



**Parkland School Division  
BOARD OF TRUSTEES**

**A G E N D A**

**January 12, 2021**

Regular Board Meeting: 9:30 AM

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*Our Vision:  
Our students possess the confidence, resilience, insight and skills required to thrive in, and positively impact, the world.*

## **Parkland School Division**

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

**January 12, 2021**

Regular Board Meeting: 9:30 AM  
Meeting held in a virtual format from various locations.

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

*Page Number*

**1. CALL TO ORDER at 9:30 AM**

- 1.1. National Anthem
- 1.2. Personal Reflection
- 1.3. Treaty 6 Acknowledgement
- 1.4. Announcements
- 1.5. Changes to the Agenda
- 1.6. Approval of the Agenda

**2. APPROVAL OF MINUTES**

-4-

- 2.1. Regular Meeting of November 24, 2020

**3. BUSINESS ARISING FROM THE MINUTES**

**4. DELEGATION/PRESENTATION**

**5. BOARD CHAIR REPORT**

- 5.1. Board Chair's Report

Recess Break / Public Question Period

**6. SUPERINTENDENT REPORT**

- 6.1. Superintendent's Report

**7. ACTION ITEMS**

- 11- 7.1. Edwin Parr Selection Committee (M. Francis)
- 13- 7.2. Parkland School Division Attendance Area Review (S. McFadyen)

**8. ADMINISTRATION REPORTS**

- 15- 8.1. 2020-2021 First Quarterly Financial Report (S. McFadyen)
- 46- 8.2. Alternative Education Assurance Report (M. Francis, S. Johnston, K. Mann)
- 50- 8.3. Wellness Assurance Report (D. McConnell, L. Andrews)

**9. TRUSTEE REPORTS**

- 55- 9.1. Council of School Councils (A. Montgomery)
- 57- 9.2. Benefits Committee (D. Clarke)
- 59- 9.3. PSD Tomorrow Committee (L. Stewart)
- 9.4. Public School Boards’ Association of Alberta (R. Heinrichs, L. Stewart)
- 9.5. Alberta School Boards Association (E. Cameron, S. Kucher-Johnson)
- 9.6. Chamber of Commerce (L. Stewart)

**10. FUTURE BUSINESS**

10.1. Meeting Dates: \*

*Board - Open to the Public:*

- Jan 26, 2021 ..... Education Committee Meeting 9:00 am, Centre for Education
- Feb 02, 2021 ..... Regular Board Meeting 9:30 am, Centre for Education

*Committees - Closed to the Public:*

- Jan 26, 2021..... PSD Tomorrow Committee Meeting 12:30 pm, Centre for Education
- Feb 16, 2021 ..... Teacher Board Advisory Committee Meeting 4:15pm, Centre for Education
- Feb 23, 2021 ..... PSD Tomorrow Committee Meeting 12:30 pm, Centre for Education

*By Invitation:*

- Feb 10, 2021 ..... Stakeholder Engagement Evening 7:00pm, Virtual Meeting - *Tentative New Date!*

*Other:*

- Feb 18, 2021 ..... Council of School Councils Meeting 7:00pm, Centre for Education

**\* Please Note:** Due to the COVID-19 pandemic, meetings and events may be changed to a virtual format, postponed or cancelled. The [Parkland School Division public website](#) will be updated as information becomes available.

10.2. Notice of Motion

10.3. Topics for future agendas

10.4. Requests for information

10.5. Responses to Requests for information

-63-

10.5.1. PSD Relationships with Indigenous Community during COVID-19

**11. IN-CAMERA: LEGAL**

**12. ACTION IN RESPONSE TO IN CAMERA**

**13. ADJOURNMENT**



**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE PARKLAND SCHOOL DIVISION HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON NOVEMBER 24, 2020.**

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**TRUSTEE ATTENDANCE:**

Lorraine Stewart, Chair	Present
Eric Cameron, Vice-Chair	Present
Ron Heinrichs	Present <i>via teleconferencing</i>
Sally Kucher-Johnson	Present
Paul McCann	Present
Darlene Clarke	Present
Anne Montgomery	Present

**ADMINISTRATION ATTENDANCE:**

Shauna Boyce, Superintendent  
Mark Francis, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Dr. Dianne McConnell, Associate Superintendent  
Scott McFadyen, Associate Superintendent  
Leah Andrews, Director, Student Services  
Jason Krefting, Director, Financial Services  
Katherine Mann, Director, Instructional Services  
Jordi Weidman, Director, Strategic Communications  
Keri Zylla, Executive Assistant, Recording Secretary

**GUEST PRESENTER:**

Armando Pinedo – Auditor, PricewaterhouseCoopers

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**CALL TO ORDER**

Board Chair Stewart called the meeting to order at 9:31 a.m.

**NATIONAL ANTHEM**

**TREATY SIX ACKNOWLEDGMENT**

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Board Chair

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Secretary-Treasurer

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**APPROVAL OF THE AGENDA**

**Res 087-20**

**MOVED** by Trustee McCann that the agenda be approved as presented.

**CARRIED UNANIMOUSLY**

**APPROVAL OF THE MINUTES**

**Res 088-20**

**MOVED by** Trustee Heinrichs that the minutes of the Regular Board Meeting held on October 27, 2020 be approved as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM THE MINUTES**

None.

**DELEGATION / PRESENTATION**

Grade 9 students from Blueberry School remotely presented “Peer Teaching and Learning” through VARK. (Visual, Audio, Rewrite and Kinesthetic)

*Ms. Andrews exited the meeting at 10:05 a.m.*

**BOARD CHAIR REPORT**

Board Chair Stewart shared her report.

*There were no questions submitted for the Question Period.*

**SUPERINTENDENT REPORT**

Superintendent Boyce shared her report.

**ACTION ITEMS**

**AUDITED FINANCIAL STATEMENTS – YEAR ENDED AUGUST 31, 2020:**

**Res 089-20**

**Moved** by Trustee McCann that the Board of Trustees approve the Audited Financial Statements for the year ended August 31, 2020 as recommended by the Audit Committee and presented at the Regular Meeting of November 24, 2020.

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Board Chair

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Secretary-Treasurer

**CARRIED UNANIMOUSLY**

Associate Superintendent McFadyen, Mr. Krefting, Mr. Pinedo, from PricewaterhouseCoopers, and members of the Audit Committee provided information on the motion and responded to questions.

*Mr. Krefting and Mr. Pinedo exited the meeting at 10:56 a.m.*

*Board Chair called a recess at 10:56 a.m. Meeting resumed at 11:01 a.m.*

**ANNUAL EDUCATION RESULTS REPORT (AERR):**

**Res 090-20**

**Moved** by Trustee Kucher-Johnson that the Board of Trustees approve Parkland School Division's 2019-2020 Annual Education Results Report as presented at the Regular Meeting of November 24, 2020.

**CARRIED UNANIMOUSLY**

Associate Superintendent Johnston provided additional information and responded to questions.

**REPEAL WARD BY-LAW NO. 2-17, REARRANGEMENT OF THE ELECTORAL WARDS AND TRUSTEE(S) TO BE ELECTED IN EACH WARD:**

**Res 091-20**

**Moved** by Trustee Montgomery that the Board of Trustees repeal By-Law No. 2-17, Rearrangement of the Electoral Wards and Trustee(s) to be Elected to Each Ward, as presented at the Regular Meeting of November 24, 2020.

**CARRIED UNANIMOUSLY**

Associate Superintendent McFadyen provided additional information and responded to questions.

**THREE READINGS OF BYLAW 1-2020: THE PARKLAND SCHOOL DIVISION TRUSTEE ELECTORAL WARD BYLAW:**

**Res 092-20**

**Moved** by Vice-Chair Cameron that the Board of Trustees read Bylaw 1-2020: The Parkland School Division Trustee Electoral Ward Bylaw three (3) times with the following guidelines:

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Board Chair

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Secretary-Treasurer

- First Reading (pg. 81): that **Bylaw 1-2020: The Parkland School Division Trustee Electoral Ward Bylaw** is read in full, with each Trustee having been provided with a printed or electronic copy of the Bylaw; and
- Second Reading (pg. 88): that **Bylaw 1-2020: The Parkland School Division Trustee Electoral Ward Bylaw** is read in title and description only and if all Trustees in attendance are in unanimous agreement with the First and Second Readings; then
- Third Reading (pg. 88): that **Bylaw 1-2020: The Parkland School Division Trustee Electoral Ward Bylaw** is read in title and description only, and that Board of Trustees, after the third reading accept and affirm Bylaw 1-2020 as presented in the Regular Meeting of November 24, 2020.

**CARRIED UNANIMOUSLY**

Superintendent Boyce read Bylaw 1-2020: The Parkland School Division Trustee Electoral Ward Bylaw (“the Bylaw”) in full a first time.

Board Chair Stewart read the Bylaw in title and description only a second time. Trustees unanimously agreed to proceed with the third and final reading.

Board Chair Stewart read the Bylaw in title and description only a third and final time. The Board of Trustees accepted and affirmed the Bylaw through the final reading.

Associate Superintendent McFadyen provided additional information and responded to questions.

**REVISED BOARD POLICY 7: BOARD OPERATIONS:**

**Res 093-20**

**Moved** by Trustee McCann that the Board of Trustees approve the Revised Board Policy 7: Board Operations, as presented at the Regular Meeting of November 24, 2020.

**CARRIED UNANIMOUSLY**

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Board Chair

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Secretary-Treasurer



Associate Superintendent McFadyen provided additional information and responded to questions.

**2021 LOCAL ELECTION RETURNING OFFICER, SUBSTITUTE RETURNING OFFICER AND ELECTION AGREEMENT:**

**Res 094-20**

**Moved** by Trustee Montgomery that the Board of Trustees appoint Eva Beyer, of Parkland County, as the Returning Officer and Barb Williams, of Parkland County, as the Substitute Returning Officer for Parkland School Division for the 2021 Local Election; and further, that the Board of Trustees approve administration entering into an Election Agreement between Parkland School Division and Parkland County for the 2021 Local Election.

**CARRIED UNANIMOUSLY**

Associate Superintendent McFadyen provided additional information and responded to questions.

**ADMINISTRATION REPORTS  
OFF-CAMPUS EDUCATION ASSURANCE REPORT**

The Board of Trustees received for information, the Off-Campus Education Assurance Report, as presented at the Regular Meeting of November 24, 2020.

Associate Superintendent Johnston and Ms. Mann provided additional information and responded to questions.

*Ms. Mann exited the meeting at 12:14 p.m.*

**TRUSTEE REPORTS  
PSD TOMORROW COMMITTEE – OCTOBER 27, 2020**

The Board of Trustees received for information, the PSD Tomorrow Committee minutes from October 27, 2020, as presented at the Regular Meeting of November 24, 2020.

**COUNCIL OF SCHOOL COUNCILS (COSC) – OCTOBER 22, 2020**

Trustee Montgomery shared the Council of School Councils (COSC) Report from the October 22, 2020 COSC meeting, as presented at the Regular Meeting of November 24, 2020.

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Board Chair

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Secretary-Treasurer

**AUDIT COMMITTEE – NOVEMBER 18, 2020**

Trustee McCann shared the Audit Committee Report from the November 18, 2020 Audit Committee meeting, as presented at the Regular Meeting of November 24, 2020.

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

Board Chair Stewart and Trustee Heinrichs shared their reports.

**ALBERTA SCHOOL BOARDS ASSOCIATION**

Trustee Kucher-Johnson shared information.

**CHAMBER OF COMMERCE**

Board Chair Stewart shared her report.

**FUTURE BUSINESS**

**Meeting Dates**

*Board - Open to the Public:*

January 12, 2021 ..... Regular Board Meeting 9:30 am, Centre for Education

January 26, 2021..... Education Committee Meeting 9am, Centre for Education

*Committees - Closed to the Public:*

November 27, 2020..... Student Advisory Committee 9:00 am, Meeting Virtually

November 27, 2020..... PSD Tomorrow Committee 12:30 pm, Centre for Education

December 2, 2020 ..... Benefits Committee Meeting 3:15 pm, Centre for Education

December 15, 2020 ..... PSD Tomorrow Committee 12:30 pm, Centre for Education

January 26, 2021..... PSD Tomorrow Committee 12:30 pm, Centre for Education

*By Invitation:*

December 10, 2020 ..... **(POSTPONED)** Stakeholder Engagement Evening 7:00 pm, Meeting Virtually

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Board Chair

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Secretary-Treasurer

**Notice of Motion**

There was no notice of motion.

**Topics for Future Agendas**

There were no topics for future agendas.

**Request for Information**

Trustee McCann requested information regarding current measures Parkland School Division is taking to maintain the relationship with our First Nations and Indigenous community during the challenges of COVID-19, be presented at the January 12, 2021 or February 2, 2021 Regular Board Meeting.

**Responses to Requests for Information**

There were no responses to requests for information.

**IN-CAMERA: LABOUR**

**Res 095-20**

**MOVED** by Trustee McCann that the Board of Trustees move to In-Camera at 12:32 p.m.

**CARRIED UNANIMOUSLY**

*Deputy Superintendent Francis, Associate Superintendent Dr. McConnell, Associate Superintendent Johnston and Mr. Weidman exited the meeting at 12:32 p.m.*

**MOTION TO REVERT TO A PUBLIC MEETING**

**Res 096-20**

**MOVED** by Trustee McCann that the Board of Trustees reverts to a public meeting at 1:15 p.m.

**CARRIED UNANIMOUSLY**

**ACTION IN RESPONSE TO IN-CAMERA**

There was no action in response to in-camera.

**ADJOURNMENT**

The meeting was adjourned at 1:16 p.m.

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Board Chair

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Secretary-Treasurer



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Mark Francis, Deputy Superintendent

**Resource** Alberta School Boards Association

**Governance Policy** Board Policy 2: Role of the Board  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 2: Appendix 2.1 Board Annual Work Plan

**Subject** **EDWIN PARR SELECTION COMMITTEE**

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### Purpose

For Board approval. Recommendation Required.

### Recommendation

1. That the Board of Trustees directs administration to establish a submission deadline for schools to nominate a first year teacher for the Alberta School Boards Association Edwin Parr Award; and
2. That the Board of Trustees identifies three Trustees to sit on an Edwin Parr Selection Committee for 2021.

### Background

The Board is responsible to adhere to the Board Annual Work Plan. The Edwin Parr Selection Committee recommendation is in support of this responsibility.

## Report Summary

Edwin Parr homesteaded in the Meanook area near Athabasca in 1920. Prior to 1925 he began his long career in educational affairs as a member of the board with the George Lake School District. He served as chair of the board with the Athabasca School Division and was on the council of the County of Athabasca from its formation in 1959 until his death in January 1963. Edwin Parr was president of the Alberta School Trustees' Association from 1956 to 1962. Ed Parr, as he was known to all, instituted an "Annual Teacher Award" in his school system. Each year a member of the teaching staff was chosen to receive a gold watch and an appropriate certificate for long and meritorious service.

In searching for a way in which his memory might be perpetuated and to honor the profession he so dearly respected, the Alberta School Trustees' Association established the Edwin Parr Teacher Award in 1964.

### Criteria

- Any first year K-12 teacher is eligible for nomination.
- A minimum of 100 full-time equivalent days of teaching within the current school year is required (i.e. September 2019 to June 2020).
- May have up to 120 days of teaching service prior to signing a full-time contract.

Administration would be pleased to respond to any questions.

MF:kz



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Scott McFadyen, Associate Superintendent

**Resource** Scott McFadyen, Associate Superintendent

**Governance Policy** Board Policy 2: Role of the Board  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 2: Section 1. Planning  
BP 2: Section 3. Accountability  
Education Act

**Subject** **PARKLAND SCHOOL DIVISION ATTENDANCE AREA REVIEW**

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### **Purpose**

For approval. Recommendation required.

### **Recommendation**

The Board of Trustees direct administration to conduct an attendance area review of all schools in Parkland School Division (PSD) in order to facilitate long-term planning and the effective use of our school facilities. This report will be provided to the Board of Trustees during a Regular Board Meeting in the fall of 2021.

### **Background**

The Board of Trustees is responsible to review and approve student attendance areas and assure supportive learning environments for students. This recommendation is in support of these responsibilities.

## **Report Summary**

In order to ensure the effective and efficient use of its school facilities and to help with its long term planning it is important for the Board of Trustees to review attendance areas periodically. Currently, PSD's schools are at 75% utilization overall. There are schools with low utilization in the 40-55% range, while other schools are experiencing high utilization above 90%. In addition, the new school in Stony Plain and the modernization of Woodhaven school in Spruce Grove need to be considered in reviewing the attendance boundaries.

It is important that the attendance area review takes into consideration several factors including impact on students and families, facility utilization, transportation, resource stewardship and future growth.

Administration will engage an external consultant to conduct the attendance review and to produce a report with recommendations. The report will be the first phase in the attendance review. The second phase will consist of public engagement on the recommendations and the third phase will be a final decision by the Board and implementation. It is anticipated that implementation of any changes in attendance areas approved by the Board would take place September, 2022 or September, 2023.

Administration would be pleased to respond to any questions.

SM:kz



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Scott McFadyen, Associate Superintendent

**Resource** Jason Krefting, Director, Business & Finance

**Governance Policy** Board Policy 2: Role of the Board  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 2: Appendix 2.1

**Subject** **QUARTERLY FINANCIAL REPORT – PERIOD ENDED NOVEMBER 30, 2020**

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### **Purpose**

For information. No recommendation necessary.

### **Background**

The Quarterly Financial reports are part of the responsibility of the Board, as defined by Board Policy 2: Role of the Board. The fiscal year for Parkland School Division is September 1 to August 31.

Administration provides three quarterly financial reports and an annual financial report as follows:

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

The following report is in support of this responsibility.



## **Report Summary**

The quarterly financial statement included within this package is for the quarter ended November 30, 2020. The audited financial statements for the current school year will be presented to the Board in November 2021. The Management Discussion and Analysis includes an updated forecast and provides variance explanations from the budget.

As of November 30, 2020, revenues year to date were \$34.3M and expenditures year to date were \$30.7M resulting in a surplus of \$3.6M. A balanced budget is forecast for the year ended August 31, 2021.

Administration would be pleased to respond to any questions.

SM:kz



Where the world opens up

Management's Discussion and Analysis

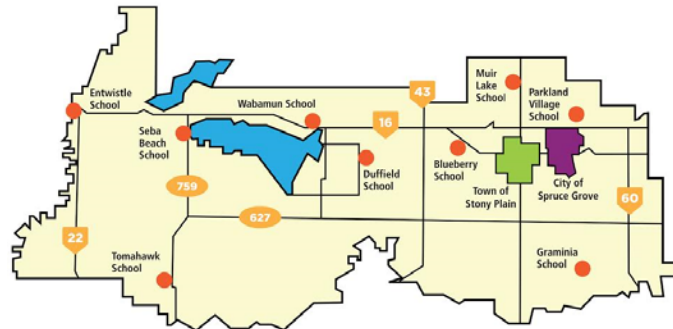
November 30, 2020

## Management's discussion and analysis

The following is a discussion of the financial condition and results of operations of The Parkland School Division (the Division) for the three months ended November 30, 2020 and should be read with the Division's interim financial statements. The statements have been prepared in accordance with Canadian public sector accounting standards (PSAS).

The Division had a total budget of \$131.7 million to provide public education services to almost 11,500 students for the 2020-21 school year. The division operates 22 schools, two high school outreach centers and one institutional program.

The Division sits just west of Edmonton, stretched out along highway 16 on the first leg of the route to the Rocky Mountains. At more than 100km east-to-west, Parkland School Division covers approximately 2,400 square kilometers and serves more than 73,000 residents.



Originally an agricultural region, over the past twenty-five years the economic base of the Division has grown increasingly industrial. The development of major power generation and coal mining projects, added to the production of oil and gas resources have, historically, significantly impacted our demographics. We now recognize that changes to the energy sector – converting coal to natural gas – may continue to impact our region. Additionally, the industrial and commercial developments in the Acheson Park and the Ellis and Sherwin Industrial Parks, as well as industrial parks within Spruce Grove and Stony Plain continue to promote growth in urban areas.

Changes in Alberta's economy have resulted in a noticeable population shift for the Division as more families move from rural areas to more urban centers, creating smaller rural communities with decreasing school populations.

The Division believes in fiscal accountability and transparency through regular financial reporting to the Board. Resource stewardship is one of the Division's enduring priority areas to support student success and well-being. Through resource stewardship student success and well-being are supported by ensuring equitable and sustainable use of our resources and ensuring financial responsibility remains a priority. Assurance Elements that prioritize resource stewardship include a consideration of how limited resources will be utilized with maximum results.









## 1. Budget to Actual at November 30, 2020 Analysis

The Division is showing a surplus at Q1 primarily due to lower than anticipated substitute costs and purchasing initiatives that are planned for later in the year.

	Budget 2020-21	Actual November 30, 2020	% of Budget	Q1 Forecast 2020 - 2021	Variance from Budget	% Change From Budget
<b>REVENUES</b>						
Government of Alberta	\$ 125,350,721	\$ 32,657,116	26.1%	\$ 128,291,364	\$ 2,940,643	2.3%
Federal Government and First Nations	1,099,800	564,341	51.3%	1,181,408	81,608	7.4%
Other Alberta school authorities	108,645	-	0.0%	108,645	-	0.0%
Fees	3,058,801	664,497	21.7%	2,745,334	(313,467)	-10.2%
Other sales and services	1,098,075	182,694	16.6%	1,093,468	(4,607)	-0.4%
Investment income	250,000	27,391	11.0%	143,390	(106,610)	-42.6%
Gifts and donations	465,979	213,921	45.9%	572,799	106,820	22.9%
Rental of facilities	83,000	3,273	3.9%	54,000	(29,000)	-34.9%
Fundraising	175,770	22,917	13.0%	163,770	(12,000)	-6.8%
<b>Total revenues</b>	<b>\$ 131,690,791</b>	<b>\$ 34,336,149</b>	<b>26.1%</b>	<b>\$ 134,354,178</b>	<b>\$ 2,663,387</b>	<b>2.0%</b>
<b>EXPENSES BY PROGRAM</b>						
Instruction	\$ 99,717,813	\$ 23,067,613	23.1%	\$ 101,093,556	\$ (1,375,743)	-1.4%
Plant operations and maintenance	17,274,612	3,920,723	22.7%	18,607,467	(1,332,855)	-7.7%
Transportation	10,309,343	2,803,926	27.2%	10,309,343	-	0.0%
Board & system administration	4,290,322	949,723	22.1%	4,274,111	16,211	0.4%
External services	98,700	7,091	7.2%	69,700	29,000	29.4%
<b>Total expenses</b>	<b>\$ 131,690,791</b>	<b>\$ 30,749,076</b>	<b>23.3%</b>	<b>\$ 134,354,178</b>	<b>\$ (2,663,387)</b>	<b>-2.0%</b>
<b>Operating surplus (deficit)</b>	<b>\$ -</b>	<b>\$ 3,587,073</b>		<b>\$ -</b>	<b>\$ -</b>	
<b>EXPENSES BY CATEGORY</b>						
Salaries, wages and benefits	\$ 96,460,195	\$ 23,777,409	24.6%	\$ 97,938,160	\$ (1,477,965)	-1.5%
Services, contracts and supplies	24,500,096	5,103,110	20.8%	25,983,443	(1,483,347)	-6.1%
School generated Funds	1,700,344	120,038	7.1%	1,402,419	297,925	17.5%
Infrastructure Maintenance Renewal	2,255,021	163,231	7.2%	2,255,021	-	0.0%
Amortization of capital assets and interest	6,775,135	1,585,288	23.4%	6,775,135	-	0.0%
<b>Total expenses</b>	<b>\$ 131,690,791</b>	<b>\$ 30,749,076</b>	<b>23.3%</b>	<b>\$ 134,354,178</b>	<b>\$ (2,663,387)</b>	<b>-2.0%</b>
<b>SURPLUS/(DEFICIT) BY PROGRAM</b>						
Instruction	\$ -	\$ 3,346,569		\$ -	\$ -	
Operations and Maintenance	-	127,257		-	-	
Transportation	-	(6,855)		-	-	
Board and System Administration	-	138,664		-	-	
External Services	-	-		-	-	
<b>Surplus/(Deficit) from Operations</b>	<b>\$ -</b>	<b>\$ 3,605,634</b>		<b>\$ -</b>	<b>\$ -</b>	
School Generated Funds	-	(18,561)		-	-	
<b>Total Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 3,587,073</b>		<b>\$ -</b>	<b>\$ -</b>	



Revenues are forecast to increase 2% overall due to the safe return to class funding offset by lower funding from Alberta Education due to lower than budgeted enrolment and the resulting decrease Weighted Moving Average (WMA) enrolment that funding is based on. In addition, there were decreases in other revenues that are directly affected by Covid-19.


Changes to forecasted revenues compared to budget include:


-  2.3% The Alberta government revenues are forecast to be \$2.9M above budget due to the safe return to class funding of \$4.0M offset by lower WMA enrolment funding. The federal Safe Return to Class funding is included with Alberta government funding as it flows through the provincial government.
-  7.4% Federal government and First Nations revenues are forecast to increase from budget as a higher number of federally funded students are enrolled than initially estimated and the Division has received some additional federal grants. Federal government and First Nations revenues are paid based on estimated at the beginning of the year until the final number of students is determined.
- 0.0% The Division is forecasting payments from other divisions for special needs students to be the same as budget. No payments have been received yet this year for these students.
-  -10.2% Forecasted fees are expected to decrease as school activities have been significantly impacted by Covid-19. Many schools this year are not charging field trip and other activity fees until the time of an event due to the uncertainty caused by Covid-19.
-  -0.4% Other sales and services is forecast to be close to budget.
-  -42.6% Investment income is forecast to be lower than budgeted due to lower interest revenue than planned. Interest rates have fallen and are not expected to rebound this fiscal year.
-  22.9% Gifts and Donations are forecasted to increase by \$106K as a result of new donations through the Divisions' wellness coordinator and donations from school associations.
-  -34.9% Rental of facilities revenue is forecast to decrease from budget as a result of Covid-19 as evening and weekend rentals have not been occurring.
-  -6.8% Fundraising is forecast to decrease due to a lower number of events occurring as a result of Covid-19.

Overall, actual revenues at November 30, 2020 are 25.5% of forecasted revenues for the year which is where the Division expects to be at the end of the first quarter.


Forecasted expenditures are expected to be 2.0% higher than budget which matches the increase in revenues. The forecasted changes in expenditures when compared by program are:


-  -1.4% Instructional expenditures increased by \$1.4M. The additional costs in instruction are related to additional salaries and benefits related to offering both in person and online classes in response to Covid-19.
-  -7.7% Plant operations and maintenance expenses increased by \$1.3M for Covid-19 related expenses such as personal protective equipment (PPE), sanitizer, cleaning supplies and equipment and additional custodial staffing.
- 0.0% Transportation expenditures are forecast to be the same as budget. Transportation contract services are expended over a 10-month period rather than 12.


 0.4% Board and system administration is forecast to be \$16K lower than budget. The reduction in expenditures was primarily attributed to lower Board remuneration for the 2020-21 fiscal year.


 29.4% External services is forecast to decrease as result of lower facility rentals and offsets the corresponding revenues.

The forecasted changes to expenditures when compared by category are:

 -1.5% Salaries, wages and benefits expenses are forecasted higher than budget due to the additional learning supports that were added to provide both in person and online learning in response to Covid-19.

 -6.1% Service contracts and supplies is forecasted higher than budget due to PPE and supplies for Covid-19 and some centralized purchasing initiatives to update equipment and technology in schools.

 17.5% School Generated Funds (SGF) expenditures are forecasted lower than budget as Covid-19 has impacted many of the activities within SGF. Expenditures for SGF do not occur evenly over the year and vary dependent on when the activity occurs.

 7.2% Infrastructure Maintenance Renewal (IMR) is expected to be on budget. Actual IMR expenditures are only at 7.2% of budget as the Division has been focused on completing the capital spending pertaining to CMR funding and additional Covid-19 related tasks.

0.0% Amortization expense is expected to be on budget.

Overall, actual expenditures are at 22.9% of the total forecasted expenditures for the year. At the end of the 1<sup>st</sup> quarter it is normally expected to be at 25% of forecasted expenditures. The lower amount is attributed to some larger expenditures that do not occur evenly over the year such as IMR expenditures and the Division purchasing initiative for school equipment and technology. In addition, Covid-19 has had an impact on some expenditures such as activities and sports within SGF.

**Parkland School Division**

Site	Budget Revenues	Forecasted Revenues	Budget to Forecast Revenue variance Positive (Negative)	Budget Expenditures 2020-21	Forecasted Expenditures 2020-21	Budget to Forecast Expense variance Positive (Negative)	Budget Adjustments	Net Change from Fall Budget to Forecast	Budget Surplus (Deficit)	Forecasted Surplus (Deficit)	Variance Explanation
Governance, Staff/Student Awards	-	-	-	565,679	540,927	24,752	(24,752)	-	-	-	A reduction in Board remuneration and travel expenditures are forecast to be lower than budget.
Office of the Superintendent	-	-	-	469,198	452,988	16,210	(16,210)	-	-	-	Substitute costs for school based staff professional development at CFE was reduced due to Covid-19.
Deputy Superintendent	-	-	-	438,342	438,342	-	-	-	-	-	
Assoc Super Corporate Supports & Services	-	-	-	820,397	820,397	-	-	-	-	-	
Assoc Super Learning Services	-	-	-	327,264	334,859	(7,595)	7,595	-	-	-	Supplies are forecast to be higher than budget.
Assoc Super Education & System Admin	-	-	-	287,309	283,568	3,741	(3,741)	-	-	-	
Human Resources	-	-	-	481,744	481,744	-	-	-	-	-	
Communications	-	-	-	373,880	370,380	3,500	(3,500)	-	-	-	
Financial Services	14,000	-	(14,000)	1,163,000	1,163,000	-	14,000	-	-	-	
Tech Support Services	-	-	-	1,631,179	1,634,920	(3,740)	3,740	-	-	-	
Print Centre	11,000	11,000	-	87,000	87,000	-	-	-	-	-	
Student Transportation	10,309,343	10,309,343	-	10,238,443	10,236,256	2,187	(2,187)	-	-	-	
Maintenance	9,877,591	9,877,591	-	5,922,891	5,997,254	(74,363)	74,363	-	-	-	
Custodial	57,000	28,000	(29,000)	3,863,347	5,062,017	(1,198,670)	1,227,670	-	-	-	Support staffing and supplies for additional cleaning are forecast to be higher due to Covid-19.
Instructional Pool	93,788,967	96,661,520	2,872,553	5,154,100	5,630,467	(476,366)	(2,396,194)	-	-	-	Certificated, substitutes and support staffing are all forecast to increase due to Covid-19. Additional Covid-19 expenditures are offset by decreased expenditures related to enrolment growth that did not occur.

Parkland School Division

	Budget Revenues	Forecasted Revenues	Budget to Forecast Revenue variance Positive (Negative)	Budget Expenditures 2020-21	Forecasted Expenditures 2020-21	Budget to Forecast Expense variance Positive (Negative)	Budget Adjustments	Net Change from Fall Budget to Forecast	Budget Surplus (Deficit)	Forecasted Surplus (Deficit)	Variance Explanation
Blueberry	72,155	16,250	(55,905)	3,784,403	3,594,679	189,724	(133,819)	-	-	-	Certificated and temporary support staff, support services, staff development and technology integration are forecast to be lower than budget due to lower enrolment.
Brookwood	48,876	21,000	(27,876)	3,450,112	3,455,043	(4,932)	32,808	-	-	-	
École Broxton Park	125,215	125,215	-	4,190,006	3,993,124	196,883	(196,883)	-	-	-	Certificated, support salaries and benefits, textbooks are forecast to be lower than budget due to lower enrolment.
Connections for Learning	191,860	580,580	388,720	2,197,196	3,689,491	(1,492,295)	1,103,575	-	-	-	Certificated and support salaries and benefits, miscellaneous services and supplies are forecast to be higher than budget due to new online programming and home schooling due to Covid-19.
Copperhaven	72,860	72,860	-	4,812,713	4,422,006	390,707	(390,707)	-	-	-	Substitutes, support salaries and benefits are expected to be lower than budget due to lower enrolment.
Duffield	37,280	36,280	(1,000)	1,969,900	1,913,296	56,604	(55,604)	-	-	-	Certificated staffing is forecast to be lower than budget due to lower enrolment.
Entwistle	19,429	19,429	-	1,075,458	1,135,943	(60,485)	60,485	-	-	-	Certificated and sub salaries are expected to be higher due online learning requirements as a result of Covid-19.
Forest Green	137,650	124,650	(13,000)	1,940,264	1,923,274	16,990	(3,990)	-	-	-	
Graminia	92,620	92,620	-	3,326,868	3,471,244	(144,376)	144,376	-	-	-	Certificated salaries and benefits are forecast to be higher than budget.
Greystone Centennial Middle	56,000	18,000	(38,000)	3,392,916	3,424,749	(31,833)	69,833	-	-	-	
High Park	59,094	59,094	-	3,369,136	3,259,170	109,965	(109,965)	-	-	-	Support salaries and benefits, staff development, Supplies, furniture and equipment and technology integration are forecast to be below budget due to lower enrolment.
Memorial Composite High	156,710	156,710	-	7,104,846	7,056,736	48,109	(48,109)	-	-	-	
Memorial Outreach	1,200	-	(1,200)	529,200	-	529,200	(528,000)	-	-	-	Memorial Outreach and Spruce Grove Outreach were combined into a single cost center.
École Meridian Heights	64,945	64,945	-	4,853,795	4,714,895	138,901	(138,901)	-	-	-	Certificated, substitutes and support staffing are forecast to be below budget due to lower enrolment.
Millgrove	61,394	61,394	-	3,390,093	3,431,361	(41,268)	41,268	-	-	-	
Muir Lake	175,778	259,748	83,970	3,126,270	3,232,407	(106,137)	22,167	-	-	-	Certificated and support salaries and benefits, contracted transportation (Nature Kindergarten) and technology intergration are expected to be higher than budget due to online learning requirements and Nature Kindergarten.
Parkland Village	17,801	17,801	-	1,361,979	1,359,808	2,171	(2,171)	-	-	-	
Prescott Learning Center	102,473	100,473	(2,000)	5,380,704	5,294,353	86,351	(84,351)	-	-	-	
Virtual Learning	-	-	-	-	1,374,871	(1,374,871)	1,374,871	-	-	-	Virtual Learning was created this fall to centralize some of the shared staffing that is supporting students who are learning through Option 2.
Spruce Grove Composite High	80,932	80,932	-	7,003,726	7,159,963	(156,238)	156,238	-	-	-	Certificated and support salaries and benefits and supplies are forecast to be higher than budget due to higher enrolment.



Parkland School Division

	Budget Revenues	Forecasted Revenues	Budget to Forecast Revenue variance Positive (Negative)	Budget Expenditures 2020-21	Forecasted Expenditures 2020-21	Budget to Forecast Expense variance Positive (Negative)	Budget Adjustments	Net Change from Fall Budget to Forecast	Budget Surplus (Deficit)	Forecasted Surplus (Deficit)	Variance Explanation
Spruce Grove Outreach	125	20,125	20,000	423,125	919,487	(496,362)	476,362	-	-	-	Memorial Outreach and Spruce Grove Outreach were combined into a single cost center.
Stony Plain Central	135,830	135,830	-	4,099,266	4,047,460	51,805	(51,805)	-	-	-	
Tomahawk	25,770	25,112	(658)	869,763	827,819	41,945	(41,287)	-	-	-	Support salaries are expected to be lower than budgeted due to lower enrolment.
Wabamun	49,000	54,000	5,000	994,025	979,508	14,518	(19,518)	-	-	-	
Woodhaven Middle	62,446	104,054	41,608	2,985,961	3,058,190	(72,230)	30,622	-	-	-	Certificated and support salaries and benefits are forecast to be higher than budget due to virtual learning.
Student Services	200,000	-	(200,000)	2,019,267	1,955,459	63,808	136,192	-	-	-	Nutrition grant was reallocated to CFL. Support salaries and benefits and miscellaneous services are forecast to be higher than budget as there is a need for additional supports.
Instructional Services	-	50,000	50,000	435,500	499,137	(63,637)	13,637	-	-	-	Certificated salaries and benefits are forecast to be higher than budget partially offset by grant revenue that was not budgeted for.
Real Program	-	-	-	1,116,000	1,041,101	74,899	(74,899)	-	-	-	Support salaries and benefits are forecast lower than budget due to lower enrolment.
Specialized Classrooms	-	-	-	673,214	682,563	(9,349)	9,349	-	-	-	
Early Education	140,400	-	(140,400)	2,864,550	2,121,538	743,012	(602,612)	-	-	-	Certificated and support salaries and benefits, travel, staff development, supplies and technology integration are lower than budget due to lower enrolment and Covid-19.
Connections for Learning Summer School	-	22,500	22,500	140,280	92,827	47,453	(69,953)	-	-	-	Increased revenue includes summer school fees offset by reduced labour transfer to other sites.
	<b>116,245,744</b>	<b>119,207,056</b>	<b>2,961,312</b>	<b>114,704,308</b>	<b>117,665,621</b>	<b>(2,961,312)</b>	-	-	-	-	
<b>Other Sites</b>											
Capital and Debt Services	5,183,700	5,183,700	-	6,725,135	6,725,135	-	-	-	-	-	
Capital Projects - Building											
Infrastructure Maintenance Renewal	2,255,021	2,255,021	-	2,255,021	2,255,021	-	-	-	-	-	
School Generated Funds	1,700,344	1,402,419	(297,925)	1,700,344	1,402,419	297,925	-	-	-	-	Revenues and expenses are both forecast to be lower than budget due to Covid-19.
Government Contributions to ATRF	6,305,982	6,305,982	-	6,305,982	6,305,982	-	-	-	-	-	
<b>Total Other Sites</b>	<b>15,445,047</b>	<b>15,147,122</b>	<b>(297,925)</b>	<b>16,986,482</b>	<b>16,688,557</b>	<b>297,925</b>	-	-	-	-	
<b>Total</b>	<b>131,690,791</b>	<b>134,354,178</b>	<b>2,663,387</b>	<b>131,690,791</b>	<b>134,354,178</b>	<b>(2,663,387)</b>	-	-	-	-	

## Financial Position – Comparator Budget to Q1 Actuals at November 30, 2020

The following section is based on a comparative of the budget to actuals.

As at November 30, 2020 the Division has total financial assets of \$19.9M and liabilities of \$8.5M resulting in a net financial assets of \$11.5M.

Financial assets include

- \$17.0M in cash – cash increased from year end due to IMR funding that has not yet been spent and the safe return to school federal funding.
- \$3.0M in accounts receivable that includes GST receivable, receivables for secondments to other organizations, installment plans, supported capital receivable and other general receivables. The increase in accounts receivable from year end is mainly due to funding receivable for Capital Maintenance and Renewable Stimulus (CMR).

Liabilities include

- \$4.7M in accounts payable and accrued liabilities that includes vendor invoices for amounts incurred but not yet paid for supplies and services and accrued liabilities including payroll withholdings. The decrease in accounts payable is due to:
  - A decrease in accrued payables at year end,
  - Transportation fee payments that were collected last spring for the 2020-21 school year have now been recorded as revenue, and
  - A decrease in unearned revenues from fees that had been credited to student accounts as a result of the cancellation of in-school classes in the prior year as they have now been applied to fees for the current school year.
- \$3.3M unspent deferred contributions is comprised of both restricted operational funding not expended which primarily includes unexpended IMR and CMR funding and small grants from other external sources. Unexpended deferred capital revenue is for contributions received for supported capital projects that has not been spent. The increase in unspent deferred contributions is primarily due to IMR funding received that has not yet been spent.
- \$474K in future benefit liabilities is a Supplemental Executive Retirement Plan (SERP) for current and former senior executives based on contributions and actuarial valuations offset by payments to retired employees during the year.

Non-financial assets include

- \$142.7M in capital assets, increases to capital assets this year include Woodhaven modernization, Stony Plain replacement school and modular units for Prescott and Millgrove schools.
- \$129K inventory of supplies for PPE from the Alberta Government due to Covid-19.

- \$1.2M in prepaid expenses for items and services paid in advance and not yet received. The increase to prepaid expenses from the year end is primarily attributed to prepaid insurance.

Spent deferred capital contributions include

- \$134.8M in spent deferred capital contributions. This represents the unamortized value of supported assets. The increase from year end is the additions to supported assets including the Woodhaven modernization, Stony Plain replacement school and modular units for Prescott and Millgrove schools.

Accumulated surplus includes

- Accumulated Surplus from Operations are reserves designated for operating purposes by the Board and include operating reserves by program.
- The Unrestricted Surplus is a reserve that the Board has not allocated for a specific purpose.
- School Generated Funds are reserves that are allocated for specific projects within the schools.
- Capital Reserves are designated for future capital purchases by the Board.
- Investment in Capital Assets represents the Division's amortized investment in Board supported capital assets.

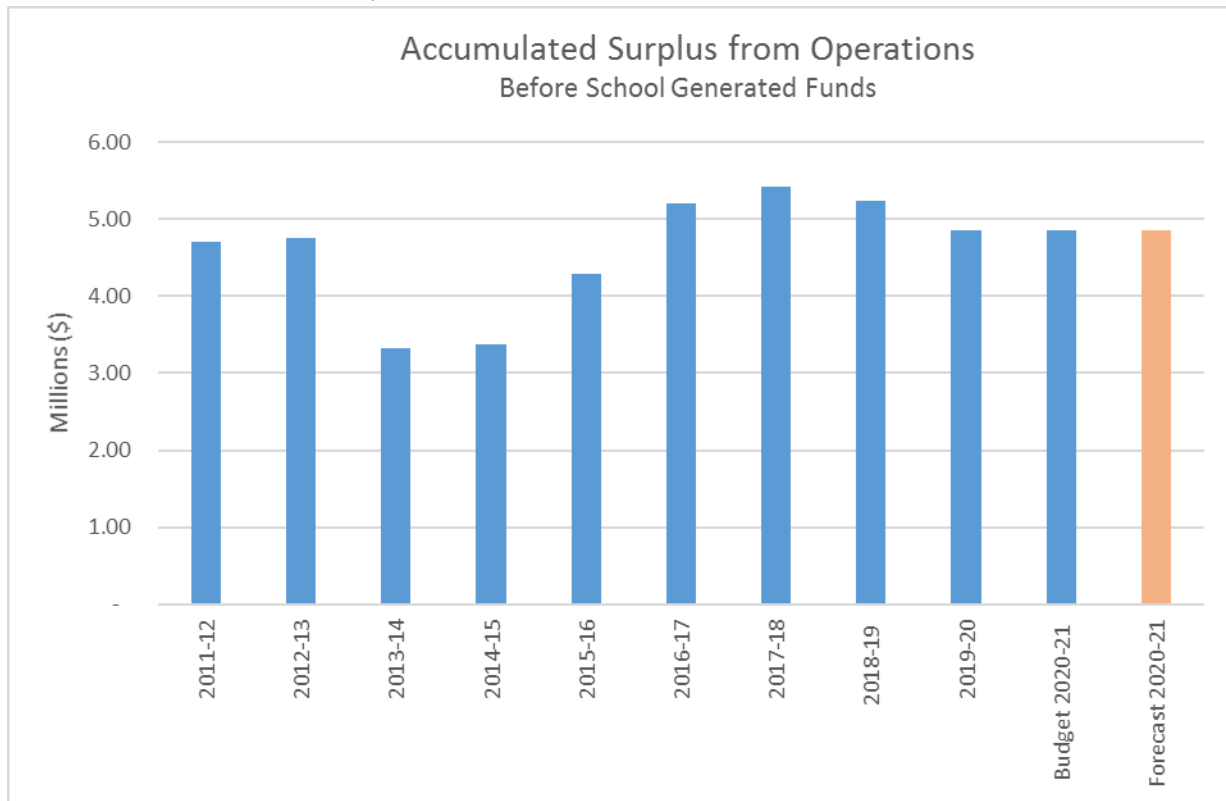
## Projected Accumulated Surplus

	<b>Audited Balance at Sep 1, 2020</b>	<b>Actual Balance at Nov 30, 2020</b>	<b>Projected Balance at Aug 31, 2021</b>
<b>Operating Surplus (deficit)</b>			
Instruction	\$ 3,193,930	\$ 6,540,498	\$ 3,193,930
Administration	715,962	854,626	715,962
Operations and Maintenance	-	65,062	-
Transportation	-	(6,855)	-
External Services	-	-	-
<b>Total Restricted Operating Surplus before SGF</b>	<b>3,909,892</b>	<b>7,453,331</b>	<b>3,909,892</b>
Unrestricted Surplus	943,768	943,768	943,768
Accumulated Surplus from Operations (Excluding SGF)	4,853,660	8,397,099	4,853,660
School Generated Funds	959,561	941,000	959,561
<b>Accumulated Surplus from Operations</b>	<b>\$ 5,813,221</b>	<b>\$ 9,338,099</b>	<b>\$ 5,813,221</b>
<b>Capital Reserves</b>			
Instruction	\$ 2,846,554	\$ 3,053,662	\$ 2,988,905
Operations and Maintenance	290,044	330,402	260,044
Administration	751,156	762,070	479,156
Transportation	243,276	259,692	276,837
External Services	28,385	28,385	28,385
<b>Total Capital Reserves</b>	<b>\$ 4,159,415</b>	<b>\$ 4,434,211</b>	<b>\$ 4,033,327</b>
<b>Investment in Capital Assets</b>	<b>\$ 7,179,454</b>	<b>\$ 6,966,852</b>	<b>\$ 7,305,542</b>
<b>Total Accumulated Surplus</b>	<b>\$ 17,152,089</b>	<b>\$ 20,739,162</b>	<b>\$ 17,152,089</b>

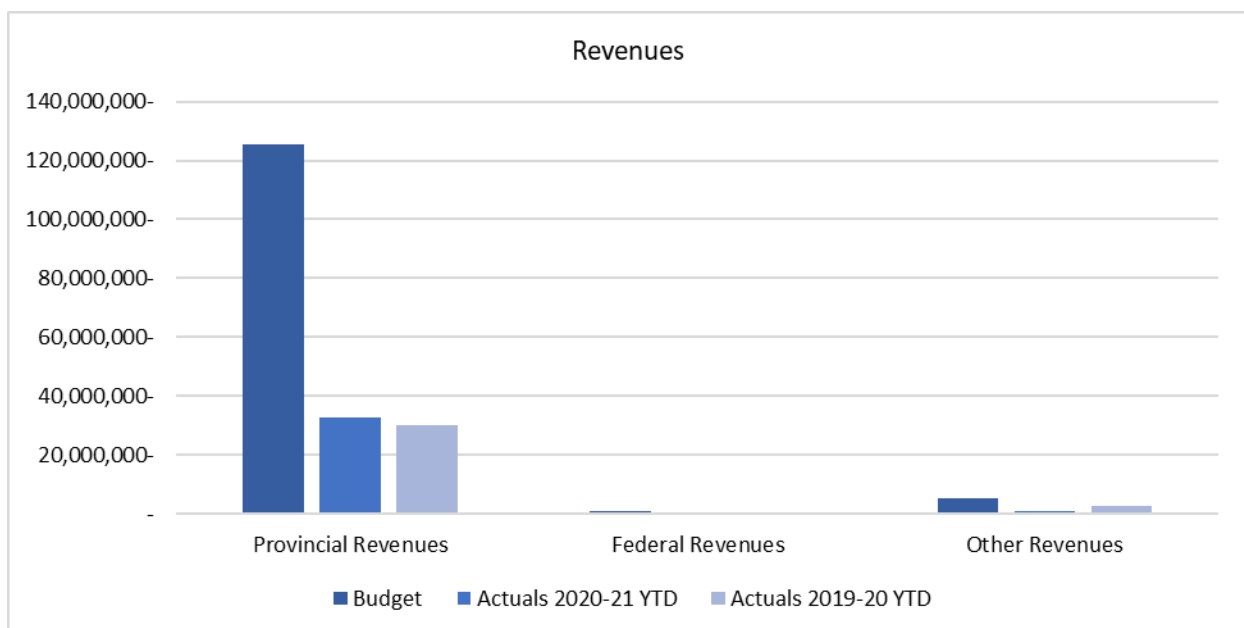
The projected financial health indicator Accumulated Surplus from Operations (excluding SGF) to Expense Ratio (A.S.O. %) is 3.6%.

## Operations

### 2. Results from Operations



### 3.1 Revenues – Comparator to budget and actuals to November 30, 2020



### 3.1.1 Revenue from Provincial Government

<b>Annual Budget</b>	<b>Three Months Ended November 30, 2020</b>	<b>% of Budget</b>	<b>Three Months Ended November 30, 2019</b>	<b>% Change</b>
125,459,366	32,657,116	26.0%	30,176,839	8.2%

The Alberta government is the key revenue source of the Division providing 95% of its revenues.

Revenue received from the Government of Alberta was 1% above the budget due to the additional Safe Return to Class funding. Basic instruction grant rates are allocated on a 3 year WMA enrolment. The 8.2% increase over the prior year is primarily due to additional bridge funding and the safe return to school federal funding that flows through the provincial government.

### 3.1.2 Revenue from Federal Government

<b>Annual Budget</b>	<b>Three Months Ended November 30, 2020</b>	<b>% of Budget</b>	<b>Three Months Ended November 30, 2019</b>	<b>% Change</b>
1,099,800	564,341	51.3%	518,994	8.7%

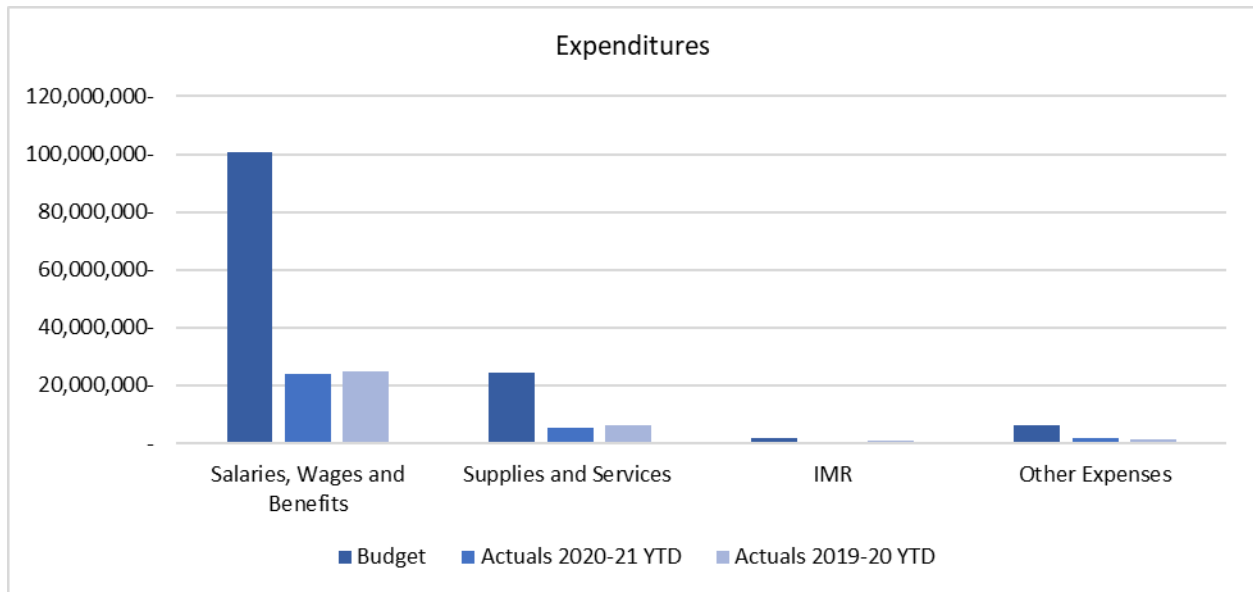
The Federal government provides funding for First Nation students. Revenues received from the Federal government were above budget for the year as a result of payments in the first quarter being estimated until First Nation enrolments are realized.

### 3.1.3 Other Revenues

<b>Annual Budget</b>	<b>Three Months Ended November 30, 2020</b>	<b>% of Budget</b>	<b>Three Months Ended November 30, 2019</b>	<b>% Change</b>
5,131,625	1,114,692	21.7%	2,706,287	-58.8%

Other Revenues for the year are 21.7% of budget. The decrease is attributed to lower than budgeted transportation fees, activity and extracurricular fees due to Covid-19. The 58.8% decrease over the prior year is primarily due to a decrease in revenue generated from school and transportation fees, gifts and donations and fundraising due to Covid-19.

### 3.2 Expenditures - Comparator to budget and actuals to November 30, 2020



#### 3.2.1 Salaries, Wages and Benefits

Annual Budget	Three Months Ended November 30, 2020	% of Budget	Three Months Ended November 30, 2019	% Change
100,485,473	23,777,409	23.7%	24,853,381	-4.3%

Salaries, Wages and Benefits are 23.7% of budget due to lower than expected substitute costs. The Division budgeted a large increase for substitute teachers for Covid-19 which has been partially offset by lower substitute costs for professional development and other leaves. The 4.3% decrease over the prior year is primarily due to the reduction in funding for the Program Unit Funding program. Early learning services have reduced 28 pre-k classrooms to 12 which has resulted in a reduction of staff. In addition, kindergarten enrolments are down by 100 students from the prior year resulting in fewer classes and related staffing.

#### 3.2.2 Service, Contracts and Supplies

Annual Budget	Three Months Ended November 30, 2020	% of Budget	Three Months Ended November 30, 2019	% Change
24,593,414	5,223,149	21.2%	6,388,994	-18.2%

The Service, Contracts and Supplies are sitting at 21.2% of budget due to lower than budgeted expenditures such as travel, subsistence, staff development and support services impacted by Covid-19. The 18.2% change from the prior year is largely due to lower travel, subsistence, professional development and SGF expenditures which have been impacted by Covid-19.

3.2.3 Infrastructure Maintenance Renewal (IMR)

Annual Budget	Three Months Ended November 30, 2020	% of Budget	Three Months Ended November 30, 2019	% Change
1,964,386	163,231	8.3%	683,140	-76.1%

Infrastructure, Maintenance and Renewal expenditures were 8.3% of budget as IMR is project based and does not occur evenly over the year. IMR expenditures were 76.1% lower than the prior year due to the postponement of some projects due to the focus on CMR projects and Covid-19.

3.2.4 Other Expenses

Annual Budget	Three Months Ended November 30, 2020	% of Budget	Three Months Ended November 30, 2019	% Change
6,179,042	1,585,288	25.7%	1,476,008	7.4%

Other Expenses include amortization of capital assets and are slightly higher as amortization will increase throughout the year as new assets are added. The 7.4% increase over the prior year is primarily the result of increased amortization of Copperhaven School, Woodhaven modernization and the modulars for Prescott and Millgrove schools.

3.3 Excess of Revenues over Expenses

Overall, the Division has a surplus of \$3.6M at the end of the first quarter.

Program	Budget 2020-21	Nov 30 2020	Nov 30 2019
Instruction	\$ -	\$ 3,346,569	\$ 902,777
Administration	-	138,664	16,565
Operations and Maintenance	-	127,257	(1,076,728)
Transportation	-	(6,855)	236
External Services	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,605,634</b>	<b>\$ (157,150)</b>
Add: SGF		(18,561)	157,746
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,587,073</b>	<b>\$ 596</b>

The Instructional Program had a surplus of \$3.3M as a result of the timing of expenditures during the year as schools have plans equipment purchases that have not been purchased. In addition, there were funds put aside for Covid-19 that have not been utilized at this point that will be later in the year.



The Administration program was in a surplus position of \$139K as the result of the timing of expenditures during the year.

Operations and Maintenance is currently in a surplus of \$127K due in part to a decrease in insurance premiums and the timing of IMR work done during the year.

The Transportation program is operating at a deficit of \$7K. The transportation grant is received over 12 months but contracted bus services are paid over 10 months.

## **4. Significant Changes and Events**

### **4.1 Labour Relations**

The Alberta Teachers Association (ATA) collective agreement expired on August 31, 2020.

The collective agreement for the Central Alberta Association of Municipal and School Employees (CAAMSE) expired as of August 31, 2019. Negotiations are ongoing.

### **4.2 Provincial Funding Model**

The provincial government introduced a new funding model based on Weighted Moving Average (WMA) enrolment across 3 years.

The new provincial funding model is broken down into 5 categories using the WMA model:

- Base Instruction
  - Funding for early learning and Grades 1 – 9
  - High school funding using a base rate 10% higher than the Grade 1 – 9 base rate to account for the increased cost of high school programming
  - Rural small schools funding based on various enrolment thresholds for schools between 35 and 155 students
- Services and Supports
  - Specialized learning support funding supports the learning needs of students within an inclusive learning environment (includes funding for kindergarten students with severe disabilities and delays)
  - Program Unit Funding allocated using the WMA enrolment of children ages 2 years 8 months to 4 years 8 months with severe disabilities and delays
  - First Nations, Métis and Inuit funding to assist school authorities to improve education outcomes for First Nations, Métis and Inuit students
- School
  - Operations and Maintenance (Targeted) uses WMA enrolment funding as well as considerations for utilized space and under-utilized space
  - Transportation grant funding will increase 5% as Alberta Education is currently developing a new model

- Community
  - These grants are designed to address socio-economic contexts and geographic locations which pose unique challenges to the operation of schools and delivery of educational services
    - Socio-economic status funding
    - Geographic
    - Nutrition
- Jurisdiction
  - System Administration Grant (SAG)
    - Funding to cover governance (Board of Trustees) and central administration costs
    - Targeted grant to support System Administration
    - Amounts can be transferred from the SAG to other grants, but cannot utilize funds from other grants for system administration

The Division received bridge funding of \$5.5M for 2020-21. The government uses bridge funding to offset future enrolment across the province. This grant will be in place for 2 years. The Division expects to lose funding over this period.

#### **4.3 Insurance Premiums**

The Division has achieved significant savings this year with the new consortium.

#### **4.4 Carbon Levy**

The carbon levy will increase from \$1.58 per GJ to \$2.10 per GJ on April 1, 2021. The annualized impact of the increase on the Division will be approximately \$49K in natural gas charges. The carbon levy on gasoline is increasing to \$.088 from \$.066 per litre. The annualized impact of the increase on the Division will be \$1K for gasoline for the Division's fleet vehicles. The carbon levy on diesel fuel is increasing from \$0.081 to \$0.11 per litre on April 1, 2021 resulting in a potential annualized impact of \$23K on the division related to fuel escalator amounts paid to contractors.

#### **4.5 Covid-19 Pandemic**

Covid-19 has had a significant impact on the Division and resulted in additional expenditures. The Division is receiving \$4.0M in Safe Return to Class funding to help offset these costs. The Division is offering both in school and online classes in response to the Covid-19 pandemic and has allowed students to move between them. Additional costs include:

- Certificated salaries and benefits that includes teachers who are teaching online classes, substitutes for Covid-19 related leaves, time spent performing contact tracing and other Covid-19 issues.
- Non-certificated salaries and benefits that include staff supporting online students, additional custodial staffing due to additional cleaning protocols and covering Covid-19 related leaves, time spent on contract tracing at schools and within transportation, time spent by administration on managing Covid-19 issues.

The Division is currently forecasting that Covid-19 will cost \$7.6M. This estimate includes internal staffing costs redirected to Covid-19 such as communications staff. This estimate will be updated as we move forward and gain a better understanding of the impacts on the Division.

**PARKLAND SCHOOL DIVISION NO. 70**

**INTERIM FINANCIAL STATEMENTS**

**November 30, 2020**

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**STATEMENT OF FINANCIAL POSITION**  
As at November 30, 2020

	November 30, 2020	August 31, 2020
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$ 16,972,601	\$ 14,824,289
Accounts receivable (net after allowances)	2,951,026	2,268,016
Portfolio investments	-	-
Operating		
Endowments		
Inventories for resale		
Other financial assets	-	-
<b>Total financial assets</b>	<b>19,923,628</b>	<b>17,092,304</b>
<b>LIABILITIES</b>		
Bank indebtedness	-	-
Accounts payable and accrued liabilities	4,676,174	6,124,842
Unspent deferred contributions	3,301,689	2,112,145
Employee future benefit liabilities	473,847	459,400
Environmental liabilities	-	-
Other liabilities	-	-
Debt		
Supported: Debentures	-	-
Unsupported: Debentures	-	-
Mortgages and capital loans	-	-
Capital leases	-	-
<b>Total liabilities</b>	<b>8,451,710</b>	<b>8,696,387</b>
<b>Net financial assets</b>	<b>11,471,918</b>	<b>8,395,917</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets	142,724,957	138,910,083
Inventory of supplies	129,265	129,265
Prepaid expenses	1,169,876	446,204
Other non-financial assets	-	-
<b>Total non-financial assets</b>	<b>144,024,098</b>	<b>139,485,552</b>
<b>Net assets before spent deferred capital contributions</b>	<b>155,496,016</b>	<b>147,881,469</b>
Spent deferred capital contributions	134,756,851	130,729,375
<b>Net assets</b>	<b>20,739,165</b>	<b>17,152,094</b>
<b>Net assets</b>	<b>20,739,162</b>	<b>17,152,089</b>
Accumulated operating surplus (deficit)	20,739,162	17,152,089
Accumulated remeasurement gains (losses)	-	-
	<b>\$ 20,739,162</b>	<b>\$ 17,152,089</b>

**STATEMENT OF OPERATIONS**  
For the three months ended November 30, 2020

	Annual Budget 2020-2021	Actual November 30, 2020	Actual November 30, 2019
<b>REVENUES</b>			
Government of Alberta	\$ 125,459,366	\$ 32,657,116	\$ 30,176,839
Federal Government and other government grants	1,099,800	564,341	518,994
Property taxes	-	-	-
Fees	3,058,801	664,497	1,739,875
Sales of services and products	1,098,075	182,694	364,223
Investment income	250,000	27,391	78,159
Donations and other contributions	641,749	236,838	521,630
Other revenue	83,000	3,273	2,400
<b>Total revenues</b>	<b>131,690,791</b>	<b>34,336,149</b>	<b>33,402,120</b>
<b>EXPENSES</b>			
Instruction	99,717,814	23,067,613	24,940,395
Plant operations and maintenance	17,274,612	3,920,723	4,453,256
Transportation	10,309,343	2,803,926	2,954,548
Board & system administration	4,290,322	949,723	1,028,721
External services	98,700	7,091	24,604
<b>Total expenses</b>	<b>131,690,791</b>	<b>30,749,076</b>	<b>33,401,524</b>
<b>Annual operating surplus (deficit)</b>	<b>-</b>	<b>3,587,073</b>	<b>596</b>
Endowment contributions and reinvested income	-	-	-
<b>Annual surplus (deficit)</b>	<b>-</b>	<b>3,587,073</b>	<b>596</b>
<b>Accumulated surplus (deficit) at beginning of year</b>	<b>17,152,089</b>	<b>17,152,089</b>	<b>17,403,526</b>
<b>Accumulated surplus (deficit) at end of year</b>	<b>\$ 17,152,089</b>	<b>\$ 20,739,161</b>	<b>\$ 17,404,122</b>

**STATEMENT OF CASH FLOWS**  
For the three months ended November 30, 2020

	November 30, 2020	August 31, 2020
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATING TRANSACTIONS</b>		
Annual surplus (deficit)	\$ 3,587,073	\$ (251,436)
Add (Deduct) items not affecting cash:		
Amortization of tangible capital assets	1,585,288	6,018,696
Net (gain)/loss on disposal of tangible capital assets	-	(6,126)
Transfer of tangible capital assets (from)/to other entities	-	-
(Gain)/loss on disposal of portfolio investments		
Expended deferred capital revenue recognition	(1,283,029)	(4,761,121)
Deferred capital revenue write-down / adjustment	-	-
Increase/Decrease in employee future benefit liabilities	14,447	5,700
Donations in kind	-	-
	3,903,779	1,005,713
(Increase)/Decrease in accounts receivable	(683,010)	(1,191,681)
(Increase)/Decrease in inventories for resale	-	-
(Increase)/Decrease in other financial assets	-	-
(Increase)/Decrease in inventory of supplies	-	(129,265)
(Increase)/Decrease in prepaid expenses	(723,672)	(62,467)
(Increase)/Decrease in other non-financial assets	-	-
Increase/(Decrease) in accounts payable, accrued and other liabilities	(1,448,668)	2,199,613
Increase/(Decrease) in unspent deferred contributions	1,189,546	1,431,631
Increase/(Decrease) in environmental liabilities	-	-
Non-monetary transfer of land		(1,001,250)
<b>Total cash flows from operating transactions</b>	<b>2,237,974</b>	<b>2,252,295</b>
<b>B. CAPITAL TRANSACTIONS</b>		
Purchases of tangible capital assets		
Acquisition of tangible capital assets	(2,002,816)	(6,323,234)
Net proceeds from disposal of unsupported capital assets	-	6,126
Other (describe)	-	-
<b>Total cash flows from capital transactions</b>	<b>(2,002,816)</b>	<b>(6,317,108)</b>
<b>C. INVESTING TRANSACTIONS</b>		
Purchases of portfolio investments	-	-
Proceeds on sale of portfolio investments	-	-
Other (describe)	-	-
<b>Total cash flows from investing transactions</b>	<b>-</b>	<b>-</b>
<b>D. FINANCING TRANSACTIONS</b>		
Debt issuances	-	-
Debt repayments	-	-
Increase (decrease) in spent deferred capital contributions	1,913,156	5,219,143
Capital lease issuances	-	-
Capital lease payments	-	-
<b>Total cash flows from financing transactions</b>	<b>1,913,156</b>	<b>5,219,143</b>
<b>Increase (decrease) in cash and cash equivalents</b>	<b>2,148,314</b>	<b>1,154,330</b>
<b>Cash and cash equivalents, at beginning of year</b>	<b>14,824,288</b>	<b>13,669,958</b>
<b>Cash and cash equivalents, at end of year</b>	<b>\$ 16,972,601</b>	<b>\$ 14,824,288</b>



**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
**For the three months ended November 30, 2020**

	Actual November 30, 2020	Actual August 31, 2020
Annual surplus (deficit)	\$ 3,587,073	\$ (251,436)
<b>Effect of changes in tangible capital assets</b>		
Acquisition of tangible capital assets	(2,002,816)	(6,323,234)
Amortization of tangible capital assets	1,585,288	6,018,696
Net (gain)/loss on disposal of tangible capital assets	-	(6,126)
Net proceeds from disposal of unsupported capital assets	-	6,126
Write-down carrying value of tangible capital assets	-	-
Transfer of tangible capital assets (from)/to other entities	(3,397,346)	(15,900,042)
Other changes Non-monetary transfer of land	-	(1,001,250)
<b>Total effect of changes in tangible capital assets</b>	<b>(3,814,874)</b>	<b>(17,205,830)</b>
Acquisition of inventory supplies	-	(129,265)
Consumption of inventory supplies	-	-
(Increase)/Decrease in prepaid expenses	(723,672)	(62,467)
(Increase)/Decrease in other non-financial assets	-	-
Net remeasurement gains and (losses)	-	-
Change in spent deferred capital contributions	4,027,479	16,358,061
Other changes	-	-
<b>Increase (decrease) in net financial assets</b>	<b>3,076,004</b>	<b>(1,290,937)</b>
<b>Net financial assets (net debt) at beginning of year</b>	<b>8,395,915</b>	<b>9,686,852</b>
<b>Net financial assets (net debt) at end of year</b>	<b>\$ 11,471,918</b>	<b>\$ 8,395,915</b>

**SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS**  
For the three months ended November 30, 2020

	ACCUMULATED SURPLUS	ACCUMULATED REMEASUREMENT GAINS (LOSSES)	ACCUMULATED OPERATING SURPLUS	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
							TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES
<b>Balance at August 31, 2020</b>	\$ 17,152,089	\$ -	\$ 17,152,089	\$ 7,179,453	\$ -	\$ 943,769	\$ 4,869,453	\$ 4,159,415
<b>Prior period adjustments:</b>								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Adjusted Balance, August 31, 2018</b>	17,152,089	-	17,152,089	7,179,453	-	943,769	4,869,453	4,159,415
Operating surplus (deficit)	3,587,073		3,587,073			3,587,073		
Board funded tangible capital asset additions				89,657			(62,195)	(27,462)
Disposal of unsupported tangible capital assets or board funded portion of supported	-		-					
Write-down of unsupported tangible capital assets or board funded portion of supported	-		-					
Net remeasurement gains (losses) for the year	-	-						
Endowment expenses & disbursements	-		-		-	-		
Endowment contributions	-		-		-	-		
Reinvested endowment income	-		-		-	-		
Direct credits to accumulated surplus (Describe)	-		-		-	-		
Amortization of tangible capital assets	-			(1,585,288)		1,585,288		
Capital revenue recognized	-			1,283,029		(1,283,029)		
Debt principal repayments (unsupported)	-			-		-		
Additional capital debt or capital leases	-			-		-		
Net transfers to operating reserves	-					(3,466,671)	3,466,671	
Net transfers from operating reserves	-					(120,402)	120,402	
Net transfers to capital reserves	-					(302,259)		302,259
Net transfers from capital reserves	-					-		-
Other Changes								
Other Changes	-		-	-	-	-	-	-
<b>Balance at November 30, 2020</b>	\$ 20,739,162	\$ -	\$ 20,739,162	\$ 6,966,852	\$ -	\$ 943,768	\$ 8,394,331	\$ 4,434,211

**SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS**  
For the three months ended November 30, 2020

	INTERNALLY RESTRICTED RESERVES BY PROGRAM									
	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		External Services	
	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
<b>Balance at August 31, 2020</b>	\$ 4,153,491	\$ 2,846,554	\$ -	\$ 290,044	\$ 715,962	\$ 751,156	\$ -	\$ 243,276	\$ -	\$ 28,385
<b>Prior period adjustments:</b>										
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
<b>Adjusted Balance, August 31, 2018</b>	4,153,491	2,846,554	-	290,044	715,962	751,156	-	243,276	-	28,385
Operating surplus (deficit)										
Board funded tangible capital asset additions			(62,195)	-	-	(27,462)		-	-	-
Disposal of unsupported tangible capital assets or board funded portion of supported										-
Write-down of unsupported tangible capital assets or board funded portion of supported										-
Net remeasurement gains (losses) for the year										
Endowment expenses & disbursements										
Endowment contributions										
Reinvested endowment income										
Direct credits to accumulated surplus (Describe)	-	-	-	-	-	-	-	-	-	-
Amortization of tangible capital assets										
Capital revenue recognized										
Debt principal repayments (unsupported)										
Additional capital debt or capital leases										
Net transfers to operating reserves	3,328,008				138,664					-
Net transfers from operating reserves	-		127,257				(6,855)			-
Net transfers to capital reserves		207,109		40,358		38,376		16,416		-
Net transfers from capital reserves										-
Other Changes										
Other Changes										
<b>Balance at November 30, 2020</b>	\$ 7,481,498	\$ 3,053,662	\$ 65,062	\$ 330,402	\$ 854,626	\$ 762,070	\$ (6,855)	\$ 259,692	\$ -	\$ 28,385

SCHEDULE 2

SCHEDULE OF DEFERRED CONTRIBUTIONS  
(EXTERNALLY RESTRICTED CONTRIBUTIONS ONLY)  
For the Year Ended August 31, 2020 (in dollars)

	Alberta Education					Other GoA Ministries					Other Sources				Total
	IMR	CMR	Safe Return to Class	Others	Total Education	Alberta Infrastructure	Children's Services	Health	Other GOA Ministries	Total Other GoA Ministries	Gov't of Canada	Donations and grants from others	Other	Total other sources	
<b>Deferred Operating Contributions (DOC)</b>															
Balance at Aug 31, 2020	\$ 778,058	\$ -		\$ 149,139	\$ 927,197	\$ -	\$ -	\$ -	\$ 1,198	\$ 1,198	\$ 21,693	\$ -	\$ 215,362	\$ 237,055	\$ 1,165,450
Prior period adjustments - please explain:	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance Aug. 31, 2020</b>	<b>\$ 778,058</b>	<b>\$ -</b>		<b>\$ 149,139</b>	<b>\$ 927,197</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,198</b>	<b>\$ 1,198</b>	<b>\$ 21,693</b>	<b>\$ -</b>	<b>\$ 215,362</b>	<b>\$ 237,055</b>	<b>\$ 1,165,450</b>
Received during the year (excluding investment income)	\$ 1,628,487	\$ -	\$ 2,012,325		\$ 3,640,812	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,640,812
Transfer (to) grant/donation revenue (excluding investment income)	\$ (163,231)	\$ -	\$ (1,470,985)	\$ (19,875)	\$ (1,654,091)	\$ -	\$ -	\$ -	\$ (1,198)	\$ (1,198)	\$ (21,693)	\$ -	\$ (205,108)	\$ (226,801)	\$ (1,882,090)
Investment earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Received during the year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from UDCC	\$ (22,599)	\$ -	\$ -	\$ -	\$ (22,599)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (22,599)
Transferred directly (to) SDCC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DOC closing balance at Aug 31, 2021</b>	<b>\$ 2,220,715</b>	<b>\$ -</b>	<b>\$ 541,340</b>	<b>\$ 129,264</b>	<b>\$ 2,891,319</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,254</b>	<b>\$ 10,254</b>	<b>\$ 2,901,573</b>
<b>Unspent Deferred Capital Contributions (UDCC)</b>															
Balance at Aug 31, 2020	\$ -	\$ 673,141		\$ -	\$ 673,141	\$ 273,552	\$ -	\$ -	\$ -	\$ 273,552	\$ -	\$ -	\$ -	\$ -	\$ 946,693
Prior period adjustments - please explain:	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance Aug. 31, 2020</b>	<b>\$ -</b>	<b>\$ 673,141</b>		<b>\$ -</b>	<b>\$ 673,141</b>	<b>\$ 273,552</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 273,552</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 946,693</b>
Received during the year (excluding investment income)	\$ -	\$ 1,156,533	\$ -	\$ 187,634	\$ 1,344,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,344,167
UDCC Receivable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer (to) grant/donation revenue (excluding investment income)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Received during the year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Proceeds on disposition of supported capital/ Insurance proceeds (and related)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from (to) DOC	\$ 22,599	\$ -	\$ -	\$ -	\$ 22,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,599
Transferred from (to) SDCC	\$ (22,599)	\$ (1,829,674)	\$ -	\$ -	\$ (1,852,273)	\$ (60,885)	\$ -	\$ -	\$ -	\$ (60,885)	\$ -	\$ -	\$ -	\$ -	\$ (1,913,158)
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (185)	\$ -	\$ -	\$ -	\$ (185)	\$ -	\$ -	\$ -	\$ -	\$ (185)
<b>UDCC closing balance at Aug 31, 2021</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 187,634</b>	<b>\$ 187,634</b>	<b>\$ 212,482</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,482</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,116</b>
<b>Total Unspent Deferred Contributions at Aug 31, 2020</b>	<b>\$ 2,220,715</b>	<b>\$ -</b>	<b>\$ 541,340</b>	<b>\$ 316,898</b>	<b>\$ 3,078,953</b>	<b>\$ 212,482</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,482</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,254</b>	<b>\$ 10,254</b>	<b>\$ 3,301,689</b>
<b>Spent Deferred Capital Contributions (SDCC)</b>															
Balance at Aug 31, 2020	\$ 777,220	\$ 2,215,059		\$ 3,576,337	\$ 6,568,616	\$ 124,160,762	\$ -	\$ -	\$ -	\$ 124,160,762	\$ -	\$ -	\$ -	\$ -	\$ 130,729,378
Prior period adjustments - please explain:	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance Aug. 31, 2020</b>	<b>\$ 777,220</b>	<b>\$ 2,215,059</b>		<b>\$ 3,576,337</b>	<b>\$ 6,568,616</b>	<b>\$ 124,160,762</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 124,160,762</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,729,378</b>
Donated tangible capital assets				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alberta Infrastructure managed projects				\$ -	\$ -	\$ 3,397,346				\$ 3,397,346					\$ 3,397,346
Transferred from DOC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from UDCC	\$ 22,599	\$ 1,829,674	\$ -	\$ -	\$ 1,852,273	\$ 60,885	\$ -	\$ -	\$ -	\$ 60,885	\$ -	\$ -	\$ -	\$ -	\$ 1,913,158
Amounts recognized as revenue (Amortization of SDCC)	\$ (75,206)	\$ -	\$ -	\$ -	\$ (75,206)	\$ (1,207,825)	\$ -	\$ -	\$ -	\$ (1,207,825)	\$ -	\$ -	\$ -	\$ -	\$ (1,283,031)
Disposal of supported capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SDCC closing balance at Aug 31, 2021</b>	<b>\$ 724,613</b>	<b>\$ 4,044,733</b>	<b>\$ -</b>	<b>\$ 3,576,337</b>	<b>\$ 8,345,683</b>	<b>\$ 126,411,168</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 126,411,168</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 134,756,851</b>

**SCHEDULE OF PROGRAM OPERATIONS**  
For the three months ended November 30, 2020

REVENUES	YTD November 30, 2020							August 31, 2020
	Instruction		Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL
	ECS	Grades 1 - 12						
Alberta Education	\$ 793,345	\$ 24,484,771	\$ 2,791,358	\$ 2,308,448	\$ 1,070,173	\$ -	\$ 31,448,095	\$ 114,260,269
Alberta Infrastructure	-	-	1,203,913	-	-	3,910	1,207,823	4,541,924
Other - Government of Alberta	-	1,198	-	-	-	-	1,198	19,328
Federal Government and other government grants	-	496,047	50,082	-	18,212	-	564,341	1,845,769
Other Alberta school authorities	-	-	-	-	-	-	-	72,430
Out of province authorities	-	-	-	-	-	-	-	-
Alberta municipalities-special tax levies	-	-	-	-	-	-	-	-
Property taxes	-	-	-	-	-	-	-	-
Fees	88,699	95,907	-	479,891	-	-	664,497	1,731,745
Other sales and services	1,310	170,116	-	8,731	2	2,535	182,694	961,127
Investment income	-	27,391	-	-	-	-	27,391	220,193
Gifts and donations	-	213,921	-	-	-	-	213,921	792,909
Rental of facilities	-	-	2,627	-	-	646	3,273	57,263
Fundraising	-	22,917	-	-	-	-	22,917	182,808
Gains on disposal of tangible capital assets	-	-	-	-	-	-	-	6,126
Other revenue	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 883,354</b>	<b>\$ 25,512,267</b>	<b>\$ 4,047,980</b>	<b>\$ 2,797,070</b>	<b>\$ 1,088,387</b>	<b>\$ 7,091</b>	<b>\$ 34,336,149</b>	<b>\$ 124,691,891</b>
<b>EXPENSES</b>								
Certificated salaries	\$ 713,110	\$ 13,802,711			\$ 125,758	\$ -	\$ 14,641,579	\$ 58,061,897
Certificated benefits	59,200	2,722,457			29,205	-	2,810,863	12,845,148
Non-certificated salaries and wages	249,053	3,262,391	883,700	190,674	442,938	-	5,028,756	18,829,812
Non-certificated benefits	56,798	868,891	237,971	30,566	101,986	-	1,296,211	5,291,115
SUB - TOTAL	1,078,161	20,656,451	1,121,671	221,240	699,887	-	23,777,409	95,027,972
Services, contracts and supplies	41,222	1,084,672	1,479,575	2,566,270	211,460	3,182	5,386,379	23,896,659
Amortization of supported tangible capital assets	-	-	1,279,119	-	-	3,910	1,283,029	4,761,121
Amortization of unsupported tangible capital assets	-	207,109	40,358	16,416	38,376	-	302,259	1,257,575
Supported interest on capital debt	-	-	-	-	-	-	-	-
Unsupported interest on capital debt	-	-	-	-	-	-	-	-
Other interest and finance charges	-	-	-	-	-	-	-	-
Losses on disposal of tangible capital assets	-	-	-	-	-	-	-	-
Other expense	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>1,119,382</b>	<b>21,948,231</b>	<b>3,920,723</b>	<b>2,803,926</b>	<b>949,723</b>	<b>7,091</b>	<b>30,749,076</b>	<b>124,943,327</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ (236,029)</b>	<b>\$ 3,564,036</b>	<b>\$ 127,257</b>	<b>\$ (6,855)</b>	<b>\$ 138,664</b>	<b>\$ -</b>	<b>\$ 3,587,073</b>	<b>\$ (251,436)</b>

**COVID - 19 EXPENDITURES (FOR INFORMATION ONLY - NOT PART OF FINANCIAL STATEMENTS)**  
for the Year Ended August 31, 2020 (in dollars)

EXPENSES DUE TO COVID-19	2020-21 Forecasted	YTD November 30, 2020						
		Instruction		Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL
		ECS	Grades 1 - 12					
(1) Certificated salaries	\$ 4,933,521	\$ 18,717	\$ 1,031,944			\$ 82,036	\$ -	\$ 1,132,697
(2) Certificated benefits	429,426	1,256	98,993			13,973	-	114,221
(3) Non-certificated salaries and wages	1,179,294	3,632	15,878	41,976	37,874	36,813	-	136,173
(4) Non-certificated benefits	130,631	218	1,306	2,884	5,165	8,301	-	17,874
(5) SUB - TOTAL	6,672,871	23,822	1,148,121	44,860	43,039	141,123	-	1,400,965
(6) Services, contracts and supplies	890,000	-	26,693	48,245	-	-	-	74,938
(7) Amortization of supported tangible capital assets	-	-	-	-	-	-	-	-
(8) Amortization of unsupported tangible capital assets	-	-	-	402	-	-	-	402
(9) Supported interest on capital debt	-	-	-	-	-	-	-	-
(10) Unsupported interest on capital debt	-	-	-	-	-	-	-	-
(11) Other interest and finance charges	-	-	-	-	-	-	-	-
(12) Losses on disposal of tangible capital assets	-	-	-	-	-	-	-	-
(13) Other expense	-	-	-	-	-	-	-	-
(14) <b>TOTAL EXPENSES DUE TO COVID-19</b>	<b>\$ 7,562,871</b>	<b>\$ 23,822</b>	<b>\$ 1,174,815</b>	<b>\$ 93,507</b>	<b>\$ 43,039</b>	<b>\$ 141,123</b>	<b>\$ -</b>	<b>\$ 1,476,305</b>

(1&2) Certificated Salaries and benefits includes the FTE of teachers who are teaching students who are online, additional substitute teachers for Covid related leaves, time spent by certificated staff performing contract tracing.

(3&4) Non-certificated Salaries and benefits includes the FTE of support staff who are supporting students who are online, additional custodial staff to cover sick leaves and enhanced cleaning protocols, contact tracing by school and central division support staff, Administration FTE spent managing Covid issues.

(6) Services, contracts and supplies includes personal protective equipment, cleaning supplies and equipment, sanitizer

TANGIBLE CAPITAL ASSETS DUE TO COVID-19	Land	Buildings	Equipment	Vehicles	Computer Hardware & Software	Total
<b>Historical cost</b>						
Beginning of year	\$ -	\$ -	\$ 8,033	\$ -	\$ -	\$ 8,033
Additions	-	-	-	-	-	-
Transfers in (out)	-	-	-	-	-	-
Less: disposals including write-offs	-	-	-	-	-	-
Historical cost, August 31, 2020	-	-	8,033	-	-	8,033
<b>Accumulated amortization</b>						
Beginning of year	-	-	402	-	-	402
Amortization	-	-	402	-	-	402
Other additions	-	-	-	-	-	-
Transfers in (out)	-	-	-	-	-	-
Less: disposals including write-offs	-	-	-	-	-	-
Accumulated amortization, August 31, 2020	-	-	804	-	-	804
<b>Net Book Value at August 31, 2020</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,229</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Mark Francis, Deputy Superintendent  
Scott Johnston, Associate Superintendent

**Resource** Katherine Mann, Director, Instructional Services

**Governance Policy** Board Policy 2: Role of the Board  
Board Policy 12: Role of the Superintendent

**Subject** **ALTERNATIVE EDUCATION PROGRAMS - ASSURANCE REPORT**

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### Purpose

For information. No recommendation required.

### Background

The Board is charged with the responsibility of providing, for its students and their parents, an education system organized and operated in the students' best interests. It exercises this responsibility through setting of local educational policy and the wise use of resources.

### Report Summary

This Alternative Education Assurance Report provides an overview of the strong variety of program options that students may access within Parkland School Division.

SJ:kz



## Parkland School Division

*Where the World Opens Up*

### Alternative Education Programs – Assurance Report

January, 2021

The *Choice in Education Act*, which took effect September 1, 2020, affirms that parents have the right to choose the kind of education they feel will be best for their children.

Parkland School Division has a strong history of offering a variety of choices for educational programs, and continues to do so with the recent implementation of a variety of new programs.

#### **Building Futures**

Building Futures takes Gr 10 students beyond the traditional classroom, providing them with all of the authentic learning opportunities that come with building a house, while ensuring they cover the Alberta Education curricula required for high school graduation.

#### **Bright Bank Academy**

Bright Bank Academy programming is offered in partnership with Unlimited Potential Community Services Intensive Treatment Group Care Program. Bright Bank is the educational component of this residential program for children aged 6 to 12 years. Placement for this program is determined by Children and Family Services and Unlimited Potential Community Services.

#### **French Immersion**

Designed for students whose first language is not French, this bilingual education program is open to all students. The intent is for students in the program to develop the ability to participate easily in French conversations, gain *Diplôme d'études en langue française* (DELF) certification, take post-secondary courses with French as the language of instruction, and accept employment with French as the language of work.

#### **Home Education**

In Alberta, families can choose to educate their children entirely at home. This is a parent-directed program with access to teacher support. Parents can select curriculum, resources and methodology consistent with their family's beliefs. Parents are encouraged to set a curriculum that aligns with their values, and provide learning opportunities specifically designed for their child.

#### **Maranatha Christian Program**

The Maranatha Christian Program (MCP) is available to all families who want their Kindergarten to Grade 9 children taught in a non-denominational, spiritually nurturing, intellectually challenging, and disciplined environment. Grades K-4 are housed at Brookwood School and 5-9 at Woodhaven.

#### **Option 2**

The Option 2 program was established for the 2020-2021 school year in order to respond to the COVID-19 pandemic situation. This program gives families the choice to temporarily have their students move to online learning at specified transition points throughout the year. This program offers a blend of synchronous and asynchronous learning.



## Outreach

Connections for Learning Junior High & High School Outreach provides flexible, innovative programming to help students realize success in their career and educational goals. This program focuses on the individual needs of students. The students, parents, teachers and administration collaborate closely together to create a personalized program plan designed specifically to meet the academic, social/emotional, health and wellness learning needs of each individual student.

Programming is available for students to earn an Alberta High School Diploma or an Alberta High School Certificate of Achievement. This can be achieved through individualized outreach programming or other alternative High School programs that Connections for Learning offers.

## Parkland Student Athlete Academy (PSAA)

The Parkland Student Athlete Academy (PSAA) is a program for Grades 6-9 that provides student athletes in pursuit of high performance with technical, theoretical and experiential opportunities, while keeping them engaged in a rich and complete school community focused on academic achievement.

Our aim is to provide local, high quality affordable options for unique high-performance sport programming. This program is a collaboration between Parkland School Division and a number of community partners that offer high quality athletic development in their given sport. This program fosters a long-term approach to high performance athletic development, centered around the physical, mental, emotional and cognitive improvement of the student athletes.

## Stony Creek Program

The Stony Creek program is an alternative education program of choice that serves students in Grades 1-9. This program is a partnership between the school and home. Students attend school on a modified schedule. Staff work collaboratively with families to support the homeschooling portion or with parent-designated community program providers to support assessment and programming. This gives parents flexibility to create a customized curriculum based on a student's interests, needs and abilities when they are not attending Connections for Learning. The Stony Creek Program offers two schedules from which parents can choose:

- Stony Creek Parent Partnership - Geared towards homeschooling
- Stony Creek Core - Geared towards community-based learning

## Virtual Learning

Launched in the 2020-2021 school year, this is a teacher-directed program that will allow students to work from home via virtual learning tools and remote access to content. This program is designed for students who like the flexibility of working in the home environment and have the skills to work independently.

## Y(our) Program

Y(our) Program is a student-led learning environment which combines core curriculum with out-of-classroom learning opportunities. Students take charge of their learning by creating custom projects and opportunities with teachers and community members, which have real-world outcomes and impact in their communities.

## Student Registrations

Name of Program	School(s)	Grades Served	2019-2020 Registrations	2020-2021 Registrations
Building Futures	CFL	10	NA	17
Bright Bank Academy	CFL	Ages 6-12	12	9
French Immersion	École Broxton Park École Meridian Heights Spruce Grove Composite	K-12	1220	1210
Home Education	CFL	K-12	58	265
Maranatha Christian Program	Brookwood Woodhaven	K-9	332	300
Option 2	PSD	K-12	NA	1077
Outreach	CFL	7-12	574	405
Adult Education	CFL		36	19
Parkland Student Athletic Academy (PSAA)	CFL	6-9	NA	123
Stony Creek	CFL	1-9	158	126
Virtual Learning	CFL	K-12	NA	208
Y(our) Program	CFL	10-12	18	19



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Dr. Dianne McConnell, Associate Superintendent

**Resource** Leah Andrews, Director of Student Services  
Felicia Ochs, Wellness Coordinator

**Governance Policy** Board Policy 1: Division Foundational Statements  
Board Policy 2: Role of the Board  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 2: Appendix 2.1 Board Annual Work Plan

**Subject** **WELLNESS ASSURANCE REPORT**

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### Purpose

For information. No recommendation required.

### Background

The Board of Trustees reviews and approves annual educational goals for the Division and adheres to the Board Annual Work Plan. The following report is in response to these responsibilities.

### Report Summary

Along with student success, the well-being of students in Parkland School Division is part of foundational statements that direct the values and the learning opportunities provided.

*“The Division believes that student success is linked to student well-being and the development of social-emotional assets that build resiliency. The development of citizenship and social responsibility contribute to wellness and are integral to the delivery of a broad and comprehensive program of studies.*”

*We are dedicated to the development of the whole child. This is a significant goal for the Division and it is expected that a commitment to wellness is modelled at all levels of education (staff, students and community)."*

Administration would be pleased to respond to any questions.

DM:kz



## THE PARKLAND SCHOOL DIVISION WELLNESS ASSURANCE REPORT January 2021

*Presented to Board of Trustees, January 12, 2021  
Dianne McConnell, Associate Superintendent  
Resource: Leah Andrews, Director, Student Services  
and Felicia Ochs, Wellness Coordinator*

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### **Background**

The Parkland School Division's Wellness Initiative is focused on working collectively with staff, caregivers and community to provide programming support and services aimed at fostering wellness in children, youth and families. Wellness in this context is defined as creating healthy, responsive and innovative learning environments that are rich with the evidence-based norms for healthy communities including: daily physical activity and physical literacy, food security and nutrition education, environmental education and active transportation and the creation of positive social environments and mental health that produce deep relationships. Wellness is about harnessing social innovation to nurture health and well-being practices, garner additional financial resources for schools and finally to create protective environments rather than solely respond to illness and crisis.

All staff and students come to school with their own unique socio-economic, cultural, and spiritual background. Each school has its own unique community context and culture. Like people, our schools each have talents and skills as well as challenges and limitations. The Division recognizes that a culture of belonging and experimentation is required to embrace appropriate learning supports for diverse staff and students.

The Division has embraced the concept that if students and staff are not well (physically, socially, spiritually and emotionally), their ability to engage and therefore succeed in school and life will be compromised. As a result, our division ensures that we intentionally embed physical literacy, nutrition and positive social-emotional support and teaching into our learning environments, practices and policies.

#### 2020-2021 School Year

“Programmatic interventions help people beat the odds. Systemic interventions can help people change their odds.” -Karen Pittman, CEO, Forum on Youth Investment

The following are areas of focus intended to help change the odds that students in PSD will experience wellness:

- Staff Wellness with Human Resources, Alberta Teachers Association, and Alberta Employee School Wellness Program
  - Monthly Online Communications
  - School Staff Initiatives
  - Connectivity to Community Supports, Benefits Services and Human Resources
- Nutrition and Food Security

- Civeo Foods and **Nutrition Nooks** in 15 Schools
- Breakfast Clubs of Canada and President's Choice Grants for 10 Schools
- Partnerships with Parkland Regional Foodbank and Pay It Forward Kindness Society
- AHS COVID-19 Snack Program Posters
- Physical Literacy and Activity
  - Active Transportation
  - Seasonal Walking Door Hangers
  - Winter Walk Day
  - Cycling Clinics
  - Snow Days Mazes
  - Physical Education Online Supports for Teachers and Schools
  - Voyageur Canoe Club and the Parkland Paddling Program
- Mental Health and Addiction
  - PSD Family Supports
  - Mental Health Youth Clinic
  - Youth Mental Health Coalition
  - Community Connectors
  - Free Family Psychology through the RBC Foundation
- Community Engagement
  - Achieving Community Together Collective Impact
  - Infectious Tales
  - Digital Literacy Education Program (DLEP)
  - Social Media - Community Compass

In addition to the above focus areas we offer a continuum of supports ranging from those that are preventative and universal to those that are supportive and intensive.

### **PSD Continuum of Supports**

#### Preventative and Universal:

- A variety of mental wellness strategies in school such as mindfulness, yoga, movement breaks, social and emotional learning, healthy snacks, and nature at school
- *Monthly Strong Family education series*
- *Monthly Stronger Together Newsletter*
- Staff Wellness Series

#### Supportive and Intensive:

- **Sunrise Supports:** The Sunrise Support Team is made up of several key local partners. Partners meet with referred families to offer their expertise regarding community supports and strategies. Together an action plan is developed. The Sunrise Program Liaison works with the family regularly to assist them in accessing the supports and strategies developed together as part of the action plan.
- **Family Support Facilitator:** The Family Support facilitator works with families who are struggling for a variety of reasons. These families are generally identified and referred by schools when students are having difficulties. The Family Support facilitator connects families to supports and

services within the community and works with them to access these services. Ongoing communication with school administration ensures fluidity in the plan between home and school leading to optimal outcomes for the student, families and the school.

- **Behaviour and Social Emotional Support Facilitators:** The Behaviour and Social Emotional Support facilitators support school staff in the areas of Positive Behaviour Supports, Trauma Informed Practices, and Social Emotional Learning Competencies
- **School-based social-emotional supports:** Schools use a variety of social-emotional programs or exercises to meet the needs of their students. Some examples include, Zones of Regulation, Stop Now and Plan (SNAP), Mind UP, and Rainbows (for students experiencing grief), and social thinking

#### Ongoing Work and Next Steps:

- Community Connectors
  - Develop online training for future community connectors to support schools. These cross-sectoral youth workers use the skills, attitudes and evidence-based resources/toolkits to ensure that our systems stretch themselves to create stronger partnerships between health, community, and education.
- CHANGE Health Clinics
  - The CHANGE Health Clinics will support Parkland School Division families using a holistic model with multiple community and health practitioners. They will work from multi-disciplinary perspectives, to create a solution-focused family plan.
- Mental Health Literacy in Schools
  - Understanding how to optimize and maintain good mental health
  - Understanding mental disorders and their treatments
  - Decreasing stigma
  - Increasing health-seeking efficacy

In the aftermath of COVID-19, we have experienced significant changes to our daily lives, the networks within our community, and the funding structures and resources across our province and federal government. Due to the restrictions of movement, working/learning from home, and temporary unemployment of many, we predict a focus on healthy school development, wellness and mental health and addictions is going to be more important than ever to help. We have tools like the *Comprehensive School Health Approach* available to us that can help us rebuild healthy school communities. As we move forward, we will redesign and reintroduce tools and opportunities that respond to the immediate wellness needs of school communities.



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Anne Montgomery, Trustee

**Resource** Scott Johnston, Associate Superintendent

**Governance Policy** Board Policy 2: Role of the Board

**Additional Reference** BP 2: Section 7 Selected Responsibilities 1, 3  
BP 8: Appendix 8.7 Audit Committee Terms of Reference: 2.2.2 Budget Development  
Administrative Procedure 124: Council of School Councils

**Subject** **COUNCIL OF SCHOOL COUNCILS (COSC)**

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### Purpose

Information. No recommendation required.

### Background

The Board of Trustees is responsible for meeting with representatives of the School Councils to provide information, share resources and discuss strategies. The attached report is in support of these responsibilities.

### Report Summary

On November 19, 2020 a COSC meeting was held virtually and covered the following topics.

A COSC guest and parent brought forward information regarding an inclusive program run by Edmonton public. They requested that the Parkland School Division and COSC members review the information as the program is a Collaboration of Parents, Division and Trustees.



<https://epsb.ca/ourdistrict/topics/inclusivelearning/>  
[https://epsb.ca/media/epsb/news/inclusivelearning/InclusiveEdAdvisory\\_TermsOfRefere  
nce2018.pdf](https://epsb.ca/media/epsb/news/inclusivelearning/InclusiveEdAdvisory_TermsOfRefere<br/>nce2018.pdf)

Trustee Montgomery presented her Board Report, providing information on the following:

- Reviewed fiscal responsibility in relation to the budget of 134M, Parkland School Division will have a balanced budget. Last fiscal year money was taken out of reserves to balance the budget. Trustee Montgomery provided an overview on how the finances flow for the budget and how the funds are prioritized for spending.
- Governance - Trustees want to know what's happening at the school level. Trustee Montgomery asked COSC and School Council members to bring forward school news stories, concerns, positive impacts etc. These can be emailed to the Trustees as this information will be reported at the Board meetings moving forward.
- Wellness – Felicia Ochs and staff at Forest Green, did a presentation about healthy environments in relation to staff. Trustee Montgomery explained that in these times we need to focus on wellness as it has the trickle effect. Making small changes such as changing a staff room to bring some positivity, as our wellness has a trickle effect. If we focus on the good that is happening due to this time such as spending more time with family and life slowing down. Trustee Montgomery explained that steering towards a positive rather than a negative is key to making a positive change for ourselves and those that are affected such as children.
- ASCA Funding: Trustee Montgomery reviewed funding for ASCA, 75% of grant funding was cut which amounts to half a million dollars. ASCA was approved for a 1-year budget of \$170,000.00. Trustee Montgomery advised ASCA asked Trustees to notify school councils, so they are aware that this will not affect governance.

<https://www.facebook.com/ABSschoolcouncil/>  
<https://twitter.com/ABSschoolcouncil>

Associate Superintendent Johnston discussed the evening engagement on December 10, 2020, which will be held virtually, with 20 google meet rooms for attendees to have separate conversations. Associate Superintendent Johnston advised the registration link will be sent to School councils and COSC members to distribute, there is availability for 100 participants. Participant packages and a unique link will be sent to each individual. Associate Superintendent Johnston encouraged participation from COSC members if possible. *(December 10<sup>th</sup> engagement has been postponed)*

Associate Superintendent Johnston discussed the school council report and what information is captured within this report which will be submitted to the office of the Superintendent annually before the end of June. The report will outline how many meetings were held within the year, how many people working and what were the major initiatives.

SJ:rg



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Eric Cameron, Vice Chair, Trustee

**Originator** Scott McFadyen, Associate Superintendent

**Resource** Brad Seib, Benefex

**Governance Policy** Board Policy 8: Board Committees

**Additional Reference** BP 8: Appendix 8.5 Benefit Plan Advisory Committee Terms of Reference  
PSD Experience report – August 2020

**Subject** **BENEFIT COMMITTEE**

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### Purpose

Information. No recommendation is required.

### Background

This report is being complete to provide information in relation to the information discussed in the Benefit meeting.

### Report Summary

Benefex reviewed the renewal documents with the committee and provided an analysis of how the program is rated and the information that is required when determining the renewal rate.

Sun Life proposed a 2.9% and 37% increase to Life Insurance (LI) and Long Term Disability (LTD) respectively. On LTD specifically, the magnitude of the increase is largely being driven changes to Sun Life's underlying manual rate and increases in the experience component due to Disabled Life Reserve (DLR) increases required to reflect falling interest rate environment. Benefex negotiations resulted in no change to the Life rate and a 14% increase to the LTD rate, resulting in savings of roughly \$85,000 from the initially proposed terms.

Benefex further reviewed the analysis for the self-insured ASO Health and Dental Benefits. Projected claims and expense levels for 2021 result in a 12.2% increase to the Health funding and a 7.1% increase to the Dental funding.

Of note, the 2021 Dental Fee Guide was released by the Alberta Dental Association & College after the renewal analysis was complete. Benefex trend assumptions are to be revisited with revised rates to be reported to Finance that may bring down Dental funding levels slightly.

Administration would be pleased to respond to any questions.

SM:rg



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Lorraine Stewart, Board Chair

**Originator** Lorraine Stewart, Board Chair

**Resource** Board of Trustees and Executive Team

**Governance Policy** Board Policy 8: Board Committees  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 8: Appendix 8.1 PSD Tomorrow Committee

**Subject** **PSD TOMORROW COMMITTEE**

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### **Purpose**

Information. No recommendation is required.

### **Background**

The Board of Trustees supports the opportunity for all trustees to engage in dialogue on generative governance and to inform on long range plans and strategic modeling. The Superintendent reports directly to the corporate Board and is accountable to the Board of Trustees for the conduct and operation of the Division. The following report shares the Minutes from the December 15, 2020 meeting, in which participants share their perspectives for these purposes.

### **Report Summary**

On December 15, 2020, the PSD Tomorrow Committee met virtually to discuss a number of topics chosen in advance by both the Board of Trustees and the Executive Team. The following report is a record of this meeting.

LS:kz



**MINUTES OF THE PSD TOMORROW COMMITTEE  
MEETING HELD VIRTUALLY FROM VARIOUS LOCATIONS  
ON TUESDAY, DECEMBER 15, 2020**

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**ATTENDANCE:**

Lorraine Stewart, Board Chair  
Eric Cameron, Board Vice Chair  
Ron Heinrichs, Trustee  
Sally Kucher-Johnson, Trustee  
Paul McCann, Trustee  
Darlene Clarke, Trustee  
Anne Montgomery, Trustee  
Shauna Boyce, Superintendent  
Mark Francis, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Scott McFadyen, Associate Superintendent  
Dr. Dianne McConnell, Associate Superintendent  
Jordi Weidman, Director of Strategic Communications  
Keri Zylla, Recording Secretary

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**1. WELCOME & LEARNING MOMENT:**

**1.1. Call Meeting to Order:**

Board Chair Stewart called the meeting to order at 12:32 p.m.

**1.2. Changes to the Agenda:**

Add Agenda Item 4.5 COVID-update  
Add Agenda Item 4.6 Holiday Hours  
Add Agenda Item 4.7 In-Camera

**1.3. Approval of the Agenda:** Moved by Trustee McCann that the Board of Trustees accept the agenda as amended.

**CARRIED UNANIMOUSLY**

**1.4. Learning Moment:** Board Chair Stewart led the PSD Committee through a brief discussion on Board obligation in relation to municipality authority.

**1.5. School Council Reports:** Trustees shared reports for School Council Meetings they attended.

**2. GOVERNANCNE / STRATEGIC PLANNING:**

**2.1. Advocacy Plan 2020-2021:**

Vice-Chair Cameron led the committee through discussions regarding some of the Alberta School Boards Association topics and areas of concern and advocacy goals. Discussion focused

on the target audience for each goal, what message to relay, how to relay it, and finally, how to measure its success.

**3. GENERATIVE DISCUSSION:**

**3.1. Board Legacy – Organizational Life Cycle:**

Deputy Superintendent Francis shared the compiled items the Board shared at the October 27, 2020 PSD Tomorrow meeting regarding Board Legacy and led discussion on where these ideas fit in the Organizational Life Cycle of the Parkland School Division (PSD) Board of Trustees. Discussion ensued.

*Chair Stewart called a recess at 2:00 p.m. Meeting resumed at 2:10 p.m.*

**3.2. Assurance to Accountability**

Associate Superintendent Johnston continued discussion from the October 27, 2020 PSD Tomorrow meeting on Assurance to Accountability focusing on the Element of Continuous Improvement, implementing a decision-making framework and measuring the success of that plan. Discussion ensued.

**4. ADMINISTRATIVE UPDATES:**

**4.1. Altering the School Year Calendar:**

Superintendent Boyce led discussion regarding approving and altering the school year calendar. Discussion focused on changes in relation to governance in Board Policy and operations in Administrative Procedures.

**4.2. Attendance Boundaries:**

Superintendent Boyce requested direction from the Board regarding Parkland School Division attendance boundaries. With anticipated enrolment growth and project goals in the Capital Plan, PSD will need to begin the process to ensure the best outcomes for students and school capacities. Discussion ensued.

**4.3. Enrolment Projections:**

Associate Superintendent McFadyen gave information concerning enrolment projections. The new education funding manual uses the Weighted Moving Average (WMA), which is based on enrolment projections. Although COVID-19 had implications to the number of students and staff this year, PSD is comfortable with the numbers for submission in January 2021. Discussion ensued.

**4.4. Logo Design:**

Superintendent Boyce discussed the process for creating a new logo for PSD. The vendor working with the Division will use the PSD vision and mission statements for consideration while redesigning the logo. PSD will put together a committee to work with the vendor and narrow the selections to several potential designs for Board consideration. Vice-Chair Cameron and Trustee Montgomery both volunteered to sit on this committee working with Deputy Superintendent Francis and Mr. Weidman.

**4.5. COVID-Update:**

Superintendent Boyce gave a brief update on Covid-19 and the number of students and staff that have been affected by isolation and regulation requirements over the course of the pandemic.

**4.6. Holiday Hours:**

Superintendent Boyce notified Trustees of the holiday hours of operation for the PSD Centre for Education (CFE). CFE will remain open until Christmas Eve, closing at noon and reopening Monday, January 4, 2021.

**4.7. IN-CAMERA:**

**In-Camera: Legal**

**MOTION TO MOVE IN-CAMERA**

**Res 097-20 Moved by** Trustee McCann that the PSD Tomorrow Committee move to In-Camera at 3:36 p.m.

*Mr. Weidman exited the meeting at 3:36 p.m.*

**MOTION TO REVERT TO THE REGULAR PSD TOMORROW MEETING**

**Res 098-20 Moved by** Trustee McCann that the PSD Tomorrow Committee revert to the regular PSD Tomorrow meeting at 3:46 p.m.

**5. TOPICS TO BRING FORWARD TO THE JANUARY 12, 2021 REGULAR BOARD MEETING:**

Attendance Area Review

**6. CLOSING:**

**6.1. Closing:**

Roundtable Discussion

**6.2. Adjournment:**

Meeting adjourned at 3:49 p.m.

**NEXT MEETING: Tuesday, January 26, 2021 @ 12:30 pm.**



## MEMORANDUM

**Date** January 12, 2021

**To** Board of Trustees

**From** Shauna Boyce, Superintendent

**Originator** Scott Johnston, Associate Superintendent

**Resource** Katherine Mann, Director of Instructional Services

**Governance Policy** Board Policy 2: Role of the Board  
Board Policy 7: Board Operations  
Board Policy 12: Role of the Superintendent

**Additional Reference** BP 2: Section 4. Communications and Community Relations  
BP 12: Section 6. Superintendent / Board Relations

**Subject** **RELATIONSHIPS WITH INDIGENOUS COMMUNITY DURING COVID - REQUEST FOR INFORMATION**

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### **Purpose**

For information. No recommendation required.

### **Background**

The Board of Trustees “*promotes positive community engagement within the Division*” and “*represents the community’s needs, hopes and desires*”. In the Regular Board Meeting of November 24, 2020, the Board requested information from administration on Parkland School Division relationships with Indigenous community members during COVID-19. The following information is in support of this request.

### **Report Summary**

The following information highlights the various ways in which the Division is promoting community and relationship within it’s Indigenous community members.



- Weekly check-ins with PFN Director of Education regarding transportation and ongoing COVID updates
- Monthly meetings for IFNE advisory group (Innovation in First Nations Education grant program)
- Working with IFNE grant language coordinator and elders to deliver Stoney language lessons to our PFN students (postponed due to COVID)
- Indigenous Ed facilitator working with Memorial's graduation coach to connect with PFN high school students during period of Learning from Home
- Creation of a Pendleton blanket display for the CFE foyer that will include the winner of a poster contest for Treaty 6 Acknowledgement and other visible symbols of the Indigenous cultural presence in our School Division
- Monthly meetings of an Indigenous Education Working group to solve problems around cultural visibility, sense of belonging, attendance, school discipline collaborative problem solving, and academic achievement
- Continuation of weekly Homework Hub at MCHS and development of Homework Hub at PFN (currently postponed due to COVID)
- Off Campus Coordinator working with PFN Director of Education to promote and connect students to RAP and dual credit opportunities

Administration would be pleased to respond to any questions.

SJ:kz