



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

September 02, 2014

Public Session: 6:30 PM

*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

September 02, 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**
 - 2.1. Regular Meeting of June 10, 2014
3. **BUSINESS ARISING FROM THE MINUTES**
4. **DELEGATION/PRESENTATION**
5. **BOARD CHAIR REPORT**
 - 5.1. Correspondence
 - 5.1.1 Alberta Education
 - 5.1.2 Year-end School Council Reports: Muir Lake School, Memorial Composite High School, Graminia School, Entwistle School, Woodhaven Middle School
 - 5.1.3 Scholarship Thank-you notes (2)
 - 5.1.4 Early Childhood Development Mapping Project
6. **SUPERINTENDENT REPORT**

Recess Break / Public Question Period
7. **ACTION ITEMS**
 - 7.1. Financial Report Period Ending July 31 (C. Jonsson)

Where the World Opens Up

8. ADMINISTRATION REPORTS

-14-
-17-

- 8.1. Facilities Summer Work (K. Wilkins)
- 8.2. Early Childhood Development (D. McConnell)

9. TRUSTEE REPORTS

-19-
-23-

- 9.1. PSD Tomorrow (E. Cameron)
- 9.2. Teacher/Board Advisory Committee (R. Heinrichs)
- 9.3. Public School Boards' Association of Alberta (S. Kucher-Johnson)
- 9.4. Alberta School Boards Association (D. Kilduff)
- 9.5. C-2 Committee (R. Gilchrist)
- 9.6. Report from Canadian School Board's Association Conference (K. Linder)

10. RESPONSES TO REQUEST FOR INFORMATION

11. FUTURE BUSINESS

11.1. Meeting Dates:

Open to the Public:

- Sept 16, 2014Education Committee Meeting 9:00 am, Centre for Education
- Oct 06, 2014Council of School Councils 7:00 pm. Centre for Education
- Oct 07, 2014Organization Meeting 5:30 pm, Centre for Education
- Oct 07, 2014Regular Board Meeting 6:30 pm, Centre for Education

Closed to the Public:

- Sep 16, 2014PSD Tomorrow Committee 12:30 pm, Centre for Education
- Sep 17, 2014Retirement Celebrations 4:30 pm, The Links, Spruce Grove

11.2. Topics for future agendas

11.3. Requests for information

12. ADJOURNMENT



UNADOPTED

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON JUNE 10, 2014

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 - Regrets

ADMINISTRATION ATTENDANCE:

Tim Monds, Superintendent of Schools
Kelly Wilkins, Deputy Superintendent
Claire Jonsson, Associate Superintendent (Business and Finance)
Emilie Keane, Associate Superintendent
Dr. Dianne McConnell, Associate Superintendent (Learning Services) – Regrets
Scott Johnston, Associate Superintendent
Doug Aird, Director Business and Finance
Jordi Weidman, Director Communications
Serge LaBrie, Director Facilities
Brenda Scott, Executive Assistant

CALL TO ORDER

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

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

Board Chair recognized the Aboriginal Day Celebration at Memorial Composite High School on June 10, 2014.

CHANGES TO THE AGENDA

Delete Agenda item 9.3 PSBAA
Delete Agenda Item 9.4 ASBA
12.00 In Camera

APPROVAL OF THE AGENDA

Res 082-2014 **MOVED** by Trustee Heinrichs that the Agenda be approved as amended.

CARRIED

APPROVAL OF THE MINUTES

Res 083-2014 **MOVED** by Trustee Kilduff that the Minutes of the Regular Meeting held on May 27, 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

Secretary-Treasurer

BOARD CHAIR REPORT

Chair Cameron shared that he has received year end School Council reports for Tomahawk School, Blueberry School and Parkland Village School. These reports will be left in Board Office for Trustees to read.

SUPERINTENDENT REPORT

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

Recess Break / Public Question Period

Board Chair called a recess at 6:50 p.m. as the Board recognized Associate Superintendent Emilie Keane as she retires at the end of this school year.

Board Chair resumed the meeting at 6:58.

ACTION ITEMS

THIRD QUARTERLY FINANCIAL REPORT – PERIOD ENDING MAY 31, 2014

Res 084-2014

MOVED by Trustee Heinrichs that the Board of Trustees approves the quarterly financial report for the period ending May 31, 2014 as presented at the Regular Meeting of June 10, 2014.

CARRIED

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

DRAFT THREE YEAR EDUCATION PLAN / ANNUAL EDUCATION RESULTS REPORT

Res 085-2014

MOVED by Trustee Gilchrist that the Board of Trustees receives as information the Draft Combined Three Year Education Plan / Annual Education Results Report as presented at the Regular Meeting of June 10, 2014.

CARRIED

E. Keane provided information on the motion and responded to questions.

DRAFT BOARD MEETINGS/EVENTS SCHEDULE 2014-2015

Res 086-2014

MOVED by Trustee Linder that the Board of Trustees approves the Draft Board Meetings/Events Schedule 2014-2015 as presented at the Regular Meeting of June 10, 2014.

CARRIED

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

ADMINISTRATIVE REPORTS

ACCOUNTABILITY PILLAR RESULTS REPORT

Res 087-2014

MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the Accountability Pillar Results Report as presented at the Regular Meeting of June 10, 2014.

CARRIED

E. Keane provided information on the motion and responded to questions.

FACILITIES DEPARTMENT REPORT 2013-2014

Res 088-2014

MOVED by Trustee Heinrichs that the Board of Trustees receives as information the Facilities Department Report 2013-2014, as presented at the Regular Meeting of June 10, 2014.

CARRIED

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

Res 089-2014 **WEB OFFICE REPORT (2013-2014)**
MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the Web Office Report (2013-2014) as presented at the Regular Meeting of June 10, 2014. **CARRIED**
J. Weidman provided information on the motion and responded to questions.

TRUSTEE REPORTS

Res 090-201 **Student Advisory Committee**
MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the Student Advisory Committee minutes of May 20, 2014 as presented at the Regular Meeting of June 10, 2014. **CARRIED**

Res 091-2014 **Benefits Committee**
MOVED by Trustee Kucher-Johnson that the Board of Trustees receives as information the Benefits Committee minutes of May 26, 2014 as presented at the Regular Meeting of June 10, 2014.

C-2 Committee
Trustee Gilchrist provided a report on the work being completed with the C-2 Committee.

FUTURE BUSINESS

Meeting Dates

Open to the Public:

Sept 02 2014 Regular Board Meeting 6:30 pm, Centre for Education

Closed to the Public:

Jun 28 2014 Memorial Composite High School Commencement, 4:30 pm, Shaw Conference Centre

Aug 26 2014 PSD Tomorrow 9:30 am, Centre for Education

Aug 27 2014 Parkland School Division Professional Development, 8:30 am, Memorial Composite High School

Topics for Future Agendas

Request for Information

Res 092-2014 **MOVED** by Trustee Kilduff to move to in camera at 7:56 p.m. **CARRIED**

Res 093-2014 **MOVED** by Trustee Gilchrist to come out of in camera 8:43 p.m. **CARRIED**

ADJOURNMENT

The meeting was adjourned at 8:45 pm.



MEMORANDUM

Date: September 2, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: **MONTHLY FINANCIAL REPORT – PERIOD ENDING JULY 31, 2014**

Recommendation

That the Board of Trustees approves the monthly financial report for the period ending July 31, 2014 as presented at the Regular Meeting of September 2, 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 July 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- July 31, 2014
Parkland School Division

	Approved Budget¹ 2013-14	Revised Budget² 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used
Revenues					
Instruction (ECS to Grade 12)	81,473,229	84,948,416	78,920,734	6,027,682	92.90%
School Generated Funds	2,395,195	2,395,195	2,236,379	158,816	93.37%
Operation and Maintenance	7,472,971	7,699,520	7,038,762	660,758	91.42%
Transportation	10,421,877	10,482,686	9,673,157	809,529	92.28%
Board and System Administration	3,764,699	3,893,642	3,548,022	345,620	91.12%
External Services	45,680	45,680	41,112	4,568	90.00%
Supported Capital Interest	12,352	15,383	15,383		100.00%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	813,339	415,916	66.17%
Capital & Debt Services	3,575,144	3,575,144	3,358,887	216,257	93.95%
Total Revenues	110,441,457	114,284,921	105,645,776	8,639,145	92.44%
Expenses					
Instruction (ECS to Grade 12)	82,344,811	85,888,385	79,758,888	6,129,497	92.86%
School Generated Funds	2,395,195	2,395,195	1,959,878	435,317	81.83%
Operation and Maintenance	7,462,951	8,149,155	7,955,077	194,078	97.62%
Transportation	10,364,476	10,425,285	10,382,219	43,066	99.59%
Board and System Administration	3,702,031	3,744,172	3,323,048	421,124	88.75%
External Services	45,680	45,680	26,776	18,904	58.62%
Supported Capital Interest	12,352	15,383	15,383		100.00%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	813,339	415,916	66.17%
Capital & Debt Services	4,512,994	4,512,994	4,129,415	383,579	91.50%
Total Expenses	112,120,799	116,405,504	108,364,024	8,041,480	93.09%
Surplus/(Deficit)	(1,679,342)	(2,120,583)	(2,718,248)		
Operating Surplus (Deficit)			(2,994,749)		
School Generated Funds Surplus (Deficit)			276,501		
Surplus/(Deficit)	(1,679,342)	(2,120,583)	(2,718,248)		
Target Percentage					91.67%
	Approved Surplus/ (Deficit)	Revised Surplus/ (Deficit)	Actual Surplus/ (Deficit)		
Block					
Instruction	(1,488,049)	(1,556,437)	(1,336,345)		
School Generated Funds			276,501		
Board and System Administration	(80,000)	6,801	62,033		
Operations and Maintenance	(111,292)	(570,947)	(957,046)		
Transportation	-	-	(763,391)		
External Services	-	-	-		
Total	(1,679,341)	(2,120,582)	(2,718,248)		

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31,2014

Revenue

	Approved Budget ¹ 2013-14	Revised Budget ² 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used
Alberta Education					
School Jurisdiction Base Funding					
Base Instruction (Gr 1-12)	58,867,562	58,995,312	53,967,300	5,028,012	91.48%
Early Childhood Services (ECS)	2,634,515	3,015,092	3,339,446	-324,354	110.76%
Home Education	47,595	39,390	35,549	3,841	90.25%
Outreach Schools	188,918	188,918	173,801	15,117	92.00%
Sub Total	61,738,590	62,238,713	57,516,096	4,722,617	92.41%
Alberta Education - Administration					
Administration allocation 3.6% of instruction	3,514,415	3,550,892	3,254,985	295,908	91.67%
Sub Total	3,514,415	3,550,892	3,254,985	295,908	91.67%
Differential Cost Funding					
ECS Program Unit	2,574,924	3,065,000	2,819,927	245,073	92.00%
English as a Second Language	43,590	58,610	52,438	6,172	89.47%
First Nations, Metis & Inuit Education	639,708	709,216	655,148	54,068	92.38%
Severe Disabilities	5,590,095	5,603,650	5,025,670	577,980	89.69%
Small Schools by Necessity	555,276	824,382	758,415	65,967	92.00%
Socio - Economic Status	776,977	761,820	700,430	61,390	91.94%
Equity of Opportunity	947,582	1,056,221	1,055,981	240	99.98%
Sub Total	11,128,151	12,078,899	11,068,009	1,010,891	91.63%
Differential Cost Funding - Operations and Maintenance					
Operations & Maintenance Support	7,278,076	7,495,972	6,870,058	625,914	91.65%
Sub Total	7,278,076	7,495,972	6,870,058	625,914	91.65%
Alberta Education - Other					
Institutional Programs	255,191	290,460	267,217	23,243	92.00%
Government Contributions to ATRF	4,882,769	6,486,796	5,983,220	503,576	92.24%
Sub Total	5,137,960	6,777,256	6,250,438	526,818	92.23%
Transportation Funding					
Transportation - Rural	6,309,629	6,309,629	5,648,613	661,016	89.52%
Special Education Transportation	635,518	635,518	602,993	32,525	94.88%
Transportation - Disabled - ECS	155,574	155,574	188,818	-33,244	121.37%
Transportation - In Home - ECS	37,025	37,025	43,732	-6,707	118.11%
Urban Transportation	2,208,055	2,208,055	2,115,198	92,857	95.79%
Sub Total	9,345,801	9,345,801	8,599,354	746,447	92.01%
Provincial Priority Targeted Funding					
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%
Sub Total	455,563	240,000	265,000	-25,000	110.42%

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

Revenue

	Approved Budget ¹ 2013-14	Revised Budget ² 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used
Capital Funding					
Infrastructure Maintenance and Renewal	1,280,310	1,229,255	813,339	415,916	66.17%
Sub Total	1,280,310	1,229,255	813,339	415,916	66.17%
Federal French Funding					
Federal French Funding	84,460	84,460	103,415.10	-18,955	122.44%
Sub Total	84,460	84,460	103,415.10	-18,955	122.44%
Other Provincial Support Funding - Alberta Finance					
Supported Capital Interest	12,352	15,383	15,383	-	100.00%
Sub Total	12,352	15,383	15,383	-	100.00%
Federal Government					
First Nations Tuition's	1,771,769	1,848,239	1,662,649	185,590	89.96%
Sub Total	1,771,769	1,848,239	1,662,649	185,590	89.96%
From Alberta School Authorities					
Tuition Fees	54,000	33,571	33,571		100.00%
Transportation Fees	-	43,734	76,553	-32,819	175.04%
Sub Total	54,000	77,305	110,299	-32,994	142.68%
From Municipalities					
Joint Use Agreements	30,000	30,937	32,704	-1,767	105.71%
Sub Total	30,000	30,937	32,704	-1,767	105.71%
Private Organizations					
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%
Sub Total	212,714	229,027	194,908	34,119	85.10%
Individuals					
Tuition Fees	-	11,250	27,690	-16,440	246.13%
Transportation Fees	830,939	830,939	765,394	65,545	92.11%
Donations	96,925	219,946	254,617	-34,672	115.76%
Rentals - Facilities	15,680	15,680	7,577	8,104	48.32%
Instructional Material Fees	736,500	742,571	668,705	73,866	90.05%
School Based Course Material Fees	540,414	867,534	927,507	-59,972	106.91%
Other Student Fees	668,433	668,433	701,489	-33,056	104.95%
Interest & Investment Income	142,000	193,653	129,403	64,250	66.82%
Misc. Sales	547,159	673,531	779,966	-106,435	115.80%
Fundraising	1,244,101	1,244,101	1,267,906	-23,805	101.91%
Sub Total	4,822,151	5,467,638	5,530,254	-62,616	101.15%
Other					
Amortization of Capital Allocations	3,575,144	3,575,144	3,358,887	216,257	93.95%
Sub Total	3,575,144	3,575,144	3,358,887	216,257	93.95%
TOTAL REVENUES	110,441,457	114,284,921	105,645,776	8,639,145	92.44%

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

Allocation of Revenue and Expenses to Programs
July 31, 2014

REVENUES	Instruction	Operations and Maintenance of Schools & Maintenance Shops	Transportation	Board & System Administration	External Services	TOTAL
Alberta Education	\$75,099,542	\$7,683,397	\$8,599,354	\$3,254,985	\$0	\$94,637,278
Other - Government of Alberta	\$0	\$15,383	\$0	\$0	\$0	\$15,383
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	\$2,325,391		\$765,394			\$3,090,785
Other sales and services	\$735,611	\$642	\$231,856	\$15,867	\$23,601	\$1,007,577
Investment income	\$0	\$0	\$0	\$129,403	\$0	\$129,403
Gifts and donations	\$254,617	\$0	\$0	\$0	\$0	\$254,617
Rental of facilities	\$0	\$4,577	\$0	\$0	\$3,000	\$7,577
Fundraising	\$1,267,906	\$0	\$0	\$0	\$0	\$1,267,906
Gains on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Amortization of capital allocations	\$0	\$3,344,552	\$0		\$14,335	\$3,358,887
Other revenue	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$81,240,220	\$11,226,371	\$9,673,157	\$3,464,917	\$41,111	\$105,645,776
EXPENSES						
Certificated salaries	\$48,020,510			\$433,964	\$0	\$48,454,474
Certificated benefits	\$11,476,240			\$154,870	\$0	\$11,631,110
Non-certificated salaries and wages	\$11,265,359	\$3,498,165	\$428,409	\$1,418,809	\$17,894	\$16,628,636
Non-certificated benefits	\$3,041,225	\$916,810	\$114,573	\$294,110	\$0	\$4,366,718
SUB - TOTAL	\$73,803,334	\$4,414,975	\$542,982	\$2,301,753	\$17,894	\$81,080,938
Services, contracts and supplies	\$6,373,710	\$4,353,441	\$9,839,237	\$1,021,659	\$8,882	\$21,596,929
Direct Cost of Fundraising and Fees	\$1,541,358					\$1,541,358
Amortization of capital assets	\$581,662	\$3,399,618	\$54,329	\$79,472	\$14,335	\$4,129,416
Interest and charges	\$0	\$15,383	\$0	\$0	\$0	\$15,383
Losses on disposal of capital assets	\$0	\$0	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$82,300,064	\$12,183,417	\$10,436,548	\$3,402,884	\$41,111	\$108,364,024
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(\$1,059,844)	(\$957,046)	(\$763,391)	\$62,033	\$0	(\$2,718,248)

Expenses

By Program	Approved Budget¹ 2013-14	Revised Budget² 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used
Early Childhood Services	4,093,443	4,215,078	3,060,819	1,154,259	72.62%
Instruction	80,646,563	84,068,502	78,657,947	5,410,555	93.56%
Board & System Administration	3,702,031	3,744,172	3,323,048	421,124	88.75%
Plant Operations & Maintenance	7,462,951	8,149,155	7,955,077	194,078	97.62%
Infrastructure Maintenance Renewal	1,280,310	1,229,255	813,339	415,916	66.17%
Transportation	10,364,476	10,425,285	10,382,219	43,066	99.59%
External Services	45,680	45,680	26,776	18,904	58.62%
Debt Services	12,352	15,383	15,383		100.00%
Amortization of Property and equipment	4,512,994	4,512,994	4,129,415	383,579	91.50%
TOTAL EXPENSES	112,120,799	116,405,504	108,364,024	8,041,480	93.09%

By Category	Approved Budget 2013-14	Revised Budget² 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used
Salaries, wages and benefits	82,809,848	85,886,535	81,080,938	4,805,597	94.40%
Services, contracts and supplies	21,110,100	22,366,142	20,783,591	1,582,551	92.92%
School generated funds	2,395,195	2,395,195	1,541,358	853,837	64.35%
Infrastructure maintenance renewal	1,280,310	1,229,255	813,339	415,916	66.17%
Amortization of property and equipment	4,512,994	4,512,994	4,129,415	383,579	91.50%
Interest on long-term debt	12,352	15,383	15,383		100.00%
TOTAL EXPENSES	112,120,799	116,405,504	108,364,024	8,041,480	93.09%

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

Expenses by Site - July 31, 2014
Parkland School Division

Site	Approved Budget Expenditures ¹ 2013-14	Revised Budget Expenditures ² 2013-14	Budgeted Reserves/ (Deficits) 2013-14	Total Revised Budget 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Governance	565,510	584,048		584,048	564,417	19,631	96.64%	
Office of the Superintendent	497,042	497,041		497,041	381,095	115,946	76.67%	
Human Resources	438,033	437,054		437,054	394,412	42,642	90.24%	
Deputy Superintendent	677,032	698,946		698,946	591,515	107,431	84.63%	
Learning Services	1,936,720	1,955,815		1,955,815	1,937,116	18,699	99.04%	Many services/assessments and tuition agreements paid over 10 months (expect 100%)
Business & Finance	1,903,140	2,011,308		2,011,308	1,761,823	249,485	87.60%	
Tech Support Services	1,661,144	1,656,895		1,656,895	1,329,124	327,771	80.22%	
Ikon Print Centre	87,000	87,000		87,000	99,878	(12,878)	114.80%	
Student Transportation	10,364,476	10,425,285		10,425,285	10,382,219	43,066	99.59%	Expenses primarily span 10 months (therefore expect 100%)
Maintenance	3,933,043	4,483,421		4,483,421	4,555,712	(72,291)	101.61%	Combine Maintenance and Custodial (98.0%)
Custodial	3,343,081	3,314,913		3,314,913	3,088,830	226,083	93.18%	
Instructional Pool	1,674,761	1,712,140		1,712,140	1,604,878	107,262	93.74%	
Instructional Pool - Projected		-	995,815	995,815				
Blueberry	3,490,070	3,656,262	(14,219)	3,642,043	3,399,646	242,398	93.34%	
Brookwood	3,899,910	4,019,471	2,686	4,022,157	3,707,983	314,174	92.19%	
École Broxton Park	4,728,593	4,579,396	(8,879)	4,570,517	4,264,623	305,894	93.31%	
Connections for Learning	1,180,221	1,274,122	19,788	1,293,910	1,135,676	158,235	87.77%	
Duffield	2,105,935	2,174,556	33,500	2,208,056	1,950,012	258,044	88.31%	
Entwistle	1,048,386	1,055,157	63	1,055,220	997,228	57,992	94.50%	
Forest Green	1,850,728	1,850,298	0	1,850,298	1,676,740	173,559	90.62%	
Graminia	3,399,217	3,220,931	3,115	3,224,046	2,923,725	300,321	90.68%	
Greystone Centennial Middle	3,927,433	4,011,310	84,093	4,095,403	3,657,800	437,603	89.31%	
High Park	3,217,005	3,308,167	29,455	3,337,622	2,972,688	364,933	89.07%	
Keephills	543,045	541,122	20,565	561,687	497,611	64,076	88.59%	
Memorial Composite High	7,759,686	7,649,121	33,611	7,682,732	7,395,663	287,069	96.26%	Combine Memorial Composite & Outreach
Memorial Outreach	688,568	733,350	11,921	745,272	589,660	155,612	79.12%	(94.7%). Timing - many support staff paid over 10
École Meridian Heights	4,422,163	4,547,862	(25,660)	4,522,202	4,378,765	143,436	96.83%	Many support/temps paid over 10 months
Millgrove	3,761,170	3,762,118	144,775	3,906,893	3,475,563	431,330	88.96%	
Muir Lake	2,647,490	2,921,763	200	2,921,963	2,749,807	172,156	94.11%	
Parkland Village	1,424,173	1,710,893	91,048	1,801,941	1,504,896	297,045	83.52%	
Seba Beach	999,770	970,139	14,376	984,515	946,255	38,260	96.11%	Teacher coding review pending
Spruce Grove Composite High	6,804,638	6,987,435	61,138	7,048,573	5,986,507	1,062,066	84.93%	Combine Spruce Grove Composite & Outreach
Spruce Grove Outreach	597,896	473,893	6,358	480,251	703,722	(223,471)	146.53%	(88.9%).
Stony Plain Central	3,087,516	3,249,297	37,979	3,287,276	3,038,304	248,971	92.43%	
Tomahawk	1,033,029	1,084,750	80,352	1,165,102	900,714	264,388	77.31%	Teacher coding review pending
Wabamun	1,043,520	1,049,744	4,795	1,054,539	968,145	86,394	91.81%	
Woodhaven Middle	3,745,506	3,742,898	41,667	3,784,565	3,501,582	282,983	92.52%	
Innovation and Teaching	-	-	-	-	47,169	(47,169)		
Resiliency Program	63,094	177,758	-	177,758	237,505	(59,747)	133.61%	Supported by increased donations and revenue
Real Program	1,192,387	1,486,939	-	1,486,939	1,323,344	163,595	89.00%	
Alternative Program	1,154,055	1,175,992	-	1,175,992	1,150,863	25,129	97.86%	Teacher coding review pending
Early Education	2,440,995	2,790,305	-	2,790,305	2,850,147	(59,842)	102.14%	Budget supported fully by Program Unit Funding
Total Expenses	99,337,179	102,068,912	1,668,546	103,737,457	95,623,362	8,114,095	92.18%	
Target Percentage							91.67%	

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014

Expenses by Site - July 31, 2014

Parkland School Division

	Approved Budget Expenditures¹ 2013-14	Revised Budget Expenditures² 2013-14	Budgeted Reserves/ (Deficits) 2013-14	Total Revised Budget 2013-14	YTD Actuals Jul 31/14	\$ Revised Budget Remaining	% Budget Used	Variance Explanation
Other Sites								
Capital and Debt Services	4,225,346	4,225,346	-	4,225,346	3,983,389	241,957	94.27%	
Infrastructure Maintenance Renewal	1,280,310	1,229,255	-	1,229,255	813,339	415,916	66.17%	Project based spending patterns
School Generated Funds	2,395,195	2,395,195	-	2,395,195	1,959,878	435,317	81.83%	
Government Contributions to ATRF	4,882,769	6,486,796	-	6,486,796	5,983,220	503,576	92.24%	Fully supported by Alberta Education
Leadership Council	-	-	-	-	836	(836)		
	12,783,620	14,336,592	-	14,336,592	12,740,662	1,595,930	88.87%	
						-		
Total Expenses	112,120,799	116,405,504	1,668,546	118,074,049	108,364,024	9,710,025	91.78%	

1 Approved by the Board of Trustees, 28 May 2013

2 Revised May 31, 2014



MEMORANDUM

Date: September 02, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Kelly Wilkins, Deputy Superintendent
Resource: Serge LaBrie, Director Facilities
Subject: **FACILITIES SUMMER WORK REPORT**

Recommendation

That the Board of Trustees receives as information the Facilities Summer Work Report as presented at the Regular Meeting of September 02, 2014.

Administration would be pleased to respond to any questions.

KW:bms



Facilities Summer Work Report 2014

Presented to Board of Trustees, September 02, 2014

Kelly Wilkins, Deputy Superintendent

Resource, Serge LaBrie, Director Facilities

The Facilities Department had a very exciting and productive summer with numerous individual projects that were undertaken.

In addition to the regular summer work of kitchen exhaust cleaning, high dusting, grounds maintenance, fire alarm verification and various painting projects the following Infrastructure Maintenance Renewal (IMR) and Operations & Maintenance (O&M) projects were completed:

Blueberry	Refinished gym floor
Blueberry	Landscaping project (in conjunction with School Council)
Brookwood	Installed 2 new modulars
Brookwood	Addressed overflow parking issues
Broxton Park	Created new classroom
Broxton Park	Re-surfaced parking lot
Broxton Park	Exterior painting and concrete block repairs
Duffield	Painted gym
Entwistle	Beginning washroom renovation
Graminia	Renovated Library
Graminia	Refinished gym floor
Graminia	Replaced heating pump and two glycol pumps
Graminia	Replaced two sewage valves
Graminia	Leveled and serviced septic field
Graminia	Replaced 2 pumps
Greystone	Installed 3 new modulars and link (estimated completion date Sept.30)
Greystone	Replaced glycol pump
Keephills	Leveled and serviced septic field
Memorial	Re-installed pipe hangers in small gym
Memorial	Replaced 3 failed AC units

Meridian Heights	Replaced 70% of the roof
Meridian Heights	Replaced and upgraded basketball mountings
Meridian Heights	Renovated computer lab (transitioning for removal of the lab)
Millgrove	Painted exterior
Millgrove	Paved around low drainage spots and modular entrance
Muir Lake	Replaced well pump, cistern pump and 2 glycol pumps
Parkland Village	Relocated Library and created new team teaching space
Parkland Village	Migrated furnace controls to Siemens program (7 modulars)
Seba Beach	Installed new furnace
Seba Beach	Re-graded parking lot
SGCHS	Re-installed welding ventilation units
SGCHS	Replaced Foods Lab counters, sinks and taps
SGCHS	Painted exterior (west side)
SPC	Replaced 50% of main roof structure
SPC	Created new CLICK teaching space
SPC	Landscaping project
SPC	Installed new gas lines for kitchen
Tomahawk	Beginning replacement of 50% of the roof
Wabamun	Removed computer lab and renovated space
Wabamun	Landscaping project
Multiple Schools	Upgraded security systems (Stanley Security)
Multiple Schools	Painted parking lots and bus safety lines
BW/CFE/BP/GCMS/ ML/MG	Serviced boilers
BB/FG/SPC/DF/TH/ EW/KH	Serviced furnaces
Multiple Schools	Serviced all cisterns and water wells
Multiple Schools	Installed water bottle filling stations



MEMORANDUM

Date: September 02, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Originator: Dianne McConnell, Associate Superintendent
Subject: **Early Childhood Development**

Recommendation

That the Board of Trustees receives as information the Parkland School Division's Early Childhood Development as presented at the Regular Meeting of 02 September 2014.

Background

- New brain research shows what happens in early childhood, starting even before children are born has an impact throughout the life span.
- Children need a healthy start, good nutrition, nurturing relationships and safe, supportive environments to grow, learn and thrive.
- Within this province the Government of Alberta has identified that connecting the early childhood system to develop balanced, inclusive and accessible supports is essential for the healthy development of children.
- The *Alberta Approach to Early Childhood Development* was developed through cross-ministry collaboration between Alberta Education, Human Services and Alberta Health Services.
- This approach focuses on building community networks of high quality, connected and accessible early childhood programs and services that allow parents to access the right services at the right time.
- Parkland School Division is committed to offering high quality programming and supports to children and their families. The ECD coordinator will assist us in developing an implementation plan for the Approach to Early Childhood Development.
- The ECD Coordinator will work closely with existing programs and connect with our community partners to ensure that we meet the goal of providing enriched early learning and care environments.
- PSD receives a funding allocation to deliver early intervention services to eligible children and this ECD coordinator position is being funded from these existing funds.

- In an effort to understand how the children of Alberta are doing developmentally, Alberta Education provided the leadership in establishing a five year mapping project that concluded in June of 2014.
- During this project, the project team assisted Albertans in self-identifying communities and within those communities kindergarten teachers were trained to administer the Early Development Instrument on their students. This instrument has teachers reporting individual scores for each child across 5 developmental domains.
- The project team prepared a community report for each identified community and requested that they review their findings, form a community coalition and create an action plan to improve results.
- We have just received the final report for our two communities and will provide an analysis at a later date.

Administration would be pleased to respond to any questions.

DM:bms



MEMORANDUM

Date: September 02, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **PSD Tomorrow Committee**

Recommendation

That the Board of Trustees receives as information the PSD Tomorrow Committee minutes of June 10, 2014 as presented at the Regular Meeting of September 2, 2014.

TM:bms



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY
PLAIN, ALBERTA ON TUESDAY, JUNE 10, 2014.**

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
Emilie Keane, Associate Superintendent
Scott Johnston, Associate Superintendent
Jordi Weidman, Director Communication
Brenda Scott, Recording Secretary

REGRETS:

Elsie Kinsey, Trustee
Dianne McConnell, Associate Superintendent

1.0 Call to Order

Chair Cameron called meeting to order 1:28 pm.

1.1. Changes to the Agenda

Addition to agenda:

- 10.0 In Camera
- 3.0 Name change to Thought Exchange

1.2. Approval of the Agenda

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

Mr. Monds welcomed Associate Superintendent, Scott Johnston, to his first PSD Tomorrow meeting.

2. Education Plan

E. Keane shared information on the Draft 3 Year Education / Annual Education Results Report that will be presented on the next Regular Board Meeting. Trustees reviewed the document and provided feedback. Comments and suggestions will be incorporated into the final document that will be presented for approval at the November 25, 2014 Regular Board Meeting.

3. Thoughtexchange Presentation

Leah Shek and Claire Peacock provided information on Thoughtexchange (formally known as Thoughtstream). During the spring, staff, students and parents participated in this online program that gathered thoughts on Parkland School Division. Trustees were shown the data collection and compilation process. Data will be used to provide direction to the Division and shared with stakeholders once complete.

4. Updates:

4.1. Approved Locally Developed Courses 2014-2015

T. Monds shared the list of locally Developed Courses that have been approved by Alberta Education for the 2014-2015 school year. L. Andrews, Director Learning Services, shared the steps needed to receive approval for a Locally Developed Courses. She also shared information on changes to the approval process for the 2015 – 2016 school year.

4.2. Diversity

E. Keane provided information on the Diversity Allocation where funds are pooled to provide supports to establish school based teams that are determined by the identified needs within the school population. For 2014-2015, Schools receive the same amount of money as in 2013-2014 as determined by: students with severe special needs, ECS mild moderate, Inclusive Education allocation for learning coaches, self-declared FNMI, and First Nations liaison worker. The Diversity Allocations funds a continuum of supports and services and not individual students, provides sustainability and flexibility.

4.3. Curriculum Prototype

T. Monds wanted to clarify a misunderstanding that has been circulating on the roll out of the Curriculum prototype. The information that is being shared states that the Curriculum prototype will be rolled out for 2020, however not all of the Curriculum will be ready for roll out for 2020.

4.4. Program International Student Assessment (PISA)

S. Johnston gave a summary of the PISA assessment and results, additional information is posted on the Trustee Chalkboard.

4.5. Opening Day

K. Wilkins provided information on the Opening Day Professional Development on August 27, 2014. Mr. Martin Brokenleg will be our guest speaker that morning and is scheduled to provide sessions to schools in the afternoon.

4.6. Board Retreat

The Board Retreat will be held September 23-25, 2014 at the Overlander Mountain Lodge. An agenda will be created over the summer and forwarded to Trustees.

5. ASBA – see topic 8

6. Sunlife Benefits

C. Jonsson and Trustee Kucher-Johnson shared the information on the Mandatory Generic Drug Program. The Benefit committee is proceeding with the Request For Proposal, and will meet short-list providers on September 15, 2014 for presentations.

7. Trustee Compensation and Expenses – Policy 7, Article 12

C. Jonsson reminded Trustees that Policy 7, Article 12 will be approved at the 2014-2015 Organization meeting. The Board has requested C. Jonsson do a comparison review of Trustee Compensation and Expenses.

8. Board Advocacy Plan

D. Kilduff suggested that the Trustees develop an Advocacy Plan for Parkland School Division. Trustee Gilchrist and Trustee Kilduff have volunteered to gather information and bring it back to the Board in the fall.

9. Other

There were no other additions to the agenda.

10. In Camera

Res 080-2014 **MOVED** by Trustee Heinrichs to move to in camera at 5:00 p.m.

CARRIED

Res 081-2014 **MOVED** by Trustee Gilchrist to come out of in camera 5:08 p.m.

CARRIED

11. ADJOURNMENT

Chair Cameron adjourned the meeting at 5:08 p.m.

NEXT MEETING

- Tuesday, August 26, 2014 at 9:30 a.m.



MEMORANDUM

Date: September 02, 2014
To: Board of Trustees
From: Tim Monds, Superintendent
Subject: **Teacher / Board Advisory Committee Minutes**

Recommendation

That the Board of Trustees receives as information the unadopted Teacher/Board Advisory Committee minutes of June 17, 2014 as presented at the Regular Meeting of September 02, 2014.

TM:bms



**MINUTES OF THE BOARD/TEACHER ADVISORY COMMITTEE
MEETING HELD AT PORTA ROMANA RESTAURANT IN SPRUCE
GROVE, ALBERTA ON TUESDAY, JUNE 17, 2014.**

ATTENDANCE:

Eric Cameron, Board Chair, Parkland School Division
Ron Heinrichs, Trustee, Parkland School Division No. 70
Elsie Kinsey, 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
Shauna Fleming, Parkland Teachers' Local 10

REGRETS:

Shawn Ram, Parkland Teachers' Local 10
Brenda Scott, Recording Secretary

1. CALL TO ORDER

Committee Chair, Trustee Ron Heinrichs, called meeting to order 5:30 p.m.

1.1 Addition to the Agenda

There were no additions to the Agenda

1.2 Approve Minutes of last meeting

MOVED by ATA President Gary Hanna to accept minutes of April 15, 2014 Board/Teacher Advisory Committee.

CARRIED

2. PSD UPDATES

There were no updates.

3. UPDATES FROM ATA

There were no updates.

4. DISCUSSION ITEMS

4.1 Dates For Next Year's Meetings

Participants discussed the tentative dates for TBAC meetings and agreed to the following:

- October 21, 2014
- February 17, 2015 (ATA Office)
- April 21, 2015
- June 16, 2015 (PSD to host)

4.2 ASEBP Level 2 Health Claims Experience Report

Discussion was held on the ASEBP 20% surcharge on EDB claims. We will look at ways to work together to reduce surcharge. Need to increase awareness of wellness programs including ASEBP and HumanaCare. Gary Hanna will continue discussions with Associate Superintendent Johnston and Director Human Resources, S. Abba on ways to engage staff in health wellness.

5. ITEMS FOR FUTURE AGENDA

5.1

- Math Curriculum
- Inclusion
- West End School

ADJOURNMENT

Meeting was adjourned 5:35 p.m.

Next Meeting:

Tuesday, October 21, 2014 – Centre for Education

DRAFT