



**Parkland School Division
BOARD OF TRUSTEES**

A G E N D A

October 27, 2020

Regular Board Meeting: 9:30 AM

*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

October 27, 2020

Regular Board Meeting: 9:30 AM
Parkland School Division Centre for Education, Stony Plain

A G E N D A

Page Number

1. CALL TO ORDER at 9:30 AM

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

2. APPROVAL OF MINUTES

- 4- 2.1. Regular Meeting of October 6, 2020

3. BUSINESS ARISING FROM THE MINUTES

4. DELEGATION/PRESENTATION

- 4.1. Representatives from the Alberta Teachers' Association, Alberta School Employee Benefit Plan and Parkland School Division will be presenting on Staff Wellness

5. BOARD CHAIR REPORT

- 5.1. Correspondence

Recess Break / Public Question Period

6. SUPERINTENDENT REPORT

- 6.1. Superintendent's Report

7. ACTION ITEMS

-11- 7.1. Modular Classroom Program Request (McFadyen, S. LaBrie)

8. ADMINISTRATION REPORTS

-15- 8.1. October Forecast (S. McFadyen, J. Krefting)

-28- 8.2. Early Learning Assurance Report (D. McConnell, L. Andrews)

9. TRUSTEE REPORTS

-34- 9.1. Teacher Board Advisory Committee (D. Clarke, R. Heinrichs, A. Montgomery)

9.2. Public School Boards' Association of Alberta (R. Heinrichs, L. Stewart)

9.3. Alberta School Boards Association (E. Cameron, S. Kucher-Johnson)

9.4. Chamber of Commerce (L. Stewart)

10. FUTURE BUSINESS

10.1. Meeting Dates:

Board - Open to the Public:

Nov 24, 2020 Regular Board Meeting 9:30 am, Centre for Education

Committees - Closed to the Public:

Oct 27, 2020 PSD Tomorrow Committee Meeting 12:30 pm, Centre for Education

Nov 18, 2020 Audit Committee Meeting 1:00 pm, Centre for Education

Nov 27, 2020 Student Advisory 9:00 am, TBD

Dec 02, 2020 Benefits Committee Meeting 3:15 pm, Centre for Education

Dec 15, 2020 PSD Tomorrow Committee Meeting 12:30 pm, Centre for Education

By Invitation:

Nov 25, 2020 Stakeholder Engagement Evening 7:00 pm, TBD

Other:

Nov 19, 2020 Council of School Councils Meeting 7:00 pm, Centre for Education

10.2. Notice of Motion

10.3. Topics for future agendas

10.4. Requests for information

10.5. Responses to Requests for information

11. IN-CAMERA: LABOUR

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 OCTOBER 06, 2020.

TRUSTEE ATTENDANCE:

Lorraine Stewart, Chair	Present
Eric Cameron, Vice-Chair	Present
Ron Heinrichs	Present
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
Jordi Weidman, Director, Strategic Communications
Felicia Ochs, Wellness Coordinator
Keri Zylla, Executive Assistant, Recording Secretary

CALL TO ORDER

Board Chair Stewart called the meeting to order at 9:30 a.m.

NATIONAL ANTHEM

TREATY SIX ACKNOWLEDGMENT

CHANGES TO THE AGENDA

There were no changes to the agenda.

Board Chair

Secretary-Treasurer

APPROVAL OF THE AGENDA

Res 073-20

MOVED by Vice-Chair Cameron that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Res 074-20

MOVED by Trustee McCann that the minutes of the Regular Board Meeting held on September 1, 2020 be approved as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATION / PRESENTATION

Grade 10 students and staff from Connections for Learning's presented remotely from the Building Futures Program construction site.

BOARD CHAIR REPORT

Board Chair Stewart shared her report and Board correspondence.

There were no questions submitted for the Question Period.

SUPERINTENDENT REPORT

Superintendent Boyce shared her report.

ACTION ITEMS

Res 075-20

REVISED BOARD POLICY 8: BOARD COMMITTEES:

Moved by Trustee McCann that the Board of Trustee approve the changes to Board Policy 8: Appendix 8.7 Audit Committee Terms of Reference, as recommended by the Audit Committee and amended at the Regular Meeting of October 6, 2020.

CARRIED UNANIMOUSLY

Board Chair Stewart transferred Chair to Vice-Chair Cameron at 10:22 a.m. Chair was transferred back to Chair Stewart at 10:24 a.m.

Board Chair

Secretary-Treasurer

Audit Committee Chair, Trustee McCann, and Associate Superintendent McFadyen provided additional information and responded to questions.

Res 076-20

BOARD REMUNERATION:

Moved by Trustee Montgomery that the Board of Trustees approve a 20% reduction to Trustee Remuneration base for the 2020-2021 school year, as per the Notice of Motion from the Regular Meeting of September 1, 2020, and amended at the Regular Meeting of October 6, 2020.

DEFEATED: 4 to 3

IN FAVOUR: Board Chair Stewart, Trustee McCann, Trustee Montgomery

OPPOSED: Vice-Chair Cameron, Trustee Heinrichs, Trustee Kucher-Johnson, Trustee Clarke

Res 077-20

WAVE NOTICE OF MOTION:

Moved by Vice-Chair Cameron that the Board of Trustees wave notice of motion in order that he might propose a new motion at the Regular Board Meeting of October 6, 2020.

CARRIED UNANIMOUSLY

Res 078-20

NEW 2020-2021 BOARD REMUNERATION MOTION:

Moved by Vice-Chair Camron that the Board of Trustees approve a 10% reduction to Trustee Remuneration base for the 2020-2021 school year.

CARRIED UNANIMOUSLY

Trustee Montgomery, Associate Superintendent McFadyen and Mr. Krefting provided additional information and responded to questions.

Board Chair called a recess at 11:08 a.m. Meeting resumed at 11:15 a.m.

Board Chair

Secretary-Treasurer

ADMINISTRATION REPORTS

2020-2021 ENROLMENT REPORT

The Board of Trustees received for information, the 2020-2021 Enrolment Report, as presented at the Regular Meeting of October 6, 2020.

Associate Superintendent McFadyen provided additional information and responded to questions.

Mr. Krefting exited the meeting at 11:28 a.m.

2020-2021 CLASS SIZE REPORT

The Board of Trustees received for information, 2020-2021 Class Size Report, as presented at the Regular Meeting of October 6, 2020.

Associate Superintendent Johnston provided additional information and responded to questions.

COMMUNITY PARTNERSHIP ASSURANCE REPORT

The Board of Trustees received for information, the Community Partnership Assurance Report, as presented at the Regular Meeting of October 6, 2020.

Associate Superintendent Dr. McConnell, Ms. Andrews and Ms. Ochs provided additional information and responded to questions.

Trustee Heinrichs, Ms. Ochs and Ms. Andrews exited the meeting at 11:57 a.m.

2020-2021 COMMUNICATIONS REPORT

The Board of Trustees received for information, the 2020-2021 Communications Report, as presented at the Regular Meeting of October 6, 2020.

Deputy Superintendent Francis and Mr. Weidman provided additional information and responded to questions.

Board Chair

Secretary-Treasurer

TRUSTEE REPORTS

AUDIT COMMITTEE – SEPTEMBER 9, 2020

The Board of Trustees received for information, the Audit Committee meeting minutes of September 9, 2020 as presented at the Regular Meeting of October 6, 2020.

EDUCATION COMMITTEE – SEPTEMBER 22, 2020

The Board of Trustees received for information, the Education Committee meeting minutes of September 22, 2020 as presented at the Regular Meeting of October 6, 2020.

PSD TOMORROW COMMITTEE – SEPTEMBER 22, 2020

The Board of Trustees received for information, the PSD Tomorrow Committee meeting minutes of September 22, 2020 as presented at the Regular Meeting of October 6, 2020.

BENEFITS COMMITTEE – SEPTEMBER 23, 2020

The Board of Trustees received for information, the Benefits Committee meeting minutes of September 23, 2020 as presented at the Regular Meeting of October 6, 2020.

PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA

Board Chair Stewart shared her report.

ALBERTA SCHOOL BOARDS ASSOCIATION

Vice-Chair Cameron shared his report.

CHAMBER OF COMMERCE

Board Chair Stewart shared her report during the Board Chair Report. Trustee Kucher-Johnson also shared her report.

FUTURE BUSINESS

Meeting Dates

Board - Open to the Public:

October 27, 2020 Regular Board Meeting 9:30 am, Centre for Education

Board Chair

Secretary-Treasurer

November 24, 2020 Regular Board Meeting 9:30 am, Centre for Education

Committees - Closed to the Public:

October 13, 2020 Teacher Board Advisory Committee 4:15 pm, Centre for Education

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

November 18, 2020 Audit Committee 1:00 pm, Centre for Education

Other:

October 22, 2020 Council of School Councils 7:00 pm, Centre for Education

Notice of Motion

There was no notice of motion.

Topics for Future Agendas

There were no topics for future agendas.

Request for Information

There was no request for information.

Responses to Requests for Information

There were no responses to requests for information.

IN-CAMERA: LABOUR

Res 079-20

MOVED by Trustee McCann that the Board of Trustees moved to In-Camera at 12:20 p.m.

CARRIED UNANIMOUSLY

Associate Superintendent Dr. McConnell, Associate Superintendent Johnston and Mr. Weidman exited the meeting at 12:20 p.m.

Board Chair

Secretary-Treasurer

Res 080-20

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Clarke that the Board of Trustees reverts to a public meeting at 12:36 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 12:36 p.m.

DRAFT

Board Chair

Secretary-Treasurer



MEMORANDUM

Date October 27, 2020

To Board of Trustees

From Shauna Boyce, Superintendent

Originator Scott McFadyen, Associate Superintendent, Corporate Supports and Services

Resource Serge LaBrie, Director, Facilities Services

Governance Policy Board Policy 2: Role of the Board

Additional Reference BP 2: Section 1. Planning; Capital Plans
BP 2: Appendix 2.1 Board Annual Work Plan

Subject **MODULAR CLASSROOM PROGRAM REQUEST**

Purpose

For approval. Recommendation required.

Recommendation

That the Board of Trustees approve the Modular Classroom Program Request to Alberta Education, as presented at the Regular Meeting of October 27, 2020.

Background

The Board of Trustees is responsible for reviewing and approving the Division modular plan and adhering to the Board Annual Work Plan. The attached report is in support of these responsibilities.

Report Summary

Prescott Learning Center

Request 4 new modular classrooms and 1 new modular washroom unit.

The 4 additional units would increase the overall capacity of the school by 84 students and provide the required washroom fixtures to meet the building code. The current utilization rate of Prescott Learning Center is 92%.

École Meridian Heights School

Request 6 new replacement modular classrooms to replace 6 existing units.

The 5 modular units from 1973-1978 are past due for replacement and the 1 modular unit from 1993 should be replaced as all of the units are located together.

Millgrove School

Request 8 new replacement modular classrooms to replace 8 existing units.

The 8 modular units from 1975 are past due for replacement.

Administration would be pleased to respond to any questions.

SM:kz



Parkland School Division

Where the World Opens Up

Modular Classroom Program Request

October, 2020

OUR STUDENTS POSSESS THE CONFIDENCE, RESILIENCE, INSIGHT AND SKILLS REQUIRED TO THRIVE IN, AND POSITIVELY IMPACT, THE WORLD.

KEY MESSAGES

1. The Board of Trustees Modular Classroom Program Request is due November 1, 2020.
2. Administration is pleased to make the following recommendation based on expected enrolment pressures and evergreening of existing modular classrooms.

BACKGROUND

The Modular Classroom Program Request recommendation is:

1. Prescott Learning Center
 - a. 4 new modular classrooms and 1 new modular washroom unit.
 - b. Address a utilization rate of 92%.
2. École Meridian Heights School
 - a. 6 new modular classrooms
 - b. To replace 6 modular classrooms dated: 5 units aged 1973-1978 and 1 unit aged 1993.
3. Millgrove School
 - a. 8 new modular classrooms
 - b. To replace 8 modular classrooms dated from 1975.

DETAILED INFORMATION

1. Prescott Learning Center:
 - a. Prescott Learning Center received 2 new modular classrooms and 1 new modular washroom unit in the summer of 2020. The capacity of Prescott Learning Center increased from 870 to 911 with the addition of the modulares. The utilization rate of the school based on September 30 enrollment numbers is at 92% of capacity (842 students/911 capacity).
 - b. Adding 4 new modular classrooms and 1 new modular washroom unit will increase the overall capacity by 84 students to a total capacity of 995.
 - c. Adding these additional 4 modular classrooms and 1 modular washroom would effectively “max out” the Prescott Learning Center site and would not allow for anymore growth of the building.
2. École Meridian Heights
 - a. École Meridian Heights School has a capacity of 884 and as of September 30, 2020 has 711 students which puts it at a utilization rate of 80%.
 - b. There are 6 modular classrooms that are due to be replaced. These modular classrooms range in age from 1973-1978 and 1 unit from 1993. In order to replace the 1973-19778 units the 1993 unit would need to be replaced at the same time.
3. Millgrove School
 - a. Millgrove School received 3 new modular classrooms and 1 new modular washroom unit in the summer of 2020. The capacity of Millgrove School increased from 464 to 554 with the addition of the modulares. The utilization rate of the school based on September 30 enrollment numbers is at 84% of capacity (464 students/554 capacity).
 - b. There are 8 modular classrooms that are due to be replaced. These modular classrooms are from 1975.



MEMORANDUM

Date October 27, 2020

To Board of Trustees

From Shauna Boyce, Superintendent

Originator Scott McFadyen, Associate Superintendent

Resource Jason Krefting, Director Financial Services

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 **OCTOBER FORECAST**

Purpose

For information. No recommendation is required.

Background

The Division prepares an October forecast based on the September 30 enrolments each year. The Division updates revenue projections, staffing and other expenses based on these actual enrolments.

Report Summary

The October Forecast included within this package is an updated forecast for the year ended August 31, 2021. This report provides variance explanations for the changes from the approved budget for 2021.

The forecasted revenues are \$134,425,788 an increase of 2.1% over the fall budget. The forecasted expenditures are \$134,425,788 an increase of 2.1% over the fall budget. The Division is still forecasting a balanced budget.

SM:kz

October Forecast

The October forecast provides an update to the 2020-21 budget that was approved in the spring. One of the budget assumptions was that school would operate as normal in September. This forecast updates our estimates based on how the Division is now operating during Covid. This forecast incorporates changes in revenues including the updated Alberta Education revenues based on actual enrolments, Federal Covid funding, and other changes in revenues since the budget was approved. Expenditures have also been updated to include changes in staffing, and expenditures based on operations.

The October forecast was prepared with September 30 enrolments. The September 30 enrolments are used by Alberta Education as the current year enrolment in the Weighted Moving Average calculation.

The Division also uses the enrolments on this date to determine the student-based allocations to the schools.

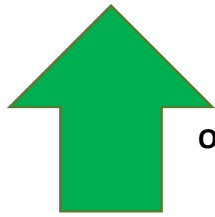
In response to Covid, the Division provided families with different options for school this year including in class learning, online learning with transition back to in class learning, full year virtual learning, and home schooling. Overall school enrolments are down as people left Alberta due to the economy and lower enrolments in pre-k and kindergarten as parents chose to keep their children at home during the pandemic.

The lower enrolments resulted in reduced allocations to the schools. As the schools are supporting both in class and online students and incurring additional costs related to Covid protocols, the division provided special allocations to schools to help offset costs. In addition, the Division centralized some of the online teachers in order to support multiple schools in an efficient manner.

The Division is forecasting a balanced budget for the year.

Revenues

Revenues increased by \$2.7 million or 2.1% from the budget to \$134.4 million, key variances are:



Overall increase in revenues of \$2.7 million



(\$1.3 million) – Alberta Education revenues related to lower weighted moving average enrolments



\$4.0 million – Federal Covid funding



\$50K – New Alberta Education Grant for development of dual credit programs



\$140K – Federal French funding announced after the budget was completed



\$82K – Federal Funding for First Nations students



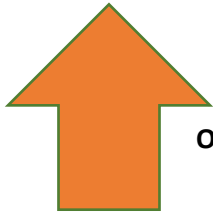
(\$313K) – Fee revenues



\$26K – Other revenues including sales and services, facility rentals, donations and fundraising

Expenditures

Expenditures increased by \$2.7 million or 2.1% from budget to \$134.4 million, key variances are:



Overall increase in expenditures of \$2.7 million



\$2.0 million – Salaries, wages and benefits

- \$1.8 million increase in certificated salaries and benefits to support online learning
- \$1.5 million increase in substitute costs due to Covid
- (\$1.6 million) decrease in support salary and benefits due to lower enrolments
- \$355K increase in custodial salary and benefits due to Covid
- (\$24K) decrease in Trustee remuneration



\$983K – Services, Contracts and Supplies

- Increase for Covid Supplies, hand sanitizer and personal protective equipment



(\$298K) – School Generated Funds

- (\$198K) decrease in noncurricular travel
- (\$80K) decrease in extracurricular expenditures

Covid Estimates

Revenues

Federal Covid Grant	\$4.0 M
---------------------	---------

Expenditures

Certificated Salaries and Benefits to support online learning	\$1.8M
---	--------

Substitute Costs due to Covid	\$1.5M
-------------------------------	--------

Supplies including Sanitizer and Personal Protective Equipment	\$1.0M
--	--------

Custodial Salaries and Benefits	\$0.4M
---------------------------------	--------

Total Expenditures	\$4.7M
---------------------------	---------------

Covid Deficit	(\$0.7M)
----------------------	-----------------

The deficit between Covid revenues and expenses was covered through a combination of prudent budgeting, efficiencies and lower costs due to Covid in other areas.

2020-21 Budget Financial Forecast

Budget Statement of Revenues and Expenses

	Budget 2020-21	October Forecast 2020-21	Variance to Budget	% Increase (decrease)
Revenues				
Instruction (ECS to Grade 12)	\$98,017,470	\$99,762,747	\$1,745,278	1.78%
School Generated Funds	1,700,344	1,402,419	(297,925)	-17.52%
Operation and Maintenance	17,274,612	18,607,467	1,332,855	7.72%
Transportation	10,309,343	10,309,343	-	0.00%
Board and System Administration	4,290,322	4,274,112	(16,211)	-0.38%
External Services	98,700	69,700	(29,000)	-29.38%
Total Revenues	\$131,690,791	\$134,425,788	\$2,734,997	2.08%
Expenses				
Instruction (ECS to Grade 12)	\$98,017,469	\$99,762,747	\$1,745,278	1.78%
School Generated Funds	1,700,344	1,402,419	(297,925)	-17.52%
Operation and Maintenance	17,274,612	18,607,467	1,332,855	7.72%
Transportation	10,309,343	10,309,343	-	0.00%
Board and System Administration	4,290,322	4,274,111	(16,211)	-0.38%
External Services	98,700	69,700	(29,000)	-29.38%
Total Expenses	\$131,690,791	\$134,425,788	\$2,734,997	2.08%
Surplus/(Deficit)	-	-	-	

ALLOCATION OF REVENUES AND EXPENSES TO PROGRAMS

2020-21 October Forecast

REVENUES	Total	Instruction	Administration	Operations and Maintenance	Transportation	External Services
Alberta Education	\$123,403,384	\$96,207,192	\$4,233,520	\$13,725,187	\$9,237,486	-
Alberta Infrastructure (Amortization of Capital Alloc)	4,887,980	-	-	4,872,280	-	15,700
Federal Government and/or First Nations	1,181,408	1,140,816	40,592	-	-	-
Other Alberta school authorities	108,645	108,645	-	-	-	-
School based course material fees	1,864,634	1,864,634	-	-	-	-
Transportation fees	880,700	-	-	-	880,700	-
Other sales and services	1,058,468	857,311	-	10,000	191,157	-
Investment income	250,000	250,000	-	-	-	-
Gifts and Donations	572,799	572,799	-	-	-	-
Fundraising	163,770	163,770	-	-	-	-
Rentals of facilities	54,000	-	-	-	-	54,000
TOTAL REVENUES	\$134,425,788	\$101,165,166	\$4,274,112	\$18,607,467	\$10,309,343	69,700
EXPENSES						
Certificated Salaries	\$61,155,948	\$60,658,291	\$497,657	-	-	-
Certificated Benefits	12,988,085	12,841,216	146,869	-	-	-
Non-Certificated Salaries and Wages	19,282,960	12,824,956	1,759,254	3,944,344	726,406	28,000
Non-Certificated Benefits	5,082,777	3,443,373	418,866	1,062,856	157,682	-
SUB-TOTAL	98,509,770	89,767,836	2,822,645	5,007,200	884,088	28,000
Services, contracts and supplies	29,140,883	9,849,134	1,283,526	8,535,851	9,446,373	26,000
Cost recoveries between programs	-	428,877	(12,059)	(330,000)	(86,818)	-
Amortization of capital assets	-	-	-	-	-	-
Supported	5,183,700	-	-	5,168,000	-	15,700
Unsupported	1,591,435	1,119,319	180,000	226,416	65,700	-
Total Amortization	6,775,135	1,119,319	180,000	5,394,416	65,700	15,700
Interest on capital debt	-	-	-	-	-	-
Supported	-	-	-	-	-	-
Unsupported	-	-	-	-	-	-
Other interest charges	-	-	-	-	-	-
Losses on disposal of capital assets	-	-	-	-	-	-
TOTAL EXPENSES	134,425,788	101,165,166	\$4,274,112	\$18,607,467	\$10,309,343	\$69,700
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEMS	-	-	-	-	-	-

REVENUE

	Budget 2020-21	October Forecast 2020-21	Variance to Budget	% Increase (decrease)
Revenue Alberta Education				
Base Instruction				
Grade ECS	3,162,982	2,926,790	(236,193)	-7.47%
Grades 1 - 9	46,001,504	45,316,272	(685,232)	-1.49%
High Schools	15,354,792	15,468,189	113,397	0.74%
Rural Small Schools	2,660,000	2,550,000	(110,000)	-4.14%
Home Education	73,800	368,900	295,100	399.86%
Outreach Programs	150,000	150,000	-	0.00%
Base Instruction Sub Total	67,403,079	66,780,151	(622,928)	-0.92%
Services & Supports				
Specialized Learning Support (SLS)	8,453,708	8,370,418	(83,289)	-0.99%
First Nations, Metis and Inuit Education	1,293,772	1,293,772	-	0.00%
English as a Second Language	114,790	114,790	-	0.00%
Institutional Program (EPI)	248,336	248,336	-	0.00%
ECS Program Unit Funding (PUF)	2,224,500	1,731,000	(493,500)	-22.18%
Services & Supports Sub Total	12,335,106	11,758,316	(576,789)	-4.68%
Schools				
Operations & Maintenance Grant	9,600,247	9,600,247	-	0.00%
SuperNet	241,344	241,344	-	0.00%
Transportation - Urban	2,542,311	2,542,311	-	0.00%
Transportation - Rural	5,953,820	5,953,820	-	0.00%
Transportation - Special Ed	595,174	595,174	-	0.00%
Transportation - Trans Child with Disability	95,888	95,888	-	0.00%
Transportation - Trans Family Oriented ECS	50,293	50,293	-	0.00%
Infrastructure and Renewal	2,255,021	2,255,021	-	0.00%
Schools Sub Total	21,334,098	21,334,098	-	0.00%
Community				
Socio-Economic Status	1,338,987	1,321,133	(17,853)	-1.33%
Geographic	1,265,131	1,256,782	(8,349)	-0.66%
School Nutrition Program	200,000	200,000	-	0.00%
Community Sub Total	2,804,118	2,777,915	(26,203)	-0.93%
System Administration				
System Administration	4,237,450	4,189,085	(48,366)	-1.14%
Bridge Funding				
Bridge Funding Framework	5,529,031	5,529,031	-	0.00%
Bridge Funding Framework Sub Total	5,529,031	5,529,031	-	0.00%
Other Alberta Education				
Government Contributions to ATRF - Instruction	6,305,982	6,305,982	-	0.00%
Other (Includes Secondments)	218,158	268,158	50,000	22.92%
Sub Total Other Alberta Education	6,524,140	6,574,140	50,000	0.77%
Federal French Funding (Through Alberta Ed)				
Federal French Funding	-	140,279	140,279	100.00%

REVENUE

	Budget 2020-21	October Forecast 2020-21	Variance to Budget	% Increase (decrease)
Federal Covid Funding (Through Alberta Ed)				
Federal Covid Funding	-	4,024,650	4,024,650	100.00%
Amortization of Capital Allocations				
Amortization of Capital Allocations - AB Education	295,720	295,720	-	0.00%
Total Alberta Education	120,462,741	123,403,384	2,940,643	2.44%
Alberta Infrastructure				
Amortization of Capital Allocations - AB Infrastructure	4,887,980	4,887,980	-	0.00%
Federal Government				
First Nations Tuition's	971,800	1,014,800	43,000	4.42%
Other Federal Grants	128,000	166,608	38,608	30.16%
Sub Total	1,099,800	1,181,408	81,608	7.42%
From Alberta School Authorities				
Tuition Fees	108,645	108,645	-	0.00%
Transportation Fees		-	-	100.00%
Sub Total	108,645	108,645	-	0.00%
Fees				
Optional Courses	307,689	297,309	(10,380)	-3.37%
Activity Fees - Field Trip	768,019	666,150	(101,869)	-13.26%
Activity Fees - Cultural Events	112,067	101,297	(10,770)	-9.61%
Full Time Kindergarten	157,500	246,500	89,000	56.51%
Other Course Material Fees	33,213	31,963	(1,250)	-3.76%
Extra-curricular Fees	431,339	351,637	(79,702)	-18.48%
Non-Curricular Travel/Field Trips	368,274	169,778	(198,496)	-53.90%
Transportation Fees - Eligible ⁶	271,500	271,500	-	0.00%
Transportation Fees - Ineligible	373,500	373,500	-	0.00%
Transportation Fees - Private	40,000	40,000	-	0.00%
Transportation Fees - Cross Attendance	154,700	154,700	-	0.00%
Transportation Fees - Alternate Seat	41,000	41,000	-	0.00%
Sub Total Fees	3,058,801	2,745,334	(313,467)	-10.25%
Other Sales and Services				
Transportation Insurance (Private Organizations)	147,657	147,657	-	0.00%
Tuition Fees - Foreign and Out of Jurisdiction	22,500	22,500	-	0.00%
Tuition Fees - Adults	-	20,000	20,000	100.00%
Hot Lunch - Milk Programs	9,000	9,000	-	0.00%
Play Partners	140,400	-	(140,400)	-100.00%
Special Events and Graduations	345,150	347,300	2,150	0.62%
Sales of Supplies and Services to Students	80,322	80,322	-	0.00%
Miscellaneous Sales	353,046	431,689	78,643	22.28%
Sub Total Other Sales and Services	1,098,075	1,058,468	(39,607)	-3.61%
Investment Income				
Interest & Investment Income ⁷	250,000	250,000	-	0.00%

REVENUE

	Budget 2020-21	October Forecast 2020-21	Variance to Budget	% Increase (decrease)
Gifts and Donations				
Donations	465,979	572,799	106,820	22.92%
Rental of Facilities				
Rentals - Facilities	83,000	54,000	(29,000)	-34.94%
Fundraising				
Fundraising	175,770	163,770	(12,000)	-6.83%
TOTAL REVENUES	131,690,791	134,425,788	\$2,734,997	2.08%

EXPENSES

By Program

	Budget 2020-21	October Forecast 2020-21		Variance to Budget	% Increase (decrease)
Instruction	\$99,717,813	\$101,165,166	\$	1,447,353	1.45%
Board & System Administration	4,290,322	4,274,111		(16,211)	-0.38%
Plant Operations & Maintenance	15,019,591	16,352,446		1,332,855	8.87%
Infrastructure Maintenance Renewal	2,255,021	2,255,021		-	0.00%
Transportation	10,309,343	10,309,343		-	0.00%
External Services	98,700	69,700		(29,000)	-29.38%
TOTAL EXPENSES	\$131,690,791	\$134,425,788		\$2,734,997	2.08%

By Category

	Budget 2020-21	October Forecast 2020-21		Variance to Budget	% Increase (decrease)
Salaries, wages and benefits	\$96,460,195	\$98,509,770		\$2,049,575	2.12%
Services, contracts and supplies	24,500,096	25,483,443		983,347	4.01%
School generated funds	1,700,344	1,402,419		(297,925)	-17.52%
Infrastructure maintenance renewal	2,255,021	2,255,021		-	0.00%
Amortization of Property and equipment	6,775,135	6,775,135		-	0.00%
TOTAL EXPENSES	\$131,690,791	\$134,425,788		\$2,734,997	2.08%

EXPENDITURES BY SITE

Site	Budget 2020-21	October Forecast 2020-21	Variance to Budget	% Increase (decrease)
Governance	\$565,679	\$540,927	(24,752)	-4.38%
Office of the Superintendent	469,198	452,988	(16,210)	-3.45%
Deputy Superintendent	438,342	438,342	-	0.00%
Corporate Supports and Services	820,397	820,397	-	100.00%
Education and System Services	287,309	283,568	(3,741)	100.00%
Communications	373,880	370,380	(3,500)	100.00%
Human Resources	481,744	481,744	-	0.00%
Learning Services	327,264	334,859	7,595	2.32%
Financial Services	1,163,000	1,163,000	-	0.00%
Technology Services	1,631,179	1,634,920	3,741	0.23%
Print Centre	87,000	87,000	-	0.00%
Transportation Services	10,238,443	10,236,256	(2,187)	-0.02%
Maintenance	5,969,002	5,997,254	28,252	0.47%
Custodial	3,817,237	5,062,017	1,244,780	32.61%
Infrastructure Maintenance Renewal	2,255,021	2,255,021	-	0.00%
Capital and Debt Services	6,725,135	6,725,135	-	0.00%
Instructional Pool	5,154,100	5,891,419	737,319	14.31%
Government Contributions to ATRF	6,305,982	6,305,982	-	0.00%
Subtotal	\$47,109,912	\$49,081,208	\$1,971,297	4.18%
Blueberry School	\$3,784,403	\$3,594,679	(\$189,724)	-5.01%
Brookwood School	3,450,112	3,455,043	4,932	0.14%
Ecole Broxton Park School	4,190,006	3,993,124	(196,883)	-4.70%
Connections for Learning	2,197,196	3,563,263	1,366,067	62.17%
Connections for Learning Summer School	140,280	92,827	(47,453)	-33.83%
Copperhaven School	4,812,713	4,422,006	(390,707)	-8.12%
Duffield School	1,969,900	1,913,296	(56,604)	-2.87%
Entwistle School	1,075,458	1,135,943	60,485	5.62%
Forest Green School	1,940,264	1,923,274	(16,990)	-0.88%
Graminia School	3,326,868	3,471,244	144,376	4.34%
Greystone Centennial Middle School	3,392,916	3,424,749	31,833	0.94%
High Park School	3,369,136	3,259,170	(109,965)	-3.26%
Memorial Composite High School	7,104,846	7,056,736	(48,109)	-0.68%
Memorial Outreach Program	529,200	-	(529,200)	-100.00%
Ecole Meridian Heights School	4,853,795	4,714,895	(138,901)	-2.86%
Millgrove School	3,390,093	3,431,361	41,268	1.22%
Muir Lake School	3,126,270	3,232,407	106,137	3.40%
Parkland Village School	1,361,979	1,359,808	(2,171)	-0.16%
Prescott Learning Centre	5,380,704	5,294,353	(86,351)	-1.60%
Virtual Learning	-	1,311,757	1,311,757	100.00%
Spruce Grove Composite High School	7,003,726	7,159,963	156,238	2.23%
Spruce Grove Outreach Program	423,125	919,487	496,362	117.31%
Stony Plain Central School	4,099,266	4,047,460	(51,805)	-1.26%
Tomahawk School	869,763	827,819	(41,945)	-4.82%
Wabamun School	994,025	979,508	(14,518)	-1.46%
Woodhaven Middle School	2,985,961	3,058,190	72,230	2.42%
Early Learning	2,864,550	2,121,538	(743,012)	-25.94%
Student Services	2,019,267	1,955,459	(63,808)	-3.16%
School and Community Services	-	-	-	0.00%
Instructional Services	435,500	499,137	63,637	14.61%

Real Program	1,116,000	1,041,101	(74,899)	-6.71%
Wellness Program	-	-	-	0.00%
Specialized Classrooms	673,214	682,563	9,349	1.39%
School Generated Funds	1,700,344	1,402,419	(297,925)	-17.52%
Subtotal School Instructional Sites	\$84,580,879	\$85,344,580	\$763,701	0.90%
Total	\$131,690,791	\$134,425,788	\$2,734,997	2.08%



MEMORANDUM

Date October 27, 2020

To Board of Trustees

From Shauna Boyce, Superintendent

Originator Dr. Dianne McConnell, Associate Superintendent

Resource Leah Andrews, Director of Student Services

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: Appendix 2.1 Board Annual Work Plan
BP 12: Section 6. Superintendent / Board Relations

Subject **EARLY LEARNING ASSURANCE REPORT**

Purpose

For Information. No recommendation is required.

Background

The Board of Trustees reviews and approves the annual educational goals for Parkland School Division. The Board is also responsible to adhere to the Board Annual Work Plan. The Early Learning Assurance Report is in support of these responsibilities.

Report Summary

The Early Learning Assurance Report highlights areas of focus in early education in the Division as well as key changes to early education programming and supports from the 2019-2020 to the 2020-2021 school year. Funding framework changes and special education coding criteria have led to a reduction and restructuring of the Early Education supports and services.

Though it may look very different from years past, the Early Education Team has worked to maintain the integrity of early learning programming and remains focused on supporting the Division's youngest learners.

Administration would be pleased to respond to any questions.

DM:kz



Background

Early Childhood Services (ECS) refers to the broad, coordinated system of local and provincial programs that meet the developmental and special education needs of young children and their families. In ECS programs, young children participate as active learners, build a shared set of experiences and develop knowledge, skills and attitudes that prepare them for subsequent learning. ECS programs refer to both kindergarten and early learning programs.

Kindergarten refers specifically to the education program for children in the year prior to Grade 1. The kindergarten program is an important part of ECS.

Early Education (EE)

Program Unit Funding (PUF), is available to school authorities for each child with a severe disability or severe language delay who requires additional supports beyond that offered in a regular Early Education program. To be eligible for a maximum of two years of PUF, children must enter EE at minimum 2 years 8 months and less than 4 years 8 months of age.

Curriculum for our early education learners (years 1&2 prior to Kindergarten) is guided by *Flight*; Alberta's Early Learning and Care Curriculum framework and Personalized Learning Profile. For our Kindergarten students their programming and reporting is guided by the Alberta Education *Kindergarten Program Statement* and Individualized Program Plans.

In their first six years, children develop the physical, emotional and social abilities that will be with them for life. Simply put, the quality of a child's earliest environment and exposure to appropriate experiences at the right stages of development forms the foundation for the course of their life path.

2020-2021 School year

This school year, there have been significant changes to the PUF funding framework and special education coding criteria that has impacted the Early Education Program. Some of the key changes were:

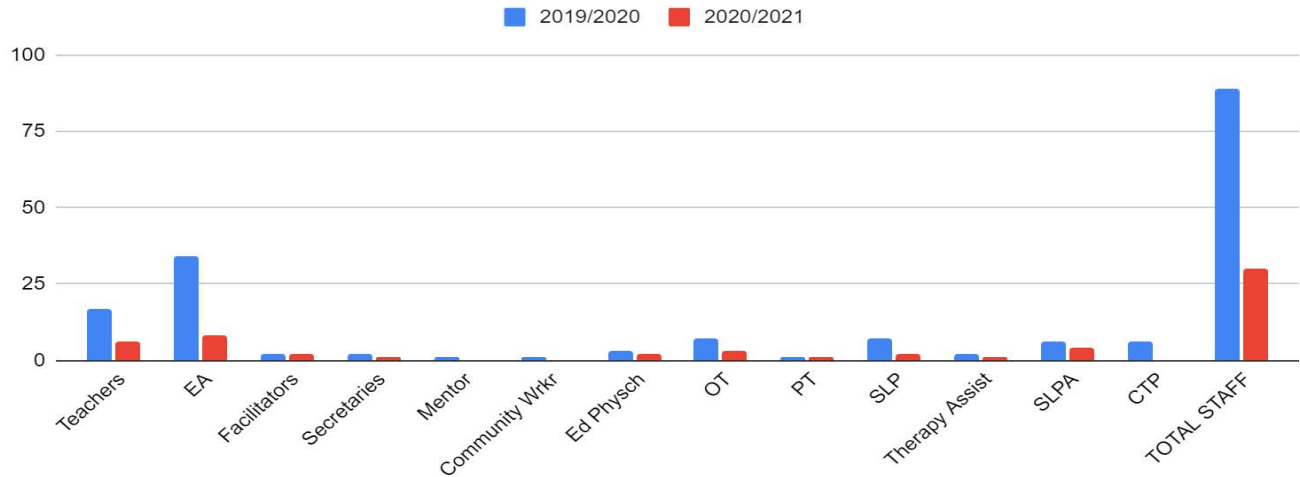
- eligibility criteria for specific codes; students who would have qualified in the past no longer qualify
- less funding for students with codes 42-46
- less funding for code 47 (Severe Language Delay) compared to other severe codes
- as a public system we can no longer access a third year of PUF for individual children; Kindergarten children now fall under the Specialized Learning Support (SLS) Grant
- the weighted moving average buffered the impact of our lower enrolment this year, but as we increase our numbers it will create a lagging effect on our funding

As a result of these changes we needed to reduce and restructure our Early Education supports and services in Parkland School Division. While our programs look very different from years past, we have maintained the integrity of play-based and developmentally appropriate programming for children in our care.

2019-2020	2020-2021																		
Total Budget <ul style="list-style-type: none"> ● \$6,403,947 	Total Budget <ul style="list-style-type: none"> ● \$2,121,537 																		
Allocations from AB ED per PUF Student <ul style="list-style-type: none"> ● Base: \$3,339.90 ● Codes 41-47: \$25,051.20 (maximum per eligible funded child) 	Allocations from AB ED per PUF Student <ul style="list-style-type: none"> ● Base: \$3,032 ● Codes 41-46: \$15,000 ● Code 47: \$10,000 (10% of code 47 students will be funded at the same rate as other severe codes) 																		
Total Number of Students: 305 <p>2021/2020 PUF CODES/TOTAL KINDER</p> <table border="1"> <tr><th>Code</th><th>Percentage</th></tr> <tr><td>Code 30</td><td>7.9%</td></tr> <tr><td>Severe</td><td>15.4%</td></tr> <tr><td>Code 47</td><td>42.3%</td></tr> <tr><td>Total K</td><td>34.4%</td></tr> </table>	Code	Percentage	Code 30	7.9%	Severe	15.4%	Code 47	42.3%	Total K	34.4%	Total Number of Students: 123 <p>2020/2021 PUF CODES</p> <table border="1"> <tr><th>Code</th><th>Percentage</th></tr> <tr><td>Code 30</td><td>13.8%</td></tr> <tr><td>Severe</td><td>24.4%</td></tr> <tr><td>Code 47</td><td>61.8%</td></tr> </table>	Code	Percentage	Code 30	13.8%	Severe	24.4%	Code 47	61.8%
Code	Percentage																		
Code 30	7.9%																		
Severe	15.4%																		
Code 47	42.3%																		
Total K	34.4%																		
Code	Percentage																		
Code 30	13.8%																		
Severe	24.4%																		
Code 47	61.8%																		
Number of EE Classes <ul style="list-style-type: none"> ● 28 	Number of EE Classes <ul style="list-style-type: none"> ● 12 																		
Locations <ul style="list-style-type: none"> ● Brookwood ● Duffield ● High Park ● Parkland Village ● Prescott Learning Centre ● Stony Plain Central ● Memorial Composite High School ● Spruce Grove Composite High School 	Locations <ul style="list-style-type: none"> ● Brookwood ● École Broxton Park ● High Park ● Stony Plain Central 																		
Number of Teachers <ul style="list-style-type: none"> ● 16 	Number of Teachers <ul style="list-style-type: none"> ● 6 																		
Number of Support Staff <ul style="list-style-type: none"> ● 72 	Number of Support Staff <ul style="list-style-type: none"> ● 24 																		

Supporting children with severe disabilities and their families is a team effort; we have cultivated a comprehensive continuum of supports and services. This team includes: classroom teachers, educational assistants (EAs), speech language pathologists (SLPs), speech-language assistants (SLPAs), occupational therapists (OTs), a physical therapist (PT), a therapy assistant (TA), an educational psychologist, a community support worker, facilitators, and consultants to support our low incidence population (Blind/Low Vision & Deaf/Hard of Hearing).

Early Learning Staffing from 2019/2020 and 2020/2021



In the past we were able to support *Play Partners* in our Early Education programs. This allowed for high quality, inclusive programming for children in the community who did not have identified special education needs and as an added benefit were language models for our students with identified speech needs. This year, because of our reduced budgets and reduced number of classrooms, we have not been able to accommodate Play Partners into our programs.

In Kindergarten, we have had to examine how we provide support and services within the context of our grades 1-12 continuum. In particular, how we will meet the speech and language needs of our students. In the past, through PUF, there was a team of therapists available to support these students on a regular basis in the classroom. To meet this especially high need in Kindergarten, we have added two services; SPOT Camp and speech-based treatment groups. SPOT (Speech and OT) camp is hosted on Fridays that Kindergarten children do not attend school and is designed by two SLPs and an OT. The children spend two hours in a variety of centres designed to meet the needs of the individual students. Parents make arrangements for their child to attend the camp. Additionally, we were able to hire an additional .6 SLP and a 1.0 SLPA to run speech-based treatment groups in schools for six-week treatment blocks. These groups will support K-3 students across the division.

We continue to administer the Early Years Evaluation (EYE) in Kindergarten to assess key child developmental domains and to assist in planning the right supports and interventions for each student based on the results. We administer the assessment in October and then again in late spring for those students who were identified at risk on the fall assessment. Because of the suspension of in school classes in the spring, we only have the results from the fall assessment for the 2019-2020 school year.

Skill Development

The EYE-TA evaluates aspects of early child development in five developmental domains:

Awareness of Self and Environment – a child's understanding of the world and his or her ability to make connections with home and community experiences;

Social Skills and Approaches to Learning – a child's attentiveness during classroom activities and his or her ability to interact with peers while respecting classroom rules;

Cognitive Skills – a child's basic mathematics and pre-reading skills and his or her ability to solve problems;

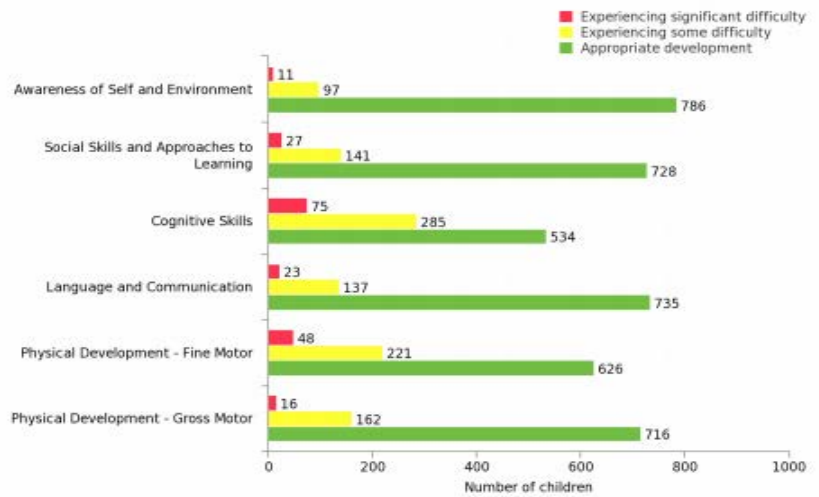
Language and Communication – a child's understanding of spoken language and his or her ability to express thoughts and feelings; and

Physical Development

Fine motor - a child's ability to perform small movements that require hand-eye coordination.

Gross motor - a child's ability to perform large movements that involve arms, legs, and body.

Overview of EYE-TA Results, 1 Oct, 2019 - 7 Nov, 2019



Next Steps:

- Expand on what we started last year and continue to build an on-line programming option for those families in Early Education who have chosen at home learning.
- Revise the Personalized Learning Profiles to better represent the child's areas of strength and growth, and parent input.
- Examine how we can continue to support and expand speech-based treatment groups in the 2021-2022 school year.
- Develop a new Kindergarten report card that is comprehensive of the kindergarten program of studies and aligns more closely with our grades 1-9 report card. It will be built in PowerSchool. Our initial reporting period using this report card will be in January 2021 with a follow up report card in June 2021.
- Continue to administer the EYE assessment in Kindergarten.
- Identify new processes for analyzing EYE data and providing interventions within the context of Kindergarten and the reduced resources.



MEMORANDUM

Date October 27, 2020

To Board of Trustees

From Ron Heinrichs, Trustee, TBAC Chair

Originator Ron Heinrichs, Trustee, TBAC Chair

Resource Trustees, Executive Team and ATA members of TBAC

Governance Policy Board Policy 8: Board Committees

Additional Reference BP 8: 8.6 Teacher Board Advisory Committee
BP 8: Appendix 8.6 Teacher Board Advisory Committee Terms of Reference

Subject **TEACHER BOARD ADVISORY COMMITTEE (TBAC)**

Purpose

For Information. No recommendation is required.

Background

The Board of Trustees supports effective consultation and transparent communication with the Board and teacher representatives. The following report outlines the topics from the October 13, 2020 Teacher Board Advisory Committee (TBAC) meeting in which participants shared their perspectives for this purpose.

Report Summary

On October 13, 2020, TBAC met to discuss a number of topics chosen in advance by both Board and ATA Parkland Teachers' Local 10 representatives.

Superintendent Boyce and Deputy Superintendent Francis shared updates on the following items:

- Federal Funding
- Provincial Achievement Tests
- Diploma Exams
- Divisional Joint Health and Safety Committee
- Enrolment for the 2020-2021 School Year
- School Budgets

The ATA shared information regarding the government Pandemic Pulse Research survey.

TBAC discussed concerns regarding substitute teachers, return to work protocols, enhanced cleaning standards, as well as the Math Intervention/Programming Instrument and Fountas and Pinnell Assessments during COVID-19.

RH:kz