



Board Meeting Agenda

September 27, 2017 – 4:30 p.m.

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1 Additions/Deletions to Agenda
 - 2.2 Approval of Agenda
- 3. Appointments**
- 4. Reading and Approving of Minutes**
 - 4.1 Amendment/Correction of Minutes
 - 4.2 Approval of the Minutes of the Regular Meeting of August 23, 2017
- 5. Presentations**
- 6. Reports from Senior Administration**
- 7. Reports from Trustees and Standing Committees**
 - 7.1 Chair's Report
 - 7.2 Trustees' Reports

7.3 Building

7.4 Finance & Human Resources

7.5 Education Policy

7.6 Advocacy

7.6.1 New Morinville School - Name

7.7 Transportation

8. Reports from Special Committees

8.1 Alberta School Boards Association Representative

8.2 Public School Boards Association of Alberta Representative

9. New Business

9.1 Policy I/1 – Student Transportation Services

9.2 Board Regulation, Transportation 2 – Student Transportation Fees

9.3 Student Educational Services & Transportation Agreement – Greater St. Albert Roman Catholic Separate School District No. 734

9.4 Northern Gateway Public School Division Transportation Agreement

9.5 Central Office Modernization

9.6 Monthly Financial Report

- 10. Unfinished Business**
- 11. Notices of Motion**
- 12. Information**
- 13. Comment & Question Period**
 - 13.1 ATA; CUPE
 - 13.2 Community Members
 - 13.3 Media
- 14. Requests for Information**
- 15. Adjournment**



**Minutes of the Meeting of
The Board of Trustees of
Sturgeon Public School Division No. 24
Held at Morinville on August 23, 2017**

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**Minutes of the Meeting of
The Board of Trustees of
Sturgeon Public School Division No. 24
Held at Morinville on August 23, 2017**

Roll Call

Present were Trustees: Ms. Tracy Nowak (Chair), Mrs. Misty Featherley; Mr. Terry Jewell; Mrs. Liz Kohle; Mrs. Wendy Miller; Dr. Michèle Dick (Superintendent); Mrs. Iva Paulik (Secretary Treasurer); Mrs. Ruth Kuik (Associate Superintendent, Education Services); Mr. Thomas Holmes (Associate Superintendent, Human Resources & Leadership Support)

Absent: Mrs. Shelley Porter (Vice Chair)

Call to Order

The Chair called the meeting to order at 4:30 p.m.

Approval of Agenda

#107/2017 – Moved by Mrs. Featherley that the agenda be approved.

CARRIED 5/0

Appointments

Approval of Minutes

#108/2017 – Moved by Mr. Jewell that the minutes of the Regular Meeting of August 23, 2017 be approved as amended:

"#095/2017 – Moved by Mr. Jewell that the Board of Trustees approve the 2017 – 2018 Preliminary Sturgeon Public School Division Budget.

#096/2017 – Moved by Mr. Jewell that the Board of Trustees approve the following amendment to the Budget:

- Add 2.17 Teacher
 - K – 3, 19.45 – 19.25, 0.79
 - 4 – 6, 25.95 – 25.50, 0.59
 - 7 – 9, 27.95 – 27.50, 0.79
 - For a total of 2.17

DEFEATED 2/3

Opposed: Mrs. Featherley, Ms. Nowak, Mrs. Porter

The Chair called the vote on the original motion.

CARRIED 3/2

Opposed: Mr. Jewell, Mrs. Kohle"

CARRIED 5/0

Presentations

Reports from Senior Administration

A verbal and written report was provided on behalf of Senior Administration.

Reports from Trustees and Standing Committees

Chair's Report

A verbal report was provided on the following:

- The letter from the Minister of Education regarding 2017 – 2018 Transportation Fees:
Administration is to address the requirements identified in the Minister's letter through internal processes and present the revised Transportation Policy at the September Public Board Meeting for Trustee approval.
- A meeting with the Minister of Education on September 7, 2017:
Administration is to draft a response letter.

Trustees' Reports

Verbal reports were provided.

Building

A verbal report was provided.

Finance & Human Resources

No report was provided.

Education Policy

No report was provided.

Advocacy

A verbal report was provided.

Transportation

No report was provided.

Reports from Special Committees

Alberta School Boards Association Representative

No report was provided.

Public School Boards Association of Alberta Representative

A verbal report was provided.

New Business

Board Retreat/Year 'Start Up'

Board Retreat was discussed and decided to leave it for the newly elected Board of Trustees.

Monthly Financial Report

That the Board of Trustees receive as information the 11 Months Financial Report for 2016 – 2017 as of July 31, 2017.

Unfinished Business

Notices of Motion

There were no Notices of Motion.

Information

There were no Information items.

Comment & Question Period

ATA; CUPE

A verbal report was provided.

Community Members

Media

No report was provided.

Requests for Information

There were no requests for information.

#109/2017 – 5:30 p.m. – Moved by Mr. Jewell that the Board go in camera.

CARRIED 5/0

#110/2017 – 5:50 p.m. – Moved by Mr. Jewell that the Board go out of camera.

CARRIED 5/0

Close of Meeting

The Chair adjourned the meeting at 5:51 p.m.

Chair

Date

Secretary-Treasurer



Board Memorandum

Date: September 27, 2017
To: Public Board
From: Senior Administration
Subject: Seniors Report

Nutrition Program 2017-2018

In the Spring, 2017, Premier Rachel Notley and Minister of Education David Eggen announced plans to expand a school nutrition program to include all 60 school authorities for the 2017-2018 school year. Sturgeon Public School Division (SPSD) was allocated \$141,000.00 in grant funding to implement a program for one year. To qualify, the division was required to submit an extensive plan outlining how those funds would be dispersed, according to the stringent guidelines established by the government. Throughout May, June and July, Mrs. Shannon Requa, Principal of Bon Accord Community School and Mrs. Roxanne Filipchuk, then Vice Principal at Landing Trail School, spent numerous hours attending consultative meetings, liaising with school administrators, reviewing community needs and crafting an acceptable program for SPSPD as per government expectations.

As a result of their work, government approved the following program for SPSPD for SY2017-2018:

- Universal meals for Bon Accord Community School: "Enhanced" Breakfast Program (approximate funding--\$55,000.00)
- Universal meals for Ochre Park School: New Breakfast Program (approximate funding--\$85,000.00)

Funds will cover the costs associated with purchasing food and necessary supplies/equipment as well as organizing and supervising the program. If any surpluses are realized during the school year, they will be redirected to help support nutrition options in other division schools.

An update on the progress of the program will be provided to the Board later in the school year.

BOARD

Questions and Answers

Answers to questions about the school nutrition program

Question_

How will the school nutrition program help educate students, parents and guardians about the importance of healthy eating?

Programs must follow the *Alberta Nutrition Guidelines for Children and Youth*, which are designed to help schools and communities make healthy food readily available for young people, so that the healthy choice is an easy choice.

Participating school authorities are required to include a nutrition education component as part of their program.

While there are several opportunities to address health, wellness and nutrition throughout our current curriculum, a key component of the school nutrition program is to ensure students, teachers, parents, caregivers and community members have the opportunity to learn more about the importance of reading food labels, choice and preparation of healthy foods, and access to Alberta's food resources.

Question

What are the requirements for selected school authorities to participate in the school nutrition program?

Each participating school authority is responsible for submitting a proposal identifying the participating school(s); outlining how a nutritious meal program will be introduced and/or how the authority plans to enhance or expand existing programs; and an outline of how the funding will be allocated for the program.

All programs must follow *Alberta's Nutrition Guidelines for Children and Youth*.

Question

Are all schools offering a lunch program or will there be breakfast and snack programs as well?

Each school board is asked to design a program that consists of one nutritional meal per school day. It is expected that school authorities are able to determine what is needed most in their schools in terms of timing of the meal.

Question

How will Alberta Education ensure the program is sustainable for schools?

In addition to providing meals to students, another key component of the program is to ensure students, teachers, parents, caregivers and community members have the opportunity to learn more about the importance of reading food labels, choice and preparation of healthy foods, and access to Alberta's food resources in order to build capacity and ensure programs are sustainable for schools.

Alberta Education believes it is important that we work hand-in-hand with the many successful breakfast and lunch programs that already exist in Alberta schools and that school boards continue to work with their community partners to identify and utilize supports and resources in their local areas.



Board Memorandum

Date: September 27, 2017
To: Board of Trustees
From: Ruth Kuik, Associate Superintendent, Education Services
Subject: Fieldtrip Report

Field Trips

Board Policy F/II/2, “Field Trips” and Administrative Practice Administration 5, “Field Trip Operational Procedures” require that “the principal must have the approval of the Superintendent for field trips that are overnight or exceed two (2) school days and/or are outside of the Province of Alberta”. The Administrative Practice further stipulates that “the Board shall be provided, as information, all field trips that are overnight and/or out-of-province”.

Overnight:

Guthrie School

October 1 – 3, 2017 25 junior high leadership option students attend a Leadership Retreat at Camp Yowocas.

Redwater School

October 17 -19, 2017 20 high school wildlife students to Alford Lake to experience outdoor activities related to high school wildlife at an Alberta Hunter Education Instructor’s Association owned and operated location.

Sturgeon Composite School

October 1 - 3, 2017 31 phys ed 30 students to Jackson Lake for an outdoor ed trip to promote an active and healthy life style.



Board Memorandum

Date: September 27, 2017
To: Public Board
From: Advocacy Committee
Subject: New Morinville School—Name

School Year 2017-2018

Over the past months the Advocacy Committee has been deliberating on the name for the new school in Morinville. As part of this process, the Committee held a contest and invited members of the community to submit suggestions and associated rationale for the name of the new school. Many entries were received and a sub-committee of staff and parents provided the Committee with a short-list of possibilities for further consideration.

In following up, members of the Committee also met with local elders to seek their guidance on the use of a Cree word for the new name. Based on their counsel, rather than using a Cree word for the name of the school, the Board will look to incorporate a Cree word in the school welcome, a welcome that will include words from the various languages of those who played a role in founding the Town of Morinville and surrounding areas. This approach will help to support and reinforce the Division's commitment to open, welcoming and inclusive school environments.

Additionally, the Committee has recommended that various significant sections of the school (including the Learning Commons; Fine Arts Complex; Athletics Department; Outdoor Classrooms; and natural Amphitheatre) be named in honor of various prominent members of the community. Hence, it is not the intention of the Committee to propose naming the school after a particular individual.

In deciding upon the proposed name for the new school, the Committee focused on the expressed rationale for the names submitted by local community members; the vision of the school as it connects with nature and environmental stewardship and the inclusive nature that will be foundational to the creation of the broader school community.

At this evening's meeting, Trustee Misty Featherley, Advocacy Committee Chair and Morinville Trustee, will bring forward the Committee's proposal for naming the new school and will respond to any Trustee questions relative to this topic.

BOARD

7.0.1



Board Memorandum

Date: September 27, 2017

To: Board of Trustees

From: Committee of the Whole

Subject: Policy I/1 – Student Transportation Services
Proposed amended name Policy I/1 – Transportation Services

Background

At the September 13, 2017 Committee of the Whole meeting Trustees reviewed Policy I/1 – Student Transportation Services (proposed amended name Policy I/1 – Transportation Services) and forwarded to the Public Board Meeting.

The Fee Waiver Application Form is provided for Trustee information.

Recommendation

That the Board of Trustees approve Policy I/1 – Transportation Services.

BOARD 9.1



1.0 POLICY

1.1 The Board has established and operates a child and/or student transportation system to provide service to a child’s or student’s directed school. This service is available to all children and/or students within the Division who qualify for this service in accordance with criteria as outlined in the following documents:

- *School Act*
- *School Transportation Regulation: AR 102/2017*
- *Board Regulation, Transportation 2*
- *Administrative Practices*

Revised Draft

- References:
- Admin Practice(s): Transportation 3 - Support Staff & Bus Riding Duties*
 - Transportation 5 - Student Transportation Services*
 - Transportation 11 –Transportation Fees*
 - Board Regulation: Transportation 2 –Transportation Services and Fees*
 - School Act: Transportation 51(1)*
 - School Transportation Regulation: AR 102/2017*



1.0 POLICY

- 1.1 The Board has established and operates a child and/or student transportation system to provide service to a child's or student's directed school. This service is available to all children and/or students within the Board's jurisdiction who qualify for this service in accordance with criteria as contained in the School Act of Alberta or as outlined in administrative practices.

Original

References: *Admin Practice(s):* Transportation 3 - Support Staff & Bus Riding Duties
Transportation 5 - Student Transportation Services
Transportation 11 – Student Transportation Fees
Board Regulation: Transportation 2 – Student Transportation Fees
School Act: Transportation 51(1)
School Transportation Regulation



STURGEON PUBLIC SCHOOL DIVISION NO. 24

Fee Waiver Application

Parent/Guardian Name: _____ Child's School: _____
 Address: _____
 Postal Code: _____ Phone #: _____

Student Name	Fee Description	Grade	Fee
			\$
			\$
			\$
			\$
Total			\$

Please provide relevant information to help support of your application (attach information to this form, if necessary).

A payment plan is also be available as an alternative to lump sum payment. This can be discussed with your school principal.

I certify that the above information is true and correct. I understand that school Principal will rely upon this information in evaluating and assessing this application. I also understand that financial and other information provided will be held in strictest confidence.

Parent/Guardian Signature: _____ Date: _____

Principal Approval: Yes _____ No _____
 Principal Comments: _____

 Principal Signature: _____ Date: _____



Board Memorandum

Date: September 27, 2017

To: Board of Trustees

From: Committee of the Whole

Subject: Board Regulation, Transportation 2 – Student Transportation Fees
Proposed amended name Board Regulation, Transportation 2 –
Transportation Services and Fees

Background

At the September 13, 2017 Committee of the Whole meeting Trustees reviewed Board Regulation, Transportation 2 – Student Transportation Fees (proposed amended name Board Regulation, Transportation 2 – Transportation Services and Fees) and forwarded to the Public Board Meeting.

Associated Admin Practice Transportation 11 – Student Transportation Fees is provided for Trustee information.

Recommendation

That the Board of Trustees approve Board Regulation, Transportation 2 – Transportation Services and Fees along with the revised 2017 – 2018 transportation fees.

**TRANSPORTATION 2 –Transportation Services and Fees**

Date: June 28, 2017 Revised Date:

Responsible Administrator: Secretary-Treasurer

1.0 Board Regulation, Transportation 2 – Transportation Services and Fees shall be administered in compliance with Policy I/1 – Transportation Services and Administrative Practice Transportation 11 – Transportation Fees.

2.0 PROCESS

2.1 The Secretary Treasurer or designate shall be responsible for ensuring the collection of transportation fees is undertaken according to established guidelines.

3.0 GUIDELINES

3.1 Transportation service will be provided on regular morning and afternoon school bus routes.

3.1.1 Early Childhood Services (ECS) children enrolled in half day programs operated by the Board may be provided with transportation services at noon based on available resources.

3.2 As per legislation, the Division policy and associated administrative practices, resident students who reside 2.4 km or more from their designated school will be provided transportation service. Children accessing the Division’s early childhood programs may be provided transportation services at a service level that is consistent with the transportation of students within current established boundaries.

3.2.1 Children and students residing less than 2.4 km to the designated school site may be provided with transportation service if space is available on an existing school bus route.

3.3 A fee is charged for all ECS children – grade 112 students, who do not qualify for funding by Alberta Education and are accessing transportation. As part of the Division budget process, transportation fees are reviewed annually to determine the need to assess transportation fees, and are approved by the Board by April 30th of each year.

References: *Board Policy(s): I/1 –Transportation Services*
Admin Practice(s): Transportation 11 –Transportation Fees
Bill 1: An Act to Reduce School Fees

TRANSPORTATION 2 –Transportation Services and Fees

Date: June 28, 2017 Revised Date:

Responsible Administrator: Secretary-Treasurer

3.4 The Manager of Transportation Services is directed by the Superintendent of Schools to maintain the administrative practices required by this Board Regulation.

4.0 FEE SCHEDULE

Transportation fees for the 2017-2018 school year are:

	Regular Rate
Headstart	\$150
Pre School Enrichment Program (PEP)	\$175
Headstart and PEP (Noon Transportation)	\$225
Kindergarten Full day	\$175
Kindergarten Half day	\$275
Eligible	n/a
Ineligible	\$275
School of Choice	\$275
Non-Resident	\$350
Division Directed Program of Choice (LOGOS) Shuttle Service	\$100
Ineligible Family Rate	\$825
School of Choice Family Rate	\$825

Definitions:

Student – is an individual who is registered in grades 1 – 12.

Child – is an individual who attends an Early Childhood program and is not registered in grades 1 – 12.

Headstart and PreSchool Enrichment Program (PEP) – any child enrolled in a Headstart or PreSchool Enrichment Program (PEP).

Kindergarten Full days – any Kindergarten child or student who is enrolled in a full day program or a Headstart or PEP child who is enrolled in a half day program but reside in an area where there is no noon time transportation available.

References: Board Policy(s): I/1 –Transportation Services
 Admin Practice(s): Transportation 11 –Transportation Fees
 Bill 1: An Act to Reduce School Fees

TRANSPORTATION 2 –Transportation Services and Fees

Date: June 28, 2017 Revised Date:

Responsible Administrator: Secretary-Treasurer

Kindergarten Half Days – any Early Childhood child who is attending Sturgeon Heights *, Morinville Public, Namao or Guthrie schools and is eligible for and resides in the noon transportation boundaries.

Ineligible – any child or student who resides less than 2.4 km to their designated school.
School Of Choice – any student who is attending a school other than the one designated by the established boundaries and LOGOS, which is considered a program of choice.

Division Directed Program of Choice (LOGOS) Shuttle – any rural LOGOS student who transfers between towns where a shuttle service is available.

Non Resident – any student who lives outside of the Sturgeon Public School Division boundary and attends a Sturgeon school.

Family Rates – the family rate applies to families with more than three children in the same category. If your family is a blend of two or more categories the fees reflected in your Parent Portal account will be the fees for your individual family rate.

* Sturgeon Heights only applies to the children attending day cares that are serviced at noon time.

References: *Board Policy(s):* I/1 –Transportation Services
Admin Practice(s): Transportation 11 –Transportation Fees
Bill 1: An Act to Reduce School Fees

**TRANSPORTATION 2 – Student Transportation Fees**Date: **June 28, 2017** Revised Date:

Responsible Administrator: Secretary-Treasurer

1.0 Board Regulation, Transportation 2 - Student Transportation Fees shall be administered in compliance with Policies 1/1- Student Transportation Services and Admin Practice Transportation 11- Student Transportation Fees

2.0 PROCESS

2.1 The Secretary Treasurer or designate shall be responsible for ensuring the collection of transportation fees is undertaken according to established guidelines.

3.0 GUIDELINES

3.1 Transportation service will be provided on regular morning and afternoon school bus routes. Early Childhood and ECS students enrolled in half day programs operated by the Board may be provided with transportation services at noon based on available resources.

3.2 A fee is charged for all kindergarten – grade 12 students, who do not qualify for funding by Alberta Education and are accessing transportation. Transportation fees are reviewed annually and are approved by the Board.

3.3 Children and students residing less than 2.4 km to the school site may be provided with transportation service if space is available on an existing school bus route.

3.4 The Superintendent or designate shall ensure that sufficient resources are available to provide transportation service for children and students in accordance with Board policy.

3.5 The Manager of Transportation Services is directed by the Superintendent of Schools to maintain the administrative practices required by this Board Regulation.

References: *Board Policy(s): 1/1-Student Transportation Services*
Admin Practice(s): Transportation 11 –Student Transportation Fees
Bill 1: An Act to Reduce School Fees

TRANSPORTATION 2 – Student Transportation Fees

Date: June 28, 2017 Revised Date:

Responsible Administrator: Secretary-Treasurer

4.0 FEE SCHEDULE

Transportation fees for the 2017-2018 school year are:

	Regular Rate
Headstart	\$175
Pre School Enrichment Program (PEP)	\$175
Headstart and PEP (Noon Transportation)	\$275
Kindergarten Full day	\$175
Kindergarten Half day	\$275
Eligible	n/a
Ineligible	\$275
School of Choice	\$275
Non-Resident	\$360
Division Directed Program of Choice (LOGOS) Shuttle Service	\$110
Ineligible Family Rate	\$825
School of Choice Family Rate	\$825

Definitions:

Student – is an individual who is registered in grades 1 – 12.

Child – is an individual who attends an Early Childhood program and is not registered in grades 1 – 12.

Headstart and PreSchool Enrichment Program (PEP) – any child enrolled in a Headstart or PreSchool Enrichment Program (PEP).

Kindergarten Full days – any Kindergarten child or student who is enrolled in a full day program or a Headstart or PEP child who is enrolled in a half day program but reside in an area where there is no noon time transportation available.

Kindergarten Half Days – any Early Childhood child who is attending Sturgeon Heights *, Morinville Public, Namao or Guthrie schools and is eligible for and resides in the noon transportation boundaries.

Ineligible – any child or student who resides less than 2.4 km to their designated school.

References: Board Policy(s): I/1-Student Transportation Services
 Admin Practice(s): Transportation 11 –Student Transportation Fees
 Bill 1: An Act to Reduce School Fees

TRANSPORTATION 2 – Student Transportation Fees

Date: June 28, 2017 Revised Date:

Responsible Administrator: Secretary-Treasurer

School Of Choice – any student who is attending a school other than the one designated by the established boundaries and LOGOS, which is considered a program of choice.

Division Directed Program of Choice (LOGOS) Shuttle – any rural LOGOS student who transfers between towns where a shuttle service is available.

Non Resident – any student who lives outside of the Sturgeon Public School Division boundary and attends a Sturgeon school.

Family Rates – the family rate applies to families with more than three children in the same category. If your family is a blend of two or more categories the fees reflected in your Parent Portal account will be the fees for your individual family rate.

* Sturgeon Heights only applies to the children attending day cares that are serviced at noon time.

References: Board Policy(s): I/1-Student Transportation Services
Admin Practice(s): Transportation 11 –Student Transportation Fees
Bill 1: An Act to Reduce School Fees



TRANSPORTATION 11 –Transportation Fees

Date: May 5, 2014 Revised Date: June 28, 2017 Responsible Administrator: Secretary-Treasurer

1.0 RATIONALE

All Early Childhood Services to Grade 12 children and/or students, who do not qualify for transportation funding by Alberta Education and are accessing transportation services in Sturgeon Public School Division shall pay a transportation fee as directed in Board Regulation, Transportation 2 – Transportation Services and Fees.

- 1.1 Transportation will be available for children and students who meet the criteria as set out in the Guidelines of Board Regulation, Transportation 2 – Transportation Services and Fees.

2.0 PROCESS

The Secretary Treasurer will be responsible for ensuring the collection of transportation fees is undertaken according to established guidelines and for communicating the need for transportation fees to parents annually.

Principals will annually notify school staff about the process and the circumstances in which parents may be able to request a refund or having transportation fees waived.

3.0 GUIDELINES

- 3.1 Fees shall be due and payable at the time of registration by online payment via the PowerSchool Parent Portal, cash or cheque.

- 3.1.1 An administration fee will be charged for each cheque returned.

- 3.2 Any child or student new to the Division, will pay the regular rate or a portion of the fee, prorated on a 10 month basis.

- 3.2.1 Any child or student entering the Division after March 31st of the school year will not be charged any portion of the Transportation fee.

References: *Board Policy: I/1 –Transportation Services*
Board Regulation: Administration 2 – Appeal
Transportation 2 –Transportation Services and Fees
School Transportation Regulation
Fee Waiver Application Form



TRANSPORTATION 11 –Transportation Fees

Date: May 5, 2014 Revised Date: June 28, 2017 Responsible Administrator: Secretary-Treasurer

- 3.3 All refunds shall be determined by the Transportation Department. No refunds will be approved except for children or students moving out of the transportation service area, transferring to another school jurisdiction or graduating during the school year. A request in writing will be required from parent/guardian stating reason for cancellation of transportation service before refund will be granted.
 - 3.3.1 A refund of Transportation fees will be determined on a prorated monthly basis.
 - 3.3.2 After March 31 of the school year, Transportation fees will not be refunded.
- 3.4 Children or students enrolled prior to September 30th may apply for transportation services at any time during the school year. The transportation fee will be the regular rate (not prorated). Payment is due in full upon registration. Children or students must meet the criteria as set out in Policy I/1 and Board Regulation Transportation 2 – Student Transportation Fees.
- 3.5 In exceptional cases where a child or student registered for Transportation Services, does not have his/her fees paid by January 31st, the division will provide a statement of the outstanding balance, which is due immediately.
- 3.6 Any outstanding balances as of April 30th will be forwarded to a collection agency.
- 3.7 In cases of genuine hardships, the Transportation Manager, in consultation with the Principal, has the discretion to waive or make alternative payment arrangements. Parents may request to waive their children’s fees by filling out the Division’s Fee Waiver Application Form.
- 3.8 Any concerns and disputes of the transportation fees will follow the process as outlined in Board Regulation Administration 2 – Appeal.

References: *Board Policy: I/1 –Transportation Services*
Board Regulation: Administration 2 – Appeal
Transportation 2 –Transportation Services and Fees
School Transportation Regulation
Fee Waiver Application Form



Board Memorandum

Date: September 27, 2017

To: Board of Trustees

From: Iva Paulik, Secretary Treasurer

Subject: Student Educational Services and Transportation Agreement –
Greater St. Albert Roman Catholic Separate School District No. 734

Background

The attached Student Educational Services and Transportation Agreement from Greater St. Albert Catholic Schools is a combination of two agreements that Sturgeon School Division and Greater St. Albert Catholics Schools have entered into in past years.

Previously a Student Transportation Agreement was in place for Student 'A', a resident student of Sturgeon School Division. For several years, the parents have elected to have their special education child educated in Greater St. Albert Roman Catholic Separate School District No. 734. Greater St. Albert is willing to transport this wheel chair bound student to their school. A Transportation Agreement has been in place since 2013 – 2014.

A Transportation Services Agreement has been in place for the family of Students 'B' and 'C', who reside west of Morinville for their children to attend French Immersion programming at Morinville Schools since the 2000 – 2001 school year. Student 'D' was added to the Transportation Services Agreement for the 2014 – 2015 school year. Student 'E' was added to this Transportation Services Agreement for the 2014 – 2015 school year and is attending French Immersion program in grade eight.

Recommendation

That the Board of Trustees approve the Student Educational Services and Transportation Agreement with the Greater St. Albert Roman Catholic Separate School District No. 734 for the 2017 – 2018 school year.

BOARD 9.3

STUDENT EDUCATIONAL SERVICES AND TRANSPORTATION AGREEMENT

This agreement made in duplicate this _____ DAY
OF _____, 2017.

BETWEEN:

THE BOARD OF TRUSTEES OF THE
STURGEON SCHOOL DIVISION No.24

OF THE FIRST PART,

- and -

THE BOARD OF TRUSTEES OF THE
GREATER ST. ALBERT ROMAN CATHOLIC
SEPARATE SCHOOL DISTRICT No. 734

OF THE SECOND PART.

WHEREAS the parties are required to provide transportation to students enrolled in schools within their jurisdiction in accordance with the provisions of the School Act, S.A. 2000, c S-3 as amended from time to time;

AND WHEREAS the parties are desirous of entering into an agreement which will permit the fulfillment of these obligations along with the provision of educational services,

AND WHEREAS the parties are in agreement that all transportation funding claims can be made by the party providing the educational services for students identified in Appendix A;

NOW THEREFORE the parties hereto agree as follows:

1. Definitions

1.1 "School Act" where used in this agreement means the School Act, S.A. 2000. c. S-3 as amended from time to time.

1.2 "Students" where used in this agreement means individuals who are enrolled in a school or are required to attend school under Section 8 of the School Act and who have parents or guardians, as the case may be, who are residents of the Sturgeon School Division No.24, and shall include independent students as defined within the School Act all of whom attend schools operated by the Greater St. Albert Roman Catholic Separate School District No.734 and are in grades one to twelve inclusive.

2. Obligation to Transport

- 2.1 Greater St. Albert Roman Catholic Separate School District No. 734 shall provide transportation for only those students listed on Appendix "A", by the parties to this agreement, to and from schools located within the jurisdiction of Greater St. Albert Roman Catholic Separate School District No. 734 in compliance with the applicable provisions of the School Act and any Regulations passed there under.
- 2.2 Greater St. Albert Roman Catholic Separate School District No. 734 shall provide transportation for students on all days when the schools of the Greater St. Albert Roman Catholic Separate School District No. 734 are operational, except if such service is rendered impossible due to acts of God, strikes, wars, floods, fires or other such incidents which cannot reasonably be foreseen or provided against. In the event of any such incident occurring, the parties acknowledge and agree that neither party shall be held responsible for any damages, delay or failure to perform caused by the Greater St. Albert Roman Catholic Separate School District No. 734 inability to fulfill its obligations under this agreement.
- 2.3 Greater St. Albert Roman Catholic Separate School District No. 734 shall provide transportation facilities reasonably adequate for the purpose of safely conveying the students to and from the schools as required.
- 2.4 Greater St. Albert Roman Catholic Separate School District No. 734 shall provide adequate supervision for students using its transportation facilities.

3. Miscellaneous

The parties acknowledge and agree that transportation services shall continue to be provided by the Greater St. Albert Roman Catholic Separate School District No. 734 for each of the students identified within Appendix "A", to and from schools of the Greater St. Albert Roman Catholic Separate School District No. 734 as set out in Appendix 1A". In the event that any student included within Appendix "A" ceased to reside at the location described with the said Appendix, said student will no longer be eligible for transportation in accordance with the terms and conditions of this clause.

4. Indemnification

- 4.1 The transporting party shall at all times well and sufficiently indemnify and keep indemnified the Sturgeon School Division No.24 from and against all actions, proceedings, claims, costs, expenses, and demands of any nature in consequence of
 - 4.1.1 bodily injury, sickness, disease or death sustained by students while riding in, boarding or alighting from any vehicle provided by Greater St. Albert Roman Catholic Separate School District No. 734 and
 - 4.1.2 Damage to, destruction or loss of property where such property was damaged, destroyed or lost while situate in any vehicle provided by Greater St. Albert Roman Catholic Separate School District No. 734 after having been brought upon such vehicle by students.

5. Amendments

- 5.1 This agreement may be amended from time to time by the mutual written consent of both parties. In the event of a dispute, the parties may request a review of the agreement pursuant to Section 125(1) of the School Act.

6. Term

- 6.1 This agreement shall continue in force from August 31st, 2017 hereof until termination by either party in accordance with the terms and conditions herein, or upon the mutual consent of both parties, which consent shall be evidenced in writing.

7. Termination

- 7.1 Notice of intention by either party to terminate this agreement for a subsequent school year must be given in writing to the other party prior to March 31st in any year. Such notice shall be effective August 30th of the same year if given in accordance with this provision.

8. Binding Agreement

- 8.1 This agreement shall ensure to the benefit of and be binding upon the parties hereto together with their respective successors and assigns.

9. Notice

9.1 Any notice required or permitted to be given under the terms of this Agreement shall be sufficiently given to the party for whom it is intended if delivered and forwarded by registered, prepaid post at the following address:

Sturgeon School Division No. 24
9820 104 Street
Morinville, Alberta
TBR 1L8

Greater St. Albert Roman Catholic Separate School District No. 734
6 St. Vital Avenue
St. Albert, AB
TBN 1K2

Or to such other address as either party may furnish to the other from time to time. Such notice shall be deemed to have been received within five (5) days after the date of such mailing.

IN WITNESS WHEREOF the parties hereto have executed these presents on the day and year first above written.

STURGEON SCHOOL DIVISION No.24

Per: _____

Per: _____

GREATER ST. ALBERT ROMAN CATHOLIC SCHOOL DISTRICT No. 734

Per:  _____

Per: _____

APPENDIX 'A'

2017-2018 School Year

The transportation by Greater St. Albert Roman Catholic Separate School District No 734 of the following Sturgeon School Division No. 24 resident students during the 2017-2018 School Year is mutually agreed to by the parties to this agreement.

NAME	ADDRESS	SCHOOL	GRADE
Student 'A'		Vincent J.Maloney	9
Student 'B'		G.H.Primeau	7
Student 'C'		Morinville Community High	12
Student 'D'		École Notre Dame	4
Student 'E'		École G.H. Primeau	8



Board Memorandum

Date: September 27, 2017

To: Board of Trustees

From: Committee of the Whole (CLOSED)

Subject: Northern Gateway Public School Division Transportation Agreement

Background

At the September 13, 2017 Closed Committee of the Whole meeting Trustees reviewed the Northern Gateway Public School Division Transportation Agreement and directed Administration to follow up on two clauses (2.3 and 2.5) within the draft Agreement. Administration reached out to the Northern Gateway School Division with proposed changes to the Agreement. The original Agreement from Northern Gateway School Division along with the changes recommended by Sturgeon Public School Division is attached for Trustees' review and consideration.

Recommendation

That the Board of Trustees approve the Northern Gateway Public School Division Transportation Agreement.

STUDENT TRANSPORTATION AGREEMENT

THIS AGREEMENT MADE IN DUPLICATE THIS _____ DAY OF _____, 20_____.

BETWEEN:

THE BOARD OF TRUSTEES OF THE
STURGEON SCHOOL DIVISION No. 24

OF THE FIRST PART,

- and -

THE BOARD OF TRUSTEES OF THE
NORTHERN GATEWAY REGIONAL DIVISION NO. 10

OF THE SECOND PART.

WHEREAS the parties are required to provide transportation to students enrolled in schools within their Division in accordance with the provisions of the School Act, S.A. 2000, C S-3 as amended:

AND WHEREAS the parties are desirous of entering into an agreement which will permit the fulfillment of these obligations;

NOW THEREFORE the parties hereto agree as follows:

1. Definitions

- 1.1 "School Act" where used in this agreement means the School Act, S.A. 2000, C S-3 as amended from time to time.
- 1.2 "Students" where used in this agreement means individuals who are enrolled in a school or are required to attend school under Section 8 of the School Act and who have parents or guardians, as the case may be, who are residents of the **Northern Gateway Regional Division No. 10** and shall include independent students as defined within the School Act all of whom attend schools operated by the **Sturgeon School Division No. 24**, and are in grades ECS to twelve inclusive.

2. Obligation to Transport

- 2.1 The **Sturgeon School Division No. 24** shall provide transportation services within the boundaries of Northern Gateway Regional Division No. 10 for only those students identified in Appendix "A" of this agreement.

- 2.2 The **Sturgeon School Division No. 24** shall provide transportation for students on all days when the schools of the **Sturgeon School Division No. 24** are operational, except if such service is rendered impossible due to acts of God, strikes, wars, floods, fires or other such incidents which cannot reasonably be foreseen or provided against. In the event of any such incident occurring the parties acknowledge and agree that neither party shall be held responsible for any damages, delay or failure to perform caused by the **Sturgeon School Division No. 24's** inability to fulfill its obligations under this agreement.
- 2.3 The **Sturgeon School Division No. 24** will cease transportation services **inside the Northern Gateway Regional Division No. 10 boundaries only** for those students identified in Appendix "A" on June 30th, 2018.
- 2.4 The **Sturgeon School Division No. 24** shall provide adequate supervision for students using its transportation facilities.
- ~~2.5 Transportation Services shall not be provided for Pre-School siblings of students identified in Appendix "A".~~
- 2.6-5 The **Sturgeon School Division No. 24** agrees to not pick up within the boundaries of Northern Gateway Regional Division No. 10 students of families not listed in Appendix "A".

3. Miscellaneous

The parties acknowledge and agree that transportation services shall continue to be provided by the **Sturgeon School Division No. 24** for each of the students identified within Appendix 'A', to and from schools of the **Sturgeon School Division No. 24** as set out in Appendix 'A'. In the event that any student included within Appendix "A" ceased to reside at the location described with the said Appendix, said student will no longer be eligible for transportation in accordance with the terms and conditions of this clause. **Sturgeon School Division No. 24** shall not charge Northern Gateway Regional Division No. 10 any applicable fees for any student identified in Appendix "A".

4. Transportation Funding

The **Sturgeon School Division No. 24** will be entitled to claim transportation funding for the 2017-18 school year for all students identified in Appendix "A" that are eligible and who are transported by **Sturgeon School Division No. 24**.

5. Indemnification

5.1 The transporting party shall at all times well and sufficiently indemnify and keep indemnified the **Northern Gateway Regional Division No. 10** from and against all actions, proceedings, claims, costs, expenses, and demands of any nature in consequence of

5.1.1 bodily injury, sickness, disease or death sustained by students while riding in, boarding or alighting from any vehicle provided by the **Sturgeon School Division No. 24**, and

5.1.2 damage to, destruction or loss of property where such property was damaged, destroyed or lost while situate in any vehicle provided by the **Sturgeon School Division No. 24** after having been brought upon such vehicle by students.

6. Only Agreement

6.1 This agreement cancels and supersedes all previous agreements regarding the transportation of students which were in existence between **Sturgeon School Division No. 24** and **Northern Gateway Regional Division No. 10**.

7. Amendments

7.1 This agreement may be amended from time to time by the mutual written consent of both parties. In the event of a dispute, the parties may request a review of the agreement pursuant to Section 124(2) b of the School Act.

8. Term

8.1 This agreement shall continue in force for the school year 2017 - 2018.

9. Termination

9.1 This agreement and transportation services shall expire on June 30, 2018.

10. Binding Agreement

10.1 This agreement shall enure to the benefit of and be binding upon the parties hereto together with their respective successors and assigns

11. Notice

11.1 Any notice required or permitted to be given under the terms of this Agreement shall be sufficiently given to the party for whom it is intended if delivered and forwarded by registered, prepaid post at the following address:

Sturgeon School Division No. 24
9820 - 104 Street
Morinville, Alberta
T8R 1L8

Northern Gateway Regional Division No. 10
4816 49 Ave
Whitecourt, AB
T7S 1N9

or to such other address as either party may furnish to the other from time to time. Such notice shall be deemed to have been received within five (5) days after the date of such mailing.

IN WITNESS WHEREOF the parties hereto have executed these presents on the day and year first above written.

STURGEON SCHOOL DIVISION No. 24

Per: _____

Per: _____

NORTHERN GATEWAY REGIONAL DIVISION NO. 10

Per: _____

Per: _____

APPENDIX 'A'

2017-2018 School Year

The transportation by Sturgeon School Division No. 24 of the following Northern Gateway Regional Division No. 10 resident students during the 2017-2018 School Year is mutually agreed to by the parties to this agreement.

17-18 SY Information for Northern Gateway Agreement

Last Name	First Name	Grade	Address	Parents	School Attending
Student	A	11		Parents of Student A	Sturgeon Composite High School
Student	B	7		Parents of Student B	Camilla School
Student	C	5		Parents of Student C	Camilla School
Student	D	7		Parents of Student D	Camilla School
Student	E	5		Parents of Student E	Camilla School
Student	F	5		Parents of Student F	Camilla School
Student	G	3		Parents of Student G	Camilla School
Student	H	3		Parents of Student H	Camilla School
Student	I	2		Parents of Student I	Camilla School
Student	J	1		Parents of Student J	Camilla School
Student	K	HS		Parents of Student K	Camilla School

STUDENT TRANSPORTATION AGREEMENT

THIS AGREEMENT MADE IN DUPLICATE THIS _____ DAY OF _____, 20_____.

BETWEEN:

THE BOARD OF TRUSTEES OF THE
STURGEON SCHOOL DIVISION No. 24

OF THE FIRST PART,

- and -

THE BOARD OF TRUSTEES OF THE
NORTHERN GATEWAY REGIONAL DIVISION NO. 10

OF THE SECOND PART.

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AND WHEREAS the parties are desirous of entering into an agreement which will permit the fulfillment of these obligations;

NOW THEREFORE the parties hereto agree as follows:

1. Definitions

- 1.1 "School Act" where used in this agreement means the School Act, S.A. 2000, C S-3 as amended from time to time.
- 1.2 "Students" where used in this agreement means individuals who are enrolled in a school or are required to attend school under Section 8 of the School Act and who have parents or guardians, as the case may be, who are residents of the **Northern Gateway Regional Division No. 10** and shall include independent students as defined within the School Act all of whom attend schools operated by the **Sturgeon School Division No. 24**, and are in grades ECS to twelve inclusive.

2. Obligation to Transport

- 2.1 The **Sturgeon School Division No. 24** shall provide transportation services within the boundaries of Northern Gateway Regional Division No. 10 for only those students identified in Appendix "A" of this agreement.

- 2.2 The **Sturgeon School Division No. 24** shall provide transportation for students on all days when the schools of the **Sturgeon School Division No. 24** are operational, except if such service is rendered impossible due to acts of God, strikes, wars, floods, fires or other such incidents which cannot reasonably be foreseen or provided against. In the event of any such incident occurring the parties acknowledge and agree that neither party shall be held responsible for any damages, delay or failure to perform caused by the **Sturgeon School Division No. 24's** inability to fulfill its obligations under this agreement.
- 2.3 The **Sturgeon School Division No. 24** will cease transportation services for those students identified in Appendix "A" on June 30th, 2018.
- 2.4 The **Sturgeon School Division No. 24** shall provide adequate supervision for students using its transportation facilities.
- 2.5 Transportation Services shall not be provided for Pre-School siblings of students identified in Appendix "A".
- 2.6 The **Sturgeon School Division No. 24** agrees to not pick up within the boundaries of Northern Gateway Regional Division No. 10 students of families not listed in Appendix "A".

3. Miscellaneous

The parties acknowledge and agree that transportation services shall continue to be provided by the **Sturgeon School Division No. 24** for each of the students identified within Appendix 'A', to and from schools of the **Sturgeon School Division No. 24** as set out in Appendix 'A'. In the event that any student included within Appendix "A" ceased to reside at the location described with the said Appendix, said student will no longer be eligible for transportation in accordance with the terms and conditions of this clause. **Sturgeon School Division No. 24** shall not charge Northern Gateway Regional Division No. 10 any applicable fees for any student identified in Appendix "A".

4. Transportation Funding

The **Sturgeon School Division No. 24** will be entitled to claim transportation funding for the 2017-18 school year for all students identified in Appendix "A" that are eligible and who are transported by **Sturgeon School Division No. 24**.

5. Indemnification

5.1 The transporting party shall at all times well and sufficiently indemnify and keep indemnified the **Northern Gateway Regional Division No. 10** from and against all actions, proceedings, claims, costs, expenses, and demands of any nature in consequence of

5.1.1 bodily injury, sickness, disease or death sustained by students while riding in, boarding or alighting from any vehicle provided by the **Sturgeon School Division No. 24**, and

5.1.2 damage to, destruction or loss of property where such property was damaged, destroyed or lost while situate in any vehicle provided by the **Sturgeon School Division No. 24** after having been brought upon such vehicle by students.

6. Only Agreement

6.1 This agreement cancels and supersedes all previous agreements regarding the transportation of students which were in existence between **Sturgeon School Division No. 24** and **Northern Gateway Regional Division No. 10**.

7. Amendments

7.1 This agreement may be amended from time to time by the mutual written consent of both parties. In the event of a dispute, the parties may request a review of the agreement pursuant to Section 124(2) b of the School Act.

8. Term

8.1 This agreement shall continue in force for the school year 2017 - 2018.

9. Termination

9.1 This agreement and transportation services shall expire on June 30, 2018.

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9820 -104 Street
Morinville, Alberta
T8R 1L8

Northern Gateway Regional Division No. 10
4816 49 Ave
Whitecourt, AB
T7S 1N9

or to such other address as either party may furnish to the other from time to time. Such notice shall be deemed to have been received within five (5) days after the date of such mailing.

IN WITNESS WHEREOF the parties hereto have executed these presents on the day and year first above written.

STURGEON SCHOOL DIVISION No. 24

Per: _____

Per: _____

NORTHERN GATEWAY REGIONAL DIVISION NO. 10

Per: _____

Per: _____

APPENDIX 'A'

2017-2018 School Year

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Student	D	7		Parents of Student D	Camilla School
Student	E	5		Parents of Student E	Camilla School
Student	F	5		Parents of Student F	Camilla School
Student	G	3		Parents of Student G	Camilla School
Student	H	3		Parents of Student H	Camilla School
Student	I	2		Parents of Student I	Camilla School
Student	J	1		Parents of Student J	Camilla School
Student	K	HS		Parents of Student K	Camilla School



Board Memorandum

Date: September 27, 2017
To: Board of Trustees
From: Committee of the Whole
Subject: Central Office Modernization

Background

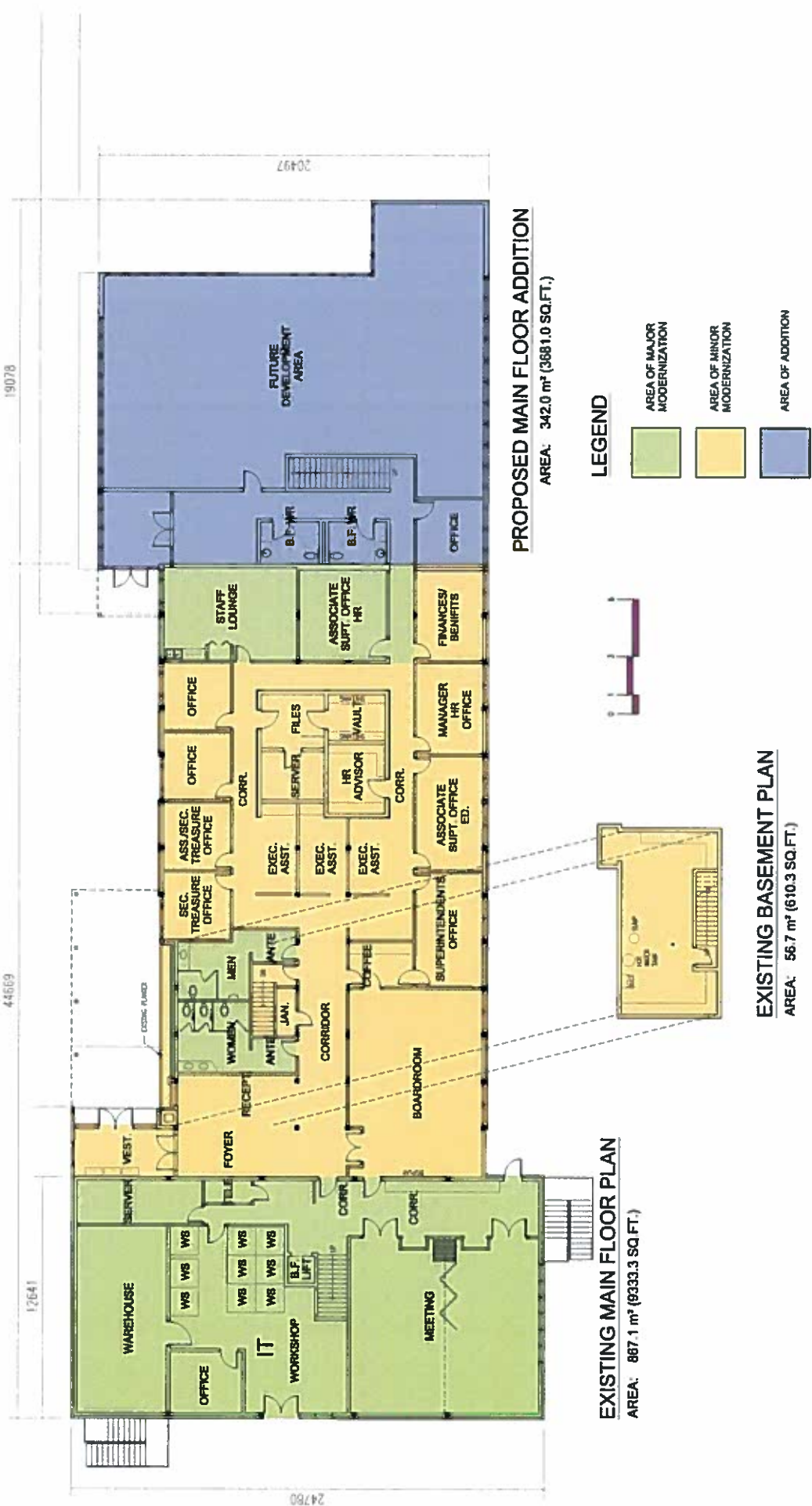
At the September 13, 2017 Committee of the Whole meeting, Trustees reviewed the four design concepts provided by S. Bushnell from BR2 and referred Design A2c to this evening's Public Board meeting.

Design A2c is attached for Trustee information.

Recommendation

That the Board of Trustees approve Central Office Modernization Design A2c in the amount of \$3,128,702.66.

BOARD 9.5



PROPOSED MAIN FLOOR PLAN - OPTION 6C
 STURGEON SCHOOL DIVISION - CENTRAL OFFICE - Redevelopment Concept
 STURGEON COUNTY, ALBERTA

A2c
 AUG 23, 2017



Board Memorandum

Date: September 27, 2017
To: Board of Trustees
From: Iva Paulik, Secretary Treasurer
Subject: Monthly Financial Report

Background

The Preliminary 12 Months Financial Report for 2016 – 2017 as of August 31, 2017 will be presented at the September 27, 2017 Board Meeting.

Recommendation

That the Board of Trustees receive as information the Preliminary 12 Months Financial Report for 2016 – 2017 as of August 31, 2017.

BOARD I.P.