities for collaboration and growth

Enduring Priority Outcomes: Engagement and resource stewardship in the context of leadership

- 4.E.1 Staff, parents, students and the community model and contribute to high levels of engagement in leadership initiatives
- 4.E.2 The Division explores potential strategies to highlight innovative practices that develop leadership and learning
- 4.E.3 The Division communicates to all stakeholders in an open and transparent manner using a variety of media
- 4.R.1 Leaders ensure that financially sustainable priorities are set and that transparent decisions regarding resource allocation are made at all levels within the Division

Division-wide Strategies for 2015 – 2018 to achieve the goal and supporting outcomes

- The Division will endeavor to provide relevant and meaningful leadership opportunities and experiences for students and staff
- The Division will expand partnerships with post-secondary institutions

- Staff and students will utilize professional learning and collaborative strategies to enhance leadership
- The Division and its schools will nurture opportunities for students and staff to engage in reflection and generate digital portfolios
- School administrators and the Senior Team will identify strategy improvements to increase collaborative capacity
- The Division will explore the practice of mentorship at all levels; staff will promote student collaboration with adults and across grades
- The Division will support the deliberate study of successes and failures to explore the necessity of calculated risk-taking that promotes learning
- The Division will continue to focus on leadership development
- At all levels, the Division will seek to find ways to synchronize individual aspirations with organizational opportunities

Notwithstanding Division-wide strategies, schools may develop, implement and amend short and long-term strategies to achieve a school culture in support of universal leadership.

Assurance and Accountability Targets and Measures

- Administrative staff report that administrative processes are more efficient and effective as reported through leadership engagement processes
- All students are working toward the creation of a digital portfolio
- Strategic planning and budgeting reflects leadership development and growth

Alberta Education Accountability Measure: 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	Future Targets		
	2016	2017	2018
	86.4	86.8	87.2

Alberta Education Accountability Measure: Percentage of teachers, parents and students who are satisfied that students model the characteristics of active citizenship	Future Targets		
	2016	2017	2018
	80.0	80.5	81.0

Alberta Education Accountability Measure: Overall teacher and parent agreement that students are taught attitudes and behaviours that will make them successful at work when they finish school	Future Targets		
	2016	2017	2018
	75.4	75.8	76.2

BUDGET SUMMARY

To be included when approved

CAPITAL AND FACILITIES PLAN

To be included when approved

DRAFT



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Resource Person: Shae Abba, Director Human Resources
Subject: **HUMAN RESOURCES DEPARTMENT REPORT 2014-2015**

Recommendation

That the Board of Trustees receives as information the Human Resources Department Report 2014-2015 as presented at the regular meeting of May 5, 2015.

Background

To ensure the Board of Trustees continues to understand the successes and challenges faced in retaining and recruiting staff to Parkland School Division, a summary of Human Resources activities is respectfully submitted.

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

KW:bms



Human Resources Department 2014-2015 Report
May 2015

*Presented to Board of Trustees, May 05, 2015
Kelly Wilkins, Deputy Superintendent
Resource: Shae Abba, Director Human Resources*

Department Staff

- 3 full time staff : Director, Human Resources, 2 Human Resources Business Partners
- 1- Contract Substitute Teacher Placement Coordinator

Recruitment and Selection

- Human Resources is responsible for providing all recruitment and selection services to the Division, including Senior Executives, non-union group positions including Director, union positions including Principal, Assistant Principal, teaching and support positions. This includes recruitment for casual support staff and substitute teachers. For the 2014-2015 school year the Department managed **252 (166 Teaching Positions, 86 Support positions-86 support postings)** competitions. 2% increase in recruiting over 2013-2014.

Employee Headcount: as of April 27, 2015

Employee Group/Position	Headcount	FTE
ATA total	617	576.7
Teacher	571	530.7
Administration	46	46
CAAMSE total	358	292.2
IUOE total	80	62.51
NUG total	29	29

Staff Supervision, Growth and Evaluation

- Human Resources advise and support Administrators in providing quality supervision, growth and evaluation of staff.

Coaching and Support

- Human Resources provide support to both Parkland’s leadership team and staff in addressing and resolving workplace issues.

Career Fairs

- Parkland School Division No. 70 participated at teacher career fairs at the University of Alberta, Faculté St. Jean and Concordia University College. Human Resources Director is a member of the Program Advisory Committee for Concordia’s BEd(AD) program, and has been invited to join Norquest College Administrative Assistant Program Advisory Committee.

Practicum Students

- Parkland School Division has had the honor of facilitating several practicum students for the 2014-2015.

Teacher	9
Social Worker	2
Administrative	1
Speech LP	1
EA	3

Substitute Teacher Placement Office

- Recruiting for substitute teachers is on-going throughout the year, with an open posting appearing on the Employment section of the Division’s website. Human Resources staff are responsible for interviewing and selecting candidates whose backgrounds and skills match the needs of our schools. There are currently 204 teachers on our Substitute Teacher list. The number has dropped from 2013-2014 due to the regular audits and removing Subs that have little to no subbing activity. (8.5% decrease from 2012-2013)
- Substitute teachers are held to the same high standards as Temporary or Continuing Teachers all concerns are investigated and appropriate action taken up to and including removal from the Substitute Teacher List.

Casual Support and Caretaking Staff

- Human Resources is responsible for recruiting and maintaining a list of qualified casual support and caretaking staff who are required for short term work assignments at schools and the Centre for Education. There is an open posting on the Division’s website inviting applications. There are currently 144 individuals on our Casual list. The number is a bit lower than last year due to the regular audits and removing casuals that have little to no casual activity. (1.4% decrease from 2012-2013)

Negotiations Support

- The Human Resources and Finance Departments gather information to report on trends and issues pertaining to the administration of the three collective agreements (ATA, CAAMSE, and IUOE). The Department also assists in the development of the Division’s bargaining proposals, and the Human Resource Director is a member/Spokesperson on the Division’s collective bargaining teams.

Professional Development

- Professional development initiatives across the Division are ongoing, contributing to the growth of Parkland School Division and its employees.
- Business and Finance Department conducted a Budgeting and Forecasting Workshop for Principals, Directors and Managers.
- 11 Learning Coaches (2 less than 2013-2014) began their work with schools at the beginning of the school year.
- The Educational Assistant Boot Camp Program was offered again this year. Session topics included “The Top 10 + List : Occupational Therapists /Speech Language Pathologist Strategies to Support Student Success”, “You’re in the Trenches Now, The Science of Being an Education Assistant”, and “The Google Workout.” This is the second year for this program and schools were given the schedule of when to attend the sessions being held in November 2014, January

2015 and March 2015. After completion of the last Boot Camp, all Education Assistants that attended all 3 courses are presented with Completion Certificates.

- Exploring Leadership continued this year, with a cohort group of 16 (15 teachers and 1 Support Staff) meeting five times during the school year to learn more about effective leadership. The sessions involve discussions regarding leadership concepts and include guest speakers and book studies.
- Franklin-Covey’s “7 Habits of Highly Effective People” is offered to all Parkland School Division staff on a regular basis. 1 session was held this year, January 15 & 16, 2015.
- This year, Learning Services offered “Fierce Conversations”, to participants of Exploring Leadership (2013-2014), Lead Team, Inclusive Education Leads, Learning Coaches, and New PSD teachers. Last year this training was only offered to CFE staff. Principals have requested that existing teachers also be allowed the opportunity to attend “Fierce Conversations” training in the future.
- Support to new teachers continues with New Teacher Orientation on August 22 and 25, 2014, and 5 call back sessions held throughout the year on a variety of topics.
- New teachers are assigned a mentor at their school for additional assistance and support.
- An extensive list of professional development opportunities were provided to our teachers through our Learning Services department.
- New Principals, attend Principal Call Back sessions throughout the year.
- New Principals and Directors are supported directly through a formal Mentorship.
- Further support is provided directly and in an ongoing basis by Senior Administration.

Disability Management

- Human Resources staff work with leaders to facilitate the return to work of teachers and support staff from sick leave/extended disability leave or work-related injuries (Workers Compensation). In some cases, graduated returns to work arrangements are medically recommended to ensure a smooth transition back to full duties. In other instances, suitable alternate work needs to be identified which is in keeping with the employee’s restrictions and limitations. The leaders in Parkland School Division continue to be very supportive and demonstrate exemplary commitment to the accommodation of our staff.
- ASEBP – Alberta School Employee Benefit Plan administers the extended disability benefit for teachers. Human Resources works closely with ASEBP account manager to ensure employee accommodations are reasonable and proper medical clearance is provided. In January 2015 ASEBP implemented an Early Intervention Program allowing collaboration between PSD and certificated staff to accommodate work load while employee remains at work in some capacity while they recover from short term illness.
- Non-teaching staff short term disability medical validation is managed by Homewood Health Inc. (HHI). HHI works closely with the employee and their medical practitioner then consults with Human Resources to determine best course of action to return employee back to work in a timely manner.
- Non-teaching staff Long Term Disability (LTD) is managed by Sunlife Financial.
- There are currently 27 Teachers and 14 Support Staff on disability. The breakdown is as follows:

Short Term Disability	2014/15	2013/14	Long Term Disability	2014/15	2013/14
Teachers	4	9	Teachers (EDB)	23	29
Support Staff	8	9	Support Staff	6	8

Employee and Family Assistance Program

- The Human Resources Department manages Parkland School Division’s contract for the Employee and Family Assistance Program (EFAP).
- On January 1, 2015 ASEBP started offering certificated staff EFAP services through Homewood Health Inc.
- The provider for non-certificated staff is HumanaCare, with over 30 years’ experience in supporting wellness and health services delivery. Confidential counseling and referral services are available to staff and their families, along with web-based tools to assist employees in designing customized wellness programs.
- EFAP utilization for 2014 calendar year was 9.21% (93 new cases and 3 continuing cases) down 2.37% over 2013.

Utilization by Group		Trend
Teachers	40%	↑
Support Staff	31%	↓
Dependents	22%	↓
Spouses	6%	↑

- In 2014 Human Resources started promoting HumanaCare webinars via PSD Employee Newsletter “Online” resulting in an 87.5% increase in live participation over 2014. (2013:1.34%, 2014:11%)
- HumanaCare webinars are recorded and accessible via HumanaCare website. Utilization of recorded webinars is not tracked. PSD Staff webinar feedback to date has been positive.



MEMORANDUM

Date: May 5, 2015

To: Board of Trustees

From: Tim Monds, Superintendent

Originator: Scott Johnston, Associate Superintendent

Resource Person: Dennis Simcoe, Director Transportation

Subject: **TRANSPORTATION DEPARTMENT REPORT 2014-2015**

Recommendation

That the Board of Trustees receives as information the Transportation Department Report 2014-2015 as presented at the regular meeting of May 5, 2015.

Background

Parkland School Division operates one of the largest regional student transportation systems in the province. This means that we not only provide safe, effective and efficient transportation services to Parkland students, but also to other school divisions, which includes Evergreen Catholic, Wild Rose, Black Gold, Grande Yellowhead, St. Thomas Aquinas, and Edmonton Public. We also provide services to Living Waters Christian Academy, St. Matthew's, Bosco, Drayton Christian and Devon Christian, which are private schools. In total, 49 schools are served that are located within Parkland County, Spruce Grove, Stony Plain, Drayton Valley, Devon, Evansburg and Edmonton. The department is open from 7:00 AM to 5:00 PM during bus operational days. During this time, staff will handle all facets of the operation including bus dispatch and all external and internal inquires related to transportation services and school attendance boundaries.

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

SJ:jlf



Transportation Department 2014-2015 Report May 2015

*Presented to Board of Trustees, May 05, 2015
Scott Johnston, Associate Superintendent
Resource: Dennis Simcoe, Director Transportation*

Department Statistics

To provide transportation services we make efficient use of school buses ranging from 20 to 90 passengers, cabs, and parent-provided transportation. In the safe transportation of 11,018 students across 16,186 km each day, we utilize:

- 175 buses
- 9 Cabs
- 198 Bus Operators
- 28 Contractors
- 5.2 Office Staff
- 9 Transfer Site Supervisors
- 270 route changes

Regional Transportation

Cooperative busing

Parkland School Division is a regional transportation provider. In addition to providing Transportation to 7,825 Parkland School Division students, this system provides bus services for Evergreen Catholic Separate School Division, Wildrose School Division in Drayton Valley, Black Gold School Division in Devon, Grande Yellowhead School Division in Evansburg, Living Waters Christian Academy, St. Mathew Lutheran Christian Academy, Columbus Academy, Devon Christian School, St. Thomas Aquinas Roman Catholic Schools in Drayton Valley and Leduc, Elves Special Needs Society, Alberta School for the Deaf, the Connect Society, Glenrose Rehabilitation Hospital, and Harry Ainlay High School in Edmonton through 20 locations throughout the region. Currently, we note that:

- The Regional Transportation System has existed since approximately 1995.
- Bus route design is based on maximizing the overall efficiency of the system and is not dedicated to specific stakeholders.

PSD receives provincial grants for cooperative busing totaling \$449,440. This grant supports:

- 3,179 (29%) of students who are eligible for cooperative busing
- 70 buses (40%) and 1 cab are utilized to service these locations
- Currently there are 8 formal agreements in place: Evergreen, Wildrose, Grande Yellowhead, Living Waters, Devon Christian, St Mathew School, and St. Thomas Aquinas Roman Catholic (2).

Initiatives

School You Project

- Regional Traffic Safety Initiative that utilizes a decaled school bus to promote the awareness of why vehicles must stop when buses are loading or unloading students.

Bus Pass Sales:

- On-line advance bus pass sales will be available starting June 1, 2015

Student Tracking

- Student Tracking for all Kindergarten to Grade 4 students (3336 students) went live in September 2014

Communication and Community Engagement

Communication:

- We relay information in the event of bus delays or cancellations. The web address for the site is www.psd70.ab.ca/studenttransportation . This information site is accessible for parents/guardians to be able to check, on a daily basis, the status of their child's bus routes, inclement weather policy, transportation fees and general information. The site also provides contractors and Bus Operators accessibility to forms and general information.
- A monthly newsletter is provided to our internal and external audience that has information for the current month in regards to important dates, general safety information and related transportation articles.

Attendance Area Inquiries:

- The department receives approximately 80 inquiries per month

Transportation Council:

- The Transportation Council, which is comprised of Bus Operators and Contractors, meets once a month to discuss issues concerning transportation regulations, routing, bus operator concerns, new initiatives and participation in planning for events for Bus Operators. These events include the safety seminar and driver appreciation year end barbeque.

Student Learning

School Bus Safety Program:

- During the school year, 4990, K-7 students from 18 schools participated in class room presentations that included a school bus on site to participate in an actual rear door evacuation. Blueberry and Duffield as had their 8/9 students also get involved in the program. New schools added to the program this year were, Entwistle and Tomahawk.

First Ride Program:

- Prior to the commencement of the school year we offer the First Ride Program, which is designed to teach new students and their parents all aspects of school bus safety procedures. It includes an actual school bus ride.
- 123 students and 177 parents participated in the program last year.
- With the increase of 10% more participation one more session has been added for this year.

Emergency Bus Evacuations:

- Rear and front door evacuations are performed to ensure all of our students are familiar with safely exiting a bus in an emergency situation.

Safety

Route Monitoring:

- As part of our constant commitment to safety, field monitoring is completed to ensure our safety standards are met and the approved routes are being followed.
- Total number of monitoring reports = 72 to date
- Safety Officer's vehicle is equipped with a live GPS monitoring system to assist in this task

Safe Stop Assessments:

- Alberta Education has established the requirement of a route assessment on every route operated by the division. Every Bus Operator completed the form with a specific set of criteria to review the safe operation of their route. In turn, if there are any areas that have been identified of concern the department follows up with resolution.

School Bus Roadeo:

- Each year Bus Operators participate in friendly competition to see who will represent us at the Provincial Roadeo. From there, the winner participates in the international roadeo that is held in various locations throughout North America.
- Ten bus operators took part in the local event which included a one hour written test and ten driving events. The top three drivers went to the provincial event in Hinton.

Number of Collisions:

- All collisions are investigated, with a follow up written report filed. This is a summary of all seven categories. Please note in all the categories reported there were no injuries as all the incidents were at low impact speeds, ranging from things like bus mirrors clipping to rear end collisions.

2014 - 2015 School Year

• Theft	0
• Incidents	0
• Vandalism	0
• Fire	0
• Number of Collisions Classified as Non-Preventable	6
• Number of Collisions Classified as Preventable	10

Number of Reported Incidents

16

Professional Development

Bus Operators Safety Seminar:

- The department organizes an annual Safety Seminar for all bus operators. This year, 179 bus operators attended the event. Dr. Louis Francescutti focused his presentation on Injury Prevention and Distracted Driving and Sue Timmermans of Black Gold School Division discussed Effective Student Management.

“S” Endorsement Training and Refresher:

- Twenty-seven Bus Operators completed this course, which consists of 20 hours of class instruction with a knowledge test after each series and a road evaluation; twenty-three bus operators completed the 10 hour refresher course.

First Aid Training:

- Forty-six Bus Operators participated in first aid training.

Drivers Abstracts:

- Forty-six abstracts were pulled for the high school and one hundred ninety five for contractors and bus operators. Drivers’ abstracts are now the responsibility of the contractors.

Innovation and Efficiencies

Additional Safety Equipment

- To assist in managing student behavior, 3 camera video systems were installed on the majority of buses in the system.
- Adding a 4th stop arm camera as a pilot to assist with bus violations
- LED lights and second stop arms were added to certain buses for added safety for the students.

Transportation Logistic Software

- Evaluating a replacement for the current Transportation logistics software – WayTo

Challenges

- Rapid growth of Spruce Grove has filled all available buses to near max capacity with no expansion room available at Greystone Transfer Station for additional buses.
- Alberta Government Budget reductions have resulted in a 1.35% reduction of the 2014/2015 funding for the next 3 years.
- Transportation fee impacts for the next three years
- The current bus contract rates are making it difficult for contractors to remain financially viable
- Transportation logistics software, WayTo, is no longer supporting product development
- Complaint management resolution process not functioning effectively and under process review.
- GPS tracking via radio network system has capability limitations resulting in reduced tracking and monitoring effectiveness.
- Driver recruitment and retention



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: PSD Tomorrow Committee – March 17, 2015

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of March 17, 2015 as presented at the Regular Meeting of May 5, 2015.

TM:bms



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

ATTENDANCE:

Eric Cameron, Board Chair
Kathleen Linder, Vice-Chair
Richard Gilchrist, Trustee
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Elsie Kinsey, Trustee
Tim Monds, 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:

Dorcas Kilduff, Trustee
Kelly Wilkins, Deputy Superintendent

1. Call to Order

Chair Cameron called meeting to order 12:30 pm.

InCamera

Res 035-2015 **MOVED** by Trustee Kinsey to move to incamera at 12:30 pm

CARRIED

Res 036-2015 **MOVED** by Trustee Gilchrist to come out of incamera at 12:40 pm

CARRIED

1.1. Changes to the Agenda

There were no changes to the Agenda

1.2. Approval of the Agenda

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

CARRIED

2. Shikaoi

Trustee Linder asked that they return to this agenda item at the end of the meeting.

At the end of the meeting, Trustee Linder shared with the Board of Trustees information on the meeting that she attended with the Town of Stony Plain. The Town of Stony Plain and Shikaoi are looking at different ways that they can continue to share experiences and culture. Trustees will receive more information as it is released by the Town of Stony Plain.

3. Alberta School Boards Association

- a) Trustees discussed the letter from Edmonton School Schools requesting support for motions that will be brought forward at the upcoming Zone 2/3 meeting. Trustees agreed that the three topics brought forward in the letter should be brought forward at the ASBA Spring General Meeting for further discussion with all members.
- b) Budget Implication Request
Chair Cameron shared information on the Community Engagement Toolkit for the 2015-16 Budget being sent out by ASBA. Trustees agreed to send this information to the Advocacy Committee as possible upcoming project. Trustee will review the material and bring information back to the Board
- c) Survey on Core Principles

Trustees reviewed the questions and provided feedback on an ASBA survey “Support for Core Principles Identified by ASBA Strengthening the Provincial Voice of School Boards Task Force”. Trustee Gilchrist will submit the responses.

4. Public School Board Association of Alberta

PSBAA will be holding their August meeting in Ft. McMurray. Trustees agreed that the two Board Representatives can attend. If they are unable to attend then another trustee can attend in their place.

5. Advocacy Committee

Trustee Gilchrist informed the Board that he is working on an Advocacy Committee report. The committee will be establishing a meeting in the near future.

6. ADJOURNMENT

Chair Cameron adjourned the meeting at 1:15 p.m.

NEXT MEETING – Tuesday, April 21, 2015 at 12:30 p.m.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: PSD Tomorrow Committee – April 21, 2015

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of April 21, 2015 as presented at the Regular Meeting of May 5, 2015.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON TUESDAY, APRIL 21, 2015.**

ATTENDANCE:

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
Dennis Simcoe, Director Transportation
Brenda Scott, Recording Secretary

REGRETS:

Eric Cameron, Board Chair

1. Call to Order

Vice-Chair Linder called meeting to order 11:55pm.

1.1. Changes to the Agenda

Add:

- 7.0 Audit Committee
- 8.0 Collaborative Committee
- 9.0 Fierce Conversations
- 10.0 Keephills
- 11.0 Board Chair Video

1.2. Approval of the Agenda

Vice-Chair Linder moved that the Board of Trustees accept the agenda as amended.

CARRIED

2. Three Year Education Plan

S. Johnston provided Trustees with information on the framework of the 2015-2018 Three Year Education Plan and highlighted the priorities and goals. Discussion ensued and Trustees provided comments and feedback. The Draft 2015-2018 Three Year Education will be presented to Trustees at the May 5, 2015 Regular meeting.

3. Transportation Fees

C. Jonsson brought forward concerns regarding the proposed transportation budget and the ability to access transportation fees to balance the budget. D. Simcoe, Director Transportation, shared information of the impact of the transportation budget for the next school year. Discussion ensued.

A Special Board meeting will be called on Wednesday, May 13 at 4:00 p.m. to discuss Transportation fees.

4. Special Needs Funding

D. Kilduff brought forward a concern on special needs funding and the need for clarification. Senior Administration will continue to work with schools to ensure that a consistent message regarding inclusive education funding is shared with the community. Trustees can share communication on

inclusive funding with their school councils or at the Council of School Council meeting. The Advocacy Committee will look at possible ways to share information with the community.

5. Public School Board Association of Alberta - Survey

PSD received a request to complete a survey on the proposed 2015 Provincial budget Impact. C. Jonsson compiled the information and B Scott will submit the survey form to PSBAA.

D. Kilduff shared information from the Public School Board Association meeting that she and Trustee Kucher-Johnson attended on April 16-18, 2015.

6. Advocacy Committee

There has not been a meeting recently. Trustees are using the document completed by J. Weidman to share the information on the concern of the budget.

7. Audit Committee

The Board of Trustees agreed to cancel the Audit Committee meeting scheduled for April 27, 2015. The Budget Assumptions will be presented to the Board at the May 5, 2015 meeting.

8. Collaborative Committee

The Alberta School Boards Association is looking at establishing a collaborative committee. D. Kilduff asks that Senior Executive and trustees talk to their colleagues and encourage trustees to vote in favour of the establishment of this standing committee.

9. Fierce Conversations

Trustees agreed to reschedule the Fierce Conversation session to the next school year. During this conversation, Trustees also asked Senior Administration to make arrangements to complete the school tours with a visit to Ecole Meridian Heights and the two high school outreach programs prior to the end of the school year.

10. Keephills

Parkland School Division has been asked about the status of operating and access to the library when Keephills School closes. Parkland School Division has also been asked if the community league would be able to access the gymnasium once the school is closed. Senior Administration will review the legal liability considerations, insurance and respective costs associated with allowing access to a portion of the PSD building.

11. Board Chair Video

Trustees viewed the upcoming Board Chair message that will be posted on the public website.

12. Adjournment

The meeting was adjourned at 3:06 p.m.

NEXT MEETING – Tuesday, May 19, 2015 at 12:30 p.m.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Dianne McConnell, Associate Superintendent
Subject: **Student Advisory Committee (SAC)**

Recommendation

That the Board of Trustees receives as information the Student Advisory Committee (SAC) minutes of March 17, 2015 as presented at the Regular Meeting of May 5, 2015.

DM:ds



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

Kathleen Linder, Vice Chair

Richard Gilchrist, Trustee

Ron Heinrichs, Trustee

Elsie Kinsey, Trustee

Sally Kucher-Johnson, Trustee

Senior Executive

Tim Monds, Superintendent

Scott Johnston, Associate Superintendent

Claire Jonsson, Associate Superintendent

Dianne McConnell, Associate Superintendent

Darlene Smith, Recording Secretary

REGRETS:

Dorcas Kilduff, Trustee

Kelly Wilkins, Deputy Superintendent

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 followed by introductions of Trustees, Senior Administration and guests.

TEAM BUILDING – Co-Chair Isaac Currie

Scenario: In groups, students had to determine as a group, what 12 things they would need/want to sustain themselves on a remote island after their boat capsized. The 12 items would need to fit into a suitcase.

ITS AN INCLUSIVE WORLD IN PSD – Leah Andrews, Director, Learning Services

PSD is an inclusive education system; one that demonstrates behaviours and decision that reflect valuing all students. The Division is committed to achieving this goal and to fulfilling the provincial mandate for inclusion.

A video was shown on how a football team at Olivet Middle School secretly planned to help a learning disabled boy score his first touchdown. At the conclusion of the video, students were asked to express in one word the emotion they felt, which included inspirational, heart-warming, outstanding, emotional and passionate.

In groups, students were then asked to share evidence of what “inclusive education” looked like in their schools in five areas:

- Everyone is accepted, loved and belongs!
- Every student, no matter their ability, disability, language, cultural background, gender or sexual orientation, has meaningful contributions to make.
- Using the programs of study as the framework for learning, every student is engaged in meaningful and authentic ways.
- Every student is treated equitably; they get the support needed when they need it, and for the intensity and duration of time for which they need it.

8 THINGS TO LOOK FOR IN TODAY’S CLASSROOMS

Students reviewed the summary document of the feedback they provided at the February 26, 2015 meeting on the *8 Things to Look for in Today’s Classroom*. Students were asked to provide input as to whether “we got it right”, “anything that is not accurate” and “anything that was missed”.

Diane Lander, Facilitator, Learning Services provided information on 2 aspects of the *8 Things to Look for in Today’s Classroom*; Critical Thinkers and Self-Assessment.

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.

HIGH SCHOOL “EXPERTS”

A panel of high school students responded to questions students had about entering high school.

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

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

MAY 19, 2015 STUDENT ADVISORY COMMITTEE MEETING

The year-end S.A.C. meeting will be held at Memorial Composite High School in Stony Plain.

ADJOURNMENT

The meeting was adjourned at 11:30 am.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **Keephills Condo Annual General Meeting**

Recommendation

That the Board of Trustees receives as information the unadopted Minutes of the March 18, 2015 Keephills Condo Annual General Meeting Minutes as presented at the regular meeting of May 5, 2015.

Administration would be pleased to respond to any questions.

TM:ds

**MINUTES OF THE 30th ANNUAL GENERAL MEETING OF THE
BOARD OF MANAGERS OF THE CORPORATION OF CONDOMINIUM
PLAN #832-0555 HELD 18 MARCH 2015.**

PRESENT

Eldon Greanya	Chairman, Keephills Condominium Association
Stacey Lauder	Vice President, Keephills Community Association
Garry MacDougall	President, Keephills Community Association
Terry Caouette	Principal, Keephills School
Kathleen Linder	Trustee, Parkland School Division No. 70
Ron Heinrichs	Trustee, Parkland School Division No. 70
Tim Monds	Superintendent, Parkland School Division No. 70
Serge LaBrie	Director, Facilities, Parkland School Division No. 70
Guests	
Eric Cameron	Board Chair, Parkland School Division No. 70
Claire Jonsson	Associate Superintendent, Parkland School Division No. 70

1. **CALL TO ORDER**

The meeting was called to order at 7:00pm by Chair Eldon Greanya. The voting members for the meeting were determined to be: Stacey Lauder, Garry MacDougall for Keephills Community Association and Tim Monds and Kathleen Linder for Parkland School Division.

Staff Members present in an advisory capacity were: Serge LaBrie and Claire Jonsson.
Guest Trustees: Eric Cameron and Ron Heinrichs.

2. **APPOINTMENT OF SECRETARY**

MOVED by Kathleen Linder that Tim Monds be appointed Secretary for the year 2015.
Seconded by Garry MacDougall. CARRIED

3. **APPOINTMENT OF CHAIRMAN**

MOVED by Tim Monds that Eldon Greanya be appointed Chairman for the year 2016 with the level of honorarium and allowance set at \$75.00. Seconded by Stacey Lauder.
CARRIED

4. **ADOPTION OF THE AGENDA**

MOVED by Garry MacDougall that the Agenda be accepted. Seconded by Kathleen Linder. CARRIED

5. **ACCEPTANCE OF MINUTES FROM PREVIOUS MEETING**

MOVED by Gary MacDougall that the Minutes of the previous meeting held on 05 March 2014 be accepted. Seconded by Kathleen Linder. CARRIED

6. **ITEMS ARISING FROM THE PREVIOUS MINUTES**

- Confirm Notice of Change of Directors was done.
- Update: Sign going ahead. Applied to Parkland County for grant funds. Then will apply for Community Enhancement Funds grant for additional funds. If short of funds, TransAlta will help with funds.
- Committee on Keephills Environment (COKE) meeting is March 20, 2015.

7. **APPOINTMENT OF MANAGER**

MOVED by Parkland School Division No. 70 that Keephills Community Association be appointed Manager for the year 2015 at the rate of \$20.00 per month. Seconded by Stacey Lauder. CARRIED

8. **APPOINTMENT OF EXTERNAL AUDITOR**

MOVED by Kathleen Linder that no external auditor be appointed for 2015. Seconded by Stacey Lauder. CARRIED

9. **ACCEPTANCE OF FINANCIAL REPORT**

MOVED by Garry MacDougall that the Financial Report and Cost Sharing for the year 2014 be accepted as amended. Seconded by Kathleen Linder. CARRIED

- Provide copy of roof inspection and emergency lighting inspection reports to Garry MacDougall
- Boiler split 50/50 (cost-change)
- Invoice on a monthly basis to Community Association

10. **BUDGET 2015**

MOVED by Garry MacDougall that the Budget be set at \$7000.00. Seconded by Stacey Lauder. CARRIED

11. **OTHER ITEMS**

11.1 **Notice of Change of Directors** – Form 8 Condominium Property Act
Form 8 updated and signed and will be submitted to Northern Alberta Land Registries.

11.2 **Possible Closure of Keephills School**
Should Keephills School be closed, a discussion was held on Policy 19 – Surplus Land and Buildings and Disposition of Property Regulation.

11.3 **Other**

- Discussion on shingle repairs
- Fire department would be performing tests on the firefighting equipment on the site to determine that everything is still functional. The initial time line for these tests is summer of 2015.
- Fire Lane – Deputy Fire chief will do an assessment at the same time as the testing of the equipment.
- Association to follow up on gravel donation (Inform Serge)
- Association looking to redo the berm on the side of the skating rink due to a potential fire hazard.

12. **FUTURE MEETING DATE**
17th day of February, 2016 at 7:00 pm at Keephills School
13. **ADJOURNMENT**
The meeting was adjourned by Kathleen Linder at 8:10 pm.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **Benefits Committee**

Recommendation

That the Board of Trustees receives as information the Benefits Committee minutes of March 23, 2015 as presented at the Regular Meeting of May 5, 2015.

CJ:jlf



**MINUTES OF THE BENEFITS COMMITTEE MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON
MONDAY, MARCH 23, 2015.**

ATTENDANCE:

Dorcas Kilduff – Trustee	Theresa Trommelen – CAAMSE
Kyle Stinson – Benefex Consulting Inc. (presenter)	Lorraine Redl – CAAMSE
Shae Abba – Director, Human Resources (non-voting)	Cheryl Hardy – Payroll Lead (non-voting)
Jay McGeough – IUOE	Darlene Keating – IUOE
Lynn Sherwood – NUG	Brenda Scott – Recording Secretary
Laurie Green – Human Resources (observer)	Claire Jonsson- regrets

CALL TO ORDER

The meeting was called to order at 3:15 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 Jay McGeough 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 December 31, 2014

Kyle Stinson reported on the ASO Health and Dental Experience Report for the period January 1 to December 31, 2014 with the committee. On the Health side, generic price reform continues to have a positive influence on the drug plan although the downward trend over the past few years is anticipated to start to move back towards historical patterns. Paramedical utilization continues to increase year over year. There was one significant out-of-country claim in 2014. On the dental side, we see a 2nd consecutive year of increased utilization. Kyle shared a handout with the committee called “What Factors are Driving Costs” and spoke to the competing downward and upward pressures that are influencing drug costs.

3.2 Question and Answer Session

- L. Redl asked whether paramedical coverage has been reviewed. A comprehensive review of coverages has not been undertaken for several years.
- There was conversation around the Health Spending Account and Wellness (or Personal) Spending Accounts.
- Questions were asked by the CAAMSE representatives about Sun Life’s Customer Service and resolution and escalation procedures. Individuals can ask for a supervisor if they are not satisfied with their customer service representative. Failing that, contact Shae Abba, Human Resources Director and she will follow-up with Sun Life.

4. ITEMS FOR FUTURE AGENDAS

- Experience Report
- Flex Credits
- Wellness (or Personal) Spending Accounts

5. ADJOURNMENT

The meeting was adjourned at 4:09 pm.

NEXT MEETING

The next Benefits Committee meeting will be held Monday, May 25, 2015 at 3:00 pm



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Kelly Wilkins, Deputy Superintendent
Subject: Council of School Councils (COSC) Committee

Recommendation

That the Board of Trustees receives as information the Council of School Councils (COSC) Committee minutes of February 26, 2015 as presented at the Regular Meeting of May 5, 2015.

KW:ds



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON WEDNESDAY, FEBRUARY 26, 2015.**

ATTENDANCE:

School Council Reps

Brookwood School
Keephills School
École Broxton Park School
École Meridian Heights School
Graminia School
Millgrove School
Spruce Grove Composite High School
Woodhaven Middle School

Board of Trustees

Dorcas Kilduff, Trustee

Administration

Kelly Wilkins, Deputy Superintendent
Scott Johnston, Associate Superintendent

Recording Secretary

Darlene Smith

1. CALL TO ORDER

Chair, Rhonda Schumm, called the meeting to order at 7:05 pm.

2. WELCOME & INTRODUCTIONS

Rhonda welcomed everyone and participants introduced themselves. Rhonda advised that MLA Ken Lemke would be joining the meeting to discuss the upcoming provincial budget announcement.

3. APPROVAL OF AGENDA

Moved by Linda Labonte that the Agenda of the February 26, 2015 meeting be approved. Seconded by Catherine Seale

CARRIED

4. APPROVAL OF MINUTES

Moved by Lisa Warner that the Minutes of the October 6, 2014 meeting be approved. Seconded by Donnalea Ferguson

CARRIED

5. Legislation and How it Relates to School Councils

Handouts of the current School Act – Section 22 (School Council) and School Councils Regulations were distributed. Three groups were formed, each having to identify one of three key words found in the School Councils Regulations – must, shall and may. This exercise provided an opportunity for members to review a portion of the regulations.

The government is proceeding through the final stages of approval and proclamation of the new Education Act. Rhonda encouraged School Councils to become familiar with the new Education Act and how it pertains to School Councils.

6. 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. Mr. Lemke encouraged people to email or call him with budget suggestions.

7. Board Report – Trustee Kilduff

- Trustees update School Councils of Board activities at their School Council meetings
- Trustee Kilduff encouraged school councils to write to MLA Lemke with suggestions for the upcoming provincial budget
- PSD is aware of attendance area issues and space challenges pertaining to schools in Spruce Grove. The Board will be adjusting attendance areas in preparation for the opening of the new school for September 2016.

8. Division Education Planning – S. Johnston

Deferred to March 19, 2015 COSC Meeting

9. Yearly Agenda for School Councils

Deferred to March 19, 2015 COSC Meeting

10. ANNOUNCEMENTS

- **Alberta School Councils' Association Conference and AGM**
 - Rhonda shared information on the ASCA Conference and AGM being held April 24-26, 2014
 - Rhonda shared the steps that ASCA follows to pass resolutions at the upcoming conference.
 - Representation from each School Council (either by attending the AGM or by proxy) is encouraged.

11. CONFIRMATION OF MEETING DATES

- Thursday, March 19, 2015
- Thursday, May 21, 2015

12. ADJOURNMENT

Meeting adjourned at 9:15 pm.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Scott Johnston, Associate Superintendent
Subject: Council of School Councils (COSC) Committee

Recommendation

That the Board of Trustees receives as information the Council of School Councils (COSC) Committee minutes of March 19, 2015 as presented at the Regular Meeting of May 5, 2015.

SJ:ds



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,
ALBERTA ON THURSDAY, MARCH 19, 2015.**

ATTENDANCE:

School Council Reps

Brookwood School

École Broxton Park School

Greystone Centennial Middle School

École Meridian Heights School

Spruce Grove Composite High School

Wabamun School

Board of Trustees

Dorcas Kilduff, Trustee

Administration

Scott Johnston, Associate Superintendent

Recording Secretary

Darlene Smith

1. CALL TO ORDER

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

2. WELCOME & INTRODUCTIONS

Rhonda welcomed everyone and participants introduced themselves..

3. APPROVAL OF AGENDA

Moved by Shelley Grimoldby that the Agenda of the March 19, 2015 meeting be approved. Seconded by Kalena Feist.

CARRIED

4. APPROVAL OF MINUTES

Moved by Kalena Feist that the Minutes of the February 26, 2015 meeting be approved. Seconded by Shelley Grimoldby.

CARRIED

5. Divisional Education Planning – Scott Johnston, Associate Superintendent

Planning and results reporting are integral parts of Parkland School Division’s accountability. The education plan sets out what needs to be done, including determining priorities, strategies and targets using the most recent results/data, while the education results report includes the results obtained from implementing the plan.

For school authorities the performance management cycle involves engagement, planning, budgeting, strategy planning, measuring and analyzing, reporting.

Gathering stakeholder feedback is a continual process for our Board of Trustees, for our school division and for our schools. The concept is that this process will see school divisions across the province improve planning and reporting. – to improve confidence in the system.

In general, an **assurance** conveys confidence between different parties and leads to trusted relationships. Rather than simply comparing results to determine averages, an assurance model gathers information from a variety of sources to create a **picture of confidence**.

As the Division moves into the world of “assurance”, increased stakeholder engagement will be sought to help guide the Division into the future. Working with community partners will become increasingly important in supporting teachers in their work and to providing students with timely and equitable access to a continuum of supports and services so that their needs can be appropriately met.

Parkland School Division is hosting an Education Planning Workshop the afternoon of April 15, 2015. During this planning session, Trustees will be looking for input and guidance from Senior Administration, Lead Team, School Council representatives and community stakeholders as they continue to chart the course for the students of Parkland School Division.

6. Board Report – Trustee Kilduff

- New Schools in Spruce Grove: Building of new school in Prescott will hopefully commence in April. PSD was approved funding for “preparation of plans” for a second school in Spruce Grove. To date, the construction stage has not yet been funded.
- The Board will commence discussions around attendance areas in the fall of 2015. Early in 2016, PSD will engage in stakeholder input regarding attendance areas.
- Possible Keephills School Closure - To date the Board has hosted three public meetings - two open house meetings at Keephills School (January 20 and March 4) and on March 17, 2015 the Board heard nine presentations from members of the public. The Board of Trustees will make its decision on April 8, 2015 whether to close Keephills School.
- Education Minister recently made two announcements:
 - Dual Credit: New dual credit partnerships will mean that students have more opportunities to earn post-secondary credits or workplace certification while still completing high school.
 - Diploma Weighting: Effective September 1, 2015, diploma exam weighting will be 70/30 (school awarded mark/diploma exam mark).
- The Provincial Budget is being announced March 26, 2015.
- Justin Anderson, first year teacher at École Broxton Park School was PSD’s nomination to the Alberta School Boards Association for the Edwin Parr Award.

7. Alberta School Councils’ Association Conference and AGM

Rhonda, once again, encouraged all school councils to send representation from their school. Rhonda will follow-up with each school council to verify if a rep will be attending the AGM and/or if they need to complete a proxy so someone can vote in their absence on the resolutions.

Resolutions and Board’s Perspective:

Provincial Dual Credit Strategy - ensure students have more access to dual credit programming opportunities and to personalize their high school experience and build on or discover their career passions and interest that the government implement sustainability practices that ensure students are assured choice and mobility throughout their lifelong learning. The Board of Trustees supports this resolution.

Wireless Technology Safety in Alberta Public Schools - Alberta School Councils’ Association advocate seven recommendations to the Alberta School Boards Association (ASBA) and Alberta Education for review and support with respect to action(s) that can be taken to ensure students are as safe as possible in school when exposed to Wi-Fi systems and configurations. The Board of Trustees feels there are a number of contradictory opinions brought forward and thus do not support the resolution. It is in favor of further research in this area.

8. Yearly Agenda for School Councils

Rhonda distributed a blank School Council Year Agenda template that School Councils may find helpful in their yearly planning. Provided on the template are a variety of topics that Councils may wish to discuss.

9. ANNOUNCEMENTS

The School Councils at Millgrove and Broxton Park have partnered to bring parents in Parkland School Division a fantastic day of fun and learning on Saturday, March 21 from 10am-2pm offering a variety of sessions for both adults and children.

10. CONFIRMATION OF MEETING DATES

- Thursday, May 21, 2015

11. ADJOURNMENT

Meeting adjourned at 8:50 pm.



MEMORANDUM

Date: May 5, 2015
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Dianne McConnell, Associate Superintendent
Subject: Education Committee

Recommendation

That the Board of Trustees receives as information the Education Committee minutes of April 21, 2015 as presented at the Regular Meeting of May 5, 2015.

DM:jlf



MINUTES OF THE EDUCATION COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON TUESDAY, APRIL 21, 2015

ATTENDANCE:

Eric Cameron, Board Chair - regrets
Kathleen Linder, Vice Chair
Ron Heinrichs, Education Committee Chair
Dorcas Kilduff, Trustee
Richard Gilchrist, Trustee
Elsie Kinsey, Trustee
Sally Kucher-Johnson, Trustee
Tim Monds, Superintendent
Dianne McConnell, Associate Superintendent
Kelly Wilkins, Deputy Superintendent

Rae Finlayson, ECD Coordinator
Tanya Karamujic, CLICK Coordinator
Heather Huisman, CLICK Coordinator
Holly Cueto, Occupational Therapist
Melanie Harris, Physical Therapist
Karen Hoff Barron, Speech-Language Pathologist
Michelle Nider, Kindergarten Teacher

CALL TO ORDER

The meeting was called to order at 9:00 am by Ron Heinrichs, Chair of the Education Committee, followed by a welcome and introductions.

ACTION ITEMS

Early Childhood Development (ECD) – Context Setting

- Chairman Ron Heinrichs welcomed the panel guests and invited Rae Finlayson, Early Childhood Development Coordinator to introduce the guests
- Heather Huisman provided the committee with an overview of the CLICK (Children Learning in Inclusive Community Settings and Kindergarten) program and Early Childhood Services generally throughout PSD
- The committee members engaged with Heather asking many questions specific to how many children are currently being served and how the program was funded.
- Heather invited presentations from Holly Cueto (an occupational therapist), Melanie Harris (a physical therapist) and Karen Hoff Barron (a speech and language therapist). Each individual described the work they do specific to providing programming support for children in the program.

The Story

- The participants presented a story about one child's journey through the early childhood program illustrating the success of early intervention.

Early Childhood Development in PSD

- Rae provided the committee with an update on the early childhood statistics within PSD focusing on the EMap (Early Childhood Mapping) and EYE (Early Years Evaluation) results. These results clearly identify the need within PSD for early intervention programming.

FUTURE MEETING DATES

The next Education Committee Meeting will be determined.

ADJOURNMENT

The meeting was adjourned at 11:30 a.m.