



Parkland School Division No. 70

## **BOARD OF TRUSTEES**

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

**November 04, 2014**

Public Session: 6:30 PM

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

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

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

**November 04, 2014**

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

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

*Page Number*

**1. CALL TO ORDER at 6:30 PM**

- 1.1. National Anthem
- 1.2. Announcements
- 1.3. Changes to the Agenda
- 1.4. Approval of the Agenda

**2. APPROVAL OF MINUTES**

- 3- 2.1. Organization Meeting of October 07, 2014
- 6- 2.2. Regular Board Meeting of October 07, 2014

**3. BUSINESS ARISING FROM THE MINUTES**

**4. DELEGATION/PRESENTATION**

**5. BOARD CHAIR REPORT**

- 5.1. Correspondence
  - 5.1.1 Report of the Blue Ribbon Panel on Inclusive Education in Alberta Schools
  - 5.1.2 Alberta Education – October 20, 2014
  - 5.1.3 Brookwood School Council Annual Report
  - 5.1.4 Thank Letter Spruce Grove Composite High School

**6. SUPERINTENDENT REPORT**

Recess Break / Public Question Period

## 7. ACTION ITEMS

- 10- 7.1. Financial Report Period Ending August 31 2014 (C. Jonsson)
- 18- 7.2. Final Budget 2014-2015 (C. Jonsson)
- 42- 7.3. Modular Classroom Request (C. Jonsson)

## 8. ADMINISTRATION REPORTS

- 43- 8.1. Provincial Achievement Tests and Diploma Examination Results (S. Johnston)
- 51- 8.2. Vandalism Report (K. Wilkins)

## 9. TRUSTEE REPORTS

- 53- 9.1. PSD Tomorrow (E. Cameron)
- 57- 9.2. Council of School Councils (R. Gilchrist)
- 61- 9.3. Student Advisory Committee (S. Kucher-Johnson)
- 64- 9.4. Teacher/Board Advisory Committee (R. Heinrichs)
- 67- 9.5. Advocacy Committee (R. Gilchrist)
- 9.6. Public School Boards' Association of Alberta (S. Kucher-Johnson)
- 9.7. Alberta School Boards Association (D. Kilduff)
- 9.8. C-2 Committee (E. Cameron)

## 10. RESPONSES TO REQUEST FOR INFORMATION

### 11. FUTURE BUSINESS

#### 11.1. Meeting Dates:

##### *Open to the Public:*

- Nov 13, 2014 .....Student Advisory Committee Meeting 9:00 am, Centre  
for Education
- Nov 25, 2014 .....Regular Board Meeting 9:30 am, Centre for Education
- Nov 27, 2014 .....Council of School Councils 7:00 pm, Centre for  
Education
- Dec 09, 2014 .....Regular Board Meeting 9:30 am, Centre for Education

##### *Closed to the Public:*

- Nov 13, 2014 .....PSD Tomorrow Committee 12:30 pm, Centre for  
Education

#### 11.2. Topics for future agendas

#### 11.3. Requests for information

## 12. ADJOURNMENT



**MINUTES OF THE ORGANIZATION MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION, STONY PLAIN, ALBERTA ON OCTOBER 07, 2014**

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**TRUSTEE ATTENDANCE:**

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

**ADMINISTRATION ATTENDANCE:**

Tim Monds, Superintendent of Schools  
Kelly Wilkins, Deputy Superintendent  
Claire Jonsson, Associate Superintendent  
Scott Johnston, Associate Superintendent  
Dr. Dianne McConnell, Associate Superintendent  
Jordi Weidman, Director Communication  
Brenda Scott, Executive Assistant

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**CALL TO ORDER**

The meeting was called to order at 5:33 p.m. with Ms. Claire Jonsson, Associate Superintendent of Business and Finance presiding.

**ACCEPTANCE OF THE AGENDA**

**Res 111-2014** **MOVED** by Trustee Heinrichs that the Organization Meeting agenda be accepted as presented.

**CARRIED**

**ELECTION PROCEDURE**

**BALLOT VOTE**

**Res 112-2014** **MOVED** by Trustee Kinsey that the election of Chairperson and Vice-Chairperson be held by secret ballot.

**CARRIED**

**APPOINTMENT OF SCRUTINEERS**

**Res 113-2014** **MOVED** by Trustee Heinrichs that D. McConnell and K. Wilkins be appointed as scrutineers.

**CARRIED**

**ELECTION BY SIMPLE MAJORITY**

**Res 114-2014** **MOVED** by Trustee Linder that the Board of Trustees elect the Chairperson and Vice-Chairperson by simple majority of the Trustees present; and that in the event that three or more Trustees are vying for the position, the candidate with the lowest number of votes will be removed from the ballot and a new vote will be taken and further the vote will be repeated until a majority of the Trustees vote for one candidate.

**CARRIED**

**ELECTION OF COMMITTEES**

**Res 115-2014** **MOVED** by Trustee Kucher-Johnson that if more members are nominated to a committee or agency than there are positions available, an election shall be held and further those candidates receiving the largest number of votes shall be declared elected.

**CARRIED**

**NOMINATIONS FOR BOARD CHAIR**

Ms. Jonsson called for nominations for the position of Board Chairperson.  
Trustee Kilduff nominated Trustee Cameron.  
Ms. Jonsson called a second and third time for further nominations.

Res 116-2014	<p><b>NOMINATIONS CEASE</b> <b>MOVED</b> by Trustee Kinsey that nominations for the position of Board Chairperson, cease.</p>	CARRIED
Board Chair	<p><b>ELECTION OF CHAIRPERSON</b> Trustee Cameron was declared Chairperson of the Board of Trustees. Ms. Jonsson administered the Oath of Office to Trustee Cameron.</p> <p><i>Ms. Jonsson handed gavel to Trustee Cameron and he assumed the Chair.</i></p>	
	<p><b>NOMINATIONS FOR VICE-CHAIRPERSON</b> Chair Cameron called for nominations for the position of Vice-Chairperson. Trustee Kilduff nominated Trustee Linder. Chair Cameron called a second and third time for further nominations.</p>	
Res 117-2014	<p><b>NOMINATIONS CEASE</b> <b>MOVED</b> by Trustee Gilchrist that nominations for the position of Vice - Chairperson, cease.</p>	CARRIED
Vice-Chair	<p><b>ELECTION OF VICE-CHAIRPERSON</b> Trustee Linder was declared Vice-Chairperson of the Board of Trustees. Ms. Jonsson administered the Oath of Office to Trustee Linder.</p>	
Res 118-2014	<p><b>POLICY 8 – BOARD COMMITTEESS</b> <b>MOVED</b> by Trustee Gilchrist that the Board of Trustees approves revisions to Policy 8 – Board Committees as presented at the Organizational meeting of October 07, 2014.</p>	CARRIED
Res 119-2014	<p><b>POLICY 7 – APPENDIX C – TRUSTEE REMUNERATION SCHEDULE</b> <b>MOVED</b> by Trustee Kinsey that the Board of Trustees approves revisions to Policy 7, Appendix C (Trustee Remuneration Schedule) as presented at the Organizational meeting of October 07, 2014.</p>	CARRIED
	<p><b>NOMINATIONS FOR COMMITTEE CHAIRPERSON: EDUCATION COMMITTEE</b> Chair Cameron called for nominations for the position of Chairperson of the Education Committee. Trustee Cameron nominated Trustee Ron Heinrichs. Chair Cameron called a second and third time for further nominations.</p>	
Res 120-2014	<p><b>NOMINATIONS CEASE</b> <b>MOVED</b> by Trustee Linder that nominations for the position of Chairperson of the Education Committee cease.</p>	CARRIED
Education Committee	<p><b>CHAIRPERSON OF THE EDUCATION COMMITTEE</b> Trustee Heinrichs was declared Chairperson of the Education Committee.</p>	
	<p><b>NOMINATIONS FOR COMMITTEE CHAIRPERSON: STUDENT ADVISORY COMMITTEE</b> Chair Cameron called for nominations for the position of Chairperson of the Student Advisory Committee. Trustee Linder nominated Trustee Sally Kucher-Johnson. Chair Cameron called a second and third time for further nominations.</p>	
Res 121-2014	<p><b>NOMINATIONS CEASE</b> <b>MOVED</b> by Trustee Kinsey nominations for the position of Chairperson of the Student Advisory Committee cease.</p>	CARRIED

*Student Advisory Committee*

**CHAIRPERSON OF THE STUDENT ADVISORY COMMITTEE**

Trustee Sally Kucher-Johnson was declared Chairperson of the Student Advisory Committee.

**Res 122-2014**

**COMMITTEE APPOINTMENTS**

**MOVED** by Trustee Gilchrist that the Board of Trustees appoint the following members as representatives to other Committees for the ensuing year:

<b>Benefits Committee:</b>	Dorcas Kilduff
<b>Teacher/Board Advisory Committee:</b>	Ron Heinrichs, Sally Kucher-Johnson, Eric Cameron
<b>Audit Committee:</b>	Ron Heinrichs, Kathleen Linder, Sally Kucher-Johnson
<b>Alberta Teachers Association (ATA) Labour Relations:</b>	Kathleen Linder, Elsie Kinsey, Sally Kucher-Johnson
<b>Central Alberta Association of Municipal and School Employees (CAAMSE) Labour Relations:</b>	Ron Heinrichs, Kathleen Linder, Eric Cameron
<b>International Union of Operating Engineers (IUOE) Labour Relations:</b>	Richard Gilchrist, Dorcas Kilduff, Elsie Kinsey
<b>Advocacy Committee:</b>	Richard Gilchrist, Dorcas Kilduff, Elsie Kinsey
<b>Alberta School Boards' Association, Zone 2/3 (ASBA) Representatives:</b>	Richard Gilchrist, Dorcas Kilduff, Elsie Kinsey
<b>Spruce Grove Joint Use Committee:</b>	Dorcas Kilduff
<b>Stony Plain Joint Use Committee:</b>	Richard Gilchrist
<b>Public School Boards' Association of Alberta (PSBAA) Representatives:</b>	Dorcas Kilduff, Sally Kucher-Johnson
<b>Council of School Councils:</b>	Dorcas Kilduff
<b>C2 Committee</b>	Richard Gilchrist

**CARRIED**

**DESTRUCTION OF BALLOTS**

No motion required.

**Res 123-2014**

**ESTABLISHMENT OF 2014-2015 MEETING DATES**

**MOVED** by Trustee Linder that the Board of Trustees approves the 2014-2015 meeting dates as presented at the Organization meeting of October 07, 2014.

**CARRIED**

**Res 124-2014**

**POLICY 2 – APPENDIX – BOARD ANNUAL WORK PLAN (2014 – 2015)**

**MOVED** by Trustee Heinrichs that the Board of Trustees approves revisions to Policy 2, Appendix Board Annual Work Plan (2014–2015) as revised at the Organizational meeting of October 07, 2014.

**CARRIED**

**Res 125-2014**

**TRUSTEE DISCLOSURE STATEMENT**

**MOVED** by Trustee Kilduff that the Board of Trustees directs Trustees to complete the Trustee Disclosure Statement on an annual basis, as per the provisions of Board Policy 7 (13) Board Operations.

**CARRIED**

**ADJOURNMENT**

The Organization meeting was adjourned at 5:55p.m.



**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 OCTOBER 07, 2014**

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**TRUSTEE ATTENDANCE:**

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

**ADMINISTRATION ATTENDANCE:**

Tim Monds, Superintendent of Schools  
Kelly Wilkins, Deputy Superintendent  
Claire Jonsson, Associate Superintendent (Business and Finance)  
Dr. Dianne McConnell, Associate Superintendent (Learning Services)  
Scott Johnston, Associate Superintendent  
Jordi Weidman, Director Communications  
Mark Karaki, Director Information Technology  
Brenda Scott, Executive Assistant

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**CALL TO ORDER**

The meeting was called to order by Ms Claire Jonsson, Associate Superintendent Business and Finance presiding at 5:33 pm.

**RECESS**

A recess was called for the Board's Organization Meeting to take place.

**CALL TO ORDER**

The Regular meeting was called back to order at 6:30 pm with Board Chair presiding.

**NATIONAL ANTHEM**

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

**ANNOUNCEMENTS**

Trustee Linder gave a verbal report on the Black Tie and Blue Jean Gala in which the School Division was acknowledged for selling the land to the Multicultural. Trustee Kinsey reported on the Healthy Active School Symposium that was held at the Centre for Education. Students from Parkland School Division, Mother Earth School and Smoky Lake School attended the event.

**CHANGES TO THE AGENDA**

9.8 Linkages Report  
5.1.3 Multicultural Letter

**APPROVAL OF THE AGENDA**

**Res 126-2014**

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

**CARRIED**

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Board Chair

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Secretary-Treasurer

**Res 127-2014**

**APPROVAL OF THE MINUTES**

**MOVED** by Trustee Kinsey that the Minutes of the Regular Meeting held on September 02, 2014 be approved as presented.

**CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

There was no business

**DELEGATION / PRESENTATION**

There was no delegation or presentation.

**BOARD CHAIR REPORT**

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

**SUPERINTENDENT REPORT**

Superintendent Monds provided a verbal report and spoke to the work being done in Parkland School Division.

**Recess Break / Public Question Period**

A question from the public was presented on the combined Keephills/Duffield program. T. Monds gave a brief history on how the idea of combining the two programs. D. McConnell outlined how the two schools created the community working together to support students in staff with their learning needs. The Board will be working on the Strategic planning for Parkland School Division which will include Keephills School. The enrolment numbers will be released later in the meeting.

**ACTION ITEMS**

**CENTREAL ALBERTA ASSOCIATION OF MUNICIPAL AND SCHOOL EMPLOYEES PARKLAND LOCAL NO. 1 – COLLECTIVE AGREEMENT**

**Res 128-2014**

**MOVED** by Trustee Kinsey that the Board of Trustees accept and ratify the Central Alberta Association of Municipal and School Employees Parkland Local No. 1 Memorandum of Agreement as presented at the Regular Meeting of October 7, 2014.

**CARRIED**

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

**SUPPORT STAFF BENEFIT PROVIDER**

**Res 129-2014**

**MOVED** by Trustee Kucher-Johnson that the Board of approves the recommendation from the Benefits Committee to continue with Sun Life Assurance Company of Canada as the support staff benefit provider as presented at the Regular Meeting of October 7, 2014.

**CARRIED**

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

**CAPITAL EQUIPMENT RESERVES FOR NETWORK INFRASTRUCTURE REFRESH PROJECT**

**MOVED** by Trustee Linder that the Board of Trustees utilizes capital equipment reserves in the amount of \$715,000 to support expenditures for the Network Infrastructure Refresh Project as presented at the Regular Meeting of October 7, 2014.

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

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Board Chair

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Secretary-Treasurer



**UNADOPTED**

- Res 130-2014**      **Amendment to motion**  
**MOVED** by Trustee Kilduff to amend the motion to read “that the Board of Trustees utilizes capital equipment reserves in the amount of \$790,000 to support expenditures for the Network Infrastructure Refresh Project as presented at the Regular Meeting of October 07, 2014.  
5 approved the amendment 2 opposed  
**CARRIED**
- Res 131-2014**      **INFRASTRUCTURE REFRESH PROJECT**  
**MOVED** by Trustee Linder that the Board of Trustees utilizes capital equipment reserves in the amount of \$790,000 to support expenditures for the Network Infrastructure Refresh Project as amended at the Regular Meeting of October 7, 2014.  
5 support the motion, 2 opposed  
**CARRIED**
- Res 132-2014**      **ADMINISTRATIVE REPORTS**  
**ENROLMENT REPORTS AS OF 30 SEPTEMBER 2014**  
**MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Parkland School Division No. 70’s Enrolment Report as of September 30, 2014 as presented at the Regular Meeting of October 07, 2014.  
**CARRIED**  
C. Jonsson provided information on the motion and responded to questions.
- Res 133-2014**      **TRUSTEE REPORTS**  
**PSD Tomorrow Committee**  
**MOVED** by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of August 26, 2014 as presented at the Regular Meeting of October 07, 2014.  
**CARRIED**
- Res 134-2014**      **PSD Tomorrow Committee**  
**MOVED** by Trustee Cameron that the Board of Trustees receives as information the PSD Tomorrow Committee minutes of September 16, 2014 as presented at the Regular Meeting of October 07, 2014.  
**CARRIED**
- Res 135-2014**      **Audit Committee**  
**MOVED** by Trustee Linder that the Board of Trustees receives as information the Audit Committee minutes of September 10, 2014 as presented at the Regular Meeting of October 07, 2014.  
**CARRIED**
- Res 136-2014**      **Benefits Committee**  
**MOVED** by Trustee Kucher-Johnson that the Board of Trustees receives as information the Benefits Committee minutes of September 15, 2014 as presented at the Regular Meeting of October 07, 2014.  
**CARRIED**
- Res 137-2014**      **Education Committee**  
**MOVED** by Trustee Heinrichs that the Board of Trustees receives as information the Education Committee minutes of September 16, 2014 as presented at the Regular meeting of October 07, 2014.  
**CARRIED**
- Alberta School Boards’ Association**  
Trustee Kilduff provided a report on the Alberta School Boards’ Association meeting that Trustees attended. Discussion was held on Alberta Transportation Audits and the topic of playschool space in schools.
- C-2 Committee**  
Trustee Gilchrist provided a report on the C2 Committee meeting that he attended.

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Board Chair

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Secretary-Treasurer

**Linkages Committee**

Trustee Kilduff provided background information on Linkages Committee and Parkland School Division’s participation in the committee. Trustee Kilduff reported to the Board that at the last Linkages meeting the committee made a motion to dissolve Linkages with its final act being that members reach out to their provincial bodies with the intent to continue the advocacy component of Linkages work.

Trustee Gilchrist thanked Trustee Kilduff for her work on the Linkages Committee meeting.

**FUTURE BUSINESS**

**Meeting Dates**

*Open to the Public:*

- Oct 21, 2014 .....Student Advisory Committee Meeting 9:00 am, Centre for Education
- Nov 04, 2014 .....Regular Board Meeting 6:30 pm, Centre for Education

*Closed to the Public:*

- Oct 21, 2014 .....PSD Tomorrow Committee 12:30 pm, Centre for Education
- Oct 23, 2014 .....Strategic Planning 9:30 am, Centre for Education

**Topics for Future Agendas**

There were no topics suggested.

**Request for Information**

There were no requests for information

**ADJOURNMENT**

The meeting was adjourned at 8:12pm.

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Board Chair

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Secretary-Treasurer



## MEMORANDUM

**Date:** November 4, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **MONTHLY FINANCIAL REPORT – PERIOD ENDING AUGUST 31, 2014**

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### Recommendation

That the Board of Trustees approves the monthly financial report for the period ending August 31, 2014 as presented at the Regular Meeting of November 4, 2014.

### Background

The Quarterly Financial reports are part of the Accountability responsibility and authority of the Corporate Board, as defined and directed by Policy A3: Accountability. The Budget year for our Learning Organization commences September 1 of each year and concludes on August 31. Within the context of a full school year, Administration provides four Quarterly Financial reports as follows:

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

The Board will recall that in November 2013 it received and approved the Audited Financial Statements for the 2012-2013 school year. The Monthly Financial statement included within this agenda is for the period ended August 31, 2014. The Audited Financial Statements for the current school year will be presented to the Board in November 2014. With each financial report, sites are expected to be at or below the percentage thresholds defined by the point within the budget/reporting cycle. The Financial Statements include details on any variances within any site reports that are greater than 2%. For example, the Transportation Site Budget will show a higher percentage used in all quarterly statements because the Transportation Department expends its annual budget over a ten month period rather than a twelve month period.

Administration would be pleased to respond to any questions.

CJ:jlf

**Statement of Revenues and Expenses- August 31, 2014**  
**Parkland School Division**

	Approved Budget <sup>1</sup> 2013-14	Revised Budget <sup>2</sup> 2013-14	YTD Actuals Aug 31/14	\$ Revised Budget Remaining	% Budget Used
<b>Revenues</b>					
Instruction ( ECS to Grade 12)	81,473,229	84,948,416	86,799,045	(1,850,629)	102.18%
School Generated Funds	2,395,195	2,395,195	2,281,466	113,729	95.25%
Operation and Maintenance	7,472,971	7,699,520	7,663,259	36,261	99.53%
Transportation	10,421,877	10,482,686	10,455,161	27,525	99.74%
Board and System Administration	3,764,699	3,893,642	3,896,723	(3,081)	100.08%
External Services	45,680	45,680	45,108	572	98.75%
Supported Capital Interest	12,352	15,383	8,455	6,928	54.96%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	1,295,302	(66,047)	105.37%
Capital & Debt Services	3,575,144	3,575,144	3,664,241	(89,097)	102.49%
<b>Total Revenues</b>	<b>110,441,457</b>	<b>114,284,921</b>	<b>116,108,760</b>	<b>(1,823,839)</b>	<b>101.60%</b>
<b>Expenses</b>					
Instruction ( ECS to Grade 12)	82,344,811	85,888,385	85,710,343	178,042	99.79%
School Generated Funds	2,395,195	2,395,195	2,277,101	118,094	95.07%
Operation and Maintenance	7,462,951	8,149,155	8,228,535	(79,380)	100.97%
Transportation	10,364,476	10,425,285	10,293,732	131,553	98.74%
Board and System Administration	3,702,031	3,744,172	3,676,092	68,080	98.18%
External Services	45,680	45,680	29,469	16,211	64.51%
Supported Capital Interest	12,352	15,383	8,455	6,928	54.96%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	1,295,302	(66,047)	105.37%
Capital & Debt Services	4,512,994	4,512,994	4,504,817	8,177	99.82%
<b>Total Expenses</b>	<b>112,120,799</b>	<b>116,405,504</b>	<b>116,023,845</b>	<b>381,659</b>	<b>99.67%</b>
<b>Surplus/(Deficit)</b>	<b>(1,679,342)</b>	<b>(2,120,583)</b>	<b>84,915</b>		
<b>Operating Surplus (Deficit)</b>			<b>(1,169,450)</b>		
<b>School Generated Funds Surplus (Deficit)</b>			<b>4,366</b>		
<b>MCHS Demolition Obligation Adjustment</b>			<b>1,250,000</b>		
<b>Surplus/(Deficit)</b>	<b>(1,679,342)</b>	<b>(2,120,583)</b>	<b>84,915</b>		
<b>Target Percentage</b>					<b>100.00%</b>
<b>Block</b>					
Instruction	(1,488,050)	(1,556,438)	(705,865)		
Board and System Administration	(80,000)	6,801	43,963		
Operations and Maintenance	(111,292)	(570,947)	(609,709)		
Transportation	-	-	102,160		
External Services	-	-	-		
<b>Surplus/(Deficit) from Operations</b>	<b>(1,679,342)</b>	<b>(2,120,583)</b>	<b>(1,169,450)</b>		
School Generated Funds			4,366		
Demolition Provision returned to Capital Reserve			1,250,000		
<b>Total Surplus/(Deficit)</b>	<b>(1,679,342)</b>	<b>(2,120,583)</b>	<b>84,915</b>		

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31,2014

## Revenue

	Approved Budget <sup>1</sup> 2013-14	Revised Budget <sup>2</sup> 2013-14	YTD Actuals Aug 31/14	\$ Revised Budget Remaining	% Budget Used
<b>Alberta Education</b>					
<b>School Jurisdiction Base Funding</b>					
Base Instruction (Gr 1-12)	58,867,562	58,995,312	58,716,103	279,209	99.53%
Early Childhood Services (ECS)	2,634,515	3,015,092	3,630,978	-615,886	120.43%
Home Education	47,595	39,390	37,749	1,641	95.83%
Outreach Schools	188,918	188,918	188,918		100.00%
<b>Sub Total</b>	<b>61,738,590</b>	<b>62,238,713</b>	<b>62,573,748</b>	<b>-335,035</b>	<b>100.54%</b>
<b>Alberta Education - Administration</b>					
Administration allocation 3.6% of instruction	3,514,415	3,550,892	3,550,892		100.00%
<b>Sub Total</b>	<b>3,514,415</b>	<b>3,550,892</b>	<b>3,550,892</b>		<b>100.00%</b>
<b>Differential Cost Funding</b>					
ECS Program Unit	2,574,924	3,065,000	3,424,086	-359,086	111.72%
English as a Second Language	43,590	58,610	52,425	6,185	89.45%
First Nations, Metis & Inuit Education	639,708	709,216	716,285	-7,069	101.00%
Severe Disabilities	5,590,095	5,603,650	5,497,145	106,505	98.10%
Small Schools by Necessity	555,276	824,382	807,864	16,518	98.00%
Socio - Economic Status	776,977	761,820	761,698	122	99.98%
Equity of Opportunity	947,582	1,056,221	1,055,981	240	99.98%
<b>Sub Total</b>	<b>11,128,151</b>	<b>12,078,899</b>	<b>12,315,484</b>	<b>-236,584</b>	<b>101.96%</b>
<b>Differential Cost Funding - Operations and Maintenance</b>					
Operations & Maintenance Support	7,278,076	7,495,972	7,495,972		100.00%
<b>Sub Total</b>	<b>7,278,076</b>	<b>7,495,972</b>	<b>7,495,972</b>		<b>100.00%</b>
<b>Alberta Education - Other</b>					
Institutional Programs	255,191	290,460	290,460	0	100.00%
Government Contributions to ATRF	4,882,769	6,486,796	6,270,451	216,345	96.66%
<b>Sub Total</b>	<b>5,137,960</b>	<b>6,777,256</b>	<b>6,560,911</b>	<b>216,345</b>	<b>96.81%</b>
<b>Transportation Funding</b>					
Transportation - Rural	6,309,629	6,309,629	6,163,244	146,385	97.68%
Special Education Transportation	635,518	635,518	657,930	-22,412	103.53%
Transportation - Disabled - ECS	155,574	155,574	206,021	-50,447	132.43%
Transportation - In Home - ECS	37,025	37,025	47,716	-10,691	128.87%
Urban Transportation	2,208,055	2,208,055	2,306,783	-98,728	104.47%
<b>Sub Total</b>	<b>9,345,801</b>	<b>9,345,801</b>	<b>9,381,694</b>	<b>-35,893</b>	<b>100.38%</b>
<b>Provincial Priority Targeted Funding</b>					
Strategic Engagement	-	-	25,000	-25,000	NA
Children and Youth with Complex Needs	245,563	-	-	-	-
Supernet Service	210,000	240,000	240,000	-	100.00%
<b>Sub Total</b>	<b>455,563</b>	<b>240,000</b>	<b>265,000</b>	<b>-25,000</b>	<b>110.42%</b>

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

## Revenue

	Approved Budget <sup>1</sup> 2013-14	Revised Budget <sup>2</sup> 2013-14	YTD Actuals Aug 31/14	\$ Revised Budget Remaining	% Budget Used
<b>Capital Funding</b>					
Infrastructure Maintenance and Renewal	1,280,310	1,229,255	1,295,302	-66,047	105.37%
<b>Sub Total</b>	<b>1,280,310</b>	<b>1,229,255</b>	<b>1,295,302</b>	<b>-66,047</b>	<b>105.37%</b>
<b>Federal French Funding</b>					
Federal French Funding	84,460	84,460	103,415	-18,955	122.44%
<b>Sub Total</b>	<b>84,460</b>	<b>84,460</b>	<b>103,415</b>	<b>-18,955</b>	<b>122.44%</b>
<b>Other Provincial Support Funding - Alberta Finance</b>					
Supported Capital Interest	12,352	15,383	8,455	6,928.17	54.96%
<b>Sub Total</b>	<b>12,352</b>	<b>15,383</b>	<b>8,455</b>	<b>6,928.17</b>	<b>54.96%</b>
<b>Federal Government</b>					
First Nations Tuition's	1,771,769	1,848,239	1,662,649	185,590	89.96%
<b>Sub Total</b>	<b>1,771,769</b>	<b>1,848,239</b>	<b>1,662,649</b>	<b>185,590</b>	<b>89.96%</b>
<b>From Alberta School Authorities</b>					
Tuition Fees	54,000	33,571	33,571		100.00%
Transportation Fees	-	43,734	76,553	-32,819	175.04%
<b>Sub Total</b>	<b>54,000</b>	<b>77,305</b>	<b>110,299</b>	<b>-32,994</b>	<b>142.68%</b>
<b>From Municipalities</b>					
Joint Use Agreements	30,000	30,937	36,947	-6,010	119.43%
<b>Sub Total</b>	<b>30,000</b>	<b>30,937</b>	<b>36,947</b>	<b>-6,010</b>	<b>119.43%</b>
<b>Private Organizations</b>					
Transportation - Private Schools	48,214	48,214	11,010	37,204	22.84%
Transportation Insurance	164,500	180,813	183,898	-3,085	101.71%
<b>Sub Total</b>	<b>212,714</b>	<b>229,027</b>	<b>194,908</b>	<b>34,119</b>	<b>85.10%</b>
<b>Individuals</b>					
Tuition Fees	-	11,250	28,150	-16,900	250.22%
Transportation Fees	830,939	830,939	765,058	65,881	92.07%
Donations	96,925	219,946	208,603	11,343	94.84%
Rentals - Facilities	15,680	15,680	4,578	11,103	29.19%
Instructional Material Fees	736,500	742,571	666,007	76,564	89.69%
School Based Course Material Fees	540,414	867,534	932,879	-65,345	107.53%
Other Student Fees	668,433	668,433	704,099	-35,666	105.34%
Interest & Investment Income	142,000	193,653	187,061	6,592	96.60%
Misc. Sales	547,159	673,531	859,352	-185,821	127.59%
Fundraising	1,244,101	1,244,101	1,283,059	-38,958	103.13%
<b>Sub Total</b>	<b>4,822,151</b>	<b>5,467,638</b>	<b>5,638,844</b>	<b>-171,207</b>	<b>103.13%</b>
<b>Other</b>					
MCHS Demolition Obligation Adjustment	-	-	1,250,000	-1,250,000	
Amortization of Capital Allocations	3,575,144	3,575,144	3,664,241	-89,097	102.49%
<b>Sub Total</b>	<b>3,575,144</b>	<b>3,575,144</b>	<b>4,914,241</b>	<b>-1,339,097</b>	<b>137.46%</b>
<b>TOTAL REVENUES</b>	<b>110,441,457</b>	<b>114,284,921</b>	<b>116,108,760</b>	<b>-1,823,839</b>	<b>101.60%</b>

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

# Allocation of Revenue and Expenses to Programs

August 31, 2014

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$81,715,142	\$8,791,274	\$9,381,694	\$3,550,892	\$0	\$103,439,002
Other - Government of Alberta	\$0	\$8,455	\$0	\$0	\$0	\$8,455
Federal Government and First Nations	\$1,523,582	\$177,820	\$0	\$64,662	\$0	\$1,766,064
Other Alberta school authorities	\$33,571	\$0	\$76,553	\$0	\$175	\$110,299
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0
Fees	\$2,331,134		\$765,058			\$3,096,192
Other sales and services	\$2,075,031	\$528	\$231,856	\$4,498	\$29,293	\$2,341,206
Investment income	\$0	\$0	\$0	\$187,061	\$0	\$187,061
Gifts and donations	\$208,603	\$0	\$0	\$0	\$0	\$208,603
Rental of facilities	\$0	\$4,577	\$0	\$0	\$1	\$4,578
Fundraising	\$1,283,059	\$0	\$0	\$0	\$0	\$1,283,059
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$3,648,603	\$0		\$15,638	\$3,664,241
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$89,170,122</b>	<b>\$12,631,257</b>	<b>\$10,455,161</b>	<b>\$3,807,113</b>	<b>\$45,107</b>	<b>\$116,108,760</b>

## EXPENSES

Certificated salaries	\$51,611,936			\$466,125	\$0	\$52,078,061
Certificated benefits	\$12,076,560			\$169,478	\$0	\$12,246,038
Non-certificated salaries and wages	\$11,505,166	\$3,439,798	\$439,284	\$1,553,220	\$18,384	\$16,955,852
Non-certificated benefits	\$3,120,121	\$999,051	\$121,066	\$323,225	\$0	\$4,563,463
<b>SUB - TOTAL</b>	<b>\$78,313,783</b>	<b>\$4,438,849</b>	<b>\$560,350</b>	<b>\$2,512,048</b>	<b>\$18,384</b>	<b>\$85,843,414</b>
Services, contracts and supplies	\$7,886,761	\$5,084,988	\$9,733,383	\$1,164,405	\$11,085	\$23,880,622
Direct Cost of Fundraising and Fees	\$1,786,537					\$1,786,537
Amortization of capital assets	\$634,540	\$3,708,674	\$59,268	\$86,697	\$15,638	\$4,504,817
Interest and charges	\$0	\$8,455	\$0	\$0	\$0	\$8,455
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$88,621,621</b>	<b>\$13,240,966</b>	<b>\$10,353,001</b>	<b>\$3,763,150</b>	<b>\$45,107</b>	<b>\$116,023,845</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$548,501</b>	<b>(\$609,709)</b>	<b>\$102,160</b>	<b>\$43,963</b>	<b>\$0</b>	<b>\$84,915</b>

## Expenses

<b>By Program</b>	<b>Approved Budget<sup>1</sup> 2013-14</b>	<b>Revised Budget<sup>2</sup> 2013-14</b>	<b>YTD Actuals Aug 31/14</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Early Childhood Services	4,093,443	4,215,078	4,466,935	-251,856	105.98%
Instruction	80,646,563	84,068,502	83,520,509	547,992	99.35%
Board & System Administration	3,702,031	3,744,172	3,676,092	68,080	98.18%
Plant Operations & Maintenance	7,462,951	8,149,155	8,228,535	-79,380	100.97%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	1,295,302	-66,047	105.37%
Transportation	10,364,476	10,425,285	10,293,732	131,553	98.74%
External Services	45,680	45,680	29,469	16,211	64.51%
Debt Services	12,352	15,383	8,455	6,928	54.96%
Amortization of Property and equipment	4,512,994	4,512,994	4,504,817	8,177	99.82%
<b>TOTAL EXPENSES</b>	<b>112,120,799</b>	<b>116,405,504</b>	<b>116,023,845</b>	<b>381,659</b>	<b>99.67%</b>

<b>By Category</b>	<b>Approved Budget 2013-14</b>	<b>Revised Budget<sup>2</sup> 2013-14</b>	<b>YTD Actuals Aug 31/14</b>	<b>\$ Revised Budget Remaining</b>	<b>% Budget Used</b>
Salaries, wages and benefits	82,809,848	85,886,535	85,843,413	43,123	99.95%
Services, contracts and supplies	21,110,100	22,366,142	22,585,322	-219,180	100.98%
School generated funds	2,395,195	2,395,195	1,786,537	608,658	74.59%
Infrastructure maintenance renewal	1,280,310	1,229,255	1,295,302	-66,047	105.37%
Amortization of property and equipment	4,512,994	4,512,994	4,504,817	8,177	99.82%
Interest on long-term debt	12,352	15,383	8,455	6,928	54.96%
<b>TOTAL EXPENSES</b>	<b>112,120,799</b>	<b>116,405,504</b>	<b>116,023,845</b>	<b>381,659</b>	<b>99.67%</b>

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014



**Expenses by Site - August 31, 2014**  
**Parkland School Division**

Site	Approved Budget Expenditures <sup>1</sup> 2013-14	Revised Budget Expenditures <sup>2</sup> 2013-14	Budgeted Reserves/ (Deficits) 2013-14	Total Revised Budget 2013-14	YTD Actuals Aug 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	565,510	584,048		584,048	613,912	(29,864)	105.11%	
Office of the Superintendent	497,042	497,041		497,041	440,623	56,418	88.65%	
Human Resources	438,033	437,054		437,054	446,701	(9,646)	102.21%	
Deputy Superintendent	677,032	698,946		698,946	627,216	71,729	89.74%	
Learning Services	1,936,720	1,955,815		1,955,815	2,125,902	(170,086)	108.70%	
Business & Finance	1,903,140	2,011,308		2,011,308	1,954,452	56,856	97.17%	
Tech Support Services	1,661,144	1,656,895		1,656,895	1,596,220	60,675	96.34%	
Ikon Print Centre	87,000	87,000		87,000	65,686	21,314	75.50%	
Student Transportation	10,364,476	10,425,285		10,425,285	10,293,732	131,553	98.74%	
Maintenance	3,933,043	4,483,421		4,483,421	4,531,098	(47,678)	101.06%	Combine Maintenance and Custodial (101.2%)
Custodial	3,343,081	3,314,913		3,314,913	3,359,312	(44,399)	101.34%	
Instructional Pool	1,674,761	1,749,897		1,749,897	1,808,058	(58,160)	103.32%	
Instructional Pool - Projected		-	995,815	995,815				
Blueberry	3,490,070	3,700,529	(14,219)	3,686,310	3,642,345	43,965	98.81%	
Brookwood	3,899,910	4,052,491	2,686	4,055,177	3,999,746	55,431	98.63%	
École Broxton Park	4,728,593	4,556,016	(8,879)	4,547,138	4,536,403	10,734	99.76%	
Connections for Learning	1,180,221	1,277,018	19,788	1,296,807	1,255,431	41,375	96.81%	
Duffield	2,105,935	2,171,056	33,500	2,204,556	2,103,563	100,992	95.42%	
Entwistle	1,048,386	1,055,094	63	1,055,157	1,066,425	(11,268)	101.07%	
Forest Green	1,850,728	1,870,420	0	1,870,420	1,781,418	89,002	95.24%	
Graminia	3,399,217	3,248,493	3,115	3,251,608	3,139,621	111,987	96.56%	
Greystone Centennial Middle	3,927,433	4,068,819	84,093	4,152,912	3,952,985	199,927	95.19%	
High Park	3,217,005	3,324,159	29,455	3,353,614	3,190,722	162,892	95.14%	
Keephills	543,045	520,556	20,565	541,122	532,900	8,222	98.48%	
Memorial Composite High	7,759,686	7,639,612	33,611	7,673,223	7,902,802	(229,580)	102.99%	Combine Memorial Composite & Outreach (101.4%).
Memorial Outreach	688,568	721,429	11,921	733,350	623,301	110,049	84.99%	
École Meridian Heights	4,422,163	4,629,275	(25,660)	4,603,615	4,672,832	(69,217)	101.50%	
Millgrove	3,761,170	3,705,859	144,775	3,850,634	3,716,917	133,716	96.53%	
Muir Lake	2,647,490	2,921,563	200	2,921,763	2,936,240	(14,477)	100.50%	
Parkland Village	1,424,173	1,652,806	91,048	1,743,854	1,589,148	154,706	91.13%	
Seba Beach	999,770	945,822	14,376	960,198	1,003,980	(43,783)	104.56%	
Spruce Grove Composite High	6,804,638	6,979,696	61,138	7,040,834	6,429,293	611,541	91.31%	Combine Spruce Grove Composite & Outreach (95.5%).
Spruce Grove Outreach	597,896	467,535	6,358	473,893	760,310	(286,417)	160.44%	
Stony Plain Central	3,087,516	3,267,790	37,979	3,305,769	3,255,392	50,376	98.48%	
Tomahawk	1,033,029	968,313	80,352	1,048,666	969,198	79,467	92.42%	
Wabamun	1,043,520	1,067,434	4,795	1,072,230	1,049,381	22,849	97.87%	
Woodhaven Middle	3,745,506	3,724,512	41,667	3,766,179	3,753,525	12,654	99.66%	
Innovation and Teaching	-	-	-	-	51,072	(51,072)		
Resiliency Program	63,094	177,758	-	177,758	263,126	(85,368)	148.03%	Supported by increased donations and revenue
Real Program	1,192,387	1,486,939	-	1,486,939	1,416,384	70,555	95.26%	
Alternative Program	1,154,055	1,175,992	-	1,175,992	1,202,902	(26,910)	102.29%	
Early Education	2,440,995	2,790,305	-	2,790,305	3,189,940	(399,636)	114.32%	Budget supported fully by Program Unit Funding
<b>Total Expenses</b>	<b>99,337,179</b>	<b>102,068,912</b>	<b>1,668,546</b>	<b>103,737,457</b>	<b>101,850,215</b>	<b>1,887,242</b>	<b>98.18%</b>	
<b>Target Percentage</b>							<b>100.00%</b>	

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

**Expenses by Site - August 31, 2014**  
**Parkland School Division**

	Approved Budget Expenditures <sup>1</sup> 2013-14	Revised Budget Expenditures <sup>2</sup> 2013-14	Budgeted Reserves/ (Deficits) 2013-14	Total Revised Budget 2013-14	YTD Actuals Aug 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
<b>Other Sites</b>								
Capital and Debt Services	4,225,346	4,225,346	-	4,225,346	4,329,324	(103,978)	102.46%	
Infrastructure Maintenance Renewal	1,280,310	1,229,255	-	1,229,255	1,295,302	(66,047)	105.37%	Includes amount deferred from 2013
School Generated Funds	2,395,195	2,395,195	-	2,395,195	2,277,101	118,094	95.07%	
Government Contributions to ATRF	4,882,769	6,486,796		6,486,796	6,270,451	216,345	96.66%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	1,452	(1,452)		
	<b>12,783,620</b>	<b>14,336,592</b>	<b>-</b>	<b>14,336,592</b>	<b>14,173,630</b>	<b>162,962</b>	<b>98.86%</b>	
						-		
<b>Total Expenses</b>	<b>112,120,799</b>	<b>116,405,504</b>	<b>1,668,546</b>	<b>118,074,049</b>	<b>116,023,845</b>	<b>2,050,204</b>	<b>98.26%</b>	

1 Approved by the Board of Trustees, 28 May 2013  
2 Revised May 31, 2014



## MEMORANDUM

**Date:** November 4, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **2014-2015 FINAL BUDGET**

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### Recommendation

That the Board of Trustees approves the 2014-2015 Final Budget for Parkland School Division No. 70 as presented at the Regular Meeting of November 4, 2014.

### 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. The deadline for the 2014-2015 Fall Budget Update is November 30, 2014. This budget contains assumptions based on September 30 enrolments and forms the basis for monthly financial reporting.

Administration would be pleased to respond to any questions.

CJ:jlf



Parkland School Division

# Final Budget Report 2014/2015

*Prepared by:*

*Claire Jonsson  
Associate Superintendent  
Business & Finance  
November 04 2014*

*Where*  
THE **WORLD**  
opens up

Note the information presented in this document is summary information only. Please see the Parkland School Division No. 70 website ([www.psd70.ab.ca](http://www.psd70.ab.ca)) for the document after final budget approval November 4, 2014.

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## EXECUTIVE SUMMARY

Parkland School Division No. 70 has a total budget of \$120.0 million and provides public education services to the citizens of Parkland County, Town of Stony Plain and the City of Spruce Grove. The division serves the educational needs of approximately 10,400 students from Kindergarten to Grade twelve within twenty five urban and rural instructional sites.

The executive summary presents highlights of the budget and organizational information of the school division.

### **Governance**

The Board of Trustees takes very seriously its stewardship role in representing Parkland students and communities. While the Board recognizes that the education system has seen significant changes over the past decade with the rapid pace of new technology, use of the internet, and proliferation of social media, it also acknowledges that the core priorities that drive excellence in education have remained unchanged. The Board's primary responsibilities involve Trustees in setting directions, allocating resources, monitoring and reporting student and organizational progress and achievements. The Board of Trustees is committed to transparent and collaborative efforts to achieve its priorities. The budget allocates resources available to achieve the vision through priorities which address the learning needs and achievement outcomes.

### **Distributed Decision Making**

Parkland allocates its revenues in accordance with the following beliefs and guiding principles:

Distributed Decision Making Beliefs:

- ✓ *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.*
- ✓ *Information sharing about external or internal conditions affecting an organization is important.*

### Distributed Decision Making Principles:

- ✓ *Those who are closest to the activity will have the major influence in decision-making surrounding that activity. The Division's staff has the capability to make decisions about activities within the realms of its responsibility.*
- ✓ *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 endeavor 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.*

### **Board Priorities**

Students in Parkland School Division will be encouraged to explore, create, imagine and engage in lifelong learning as they develop their skills and competencies as engaged thinkers and ethical citizens with an entrepreneurial spirit. As they work toward high school completion, students will be actively engaged in their academic learning in a positive and inclusive learning environment aimed at enhancing their resiliency. The priorities that will guide the work of the division have been affirmed by a variety of stakeholders including parents, students, community representatives, staff, including administrators and teachers. The priority areas include:

- ✓ *Engage our Students*
- ✓ *Engage our Staff*
- ✓ *Engage our Community*
- ✓ *Stewardship of our Resources*

Strategic Priorities	Engage our Students	Engage our Staff	Engage our Community	Stewardship of our Resources
	<i>Every student will be successful</i>	<i>All staff are learners with a focus on student success</i>	<i>Everyone can make a meaningful contribution to public education</i>	<i>The Division effectively manages its resources to support student learning</i>
PSD Goals	Meaningful assessment and reporting practices reflect alignment with Inspiring Education	Inclusive learning environments promote safety, a sense of belonging and increased well-being	Open and honest communication builds transparency and trust	A strategic Ten-Year Plan promotes stewardship of resources
	Student mental and physical well-being promotes achievement	Instructional practices promote the development of innovation and creativity	Meaningful and collaborative engagement with all stakeholders supports student learning	Generative governance supports the Assurance Model for planning and reporting
	Instructional practices align with Inspiring Education to provide children/youth with choices and personalized learning	Cultivate shared and collaborative leadership that is focused on student success	Collaborative partnerships with government, business and community support education	Fiscal responsibility within the Assurance Model supports student learning

The division sets priorities, establishes goals, strategies and performance measures to ensure that success for all students is obtained. The budget allocates resources to assist in achieving this end.

### **Children with Diverse Learning Needs**

The Alberta Education initiative, *Inspiring Action on Education*, describes an inclusive education environment where all students are welcomed, supported, and successful. Parkland School Division strives to provide inclusive learning environments where each student feels he belongs and is supported in his efforts to be successful in his learning through a variety of supports and services available within his school community. In addition to regular educational programs, the division also provides access to quality specialized programs aimed at meeting the unique and individual needs of students whose learning needs require supports and services beyond what the regular classroom can effectively provide. Parkland School Division has been moving forward with implementing an *Inclusive Education System* where we demonstrate through our decisions and behaviors that diversity is embraced and that there will be an appropriate response through the development and delivery of educational programs.



## **Budget Process**

The Budget was developed using information on funding and expenditure assumptions. Revenues are allocated in accordance with the Distributed Decision Making beliefs and guiding principles. Under this structure, schools agree on an allocation model and distribute resources according to the priority areas they have identified. Assumptions used to prepare the budget are shown on Schedule A. The budget was sent out to site administrators for completion, review and compilation. Budget assumptions were approved at the 06 May 2014 Regular Board meeting. The preliminary budget was presented to the Board for approval at the 27 May 2014 Regular Board meeting and the final budget that reflects September 30, 2014 actual enrolments will be presented at the November 4, 2014 Regular Board meeting. Once approved, it is submitted to Alberta Education as required under legislation.

## **Enrolment**

Parkland School Division No. 70 is expected to have 10,474 students enrolled in Kindergarten through Grade twelve in the 2014-2015 school year which is an increase of 274 students over the previous year. Estimated enrolment at September 30, 2014 and comparative figures for the past four years are shown on Schedule B

## **Class Sizes**

Parkland School Division No. 70 continues to invest resources in classroom teaching staff to support student success. Parkland School Division anticipates meeting targets in 4-6, 7-9 and 10-12 grade levels. Expected class sizes and comparative figures for the past two years are shown on Schedule C.

## **Funding Sources**

Parkland School Division No. 70 is financially dependent on funding from the Province of Alberta and receives 95% of its funding from government sources. The division has control over other revenues such as school fees, school generated funds, outside grants and investment revenues which comprise only 5% of the total revenue.

Total budgeted revenues for 2014-2015 are \$118.6 million. Total revenues for the division increased by 5.39% over 2013-2014.

The 2014-2015 budget accommodates a provision for an increase in general student enrolment, however base instruction grant rates remain at 2013-2014 levels. To encourage small class sizes for early learners, class size grants increased by 2%. Base Funding represents 56.9% of the division's provincial funding and is determined by the number of students enrolled as of September 30<sup>th</sup> of each school year.

The Inclusive Education Grant rate increased by 2%. This grant helps provide appropriate supports for inclusive practice in schools that meets a broader suite of student needs. Parkland School Division is expected to receive an additional \$243K

The Infrastructure Maintenance and Renewal (IMR) 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 by the Prentice Government on October 8, 2014.

### **Spending by Program**

Funding is allocated to division programs and services to ensure that programs meet the needs of students and schools remain viable. The \$118.6 million of funding resources are allocated to five major program areas. The five major programs include Instruction, Plant Operations and Maintenance, Transportation, Administration and Capital and Debt Services.

Instruction is the allocation to all schools (early, middle and high) and other instructional programs and services offered to provide educational opportunities to students within the school division.

Some of the other instructional programs include Early Education, Special Education and Outreach Programs. Instructional services provided centrally are included in the Instruction program.

The Plant Operations and Maintenance activities relate to the division's responsibility for the construction, operation, maintenance, safety and security of all school buildings

The Transportation program relates to all activities of transporting students to, from and between schools. Funding is provided to transport students who live 2.4 kilometers or greater away from their resident school.

Administration includes Board Governance, Office of the Superintendent and Deputy Superintendent, Business and Finance, Human Resources, and System Instructional Support.

Capital and Debt Services includes the provision of funding for supported debenture debt payments from the Province of Alberta, the amortization of capital assets and Infrastructure Maintenance Renewal program (IMR).

### **Expenditures by Category**

Parkland School Division No. 70 will spend approximately \$86.8 million on human resources, which is about 72.7% of the division's budget.

Collective agreements for the 2014-2015 school year for our two support staff unions 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. Benefit provider costs for teachers are expected to decrease by 1.0% and we anticipate support staff benefit provider costs to increase minimally. Pension costs for teachers are fully funded by the Provincial Government while pension costs for support staff are estimated to go up 5.0%.

### **Financial Impact**

As a result of expenditure growth out pacing revenue, it has been necessary to utilize Accumulated Operating Reserves to match expenditure decisions to the resources available. The division is expecting Accumulated Operating Reserves of \$2.6 million as at August 31, 2014. In the 2014-2015 budget, we anticipate Operating Reserves in the amount of \$795K will be used to provide additional funding to offset projected deficits. The balance at the end of August 31, 2015 for Operating Reserves is estimated at \$1.8 million.

### **Financial Forecast**

We are faced with managing a difficult fiscal situation while protecting the educational programs and services and putting the best interest of students ahead of other desires. As the cost of supplies, salaries, benefits and contracted services increase, spending will be adjusted to ensure that expenditures do not exceed forecasted revenues. When resources are limited, the priority is to ensure that the needs of classrooms are met. This often involves the reduction of supplies and contracted services or a review of the effectiveness and efficiency of program and service delivery. This work is ongoing as our Administrative and Educational leaders identify what activities have the most value, should not be done and should be done better.

The Superintendent is dedicated to ensuring that positive relationships are the basis of our important work. Effective communication and open, transparent systems will be the norm as we move forward in some very exciting times in Parkland School Division.

As communities mature and change, we are experiencing different demands for student spaces in our schools. The Board is committed in its efforts to hear from the community. Trustees continue to increase their connection with stakeholders and commit to ensuring greater public engagement. In 2010-2011, the Board undertook a comprehensive System Review to develop a long term planning framework that would address the changing demographics across the division and create a balance between facility capacity and enrolments. This work is ongoing and resources have been established in the 2014-2015 budget to support a ten year strategic facilities plan.

The division continues to work to build the capacity of classroom teachers and school-based administrators to provide quality educational support and/or programming supports for students with diverse learning needs within a public school learning environment. Resources have been included in the budget to support learning coaches.

The Information Technology department has undergone a restructure with the intent of providing greater service delivery to our schools. The restructuring provides the increased ability to solve technical issues with school-based personnel and expedites resolution of issues.

Our Facilities department is collaborating on the most efficient and effective ways to use resources. Maintenance projects are scheduled in advance and staff is appropriately deployed for efficient and timely completion. To ensure we have adequate funds for equipment and vehicle replacement, the 2014-2015 Budget includes a provision of \$24K to replenish capital equipment and \$36K for replacement of maintenance vehicles. While the above strategies have helped minimize the impact of budget challenges, an additional \$27 K has been accessed from instruction to support the operations and maintenance program.

The division will need to monitor Accumulated Operating Reserves in future operating budgets to ensure that it maintains an appropriate balance between meeting the needs of students and the financial health of the district. The amount of reserves will be dependent on future financial resources and expenditure decisions made by the division.

A summary of Parkland School Division No. 70 budgeted revenues, expenditures and operating reserves is shown on Schedule D.

### **Human Resources**

Division staffing has the greatest impact on the educational opportunities provided to students within Parkland School Division No. 70 and consequently makes up 72.7% of the division's budget. Total salaries and benefits for the division increased by 2.97% over 2013-2014.

The division will employ 568.68 full time equivalent teachers and 375.72 full time equivalent support staff in 2014-2015. 2014-2015 will see an overall increase of 13.86 teaching staff and an overall increase of 6.07 support staff. Our education assistants will see an increase of 3.5; speech language therapists increase by 2.73; registered psychologist increases by 1.0 while other school based positions decrease by 0.88. Help desk support specialists will see an increase of 3.0 while computer system administrators decrease by 2.0. There is a decrease of 1.0 in maintenance staff, as well as decrease of 0.31 in custodial staff.

### **Capital Plan**

All new school facilities are funded from the Province of Alberta through Alberta Education in consultation with the Department of Infrastructure. Each year, school jurisdictions submit facility needs for the next three years and await funding and approval from the province.

The Board has approved a Capital Plan submission for the construction of a new K-9 school in Spruce Grove and as well as a complete preservation and modernization of Woodhaven Middle School and Stony Plain Central School as priorities for year one. Year two includes a modernization of Spruce Grove Composite High School. Year three priorities will be determined once the development of a ten year strategic facilities plan is finalized and approved.

On May 2, 2013, Premier Redford announced a new K-9 school for the City of Spruce Grove. The division has worked very closely with Alberta Education and our partners with the City of Spruce Grove over the past number of years to define the immediate need for a new K-9 school in Spruce Grove. We are excited to work collaboratively with our community partners in designing an innovative new K-9 school and Wellness Centre that is scheduled to open in the 2016-2017 school year.

Alberta Education recognizes our high-growth enrolment and the need for longer-term infrastructure planning and is committed to getting children into new classrooms sooner and protecting existing schools so they are safe and comfortable for students. On October 8, 2014, Premier Prentice announced a second new K-9 school to be located in the City of Spruce Grove. Additionally, to assist Parkland School Division with our immediate challenge to provide additional classrooms in the City of Spruce Grove, we received approval for four new modular classrooms that are fully supported by Alberta Government.

Parkland School Division's first priority for new modulars was based solely on the continued growth in the City of Spruce Grove. The division received approval for five new modular classrooms on February 20, 2014. The addition of the five new modulars will have a significant financial implication on the division as we were asked by Alberta Education to use our capital reserve funds to cover \$250K of the expected \$552K cost of transportation, utility and set-up costs.

The Capital Plan for 2015-2018 is referenced for information purposes only, and does not form part of Parkland School Division No. 70's operating budget.



**Schedule A**  
**Parkland School Division No. 70**  
**2014-2015 Preliminary Budget**  
**Budget Assumptions – November 2014**

The following table outlines the assumptions used in developing the 2014-2015 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
<b>Enrolment</b>	<p>Overall enrolment increase of 274 students (2.69%) (see enrolment summary) broken out as follows:</p> <p>Community A: 6 (0.77%)  Community B: 73 (1.76%)  Community C: 298 (6.04%)  Outreach: -103 (-29.77%)</p>	<p>Review of students is prepared by each school Principal using the principles of “Cohort Survival” and known information. Students automatically move by grade to the next grade in the upcoming year. ECS numbers are estimated based on current registrations and historical information.</p>	<p>Risk of not achieving estimated enrolments will result in decreased revenues and adjustments will need to be made to programming and staffing or risk budget deficit. Risk is low, as there is a trend to have more students on September 30<sup>th</sup> than projected in the previous spring.</p>
<b>FTE Enrolment</b>	<p>FTE enrolment is based on estimating the number of CEU’s earned at high school.  FTE enrolment is projected to decrease by 11.82 FTE or 0.5% (See Enrolment Summary).</p>	<p>Average CEU per student is calculated by reviewing average CEU’s earned over a three year period, student transfers from feeder schools and assessing a reasonable amount using known information.</p>	<p>If average CEU’s are below the estimate, there will be less revenue for the district and for the high schools. If CEU’s are higher than average, then there may be a disproportionate amount of revenue being retained by the high schools rather than being allocated under the budget allocation model.</p>
<b>Grant Revenues</b>	<p>Base rates remain at 13/14 levels. Class size rates increase by 2.0%. Infrastructure, Maintenance and Renewal Grant has doubled the 2012/13 levels. All other grants remain unchanged.</p>	<p>The Provincial Grant rates are known and allocated to school jurisdictions to support approved education programs for students in ECS to Grade 12. Revenues are calculated using the applicable formulas, rates, and criteria from Alberta Education’s Funding Manual for School Authorities.</p>	<p>As the total Provincial grant revenues are known there is no associated risk after passing the budget on this item.</p>



**Schedule A**  
**Parkland School Division No. 70**  
**2014-2015 Preliminary Budget**  
**Budget Assumptions – November 2014**

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
<b>Teacher Salary Costs</b>	<p>Alberta Teachers Association ATA = <b>0.0%</b></p> <p>Average teacher salary cost: \$88,458</p> <p>Average teacher salary and benefits cost: \$98,958</p> <p>Grid movement cost: \$1,577</p>	<p>Collective agreements for ATA expire August 31, 2016.</p> <p>Site administrators enter each staff member into the budget by position.</p> <p>Average salaries are used for all teaching positions, Principal and administrative positions include negotiated allowances as per the collective agreement</p>	<p>Risk that teacher salaries will be higher than the Average teacher salary included in the budget.</p> <p>Salary Estimates are revised September 30, if required.</p>
<b>Support Staff Salaries</b>	<p>CAAMSE = <b>1.0%</b></p> <p>IUOE = <b>2.0%</b></p> <p>NUG = <b>TBA</b></p>	<p>Collective agreements for CAAMSE and IUOE expire August 31, 2015.</p>	<p>No risk that IUOE wage rate will be higher than negotiated.</p> <p>No risk that CAAMSE wage rate will be higher than negotiated.</p> <p>.</p>
<b>Negotiated Benefits</b>	<p>ATA Employer Contribution 90% (Dental, Vision and EHC); 96.5% (EDB, Life, AD&amp;D) CAAMSE, IUOE, NUG Employer Contribution 85%</p>	<p>Known as negotiated.</p>	<p>No risk.</p>





**Schedule A**  
**Parkland School Division No. 70**  
**2014-2015 Preliminary Budget**  
**Budget Assumptions – November 2014**

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
<b>Benefit Provider Rates - Teachers</b>	ASEBP – The overall premium rates are estimated to decrease on average by over 1%. EI rates to increase by 3% CPP rates to increase by 3.7%	As per March 2014 ASEBP Trustee Report	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.
<b>Benefit Provider Rates - Support Staff</b>	Local Authorities Pension Plan contribution rate increase estimated at 5.0% effective January 1, 2015.  Sunlife – The overall premium rate increase for 2015 is expected to be minimal.	LAPP Trustees review the actuarial valuations of the plan as and assess rates accordingly.	Risk, if LAPP Board decides to implement mid-year increase, January 1, 2015.  Risk that rates are higher than estimated as the aging employee population continues to put pressure on the Life and LTD claims as well there health and dental claim utilization increases.
<b>Human Resources</b>	Change in Staff – Full Time Equivalent (FTE) Certificated Staff = 13.86 FTE Support Staff = 6.07 FTE <b>Total = 19.93 FTE</b>	Site administrators enter each staff member into the budget by position. Staffing decisions are made according to availability of resources and delivery of educational programming and services.	Risk is low, as there is a trend to have more students on September 30 <sup>th</sup> than projected in the previous spring. There may be an increase in risk if the number of students with diverse learning needs rises.





**Schedule A**  
**Parkland School Division No. 70**  
**2014-2015 Preliminary Budget**  
**Budget Assumptions – November 2014**

Budget Area	Assumption	Basis for Assumption	Associated Budget Risk
<b>Services and Supplies Costs</b>	It is assumed that Goods and Services Costs will not increase materially. Insurance premiums have been increased by 4.97%. Electricity rates have been reduced by 5.7% and Natural Gas rates by 9%.	The increase in the Statistics Canada CPI for Alberta at September 2014 is 2.6%. Site administrators enter expenditures into site budgets based on programming and support initiatives.	Risk is low as rates for insurance have been determined.
<b>Operating Reserves</b>	It is assumed that Operating Reserves of \$794 thousand will be used to balance the Budget resulting in an estimated A.S.O. to expense ratio of 2.34%	Site managers have drawn down accumulated operating reserves to offset projected deficits for the current period.	The use of accumulated operating reserves to support ongoing expenditures is a short term solution. There is a risk that accumulated operating reserves are not sufficient to meet operational needs.

# Schedule B

## Enrolment Report at September 30, 2014

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/14	09/30/13	09/28/12	09/30/11	09/30/10
Blueberry	63	46	61	51	63	46	63	53	59	54				559	514	518	518	500
Brookwood	198	131	138	126	139									732	584	575	559	539
Connections for Learning		7	5	3	7	7	6	3	8	13	4	14	20	97	95	121	163	176
Home Ed		1	2	1	5	3	3	3	5	1	2	1	1	28	24	26	13	10
Bright Bank Institutional				3		3	3	1						10	11	11	12	12
Duffield	17	23	24	23	28	21	24	38	38	44				280	263	274	293	312
École Broxton Park	259	111	92	90	94	70	80	66	55	55				972	874	771	692	685
French	109	68	57	54	54	39	36	38	24	21				500	415	366		
Maranatha	30	38	30	28	34	26	33	21	22	30				292	290	267		
Other	120	5	5	8	6	5	11	7	9	4				180	169	138		
École Meridian Heights	103	85	79	76	66	50	70	67	60	61				717	706	668	647	631
English	37	20	26	25	29	22	40	31	29	33				292	294	289		
French	66	65	53	51	37	28	30	36	31	28				425	412	379		
Entwistle	15	12	14	16	17	12	7	15	10	14				132	130	118	127	150
Forest Green	40	35	44	38	36	24	33							250	254	248	243	252
Graminia	46	49	59	55	61	47	46	53	55	39				510	513	523	508	505
Greystone Centennial Middle						133	161	123	128	117				662	633	532	498	482
High Park	47	45	43	37	46	38	47	45	54	47				449	467	469	429	440
Keephills	10	6	6	5	7	4	6							44	59	49	49	55
Memorial Composite High											406	389	369	1164	1163	1177	1152	1104
Millgrove	53	119	128	104	103									507	591	559	476	431
Muir Lake	36	43	44	49	42	46	43	35	52	47				437	433	428	403	442
Parkland Village	39	43	47	53	30									212	188	182	178	162
Seba Beach	4	8	8	9	5	7	14	9	8	4				76	95	113	125	136
Spruce Grove Composite High											393	340	307	1040	976	968	1016	1057
English											355	313	267	935	870	876		
French											38	27	40	105	106	92		
Stony Plain Central	40	38	29	48	47	33	42	75	73	79				504	475	439	434	465
Tomahawk	23	16	6	14	13	17	13	11	8	10				131	116	116	114	106
Wabamun	9	15	21	13	15	13	12	8	11	8				125	119	108	114	120
Woodhaven Middle						122	119	112	122	118				593	571	558	564	561
<b>ECS - Grade 12 Enrolment</b>	<b>1,002</b>	<b>833</b>	<b>850</b>	<b>814</b>	<b>824</b>	<b>696</b>	<b>792</b>	<b>717</b>	<b>746</b>	<b>711</b>	<b>805</b>	<b>744</b>	<b>697</b>	<b>10231</b>	<b>9854</b>	<b>9551</b>	<b>9327</b>	<b>9333</b>
Memorial Outreach												16	85	101	98	86	110	143
Spruce Grove Outreach											13	25	63	101	56	46	51	51
<b>Outreach Programs</b>											<b>13</b>	<b>41</b>	<b>148</b>	<b>202</b>	<b>154</b>	<b>132</b>	<b>161</b>	<b>194</b>
<b>Total Enrolment</b>	<b>1002</b>	<b>833</b>	<b>850</b>	<b>814</b>	<b>824</b>	<b>696</b>	<b>792</b>	<b>717</b>	<b>746</b>	<b>711</b>	<b>818</b>	<b>785</b>	<b>845</b>	<b>10433</b>	<b>10008</b>	<b>9683</b>	<b>9488</b>	<b>9527</b>
Projected Additional Outreach Enrolments*											0	19	22	41	192	156	134	78
<b>Total Enrolment - Projected and Registered</b>	<b>1002</b>	<b>833</b>	<b>850</b>	<b>814</b>	<b>824</b>	<b>696</b>	<b>792</b>	<b>717</b>	<b>746</b>	<b>711</b>	<b>818</b>	<b>804</b>	<b>867</b>	<b>10474</b>	<b>10200</b>	<b>9839</b>	<b>9622</b>	<b>9605</b>

\*Outreach students enroll in clases throughout the year

**Schedule B**  
**Enrolment Report at September 30, 2014**

**Enrolment - Community A**

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/14	09/30/13	09/28/12	09/30/11	09/30/10
Duffield	17	23	24	23	28	21	24	38	38	44				280	263	274	293	312
Entwistle	15	12	14	16	17	12	7	15	10	14				132	130	118	127	150
Keephills	10	6	6	5	7	4	6							44	59	49	49	55
Seba Beach	4	8	8	9	5	7	14	9	8	4				76	95	113	125	136
Tomahawk	23	16	6	14	13	17	13	11	8	10				131	116	116	114	106
Wabamun	9	15	21	13	15	13	12	8	11	8				125	119	108	114	120
<b>Total Community A</b>	<b>78</b>	<b>80</b>	<b>79</b>	<b>80</b>	<b>85</b>	<b>74</b>	<b>76</b>	<b>81</b>	<b>75</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>788</b>	<b>782</b>	<b>778</b>	<b>822</b>	<b>879</b>

**Enrolment - Community B**

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/14	09/30/13	09/28/12	09/30/11	09/30/10
Forest Green	40	35	44	38	36	24	33							250	254	248	243	252
High Park	47	45	43	37	46	38	47	45	54	47				449	467	469	429	440
Memorial Composite High											406	389	369	1164	1163	1177	1152	1104
Ecole Meridian Heights	103	85	79	76	66	50	70	67	60	61				717	706	668	647	631
Stony Plain Central	40	38	29	48	47	33	42	75	73	79				504	475	439	434	465
<b>Stony Plain</b>	<b>230</b>	<b>203</b>	<b>195</b>	<b>199</b>	<b>195</b>	<b>145</b>	<b>192</b>	<b>187</b>	<b>187</b>	<b>187</b>	<b>406</b>	<b>389</b>	<b>369</b>	<b>3084</b>	<b>3065</b>	<b>3001</b>	<b>2905</b>	<b>2892</b>
Connections for Learning		7	5	3	7	7	6	3	8	13	4	14	20	97	95	121	163	176
Home Ed		1	2	1	5	3	3	3	5	1	2	1	1	28	24	26	13	10
Bright Bank Institutional				3		3	3	1						10	11	11	12	12
Muir Lake	36	43	44	49	42	46	43	35	52	47				437	433	428	403	442
Blueberry	63	46	61	51	63	46	63	53	59	54				559	514	518	518	500
<b>Total Community B</b>	<b>329</b>	<b>300</b>	<b>307</b>	<b>306</b>	<b>312</b>	<b>250</b>	<b>310</b>	<b>282</b>	<b>311</b>	<b>302</b>	<b>412</b>	<b>404</b>	<b>390</b>	<b>4215</b>	<b>4142</b>	<b>4105</b>	<b>4014</b>	<b>4032</b>

**Enrolment - Community C**

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/14	09/30/13	09/28/12	09/30/11	09/30/10
Brookwood	198	131	138	126	139									732	584	575	559	539
Ecole Broxton Park	259	111	92	90	94	70	80	66	55	55				972	874	771	692	685
Greystone Centennial Middle						133	161	123	128	117				662	633	532	498	482
Millgrove	53	119	128	104	103									507	591	559	476	431
Spruce Grove Composite High											393	340	307	1040	976	968	1016	1057
Woodhaven Middle						122	119	112	122	118				593	571	558	564	561
<b>Spruce Grove</b>	<b>510</b>	<b>361</b>	<b>358</b>	<b>320</b>	<b>336</b>	<b>325</b>	<b>360</b>	<b>301</b>	<b>305</b>	<b>290</b>	<b>393</b>	<b>340</b>	<b>307</b>	<b>4506</b>	<b>4229</b>	<b>3963</b>	<b>3805</b>	<b>3755</b>
Graminia	46	49	59	55	61	47	46	53	55	39				510	513	523	508	505
Parkland Village	39	43	47	53	30									212	188	182	178	162
<b>Total Community C</b>	<b>595</b>	<b>453</b>	<b>464</b>	<b>428</b>	<b>427</b>	<b>372</b>	<b>406</b>	<b>354</b>	<b>360</b>	<b>329</b>	<b>393</b>	<b>340</b>	<b>307</b>	<b>5228</b>	<b>4930</b>	<b>4668</b>	<b>4491</b>	<b>4422</b>

**Enrolment - Outreach Programs**

School Name	ECS	1	2	3	4	5	6	7	8	9	10	11	12	09/30/14	09/30/13	09/28/12	09/30/11	09/30/10
Memorial Outreach												16	85	101	98	86	110	143
Spruce Grove Outreach											13	25	63	101	56	46	51	51
Projected Additional Outreach Enrolments												19	22	41	192	156	134	78
<b>Total Outreach</b>											<b>13</b>	<b>60</b>	<b>170</b>	<b>243</b>	<b>346</b>	<b>288</b>	<b>295</b>	<b>272</b>

**Schedule C**  
**Class Size Report (All Subjects)**

<b>2014-15 Final Budget</b>												
	<b>K to 3</b>			<b>4 to 6</b>			<b>7 to 9</b>			<b>10 to 12</b>		
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
Blueberry	17.8	19.6	19.4	26.6	20.8	21.8	23.1	23.7	21.5	-	-	-
Brookwood	19.6	16.9	19.0	24.4	24.4	27.8	-	-	-	-	-	-
Duffield	21.7	18.3	16.8	19.3	21.0	19.5	24.0	19.0	19.5	-	-	-
École Broxton Park	13.9	19.6	15.9	22.9	18.5	22.0	24.0	18.3	18.1	-	-	-
École Meridian Heights	18.3	17.9	18.0	22.8	21.1	20.0	22.8	23.1	20.0	-	-	-
Entwistle	17.3	15.7	14.3	22.0	16.5	18.0	22.6	17.0	19.0	-	-	-
Forest Green	16.9	16.9	17.3	19.0	20.2	19.0	-	-	-	-	-	-
Graminia	17.8	17.8	17.5	24.2	23.4	21.5	24.1	23.0	24.0	-	-	-
Greystone Centennial Middle	-	-	-	18.7	21.1	21.1	22.5	25.3	25.3	-	-	-
High Park	18.6	18.7	18.9	21.3	21.3	21.8	22.2	23.3	24.5	-	-	-
Keephills	10.2	9.5	9.5	13.6	12.5	12.5	-	-	-	-	-	-
Memorial Composite High	-	-	-	-	-	-	-	-	-	26.8	26.6	26.9
Millgrove	22.9	22.5	21.3	22.7	24.5	20.6	-	-	-	-	-	-
Muir Lake	18.3	17.8	17.7	21.1	20.8	22.3	21.8	25.1	24.1	-	-	-
Parkland Village	17.5	17.8	17.1	20.9	19.3	23.0	-	-	-	-	-	-
Seba Beach	20.0	16.6	8.3	19.5	21.0	1.0	14.7	18.7	8.0	-	-	-
Spruce Grove Composite High	-	-	-	-	-	-	-	-	-	27.1	26.3	26.6
Stony Plain Central	17.3	17.5	18.6	23.0	26.3	24.0	22.7	21.9	24.6	-	-	-
Tomahawk	15.6	16.5	17.0	17.5	20.5	21.0	15.0	15.0	14.5	-	-	-
Wabamun	19.1	18.6	19.6	19.0	19.3	18.6	16.0	18.7	19.5	-	-	-
Woodhaven Middle	-	-	-	23.4	24.0	23.3	21.9	23.0	24.7	-	-	-
	<b>17.8</b>	<b>16.8</b>	<b>17.4</b>	<b>21.7</b>	<b>21.1</b>	<b>21.2</b>	<b>22.2</b>	<b>22.4</b>	<b>22.5</b>	<b>26.8</b>	<b>26.4</b>	<b>26.7</b>

## Schedule D - 2014-15 Final Budget Financial Forecast

### Budget Statement of Revenues and Expenses

	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
<b>Revenues</b>				
Instruction ( ECS to Grade 12)	83,286,708	86,671,638	3,384,930	4.06%
School Generated Funds	2,395,195	2,583,269	188,074	7.85%
Operation and Maintenance	7,699,278	7,911,201	211,922	2.75%
Transportation	10,432,982	10,503,374	70,392	0.67%
Board and System Administration	3,883,417	3,959,136	75,719	1.95%
External Services	45,680	38,680	(7,000)	-15.32%
Supported Capital Interest	12,352	4,219	(8,133)	-65.84%
Infrastructure Maintenance Renewal	1,229,255	3,278,690	2,049,435	166.72%
Capital & Debt Services	3,575,144	3,679,878	104,734	2.93%

<b>Total Revenues</b>	<b>112,560,012</b>	<b>118,630,085</b>	<b>6,070,073</b>	<b>5.39%</b>
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<b>Expenses</b>				
Instruction ( ECS to Grade 12)	84,360,889	86,893,090	2,532,201	3.00%
School Generated Funds	2,395,195	2,583,269	188,074	7.85%
Operation and Maintenance	7,806,132	7,868,146	62,015	0.79%
Transportation	10,375,581	10,549,106	173,525	1.67%
Board and System Administration	3,740,747	3,872,439	131,692	3.52%
External Services	45,680	38,680	(7,000)	-15.32%
Supported Capital Interest	12,352	4,219	(8,133)	-65.84%
Infrastructure Maintenance Renewal	1,229,255	3,278,690	2,049,435	166.72%
Capital & Debt Services	4,512,994	4,520,404	7,410	0.16%

<b>Total Expenses</b>	<b>114,478,825</b>	<b>119,608,044</b>	<b>5,129,218</b>	<b>4.48%</b>
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<b>Surplus/(Deficit)</b>	<b>(1,918,814)</b>	<b>(977,959)</b>	<b>940,855</b>	
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	Projected Operating Reserves at Aug 31, 2014	Projected Surplus (Deficit)	Impact of Reserve Movements	Projected Operating Reserves at Aug 31, 2015
<b>Block</b>				
Instruction	2,157,967	(845,971)	156,352	1,468,349
Board and System Administration	284,452	-		284,452
Operations and Maintenance	-	(26,987)	26,987	-
Transportation	205,247	(105,000)		100,247
External Services	-	-		-
<b>Total</b>	<b>2,647,667</b>	<b>(977,958)</b>	<b>183,339</b>	<b>1,853,048</b>

Unrestricted	943,768			943,768
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<b>Total Accumulated Surplus from Operations (Excluding SGF)</b>	<b>3,591,435</b>			<b>2,796,816</b>
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A.S.O. to expense Ratio	3.14%			2.34%
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**2014-15 Final Budget**  
**BUDGET ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS**

<b>REVENUES</b>	<b>Total</b>	<b>Instruction</b>	<b>Administration</b>	<b>Operations and Maintenance</b>	<b>Transportation</b>	<b>External Services</b>
Alberta Education	107,538,373	83,403,663	3,696,010	11,002,713	9,435,988	-
Alberta Finance	4,219	-	-	4,219	-	-
Other - Government of Alberta	-	-	-	-	-	-
Federal Government and/or First Nations	1,804,616	1,559,393	68,065	177,159	-	-
Other Alberta school authorities	33,571	33,571	-	-	-	-
Out of province authorities	11,250	11,250	-	-	-	-
Alberta Municipalities	23,000	-	-	-	-	23,000
Instruction resource fees	717,986	717,986	-	-	-	-
School based course material fees	733,855	733,855	-	-	-	-
Transportation fees	765,000	-	-	-	765,000	-
Other Student Fees	826,312	826,312	-	-	-	-
Other sales and services	845,278	534,891	8,000	-	302,387	-
Investment income	187,061	-	187,061	-	-	-
Gifts and Donations	146,091	146,091	-	-	-	-
Fundraising	1,297,915	1,297,915	-	-	-	-
Rentals of facilities	15,680	-	-	-	-	15,680
Amortization of capital allocations	3,679,878	-	-	3,664,240	-	15,638
<b>TOTAL REVENUES</b>	<b>118,630,085</b>	<b>89,264,926</b>	<b>3,959,136</b>	<b>14,848,331</b>	<b>10,503,375</b>	<b>54,318</b>
<b>EXPENSES</b>						
Certificated Salaries	53,872,882	53,383,450	489,432	-	-	-
Certificated Benefits	12,209,887	12,073,722	136,165	-	-	-
Non-Certificated Salaries and Wages	16,663,080	11,089,635	1,696,113	3,372,720	465,932	38,680
Non-Certificated Benefits	4,143,862	2,720,784	334,476	998,605	89,997	-
<b>SUB-TOTAL</b>	<b>86,889,712</b>	<b>79,267,591</b>	<b>2,656,186</b>	<b>4,371,325</b>	<b>555,929</b>	<b>38,680</b>
Services, contracts and supplies	25,994,918	7,678,847	1,195,253	6,995,512	10,125,306	-
Cost recoveries between programs	-	331,128	21,000	(220,000)	(132,128)	-
Direct Cost of Fundraising and Fees	2,198,791	2,198,791	-	-	-	-
Capital and debt services						
Amortization of capital assets						
Supported	3,679,878	-	-	3,664,240	-	15,638
Unsupported	840,526	634,540	86,697	60,021	59,268	-
<b>Total Amortization</b>	<b>4,520,404</b>	<b>634,540</b>	<b>86,697</b>	<b>3,724,261</b>	<b>59,268</b>	<b>15,638</b>
Interest on capital debt						
Supported	4,219	-	-	4,219	-	-
Unsupported	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>119,608,044</b>	<b>90,110,897</b>	<b>3,959,136</b>	<b>14,875,317</b>	<b>10,608,375</b>	<b>54,318</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEMS</b>	<b>(977,959)</b>	<b>(845,971)</b>	<b>(0)</b>	<b>(26,987)</b>	<b>(105,000)</b>	<b>-</b>

## BUDGET REVENUE

	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
<b>Revenue Alberta Education</b>				
<b>School Jurisdiction Base Funding</b>				
Base Instruction (Gr 1-12)	58,995,312	60,416,228	1,420,916	2.41%
Early Childhood Services (ECS)	3,015,092	3,248,032	232,940	7.73%
Home Education	39,390	45,956	6,565	16.67%
Outreach Schools	188,918	188,918		
<b>Sub Total</b>	<b>62,238,713</b>	<b>63,899,133</b>	<b>1,660,420</b>	<b>2.67%</b>
<b>Alberta Education - Administration</b>				
Administration allocation	3,550,892	3,631,400	80,508	2.27%
<b>Sub Total</b>	<b>3,550,892</b>	<b>3,631,400</b>	<b>80,508</b>	<b>2.27%</b>
<b>Differential Cost Funding</b>				
ECS Program Unit	3,065,000	3,407,089	342,089	11.16%
English as a Second Language	65,974	77,755	11,781	17.86%
First Nations, Metis & Inuit Education	751,628	738,669	-12,959	-1.72%
Inclusive Education	5,603,650	5,847,346	243,696	4.35%
Small Schools by Necessity	555,276	795,114	239,838	43.19%
Socio - economic Status	784,474	806,115	21,641	2.76%
Equity of Opportunity	901,089	1,094,831	193,742	21.50%
<b>Sub Total</b>	<b>11,727,090</b>	<b>12,766,918</b>	<b>1,039,828</b>	<b>8.87%</b>
<b>Differential Cost Funding - Operations and Maintenance</b>				
Operations & maintenance support	7,495,972	7,724,023	228,051	3.04%
<b>Sub Total</b>	<b>7,495,972</b>	<b>7,724,023</b>	<b>228,051</b>	<b>3.04%</b>
<b>Alberta Education - Other</b>				
Institutional Programs	290,460	291,771	1,311	0.45%
Government Contributions to ATRF	5,434,796	6,270,451	835,655	15.38%
Other				
<b>Sub Total</b>	<b>5,725,256</b>	<b>6,562,222</b>	<b>836,966</b>	<b>14.62%</b>
<b>Federal French Funding</b>				
Federal French Funding	84,460	103,000	18,540	21.95%
<b>Sub Total</b>	<b>84,460</b>	<b>103,000</b>	<b>18,540</b>	<b>21.95%</b>
<b>Transportation Funding</b>				
Transportation - Rural	6,309,629	6,163,244	-146,385	-2.32%
Special Education Transportation	635,518	657,518	22,000	3.46%
Transportation - Disabled - ECS	155,574	206,020	50,446	32.43%
Transportation - In Home - ECS	37,025	47,716	10,691	28.88%
Urban Transportation	2,208,055	2,361,489	153,434	6.95%
<b>Sub Total</b>	<b>9,345,801</b>	<b>9,435,987</b>	<b>90,186</b>	<b>0.96%</b>
<b>Provincial Priority Targeted Funding</b>				
Supernet Service	210,770	240,000	29,230	13.87%
Children and Youth with Complex Needs	245,563		-245,563	-100.00%
<b>Sub Total</b>	<b>456,333</b>	<b>240,000</b>	<b>-216,333</b>	
<b>Capital Funding</b>				

## BUDGET REVENUE

	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
Infrastructure Maintenance and Renewal	1,229,255	3,278,690	2,049,435	166.72%
<b>Sub Total</b>	<b>1,229,255</b>	<b>3,278,690</b>	<b>2,049,435</b>	<b>166.72%</b>
<b>Other Provincial Support Funding - Alberta Finance</b>				
Supported Capital Interest	12,352	4,219	-8,133	-65.84%
<b>Sub Total</b>	<b>12,352</b>	<b>4,219</b>	<b>-8,133</b>	<b>-65.84%</b>
<b>Federal Government</b>				
First Nations Tuition's	1,848,239	1,701,616	-146,623	-7.93%
<b>Sub Total</b>	<b>1,848,239</b>	<b>1,701,616</b>	<b>-146,623</b>	<b>-7.93%</b>
<b>From Alberta School Authorities</b>				
Tuition Fees	33,571	33,571		
<b>Sub Total</b>	<b>33,571</b>	<b>33,571</b>		
<b>From Municipalities</b>				
Joint Use Agreements	30,000	23,000	-7,000	-23.33%
<b>Sub Total</b>	<b>30,000</b>	<b>23,000</b>	<b>-7,000</b>	<b>-23.33%</b>
<b>Private Organizations</b>				
Transportation - Private Schools	48,214	87,563	39,349	81.61%
Transportation Insurance	178,466	182,505	4,039	2.26%
<b>Sub Total</b>	<b>226,680</b>	<b>270,068</b>	<b>43,388</b>	<b>19.14%</b>
<b>Individuals</b>				
Transportation Fees	830,939	765,000	-65,939	-7.94%
Rentals - Facilities	15,680	15,680		
Donations	96,925	146,091	49,166	50.73%
Instructional Material Fees (ECS)	50,197	51,351	1,154	2.30%
Instructional Material Fees	692,374	666,635	-25,740	-3.72%
School Based Course Material Fees	640,787	733,855	93,068	14.52%
Other Student Fees	668,433	826,312	157,879	
Fundraising	1,244,101	1,297,915	53,814	
<b>Sub Total</b>	<b>4,239,436</b>	<b>4,502,839</b>	<b>263,403</b>	<b>6.21%</b>
<b>Other</b>				
Interest & Investment Income	193,653	187,061	-6,592	-3.40%
Misc. Sales	535,914	575,210	39,296	7.33%
<b>Sub Total</b>	<b>729,567</b>	<b>762,271</b>	<b>32,704</b>	<b>4.48%</b>
<b>Other</b>				
Amortization of Capital Allocations	3,575,144	3,679,878	104,734	2.93%
<b>Sub Total</b>	<b>3,575,144</b>	<b>3,679,878</b>	<b>104,734</b>	<b>2.93%</b>
<b>TOTAL REVENUES</b>	<b>112,560,012</b>	<b>118,630,085</b>	<b>6,070,073</b>	<b>5.39%</b>



## Budget Expenses By Program

	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
Early Childhood Services	4,446,712	5,267,881	821,169	18.47%
Instruction	82,309,372	84,208,477	1,899,106	2.31%
Board & System Administration	3,740,747	3,872,439	131,692	3.52%
Plant Operations & Maintenance	7,806,132	7,868,146	62,015	0.79%
Infrastructure Maintenance Renewal	1,229,255	3,278,690	2,049,435	166.72%
Transportation	10,375,581	10,549,106	173,525	1.67%
External Services	45,680	38,680	(7,000)	-15.32%
Debt Services	12,352	4,219	(8,133)	-65.84%
Amortization of Property and equipment	4,512,994	4,520,404	7,410	0.16%

<b>TOTAL EXPENSES</b>	<b>114,478,825</b>	<b>119,608,044</b>	<b>5,129,218</b>	<b>4.48%</b>
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## By Category

	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
Salaries, wages and benefits	84,384,141	86,889,712	2,505,570	2.97%
Services, contracts and supplies	21,944,888	22,331,750	386,862	1.76%
School generated funds	2,395,195	2,583,269	188,074	7.85%
Infrastructure maintenance renewal	1,229,255	3,278,690	2,049,435	166.72%
Amortization of Property and equipment	4,512,994	4,520,404	7,410	0.16%
Interest on long-term debt	12,352	4,219	(8,133)	-65.84%

<b>TOTAL EXPENSES</b>	<b>114,478,825</b>	<b>119,608,044</b>	<b>5,129,218</b>	<b>4.48%</b>
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## BUDGET EXPENDITURES BY SITE

Site	Final Budget 2013-14	Final Budget 2014-15	Variance to Budget	% Increase (decrease)
Governance	584,048	609,799	25,751	4.41%
Office of the Superintendent	497,041	515,139	18,098	3.64%
Human Resources	437,054	440,068	3,015	0.69%
Deputy Superintendent	698,946	714,460	15,514	2.22%
Learning Services	1,955,815	2,019,950	64,136	3.28%
Business & Finance	2,001,083	2,119,427	118,344	5.91%
Tech Support Services	1,625,702	1,812,190	186,488	11.47%
Print Centre	87,000	87,000	-	0.00%
Student Transportation	10,375,581	10,549,106	173,525	1.67%
Maintenance	4,187,519	4,136,535	(50,984)	-1.22%
Custodial	3,314,913	3,421,291	106,378	3.21%
Infrastructure Maintenance Renewal	1,229,255	3,278,690	2,049,435	166.72%
Capital and Debt Services	4,225,346	4,324,623	99,277	2.35%
Instructional Pool	1,712,144	1,717,702	5,559	0.32%
Government Contributions to ATRF	5,434,796	6,270,451	835,655	15.38%
<b>Subtotal</b>	<b>38,366,243</b>	<b>42,016,432</b>	<b>3,650,190</b>	<b>9.51%</b>
Blueberry School	3,634,282	3,814,911	180,629	4.97%
Brookwood School	4,009,041	4,406,449	397,408	9.91%
Ecole Broxton Park School	4,563,880	5,069,409	505,529	11.08%
Connections for Learning	1,304,977	1,283,247	(21,730)	-1.67%
Duffield School	2,155,193	2,167,557	12,364	0.57%
Entwistle School	1,002,609	1,046,359	43,750	4.36%
Forest Green School	1,829,374	1,969,459	140,085	7.66%
Graminia School	3,245,862	3,398,203	152,341	4.69%
Greystone Centennial Middle School	4,007,945	4,142,990	135,045	3.37%
High Park School	3,270,928	2,989,770	(281,158)	-8.60%
Keephills School	553,932	505,248	(48,685)	-8.79%
Memorial Composite High School	7,632,143	7,504,571	(127,572)	-1.67%
Memorial Outreach Program	733,334	600,776	(132,558)	-18.08%
Ecole Meridian Heights School	4,505,658	4,615,040	109,382	2.43%
Millgrove School	3,690,354	3,524,772	(165,582)	-4.49%
Muir Lake School	2,881,587	2,820,315	(61,272)	-2.13%
Parkland Village School	1,635,763	1,886,066	250,303	15.30%
Seba Beach School	950,122	809,853	(140,269)	-14.76%
Spruce Grove Composite High School	6,995,686	6,907,621	(88,066)	-1.26%
Spruce Grove Outreach Program	473,893	421,063	(52,830)	-11.15%
Stony Plain Central School	3,242,334	3,312,339	70,005	2.16%
Tomahawk School	1,050,073	1,020,556	(29,517)	-2.81%
Wabamun School	1,023,659	1,047,319	23,660	2.31%
Woodhaven Middle School	3,629,824	3,991,003	361,179	9.95%
Early Education	3,002,478	3,340,050	337,571	11.24%
Real Program	1,467,822	1,481,481	13,660	0.93%
Resiliency Program	62,739	118,666	55,928	89.14%
Alternative Program	1,161,895	813,248	(348,647)	-30.01%
School Generated Funds	2,395,195	2,583,269	188,074	7.85%
<b>Subtotal School Instructional Sites</b>	<b>76,112,583</b>	<b>77,591,611</b>	<b>1,479,029</b>	<b>1.94%</b>
<b>Total</b>	<b>114,478,825</b>	<b>119,608,044</b>	<b>5,129,219</b>	<b>4.48%</b>



## MEMORANDUM

**Date:** November 4, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Claire Jonsson, Associate Superintendent  
**Subject:** **2014-2015 REQUEST FOR NEW MODULAR CLASSROOMS**

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### **Recommendation**

That the Board of Trustees approves the 2014-2015 application of one (1) modular classroom as presented at the Regular Meeting of November 4, 2014.

### **Background**

Parkland School Division has prioritized the divisions modular classroom needs based on enrolment pressures and a systematic replacement of old outdated modular classrooms.

The 2014-2015 request for new modular classrooms is based solely on the continued growth in the City of Spruce Grove as follows:

- Greystone Centennial Middle School – 1 new modular classroom

The annual deadline for requests to Alberta Education for new modular classrooms is November 1st.

Administration would be pleased to respond to any questions.

CJ:jlf



## MEMORANDUM

**Date:** November 4, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Scott Johnston, Associate Superintendent  
**Subject:** **2013-2014 Provincial Achievement Tests and Grade 12 Diploma Exam Results**

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### **Recommendation**

That the Board of Trustees receives as information the Parkland School Division 2013 – 2014 Provincial Achievement Tests and Grade 12 Diploma Exam Results as presented at the Regular Meeting of November 4, 2014.

### **Background**

Alberta Education's Provincial Achievement Tests and Diploma Examinations are one measure used to assist schools and jurisdictions to 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 final course marks as an entry-measurement for accepting potential students.

The following report provides an overview of Parkland School Division's achievements on the Provincial Achievement Tests and Diploma Examinations for the 2013-2014 school year. The report provides a five-year report of Parkland School Division's performance and the provincial level of performance for each of the subjects written at Grade 6, 9 and 12.

Administration would be pleased to respond to questions.

SJ:jlf



## Provincial Achievement Tests and Diploma Examinations Results Report 2013-2014 November 2014

*Presented to Board of Trustees, 04 November, 2014  
Associate Superintendent Scott Johnston*

### **Parkland School Division Student Performance Results Continue to Improve**

Students in Parkland School Division are demonstrating growth and success in provincial achievement tests and diploma examinations.

#### **DIPLOMA EXAMINATIONS**

Note: This is the second year for Grade 12 Diploma examinations for Mathematics 30-1 and Mathematics 30-2. The Pure Mathematics courses and the Applied Mathematics courses have been transitioned out of the Program of Studies at the high school level and replaced with the new Mathematics 30-1 and 30-2 courses.

#### **Areas to Celebrate**

Parkland School Division exceeded the provincial results in 9 out of 11 Diploma Exams at the Acceptable Standard

Parkland School Division exceeded the provincial results in 5 out of 11 Diploma Exams at the Standard of Excellence

#### **Improvement was achieved in the Standard of Excellence in the following courses:**

- Math 30-2
- Chemistry 30
- Science 30
- English Language Arts 30-1
- English Language Arts 30-2
- SS 30-1
- SS 30-2

#### **Improvement was achieved at the Acceptable Standard in the following courses:**

- Biology 30
- Chemistry 30
- Physics 30
- English Language Arts 30-1
- English Language Arts 30-2
- French Language Arts 30 at 100% for the fourth year in a row
- SS 30-1

#### **Areas for Growth**

- Although the Division has demonstrated ongoing improvement in its results, it will strive to improve results at the Standard of Excellence in order to equal or surpass provincial results.
- Math 30-1 and 30-2 are in their second year of delivery. Continued improvements are targeted for these subjects.

Math 30-1	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	NA	NA	NA	80.6	74.6	NA	NA	NA	87.3	77.1
	21318	205	Excellence	NA	NA	NA	35.5	27.2	NA	NA	NA	34.8	22.4
Math 30-2	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	NA	NA	NA	69.1	71.3	NA	NA	NA	81.8	79.3
	11934	237	Excellence	NA	NA	NA	9.6	15.0	NA	NA	NA	12.3	16.5
Biology 30	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	81.4	81.9	81.8	84.3	85.2	77.4	81.1	85.6	79.1	85.8
	21656	296	Excellence	28.1	29.9	28.1	32.1	32.7	20.1	21.1	21.6	23.8	19.9
Chem 30	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	79.0	75.1	76.7	78.6	81.3	76.1	74.0	78.8	81.1	82.0
	19118	211	Excellence	29.9	27.7	28.4	31.6	35.0	21.5	21.4	26.4	22.2	30.8
Physics 30	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	74.0	76.7	81.0	81.3	83.0	85.4	78.2	87.2	88.0	89.3
	10758	103	Excellence	20.4	27.7	30.3	30.2	34.1	22.9	24.4	29.9	33.3	30.1
Science 30	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	80.1	80.3	79.8	84.0	85.1	86.4	80.4	82.2	87.8	87.7
	7103	171	Excellence	22.8	20.9	22.0	25.8	25.5	31.3	17.0	23.3	21.2	23.4

English Lang 30-1	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	84.9	84.4	86.0	85.7	87.1	89.4	90.9	86.1	90.3	94.3
	28671	383	Excellence	10.1	10.1	11.3	10.3	11.7	8.5	8.4	7.0	8.8	12.5
English Lang 30-2	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	94.1	88.6	89.5	89.3	89.7	93.2	94.1	90.5	92.2	92.7
	15867	300	Excellence	9.8	9.1	10.7	11.0	13.1	13.6	9.3	11.9	12.2	18.3
French Lang 30-1	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	93.7	95.3	95.5	95.3	96.5	86.2	100	100	100	100
	1210	19	Excellence	16.3	14.4	13.4	12.5	14.5	6.9	12.5	13.3	22.2	21.1
Social Studies 30-1	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	84.5	82.8	86.2	85.3	85.5	84.9	82.8	86.1	82.5	83.4
	21992	271	Excellence	16.1	14.9	16.7	15.2	14.2	13.0	12.4	15.3	11.4	11.8
Social Studies 30-2	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	85.0	90.6	83.0	82.1	83.9	86.2	85.0	85.3	84.5	83.8
	19173	388	Excellence	13.7	15.9	13.7	13.8	14.8	13.2	18.9	13.5	13.3	13.4

Source: Alberta Education Multiyear Reports

## PROVINCIAL ACHIEVEMENT TESTS

### Areas to Celebrate

The great majority of Parkland School Division students write the Provincial Achievement Tests. As a result, PSD participation rates surpassed provincial rates on 18 out of 20 provincial tests. Parkland School Division achieved growth in all English core grade 6 subjects.

### Improvement was achieved in the Standard of Excellence in the following courses:

- English Language Arts 6
- Mathematics 6
- Science 6
- Social Studies 6
- K&E Science 9
- French Language Arts 9

### Improvement was achieved at the Acceptable Standard in the following courses:

- Mathematics 6
- Science 6
- Social Studies 6
- French Language Arts 9
- French Science 9

### Areas for Growth

Although the Division has demonstrated ongoing improvement in its results, it will continue to strive to improve results at the Standard of Excellence in order to equal or surpass provincial results.

The Division will also strive to improve results at the Grade 9 level in all disciplines. School administrators will work with their staff to analyze results and determine appropriate strategies for improvement.

The Division will strive to reveal strategies to increase K&E participation in the Provincial Achievement Tests.

The Division is focused on improvement for French Immersion programs of study. Parkland School Division is the recipient of a 5-year Official Languages in Education Program (OLEP) grant and is coordinating with its French Immersion educators to achieve growth in this area.



English Lang 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	83.3	83.0	82.7	82.6	81.9	87.3	83.3	86.6	82.6	82.6
	90.4	94.2	Excellence	18.9	18.5	17.8	16.3	17.6	18.3	14.9	15.3	10.0	13.1
French Lang 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	88.3	89.4	89.3	88.6	88.0	92.5	85.5	88.8	82.8	64.9
	96.8	98.1	Excellence	15.9	17.1	17.3	16.3	15.6	7.5	5.5	8.7	4.7	10.4
Math 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	72.8	72.8	74.1	72.1	72.7	75.8	71.8	76.7	69.5	72.0
	90.1	94.0	Excellence	16.3	17.5	16.4	16.3	15.3	12.9	12.2	11.2	9.3	11.2
French Math 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	86.6	85.5	83.8	85.2	83.9	90.0	90.9	76.1	87.5	72.4
	98.4	100	Excellence	18.8	21.4	19.2	18.5	16.6	17.5	9.1	6.5	15.6	6.6
Science 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	76.6	75.7	77.4	77.1	75.4	80.9	72.6	82.0	75.9	76.9
	89.5	93.5	Excellence	27.0	25.2	28.5	26.2	25.3	24.3	20.6	24.8	19.8	23.3
French Science 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	79.5	83.1	83.3	82.6	82.7	77.5	83.6	76.1	84.4	68.4
	98.4	100	Excellence	18.3	22.2	24.2	21.0	19.3	15.0	18.2	15.2	6.3	5.3
Social Studies 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	70.9	71.0	73.0	72.3	70.2	73.0	67.8	75.4	68.3	70.4
	88.9	93.2	Excellence	16.7	19.0	20.2	19.3	17.1	14.3	13.1	16.2	11.9	12.6

French Social Studies 6	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	72.3	73.7	76.5	78.8	73.8	62.5	69.1	60.9	68.8	47.4
	98.3	98.7	Excellence	12.0	12.8	10.3	15.1	10.9	2.5	1.8	2.2	4.7	6.6
English Lang 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	79.3	79.1	77.4	76.4	76.3	82.2	84.6	81.9	80.8	74.0
	88.3	93.1	Excellence	15.0	16.3	16.4	14.7	15.1	11.6	13.4	13.9	13.1	10.2
French Lang 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	86.1	88.8	87.5	87.2	86.5	80.6	95.0	85.7	66.7	80.8
	96.8	98.1	Excellence	12.4	15.0	12.2	13.9	11.1	16.7	7.5	12.2	2.8	3.8
K&E Lang 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	66.8	67.3	61.4	62.4	62.9	92.3	79.5	44.0	88.2	61.5
	80.2	84.6	Excellence	7.8	7.9	5.8	4.3	3.5	7.7	17.9	0	2.9	0
Math 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	64.0	65.1	65.3	65.5	65.9	62.2	69.6	62.8	68.6	62.8
	88.6	92.7	Excellence	19.0	17.2	17.5	18.0	16.9	11.2	14.3	12.2	12.9	11.6
French Math 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	85.9	82.8	84.5	83.4	84.4	83.3	82.5	81.6	69.4	67.3
	97.3	98.1	Excellence	26.6	19.9	22.1	21.8	22.5	47.2	12.5	12.2	5.6	3.8
K&E Math 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	65.5	64.7	62.3	65.8	63.4	80.0	65.9	62.5	66.7	61.5
	86.1	84.6	Excellence	15.3	14.8	15.3	14.7	14.5	28.0	6.8	9.4	12.1	7.7

Science 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	72.9	74.1	73.4	72.0	72.6	74.6	80.5	75.5	78.6	73.8
	89.0	93.7	Excellence	17.8	20.8	22.3	19.8	22.0	13.4	21.7	21.4	18.2	17.3
French Science 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	84.5	86.6	85.7	82.5	82.8	80.6	85.0	71.4	61.1	65.4
	97.6	98.1	Excellence	17.3	21.0	24.4	22.3	23.1	27.8	12.5	16.3	16.7	5.8
K&E Science 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	67.1	69.4	67.9	68.5	64.6	92.3	81.6	65.6	81.8	69.2
	85.5	84.6	Excellence	14.3	15.2	17.4	17.1	15.0	7.7	15.8	6.3	18.2	23.1
Social Studies 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	68.0	66.5	68.1	64.6	64.9	70.2	68.1	72.0	64.8	58.7
	88.1	92.7	Excellence	18.8	19.3	19.5	19.0	20.3	17.3	15.4	16.1	15.3	14.0
French Social Studies 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	83.1	78.7	81.3	77.7	74.9	75.0	57.5	65.3	61.1	57.7
	96.5	98.1	Excellence	18.3	14.0	11.9	14.0	14.6	27.8	5.0	6.1	5.6	3.8
K&E Social Studies 9	2014 Participation Amount		Standard	Province					Parkland School Division				
				2010	2011	2012	2013	<b>2014</b>	2010	2011	2012	2013	<b>2014</b>
	AB	PSD	Acceptable	64.5	61.9	63.5	64.6	61.9	69.2	72.2	74.2	85.3	61.5
	84.3	84.6	Excellence	15.7	13.6	14.0	13.1	10.8	23.1	16.7	19.4	11.8	7.7



## MEMORANDUM

**Date:** 04 November 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Kelly Wilkins, Deputy Superintendent  
**Resource:** Serge LaBrie, Director Facilities  
**Subject:** **VANDALISM REPORT 2014**

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### Recommendation

That the Board of Trustees receives as information the Vandalism Report 2014 as presented at the Regular Meeting of 04 November 2014.

Administration would be pleased to respond to any questions.

KW:bms



Vandalism Report 2014

November 2014

*Presented to Board of Trustees, 04 November 2014*

*Kelly Wilkins, Deputy Superintendent*

*Resource, Serge LaBrie, Director Facilities*

The total cost of vandalism in Parkland School Division for the 2013-14 school year is \$63,604. This total consists of \$12,041 in “day” vandalism and \$51,563 in non-school hour vandalism.

Last year’s increase in vandalism can be mainly attributed to the break-in at Connections for Learning (CFL). That incident of vandalism was responsible for just over \$43,200 in damages of which \$18,000 was recovered from our insurance.

Overall we are still seeing a significant decline in the amount of vandalism as well as the severity of each incident.

The Facilities Department will continue to build strong community bonds to the schools through parent councils and administrators.

The collaborative work being done between the facilities department and these groups has a significant impact on the overall perception of school sites. Projects geared towards improving landscaping, grounds maintenance and minor outdoor modernizations create pride and a sense of attachment to the school sites for each community.

#### **Vandalism breakdown:**

Day vandalism can be subjective at best as some items included could be attributed to accidental damage or to willful damage depending on the person analyzing the data. All schools had some form of day vandalism this last year.

The non-school hour vandalism consists of two main categories; broken glass and graffiti. Broken glass vandalism happened through-out the year with a spike during the summer months. Graffiti vandalism is sporadic all year long with a small spike at the end of the school year.

#### **Large examples of vandalism:**

We only had one large vandalism occurrence during the summer months:

CFL was the subject of a break-in by a random individual in December. The vandal broke into the building and proceeded to destroy division property at will. The perpetrator was eventually caught and has since been found guilty of the crime.

#### **Security program:**

Most division sites have been transitioned to the Stanley Securities program. All remaining work will be completed by December of 2014. With this new modernized security system the division will be better positioned to continually add onto our security systems and respond to incidents.



## MEMORANDUM

**Date:** November 04, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** PSD Tomorrow Committee

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### Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of October 21, 2014 as presented at the Regular Meeting of November 04, 2014.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY**  
**PLAIN, ALBERTA ON TUESDAY, OCTOBER 21, 2014.**

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**ATTENDANCE:**

Eric Cameron, Board Chair  
Kathleen Linder, Vice-Chair  
Ron Heinrichs, Trustee  
Richard Gilchrist, Trustee  
Sally Kucher-Johnson, Trustee  
Dorcas Kilduff, Trustee  
Tim Monds, Superintendent  
Kelly Wilkins, Deputy Superintendent  
Claire Jonsson, Associate Superintendent  
Dianne McConnell, Associate Superintendent  
Scott Johnston, Associate Superintendent  
Jordi Weidman, Director Communication  
Brenda Scott, Recording Secretary

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**REGRETS:**

Elsie Kinsey, Trustee

**1.0 Call to Order**

Chair Cameron called meeting to order 1:45 pm.

**1.1. Changes to the Agenda**

Addition to agenda:

- 9.0 Shikaoi gifts
- 10.0 Duffield / Keephills Update
- 11.0 Meridian Heights Cup Video
- 12.0 Board Self Evaluation
- 13.0 Community of Practices
- 14.0 Trustee

**1.2. Approval of the Agenda**

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

**CARRIED**

**2. Advocacy Committee**

R. Gilchrist shared information on the first Advocacy Committee meeting highlighting the outline of the goals and purpose of the committee. Trustee discussed advocacy issues that the committee might consider as well as sharing ideas on further terms of reference.

**3. Public Question / Recess**

Trustees revisited the format of the public/recess period held during regular Board meetings. It was agreed that the Board Chair will call a recess break to allow an informal opportunity for the public to put questions forward. After the recess, if the Trustees felt the more information is required, the Trustees would make a formal request for information at the end of the Board meeting during agenda item, 11.3 – Request for information.

**4. Hours of Instruction**

Trustees discussed the topic of hours of instruction when Senior Administration begins designing the new school year calendars. Consideration should be given towards the number of hours required for both high school and elementary; the cost of transportation; how our calendar affects our Division

partners. Senior Executive will consider forming a committee, including stakeholders, to research ideas and concerns.

**5. Public School Boards Association of Alberta Visit – October 28**

On October 28, PSBAA President, Arlene Hrynyk and Executive Director, Mary Lynne Campbell, will be attending a meeting with the Board of Trustees. Following PSBAA presentation, Trustees will take the opportunity to share a video on Parkland School Division and share information.

**6. Conference Shaping the Future**

Chair Cameron shared information on an upcoming conference, Shaping the Future, to be held on January 29-31, 2015. Trustees will review a list of upcoming conferences for the school year at the November 13 PSD Tomorrow meeting to determine who will be attending.

*Board Chair called a recess at 2:00 p.m.*

*Meeting resumed 2:07 p.m.*

**7. Burnco Permit**

Trustee Linder shared information that the company, Burnco, is waiting for approval for a permit for a new gravel pit. She wanted Trustees to be aware that there will be more gravel trucks on Highway 627 and that it may affect our schools and busses. Trustee Linder will look into further information.

**8. Xmas Gathering**

Trustee Gilchrist has offered to host a Christmas gathering for Trustees, Senior Executive and spouses. Date to be determined.

**9. Shikaoi Gifts**

Trustee Linder shared the gifts received from the Shikaoi delegation. Trustee Linder thanked Trustees for attending the Shikaoi farewell. Discussion was held on the positive relationship between PSD and the Town of Shikaoi.

**10. Duffield / Keephills Update**

K. Wilkins provided an update on the Duffield/Keephills combined program. Reports are positive from staff and students. Staff are continuing to look at ways to make the school a welcoming environment for parents and students. Senior Administration will provide answers to questions about transportation and parent-teacher interviews.

**11. Meridian Heights Cup Video**

Trustees were informed that students and a teacher went before Town of Stony Plain to request \$5000 to produce the video on the Cup song. Discussion ensued.

**12. Board Self Evaluation**

Board Chair handed a Board Self Evaluation to Trustees to complete as soon as possible. A summary of the evaluation will be shared with Trustees.

**13. Community of Practice**

T. Monds shared with Trustees that as a result of discussion with Lead Team, the schools have been divided into three teams known as, Communities of Practice. These communities will combine rural and urban schools from across the division instead of specific locations and allow them to work together sharing skills and knowledge. Trustees will receive a list of the communities.

*Chair called a two minute recess at 2:55 p.m. Senior Administration and recording secretary left the meeting.*



**14. Trustees**

No report available.

**15. ADJOURNMENT**

Chair Cameron adjourned the meeting at 3:05 p.m.

**NEXT MEETING** – Thursday, November 13, 2014 at 12:30 p.m.



## MEMORANDUM

**Date:** November 04, 2014  
**To:** Board of Trustees  
**From:** Kelly Wilkins, Deputy Superintendent  
**Subject:** Council of School Councils (COSC) Committee

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### Recommendation

That the Board of Trustees receives as information the Council of School Councils (COSC) Committee minutes of October 06, 2014 as presented at the Regular Meeting of November 04, 2014.

KW:ds



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS MEETING  
HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN,  
ALBERTA ON MONDAY, OCTOBER 6, 2014.**

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**ATTENDANCE:**

School Council / Principal Reps

Blueberry School  
Duffield / Keephills School  
École Broxton Park School  
École Meridian Heights School  
Forest Green School  
Graminia School  
Greystone Centennial Middle School  
High Park School  
Millgrove School  
Muir Lake School  
Parkland Village School  
Spruce Grove Composite High School  
Stony Plain Central School  
Tomahawk School  
Woodhaven Middle School

Board of Trustees

Richard Gilchrist, Trustee

Administration

Kelly Wilkins, Deputy Superintendent

Recording Secretary

Darlene Smith

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**1. CALL TO ORDER**

Prior to Chair, Rhonda Schumm, calling the meeting to order at 7:00 pm, PSD's opening day video "Hey Brother" was shown.

**2. WELCOME & INTRODUCTIONS**

Rhonda welcomed everyone and participants introduced themselves. Trustee Gilchrist showed a powerpoint introducing Board of Trustees and Senior Executive.

**3. PSD VISION – Trustee Gilchrist**

Trustee Gilchrist spoke to PSD's vision, mission and priorities.

**4. APPROVAL OF AGENDA**

Moved by Linda LaBonte that the Agenda of the October 6, 2014 meeting be approved. Seconded by Shelly Howlett Gaylene.

CARRIED

**5. THOUGHTEXCHANGE – Deputy Superintendent, Kelly Wilkins**

In the spirit of PSD's commitment to engage community stakeholders, in March and April, 2014, PSD sought parent input to assist PSD in making important decisions about the quality of education in our schools. We invited parents to participate in a brief online conversation with four open-ended questions that would allow them to share their thoughts on where we are doing well as a school division, and also capture their ideas on where we can improve.

PSD was delighted with the response – 7785 thoughts were collected! The Board of Trustees and school administrators are currently working through the data and results will be shared at a evening Community Engagement session on November 24 (details to follow).

## **6. Board Report – Trustee Gilchrist**

- Trustee Gilchrist shared highlights from the September Board Meeting (available on PSD website).
- PSD's 10 Year Strategic Facility Plan (2015-2025) will look at what PSD needs to do to maintain its current facilities and how it will adjust to the rapidly changing demographics, in both urban and rural areas.
- The Board is looking at the principle of representation by population. Currently, 70% of PSD's population lives in Stony Plain or Spruce Grove with only three trustees representing the two constituencies.
- The Board is determined to be more active in an advocacy role. The Board will approve a new Advocacy Committee that will be charged with developing an advocacy plan. PSD needs to be able to reach out to the 70% of the population that has no connection with PSD to become involved in the education of children.
- The Early Child Development (ECD) Mapping Initiative is a province-wide, five-year research project activity, initiated in 2011, that looked at the factors that may influence healthy child development. The Initiative is using the results to support communities and families in ensuring that all children have the best possible start in life. Every child coming into Kindergarten was assessed on 5 areas of developmental readiness: physical health and well-being, social competence, emotional maturity, language and cognitive development and communication skills and general knowledge and rated in 3 categories: normal, moderate and severe. In Alberta, only 46% of students entering K had no deficiencies. More information on the [ECD Mapping Initiative](#) is available on the Alberta Education website.
  - PSD has hired an ECD Coordinator to assist in developing an implementation plan for the Approach to Early Childhood Development and will work closely with existing programs and connect with PSD's community partners to ensure that PSD meets the goal of providing enriched early learning and caring environments.

## **7. Communication – Director of Communications & Strategic Planning, Jordi Weidman**

- Canada's Anti-Spam Law came into effect on July 1, 2014. In order for parents to continue receiving email communications (newsletters, info on field trips, student photos, etc.) they had to complete a consent form. Each school's website has an eNews consent form icon through which parents can give consent.
- Email Distribution- Every school has been assigned a School Council email address. Prior to being able to access this email account, Council Chairs have to sign Responsible Use of Technology form. School Administration will then provide Chair with password.
- Schools are encouraged to provide updated information / events of School Council activities to the web office.

## **8. COSC 101 – COSC Chair, Rhonda Schumm**

- Parkland School Division pays for School Councils memberships in the [Alberta School Councils' Association](#). ASCA provides resources, discussion boards, blogs, webcasts and workshops to School Councils to assist them in fulfilling their mandate.
- Alberta School Councils' Association Conference and AGM – April 24 – 26, 2015 – Rhonda provided a brief overview of the conference and AGM and how resolutions were submitted and voted on. School Councils were encouraged to start thinking about who from their school might be interested in attending.

## **9. ANNOUNCEMENTS**

- **ASCA Webinar –Chair Basics 101 - October 16** – Chairing a school council meeting can be exciting, confusing or down-right scary! Having confidence with a clear understanding of chair responsibilities and processes will keep meetings focused, productive and fun! Learn the roles and responsibilities of a School Council Chair, and gain strategies and tips to help chair an effective school council meeting. Register online through the ASCA website.
- **ASCA Literacy Day Conference – October 25** – Free Literacy & Learning Day Conference offers adults an opportunity to obtain skills, resources and knowledge that will help support children in school and in life. Literacy & Learning Day is a volunteer organized event that is professional, meaningful and easily accessible to all parents, grandparents and caregivers.

## **10. CONFIRMATION OF MEETING DATES**

- Tuesday, November 27, 2014
- Thursday, February 26, 2015
- Thursday, March 19, 2015
- Thursday, May 21, 2015

## **11. ADJOURNMENT**

Meeting adjourned at 8:35 pm.



## MEMORANDUM

**Date:** November 04, 2014  
**To:** Board of Trustees  
**From:** Kelly Wilkins, Deputy Superintendent  
**Subject:** Student Advisory Committee (SAC)

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### Recommendation

That the Board of Trustees receives as information the Student Advisory Committee (SAC) minutes of October 21, 2014 as presented at the Regular Meeting of November 04, 2014.

KW:ds



**MINUTES OF THE STUDENT ADVISORY COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY**  
**PLAIN, ALBERTA ON TUESDAY, 21 October 2014.**

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**ATTENDANCE:**

**Student Representatives:**

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

**Trustees**

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

**Senior Executive**

Tim Monds, Superintendent  
Kelly Wilkins, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Dianne McConnell, Associate Superintendent  
Darlene Smith, Recording Secretary

**REGRETS:**

Elsie Kinsey, Trustee

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**CALL TO ORDER**

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

**WELCOME & INTRODUCTIONS**

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

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

**GETTING TO KNOW YOU**

Students, Trustees and Senior Executive participated in a "Rock-Paper-Scissors" mixer that allowed them to personally introduce themselves to each member of the Student Advisory Committee.

**MISSION, VISION and VALUES**

Board Chair Eric Cameron welcomed students. He outlined the role of the Board of Trustees and reviewed Parkland School Division's mission, vision, and values statements that work toward PSD's ultimate goal of Student Success and Well-Being. Mr. Cameron advised students that the Board of Trustees and Parkland School Division are guided by four priority areas: engaging our students, engaging our staff, engaging our community and stewardship of our resources.

PSD's Opening Day video "Hey Brother" was shown.

### **WHY STUDENT ADVISORY COMMITTEE (SAC)**

The Board believes in, and supports the inclusion of student voice in its deliberations. The purpose of SAC is:

- to provide a mechanism for the Board & Superintendent to hear directly from students about classroom and school issues;
- to give students an opportunity to provide advice about Division-level initiatives and work;
- to provide students with knowledge and understanding of other Division schools.

### **GETTING TO KNOW THE TEAM – GROUP RESUME**

Students participated in a ‘Team Resume’ group mixer. Each group created a group name, and shared their common interests, some things people might guess about them and some things that might surprise people about them. Each group presented to the entire Student Advisory Committee.

### **PREPARING FOR THE ELECTION OF STUDENT CO-CHAIR**

Trustee Kucher-Johnson will serve as Co-Chair of the Student Advisory Committee. The elected student Co-Chair, in consultation with Deputy Superintendent, Kelly Wilkins will help create the agenda and Co-Chair each meeting. The responsibilities of a student Co-Chair include attending an agenda setting luncheon prior to each meeting and co-chairing meetings with a Trustee. Being Co-Chair is an excellent leadership opportunity.

### **NOMINATIONS FOR CO-CHAIR**

Six students let their names stand for the position of Student Advisory Co-Chair. Nominees spoke to voters on why they felt they should be elected as Co-Chair.

### **WHAT DO YOU THINK? STUDENTS ADVISE TRUSTEES**

Students worked in groups to discuss what is working well in their school. Each group then shared one thing their school has/does that supports a positive learning environment.

### **CO-CHAIRPERSON NOMINATION SPEECHES AND ELECTION**

Votes were tallied, and the Co-Chair for the 2014-2015 Student Advisory Committee is Isaac Currie, a Grade 9 French Immersion student from École Broxton Park School. Appreciation was shown to Lena-Marie Voelker (Greystone Centennial Middle School), Kylee Hagel and Hannah Debenham (Memorial Composite High School), Parker Eickland (Muir Lake School) and Eddie Miller (Woodhaven Middle School) for letting their names stand for Co-Chair.

### **ADJOURNMENT**

The meeting was adjourned at 11:30 am.





## MEMORANDUM

**Date:** November 04, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Subject:** Teacher / Board Advisory Committee Minutes

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### Recommendation

That the Board of Trustees receives as information the unadopted Teacher/Board Advisory Committee minutes of October 21, 2014 as presented at the Regular Meeting of November 04, 2014.

TM:bms



**MINUTES OF THE TEACHER/BOARD ADVISORY COMMITTEE  
MEETING HELD AT CENTRE FOR EDUCATION IN STONY PLAIN,  
ALBERTA ON TUESDAY, OCTOBER 21, 2014.**

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**ATTENDANCE:**

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

**REGRETS:**

Shawn Ram, Parkland Teachers' Local 10  
Shauna Fleming, Parkland Teachers' Local 10

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**1 CALL TO ORDER**

Committee Chair, Trustee Ron Heinrichs, called meeting to order 4:15 p.m.

R. Heinrichs welcomed everyone to the first meeting of Teacher Board Advisory Committee. Trustee Kucher-Johnson was introduced as she is new to the committee

- 1.1** Addition to the Agenda  
There were no additions to the Agenda

- 1.2** Approve Minutes of last meeting  
**MOVED** by E. Cameron to accept minutes of June 17, 2014 Teacher/Board Advisory Committee.  
Seconded by C. Daub.

**CARRIED**

- 1.3** Appointment of Committee Chair  
Gary Hanna accepted the position of Committee Chair for the 2014-2015 School year

*Trustee Heinrichs turned the meeting over to Mr. Hanna.*

**2. UPDATES FROM DIVISION OFFICE**

**2.1 Infrastructure Announcement**

E. Cameron confirmed the information that PSD has received a second school for Spruce Grove and four modulares. It is hoped that this new school will be located in the west end of Spruce Grove. The modulares are expected to be utilized in Spruce Grove. PSD will continue to experience difficulty with space until the new schools are completed. The addition of the two new schools will accommodate 1800 spaces.

C. Jonsson also reported that PSD has received an increase in the Infrastructure Maintenance Renewal fund.

## **2.2 Strategic Plan**

T. Monds reported on the upcoming 10 Year Strategic Planning session. Trustees will start work on the 10 Year Strategic Plan to determine the needs of Parkland School Division. Discussion will include capital facilities, building modernization and replacing modulars, to meet the needs for all schools in Parkland School Division.

## **2.3 Thought Exchange**

T. Monds gave an update on Thought Exchange. As part of the Assurance Model, PSD has been reviewing the feedback provided by participants. The Board will be holding a stakeholder meeting on November 24, 2014 to share information.

## **3. UPDATES FROM ATA**

There were no updates.

G. Hanna shared the sad news about the passing of teacher from Forest Green.

## **4. DISCUSSION ITEMS**

### **4.1 Hiring Practices**

Discussion was held on the hiring practices for teachers in Parkland School Division. There is a concern that resumes from existing teaching staff are not reviewed or being considered for new positions. There was also a suggestion that Principals should consider internal applications prior to new hires. HR uses an external service that requires users to pay a fee to access job applications.

T. Monds confirmed with Human Resources and advised that in the 2014-15 school year there has been a significant amount of internal teacher movement. When job openings are completed, Principals receive a complete list of applicants with internal candidates highlighted.

It was suggested that if an applicant has concerns regarding their resume, they should talk directly with Human Resources.

C. Daub also raised a concern on the lack of opportunities to transfer to a different school.

### **4.2 IT Department Restructuring – how does it affect teachers?**

ATA asked a question on the IT department restructure plan and how it affects teachers?

Division is following the Alberta Education Policy 5 IT technology Framework. The restructure was made to accommodate the policy and support our infrastructure, internet and BYOD initiatives. IT has assigned specific staff to provide greater service delivery and resolve technical issues in a timely manner.

## **5. ITEMS FOR FUTURE AGENDA**

- Math Curriculum
- Inclusion - for all students and funding
- West End Schools

## **ADJOURNMENT**

Meeting was adjourned 5:10 p.m.

Next Meeting:

Tuesday, February 17, 2015 – ATA Office



## MEMORANDUM

**Date:** November 04, 2014  
**To:** Board of Trustees  
**From:** Tim Monds, Superintendent  
**Originator:** Kelly Wilkins, Deputy Superintendent  
**Subject:** Advocacy Committee

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### Recommendation

That the Board of Trustees receives as information the Advocacy minutes of October 09, 2014 as presented at the Regular Meeting of November 04, 2014.

KW:bms



**MINUTES OF THE ADVOCACY COMMITTEE**  
**MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY**  
**PLAIN, ALBERTA ON THURSDAY, OCTOBER 09, 2014.**

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**ATTENDANCE:**

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

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Trustee Gilchrist called the meeting to order 10:05 a.m.

This first meeting is an opportunity to review the purpose and duties of the committee, to set up the framework and to begin a discussion of advocacy topics.

J. Weidman reviewed the definition of advocacy and committee members discussed the various interpretations.

The group determined that there are many layers of advocacy, for example, ASBA, communities, political groups and as a board we would need to know who our target audience would be.

It is suggested that we need to break up advocacy issues into three layers.

- 1) Advocating for needs for Parkland School Division but within PSD (ie boundary changes)
- 2) Advocating for needs for Parkland School Division but requiring out of district influence (ie a new school),
- 3) Advocating for needs for School Boards across Alberta

It is important that we educate our public. What is the relationship between education and advocacy?

Possible target audience: Municipal partners, Provincial partners, Rotary, Chamber, Alberta School Councils Association, School Councils, parents, local businesses

**Choosing Chair for Committee**

- Trustee Gilchrist was chosen as Chair of the Committee.

**Purpose of the Committee**

The committee suggested that they like the statement from Golden Hills and would like to develop something very similar. It could read, "Advocate for our district needs and cheerlead for Parkland School Division with those people who make decisions or influence those who make decisions." Our target audiences need to know what they can do to help us and that we deserve their support.

- The committee needs to determine the target audiences and then;
- determine the issues we want to advocate for and prioritize with the Board of Trustees;
- Need to answer Who, What, Where, When and Why

Possible Advocacy Topics:

- Technology
- Early Childhood Development:
- Second new School
- Transportation
- Thought Exchange
- Report cards, Assessment and Best Practices
- Assurance Model
- Advocating for Public Education

**For Future Consideration**

- How do we get information to our partners on a regular basis? Should we look at a monthly bulletin highlighting advocacy topics, to specific target audiences? Have the audience group share it with their partners?
- Review and update stakeholder list.
- Develop a Work Plan: How are we going to share with Board? R. Gilchrist will consolidate an outline from meeting and distribute to committee for feedback. The notes will then be shared with the Board prior to the next PSD Tomorrow meeting.
- Committee will add Advocacy to the next PSD Tomorrow agenda where advocacy topics will be discussed.

Meeting adjourned 11:30 a.m.

Next meeting: Tuesday, November 04, 2014 at 9:00 a.m.