



Board Meeting Agenda

January 22, 2014 – 4:30 p.m.

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1 Additions 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 Minutes of the Regular Meeting of November 27, 2013
- 5. Presentations**
- 6. Reports from Senior Administration**
 - 6.1 Superintendent of Schools
 - 6.2 Deputy Superintendent
 - 6.3 Secretary Treasurer
 - 6.4 Associate Superintendent

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 Committee
- 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 D/I/7 – Revenue from Property Tax Sources
- 9.2 Policy E/III/04 – Healthy Employees at Work
- 9.3 Policy H/2 – Caretaking Staff Allocation
- 9.4 Child Check Mate System on Busses
- 9.5 By-election Ward 3 – Alcomdale/Villeneuve
- 9.6 Programming Request Appeal

9.7 ATA Collective Agreement – Board of Trustees
Ratification

10. Unfinished Business

10.1 2014 – 2015 Operational School Year Calendar

11. Notices of Motion

12. Information

12.1 ATA; CUPE

12.2 Community Members

12.3 Media

13. Question Period

14. Requests for Information

15. Adjournment



**Minutes of the Meeting of
The Board of Trustees of
Sturgeon School Division No. 24
Held at Morinville on November 27, 2013**

Roll Call

Present were Trustees: Mr. Terry Jewell (Chair), Ms. Tracy Nowak (Vice Chair), Mrs. Misty Featherley, Mrs. Liz Kohle, Mrs. Wendy Miller & Mrs. Michelle Mychasiw; Dr. Michèle Dick (Superintendent); Mrs. Iva Paulik (Secretary Treasurer); Mr. Dave Johnson (Associate Superintendent); Mr. Wolfgang Jeske (Director, Curriculum & Instruction);

Absent: Mr. Gerry Schick (Deputy Superintendent);

Call to Order

The Chair called the meeting to order at 4:35 p.m.

Approval of Agenda

#149/2013 – Moved by Mrs. Miller that the agenda be approved as amended:

Additions:	9.9	Modular Priorities Submission, 2014-15
	10.1	Trustee Calendar on website

CARRIED 6/0

Appointments

There were no appointments.

Approval of Minutes

#150/2013 - Moved by Mrs. Kohle that the minutes of the Organizational Meeting of October 30, 2013 be approved.

CARRIED 6/0

#151/2013 - Moved by Ms. Nowak that the minutes of the Regular Meeting of October 30, 2013 be approved.

CARRIED 6/0

Presentations

Mr. Phil Dirks, C.A., Partner, Hawkings, Epp Dumont LLP and Mrs. Iva Paulik, Secretary Treasurer, presented the Sturgeon School Division Audited Financial Statement for 2012-2013.

#152/2013 - Moved by Mr. Jewell that Board of Trustees approve the 2012-2013 Audited Financial Statements for Sturgeon School Division.

CARRIED 6/0

BOARD 4.2

Mr. Jeske presented the Three Year Education Plan 2013-2016 and Annual Education Results Report 2012-2013.

#153/2013 - Moved by Mrs. Miller that the Board of Trustees approve the Three Year Education Plan 2013-2016/Annual Education Results Report 2012-2013.

CARRIED 6/0

#154/2013 - Moved by Mrs. Kohle that the Board of Trustees formally approve the Three Year Education Plan Quick Overview.

CARRIED 6/0

Reports from Senior Administration

Superintendent of Schools

A written report was provided.

Deputy Superintendent of Schools

A written report was provided.

Director of Curriculum & Instruction

No report was provided.

Secretary-Treasurer

No report was provided.

Associate Superintendent

No report was provided.

Reports from Officers and Standing Committees

Chair's Report

No report was provided.

Trustees' Reports

Verbal reports were provided.

Ms. Nowak and Mr. Jeske left the meeting at 6:00 p.m.

Building

No report was provided.

Finance & Human Resources

No report was provided.

Education Policy

No report was provided.

Advocacy Committee – Board Advocacy Plan

No report was provided.

Transportation

No report was provided.

Reports from Special Committees

Alberta School Boards Association Representative

A verbal report was provided.

Public School Boards Association of Alberta Representative

A verbal report was provided.

Mr. Paul Froese, President of ATA Local provided an update to the Board.

New Business

Policy B/I/1 – Trustee Functions, Trusteeship & Policy

#155/2013 – Moved by Mrs. Miller that the Board of Trustees approve Policy B/I/1 – Trustee Functions, Trusteeship & Policy.

CARRIED 5/0

Policy B/I/3 – Committees of the Board

#156/2013 – Moved by Mr. Jewell that the Board of Trustees approve Policy B/I/3 – Committees of the Board, with the changes as noted:

Finance and Human Resources as one Committee

Advocacy Committee: a quorum of three

Addition of the phrase “Held at the call of the Chair and/or the administrator assigned, where applicable.” will be added with respect to “Meetings” where applicable.

CARRIED 5/0

Policy B/II/5 – Trustee Code of Conduct

#157/2013 – Moved by Mrs. Miller that the Board of Trustees approve Policy B/II/5 – Trustee Code of Conduct.

CARRIED 5/0

Policy C/4 – Superintendent of Schools

#158/2013 – Moved by Mrs. Featherley that the Board of Trustees approve Policy C/4 – Superintendent of Schools.

CARRIED 5/0

Policy D/I/14 – Community Partnerships

#159/2013 – Moved by Mrs. Kohle that the Board of Trustees approve Policy D/I/14 – Community Partnerships.

CARRIED 5/0

Policy D/I/17 – Central Services Roles and Responsibilities

#160/2013 – Moved by Mrs. Miller that the Board of Trustees approve Policy D/I/17 – Central Services Roles and Responsibilities.

CARRIED 5/0

Draft Operational School Year Calendar – 2014/2015

#161/2013 – Moved by Mrs. Mychasiw that the Board of Trustees approve in principal subject to change, the 2014-2015 school year calendar, calendar details, as well as day count before it is brought to the School Councils for their perusal and comments.

CARRIED 5/0

December 25, 2013 Board of Trustees Meeting

#162/2013 – Moved by Mrs. Mychasiw that the Board of Trustees cancel the Board Meeting scheduled on December 25, 2013.

CARRIED 5/0

Modular Priorities Submission, 2014-15

#163/2013 – Moved by Mrs. Featherley that the Board of Trustees instruct staff to submit the following modular priority list to Alberta Education and Alberta Infrastructure:

1. Landing Trail School (2)
2. Camilla School (2)
3. Lilian Schick School (2)

CARRIED 5/0

Unfinished Business**Trustee Calendar on website**

It was the consensus of the Board that Committee Chairs advise the Executive Assistant to the Superintendent of meeting dates so that the date can be placed on the Trustee Calendar.

Notices of Motion

There were no Notices of Motion.

Information**School Council Annual Reports**

Received as information.

Question Period

No questions were raised.

Requests for Information

There were no requests for information.

#164/2013 – 7:00 p.m. – Moved by Mrs. Kohle that the Board go in camera.

CARRIED 5/0

#165/2013 – 7:30 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 7:30 p.m.

Chair

Date

Secretary-Treasurer



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Mary McGregor,
Subject: Deputy Superintendent's Report

Field Trips

Board Policy F/II/4, "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

Camilla School

March 12 – 13, 2014 45 junior high students to Jasper for a physical education ski trip.

Redwater School

January 24 – 25, 2014 8 junior high students to Drumheller for a basketball tournament.

Gibbons School

January 24 – 25, 2014 36 junior high students to Camp Nakamun for music camp.



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Committee of the Whole
Subject: Policy D/I/7 – *Revenue from Property Tax Sources*

Background:

Policy D/I/7 – *Revenue from Property Tax Sources* with suggested revisions was reviewed at the January, 2014 Committee of the Whole meeting.

Recommendation:

That the Board of Trustees approve Policy D/I/7– *Revenue from Property Tax Sources*.



1.0 POLICY

- 1.1 The Board recognizes that support of education is provided through revenues coming from local education tax and the provincial government.
- 1.2 The Board however believes that there may be instances in which the division and electors may want to raise additional funds beyond those provided by government, for a specific purpose.
- 1.3 A special School Tax Levy shall be raised only through a plebiscite process held every four years in conjunction with the *Local Authorities Election Act*.
- 1.4 The Board must adhere to the Special School Tax Levy Plebiscite Regulation.

References: *School Act: Section 164 (1)(6), Sections 179-181, Sections 190-193*
Special School Tax Levy Plebiscite Regulation



1.0 POLICY

- 1.1 The Board recognizes that support of education is provided through revenues coming from local education tax and the provincial government.
- 1.2 The Board however believes that additional local property tax may be required to fund the education programs and services.
 - 1.2.1 The level of local property tax should be determined only as part of the budget process.

2.0 GUIDELINES

- 2.1 In determining the level of property tax revenue, the financial status of the Division along with the Board's goals of education and current program and service needs should be interpreted through an ongoing public information program including:
 - 2.1.1 Open Committee of the Whole meetings;
 - 2.1.2 Informal budget information meetings as required;
 - 2.1.3 Appropriate news releases;
 - 2.1.4 An Annual Meeting, if held;
 - 2.1.5 The Public Notice requirements for a special school tax levy.
 - 2.1.5.1 Notice of Motion – March Board Meeting
 - 2.1.5.2 Motion – May Board Meeting
- 2.2 Local property taxes shall be raised only through a plebiscite process held every three years in conjunction with the Local Authorities Election.
 - 2.2.1 The amount required would be raised by a special school tax levy.
 - 2.2.2 The Minister may, from time to time, establish a limit on the amount to be raised by a special school tax levy.

References: *Admin Practice(s):*
School Act: Division 4, Sections 170 to 178 and Division 5, Sections 179-182



Public Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Committee of the Whole
Subject: Policy E/III/4 – Healthy Employees at Work

Background:

Please find attached Policy E/III/4 – Healthy Employees at Work. This policy has been updated to reflect the new Org. Titles. Also, the relevant AP's have been cited and the School Act reference has been added.

Recommendation:

That the Board of Trustees approve Policy E/III/4 – Healthy Employees at Work as revised.



1.0 POLICY

- 1.1 The Board believes that Sturgeon employees should be provided with a healthy working environment.

2.0 GUIDELINES

- 2.1 Sturgeon School Division provides programs and services designed to support its employee's health and wellness.
- 2.2 The Associate Superintendent of ~~Human Resources~~ is responsible for the implementation and monitoring of this **Human Resources** policy.

References: *Admin Practice(s):ADM 17 – Health and Safety; ED 17 – Healthy School Communities; EFM 3 – Hazardous Materials; HRM 6 – Healthy Interactions; School Act: sec. 44(8) – (re: safe and caring schools)*



1.0 POLICY

- 1.1 The Board believes that Sturgeon employees should be provided with a healthy working environment.

2.0 GUIDELINES

- 2.1 Sturgeon School Division provides programs and services designed to support its employee's health and wellness.
- 2.2 The Associate Superintendent of Human Resources is responsible for the implementation and monitoring of this policy.

Original

References: *Admin Practice(s):*
School Act:



Public Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Committee of the Whole
Subject: H/2 – Caretaking Staff Allocations

Background:

Please find attached H/2 – Caretaking Staff Allocations. This policy actually address custodian allocations and does not address caretaking staff allocations. Further, we are currently reviewing options for addressing budget constraints that this policy stands in the way of.

Recommendation:

That the Board rescind H/2 – Caretaking Staff Allocations.



H/2 – Caretaking Staff Allocations

H/2

EFFECTIVE: June 25, 2003

REVISED: January 22, 2014

REVIEW:

1.0 POLICY

- 1.1 The Board believes that each school should be cared for by a full-time custodian.
- 1.2 The Board also believes that in addition to a full-time custodian, each school shall have additional caretaking staff allocated.

2.0 GUIDELINES

- 2.1 It is the Board's intention that all caretakers perform under the supervision of a custodian.

References: *Admin Practice(s):*
School Act:



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Committee of the Whole
Subject: Child Check Mate System on Busses

Background:

At the December 11, 2013 Committee of the Whole meeting, a recommendation that all buses must have a Child Check Mate System installed by September 1, 2014 was referred to the January Public Board meeting.

Due to the nature of Sturgeon School Division fleet, some buses already have a similar system installed from factory. Of the seventy three route buses under contract, fifty units would need a device installed. Of the seven SSD owned buses, three would need a device installed. Each unit would cost approximately \$400 - \$600.

Recommendation:

That the Board of Trustees approve the recommendation that any bus transporting Sturgeon School Division students to and from school or to and from a field trip be equipped with a child check system that is engaged when the first student is picked up and is deactivated by the driver when they turn off their bus. The system must be installed on every bus in Sturgeon School Division by the start of the 2014-2015 school year. The addition of this system will be a contractual obligation for all current and future contractors, at a cost to the contractor.



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Iva Paulik, Secretary Treasurer
Subject: By-election Ward 3 – Alcomdale/Villeneuve

Background:

At the October 30, 2013 Board of Trustees meeting a motion was passed unanimously, that the by-election as directed by the Minister of Education for the unfilled position of school trustee in Ward 3 – Alcomdale/Villeneuve be held on Monday, March 24, 2014.

The Business Operations and Stakeholder Support Branch of Alberta Education have advised that resolutions that were in place for the October 2013 School Trustee Election will carry forward to the by-election.

As per the *Local Authorities Election Act, 1(25)*, nomination day shall be 4 weeks before election day. Therefore, nomination day is Monday, February 24, 2014.

As per the *Local Authorities Election Act, 1(26)(1)*, notice of nomination day shall be published at least once a week in each of the two weeks before nomination day.... Ads will run in the February 10 & 17 editions of the Free Press and the February 7 & 14 editions of the Farm “n” Friends publications. The cost for these ads totals \$728.70.

For your information, attached you will find “2014 Sturgeon School Division School Board Trustee By-Election”. This document will be included in the Candidate Package, as well as posted on the Sturgeon School Division website and included in the Camilla School newsletter that will be issued at the end of January, 2014.



- ❖ In the event that an election is required for the by-election in Ward 3, what would the Board recommend for polling stations?

For the fall, 2013 election, the following polling stations, shared with Sturgeon County, were available to choose from:

- Alcomdale Hall
- Calahoo Fire Hall
- Riviere Qui Barre Arena

Recommendation:

That the Board of Trustees recommend and approve the locations for polling stations for the By-election Ward 3 – Alcomdale/Villeneuve, in the event that an election is required.

- ❖ In the event that an election is required for the by-election in Ward 3, would the Board recommend an advance vote?

For the fall, 2013 election, an advance vote would have been held jointly with Sturgeon County at the Sturgeon County Centre in Morinville.

Recommendation:

That the Board of Trustees advise if an advance vote is recommended for the By-election, Ward 3 – Alcomdale/Villeneuve, in the event that an election is required.

2014 Sturgeon School Division School Board Trustee By-Election

A by-election for the unfilled position of school trustee in Ward 3 – the Alcomdale/Villeneuve Ward will be held on Monday, March 24, 2014.

Candidate's Information Package can be obtained at the Sturgeon School Division office.

The Nomination Paper **must be returned** to the Sturgeon School Division office, 9820 – 104 Street, Morinville, **between the hours of 10:00 a.m. – 12:00 noon on Monday, February 24, 2014.**

All nominations received shall be accompanied by a deposit of \$25.00 (By-Law #2-83) payable to Sturgeon School Division in the manner prescribed in Section 30(1) of the Local Authorities Election Act.

- by cash
- by certified cheque, or
- by money order

The completed Nomination Paper can also be returned by someone other than the candidate (**between the hours of 10:00 a.m. – 12:00 noon on February 24, 2014**) as long as the "Candidate's Acceptance" has been completed and witnessed by a Commissioner for Oaths.

Should you require further information, please contact Iva Paulik, Returning Officer at Sturgeon School Division, 780-939-4341.

*The personal information that is being collected
under the authority of the Local Authorities Election Act
will be used for the purposes under that Act.
It is protected by the privacy provision of the
Freedom of Information and Protection of Privacy Act.*

*If you have any questions about the collection,
contact Mrs. Iva Paulik, Returning Officer at 780-939-4341.*



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Committee of the Whole
Subject: Program Appeal Request

Background:

At its January 8, 2014 Committee of the Whole meeting, the Board of Trustees reviewed and discussed a parent request to appeal the program placement of their child. This item was directed to the January 22, 2014 Public Board meeting for final determination.

Recommendation:

That the Board of Trustees consider the parent request to appeal their child's program placement and advise administration accordingly.

BOARD 9.6



Board Memorandum

Date: January 22, 2014
To: Board of Trustees (In Camera)
From: Associate Superintendent
Subject: ATA collective agreement ratification

Background:

We will review the settlement package - Memorandum of Agreement and Sign-off Sheets – that was initially presented at Committee of the Whole on Jan. 8. Our ATA Local ratified this settlement on January 15, 2014, by a 97% majority of teachers who attended and voted at their meeting.

Recommendation:

That the Board of Trustees receive as information a report on ATA collective agreement settlement and conduct a ratification vote.



Board Memorandum

Date: January 22, 2014
To: Board of Trustees
From: Mary McGregor
Subject: 2014-15 Operational School Year Calendar and Details

Background

The 2014-15 School Operational Year Calendar, School Operational Year Calendar Details, and the School Operational Year Calendar Day-Count with changes, are attached for your information. This calendar was brought to the November 27, 2013 Board meeting where it was Accepted in Principle – Subject to Change.

Further consideration of the calendar indicated the need to examine the number of instructional days.

Recommendation

That the Board of Trustees approve the 2014-15 School Operational Year Calendar, School Operational Year Calendar Details, and the School Operational Year Calendar Day-Count as presented.

2014-2015

APPROVED IN PRINCIPLE - SUBJECT TO CHANGE
November 27, 2013
RE-SUBMITTED January 22, 2014

AUGUST, 2014

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER, 2014

S	M	T	W	T	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER, 2014

S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER, 2014

S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER, 2014

S	M	T	W	T	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY, 2015

S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY, 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH, 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL, 2015

S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY, 2015

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE, 2015

S	M	T	W	T	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY, 2015

S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

School offices open
 August 25
 August 27
 August 28
 August 29
 September 1
 September 2
 September 12
 September 10
 October 13
 October 13
 November 7
 November 10
 November 11
 November 12
 December 12
 Dec. 22-Jan 2
 January 5
 January 30
 January 30
 February 5-6
 February 13
 February 16
 March 13
 March 27
 March 30-April 3
 April 3
 April 6
 April 7
 April 7
 April 17
 May 15
 May 18
 June 5
 June 26
 June 29

Division/School PD/Collaboration; Staff Meeting
 Division/School PD/Collaboration; Staff Meeting
 Operational Day - No classes (K-12)
 Labour Day - No classes
 All classes (full day)
 Division/School PD/Collaboration; Staff Meeting
 Division/School PD/Collaboration; Staff Meeting
 Thanksgiving Day - No classes
 Division/School PD/Collaboration; Staff Meeting
 In lieu of Parent/Teacher Interviews
 Remembrance Day - No classes
 Division/School PD/Collaboration; Staff Meeting
 Christmas Vacation
 Classes Resume
 Division/School PD/Collaboration; Staff Meeting
 First day of Semester Two
 Teachers' Convention - No classes
 Division/School PD/Collaboration; Staff Meeting
 Family Day - No classes
 Division/School PD/Collaboration; Staff Meeting
 In lieu of Parent/Teacher Interviews
 Spring Recess
 Good Friday - No classes
 Easter Monday - No classes
 Classes Resume
 Division/School PD/Collaboration; Staff Meeting
 Division/School PD/Collaboration; Staff Meeting
 Victoria Day - No classes
 Division/School PD/Collaboration; Staff Meeting
 Last day of classes
 Operational Non-Instructional (K-12)

Division/School PD/Collaboration; Staff Meeting



Operational Day - No Classes

Non-Operational Day

Division/School P D; Collaboration; Staff Meeting



STURGEON SCHOOL DIVISION

9820-104 Street
 Morinville, AB T8R 1L8
 Phone: (780) 939-4341

**School Year 2014-2015**

(All dates are inclusive unless otherwise specified)

AUGUST

Mon.	25	School offices open
Wed.	27	Professional Development Day – No classes
Thurs.	28	Professional Development Day – No classes
Fri.	29	Operational Non-Instructional Day

SEPTEMBER

Mon.	1	LABOUR DAY - No classes
Tues.	2	All classes (full day)
Fri.	12	PD Collaboration and Staff Meeting

OCTOBER

Fri.	10	PD Collaboration and Staff Meeting
Mon.	13	THANKSGIVING DAY - No classes

NOVEMBER

Fri.	7	PD Collaboration and Staff Meeting
Fri.	10	Non-instructional day in lieu of Parent-Teacher Interviews
Tues.	11	Remembrance Day – No classes

DECEMBER

Fri.	12	Division / School Professional Development Collaboration – No classes
Mon.	22	Christmas recess begins

JANUARY

Mon.	5	Classes resume
Thurs.	30	PD Collaboration and Staff Meeting / First day of Semester 2

References: Policy: *D/II/1 Operational School Year*
Admin Practices: *Administration 4 – Operational School Year*
School Operational Year Calendar 2014-2015
School Operational Year Calendar Day Count 2014-2015
School Act: 56



FEBRUARY

Thurs./Fri. 5/6 Teachers' Convention - No classes
Fri. 13 Division / School Professional Development Collaboration – No classes
Mon. 16 FAMILY DAY - No classes

MARCH

Fri. 13 PD Collaboration and Staff Meeting
Fri. 27 Non-instructional day in lieu of Parent-Teacher Interviews
Mon. 30 Spring recess begins

APRIL

Fri. 3 GOOD FRIDAY – No classes
Mon. 6 EASTER MONDAY – No classes
Tues. 7 Classes resume
Fri. 17 PD Collaboration and Staff Meeting

MAY

Fri. 15 PD Collaboration and Staff Meeting
Mon. 18 VICTORIA DAY - No classes

JUNE

Fri. 5 PD Collaboration and Staff Meeting
Fri. 26 Last day of classes
Mon. 29 Operational Non-Instructional Day

References: Policy: *D/II/1 Operational School Year*
Admin Practices: *Administration 4 – Operational School Year*
School Operational Year Calendar 2014-2015
School Operational Year Calendar Day Count 2014-2015
School Act: 56



School Year 2014-2015

	Non-Instructional		Instructional		Operational	
	1 to 9	10 to 12	1 to 9	10 to 12	1 to 9	10 to 12
AUGUST	3.0	3.0	0.0	0.0	3.0	3.0
SEPTEMBER	1.0	1.0	20.0	20.0	21.0	21.0
OCTOBER	1.0	1.0	21.0	21.0	22.0	22.0
NOVEMBER	2.0	2.0	17.0	17.0	19.0	19.0
DECEMBER	1.0	1.0	14.0	14.0	15.0	15.0
JANUARY	0.0	0.0	19.0	19.0	19.0	19.0
TOTAL – SEMESTER I	8.0	8.0	91.0	91.0	99.0	99.0
JANUARY	1.0	1.0	0.0	0.0	1.0	1.0
FEBRUARY	2.0	2.0	16.0	16.0	19.0	19.0
MARCH	3.0	3.0	18.0	18.0	20.0	20.0
APRIL	1.0	1.0	17.0	17.0	18.0	18.0
MAY	1.0	1.0	19.0	19.0	20.0	20.0
JUNE	2.0	2.0	19.0	19.0	21.0	21.0
TOTAL - SEMESTER II	10.0	10.0	89.0	89.0	99.0	99.0
OPERATIONAL YEAR TOTAL	18.0	18.0	180.0	180.0	198.0	198.0

References: Policy: *D/II/1 Operational School Year*
 Admin Practices: *Administration 4 – Operational School Year*
School Operational Year Calendar 2014-2015
School Operational Year Calendar Details 2014-2015
 School Act: 56

