



Committee Meeting Agenda

June 10, 2015 – 3:30 p.m.

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1 Additions to Agenda
 - 2.2 Approval of Agenda
- 3. Appointments**
- 4. Approval of Committee Notes**
 - 4.1 Amendment/Correction of Notes
 - 4.2 Approval of Committee Notes – May 13, 2015
- 5. Presentations**
 - 5.1 Literacy Report – Mrs. Roxanne Filipchuk, Vice Principal, Namao School (3:30 – 3:45)
- 6. Reports from Senior Administration**
 - 6.1 Superintendent
 - 6.2 Associate Superintendent, Education Services
 - 6.3 Secretary Treasurer
 - 6.4 Associate Superintendent, Human Resources & Leadership Support

7. Reports from Trustees and Standing Committees

- 7.1 Chair's Report
- 7.2 Trustees Report
- 7.3 Building
- 7.4 Finance & Human Resources
- 7.5 Education Policy
- 7.6 Advocacy
- 7.7 Transportation

8. Reports from Special Committees/Task Groups

- 8.1 Alberta School Boards Association Zone 2/3
- 8.2 Public School Boards Association of Alberta
- 8.3 Policy Advisory (ATA)
- 8.4 Policy Review (CUPE)
- 8.5 Community Services Advisory Board

9. New Business

- 9.1 Policy Tracker
- 9.2 Policy E/III/7 – Local Authorities Pension Plan

9.3 School Fees 2015-2016

9.4 July/August Committee of the Whole and Board Meetings

10. Question Period

11. Unfinished Business

12. Information Items

12.1 Report of Instructional Material Fees for 2014-2015

13. Pending List

14. Adjournment



Committee of the Whole

Summary of Motions
Wednesday, May 13, 2015
Sturgeon School Division

Items Referred to May 27, 2015 Public Board Meeting

- Policy D/II/4 – Non-Resident Students
- Policy I/1 – Student Transportation Services
- Policy I/9 – Language Immersion Transportation Service
- Locally Developed Courses Approval – Musical Theatre 15, 25 & 35
- Lease Agreement – Town of Gibbons – Bon Accord Community School
- Lease Agreement – Town of Gibbons – Gibbons School
- Lease Agreement – McCauley Community After School Care Association – Morinville Public School
- Lease Agreement – SIGIS Child Care Society – Sturgeon Heights School
- Transportation Agreement – Aspen View Public School Division No. 78



Notes of the Meeting of The Committee of the Whole Held at Morinville on May 13, 2015

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; Mrs. Shelley Porter; Dr. Michèle Dick (Superintendent); Mr. Wolfgang Jeske (Associate Superintendent, Education Services); Mr. Dave Johnson (Associate Superintendent, Human Resources & Leadership Support); Mrs. Iva Paulik (Secretary Treasurer); Mrs. Ruth Kuik (Director of Curriculum and Instruction)

Mrs. Michelle Mychasiw left the meeting at 6:00 p.m.

Call to Order

The Vice Chair called the meeting to order at 3:55 p.m.

Approval of Agenda

Moved by Mr. Jewell that the agenda be approved.

CARRIED 7/0

Appointments

There were no appointments.

Approval of Committee Notes

Moved by Mrs. Kohle that the notes of April 8, 2015 be approved.

CARRIED 7/0

Presentations

Mrs. Ruth Kuik, Director of Curriculum provided an update with respect to the Library Review Report.

Reports from Senior Administration

6.1 Superintendent.

A verbal report was provided.

6.2 Associate Superintendent, Education Services

A written was provided.

6.3 Secretary-Treasurer

No report was provided.

6.4 Associate Superintendent, Human Resources & Leadership Support

No report was provided.

Reports from Trustees and Standing Committees

7.1 Chair's Report

No report was provided.

7.2 Trustees' Reports

Trustee Porter (Alcomdale/Villeneuve)

Trustee Porter provided information with respect to an email invitation received by Trustees to a breakfast meeting at Sturgeon County.

Trustee Porter extended a thank you for the work done to accommodate a foreign exchange student via the Rotary Youth Exchange Program.

Trustee Featherley (Morinville)

Trustee Featherley noted that a student assembly was held at Morinville Public School to recognize teachers for excellence.

7.3 Building

No report was provided.

7.4 Finance & Human Resources

No report was provided.

- 7.5 Education Policy**
A verbal report was provided.
- 7.6 Advocacy**
A verbal report was provided.
- 7.7 Transportation**
A verbal report was provided.

Reports from Special Committees/Task Groups

- 8.1 Alberta School Boards Association Zone 2/3**
Trustee Miller provided a verbal report.
- 8.2 Public School Boards Association of Alberta**
Trustee Kohl provided a verbal update.
- 8.3 Policy Advisory Committee (ATA)**
No report was provided.
- 8.4 Policy Review Committee (CUPE)**
No report was provided.
- 8.5 Community Services Advisory Board**
No report was provided.

New Business

- 9.1 Policy Tracker**
Received as information.
- 9.2 Policy D/II/4 – Non-Resident Students**
Moved by Mr. Jewell that the Board of Trustees refer Policy D/II/4 – Non Resident Students to the May 27, 2015 Board Meeting.

CARRIED 7/0

9.3 Policy I/1 – Student Transportation Services

Moved by Mrs. Mychasiw that the Board of Trustees refer Policy I/1 – Student Transportation Services to the May 27, 2015 Board Meeting.

Moved by Mr. Jewell that Policy I/1 – Student Transportation Services be amended as follows:

2.3 – amend 1600 meters to 2400 meters

Moved by Mrs. Porter that each regular rate category of the Transportation Fee be decreased by \$25.

DEFEATED 2/5

Opposed: Mr. Jewell, Ms. Nowak, Mrs. Featherley,
Mrs. Kohle, Mrs. Mychasiw

Mrs. Michelle Mychasiw left the meeting at 6:00 p.m.

The Chair called the vote on the original motion with amendment.

CARRIED 6/0

9.4 Policy I/9 – Language Immersion Transportation Service

Moved by Mrs. Kohle that the Board of Trustees refer Policy I/9 – Language Immersion Transportation Service to the May 27, 2015 Board Meeting. (Administration is requested to review section 2.1.)

CARRIED 6/0

9.5 Non Resident Fee Schedule 2015-2016

The Non Resident Fee Schedule 2015-2016 was received as information.

9.6 Locally Developed Courses Approval

Moved by Mrs. Miller that the Board of Trustees refer Locally Developed Courses Approval – Musical Theatre 15, 25, 35 for 3 or 5 credits acquired from Calgary Roman Catholic Separate School District No. 1 to be authorized as courses of study within Sturgeon School Division from September 1, 2014 to August 31, 2016 using the listed resources as per the course outline to the May 27, 2015 Board Meeting.

CARRIED 6/0

Question Period

Unfinished Business

Information Items

ASEBP Premium Rate Notification for the 2015/2016 School Year
Received for Information

Pending List

Adjournment

The meeting adjourned at 6:12 p.m.

**Discussions on items are held at Committee of the Whole Meetings.
Decisions on items are made at Board Meetings.**



POLICY TRACKER (School Year 2014-2015)

Policy Number	Policy	Board Direction to Proceed (COW)	Committee Review		Policy Advisory Committee (PAC) Review	Final Draft Review	Recommendation to Approve
			COW	Education			
AUGUST 2014							
SEPTEMBER 2014							
D//08	Purchasing	2014-Sept-10					Approved 2014-Sept-24
E//01	Employee Recognition	2014-Sept-10					Approved 2014-Sept-24
EV//03	Growth, Supervision and Evaluation of School Administrators	2014-Sept-10					Approved 2014-Sept-24
I//03	Incident Weather	2014-Sept-10					Approved 2014-Sept-24
B//01	Board Procedures	2014-Sept-10					Approved 2014-Sept-24
OCTOBER 2014							
A//01	A Short History of the Sturgeon School Division	2014-Oct-9					Recinded 2014-Oct-22
D//09	Joint-Use Agreements	2014-Oct-9					Approved 2014-Oct-22
E//02	Trustee Remuneration and Expense Reimbursement	2014-Oct-9					Approved 2014-Oct-22
NOVEMBER 2014							
B//04	Communications	2014-Nov-12					Approved - 2014-Nov-26
D//13	Instructional Material	2014-Nov-12					Approved - 2014-Nov-26
D//18	Whistle Blower	2014-Nov-12					Approved - 2014-Nov-26
D//03	Patriotic Exercises/Flag Etiquette	2014-Nov-12					Approved - 2014-Nov-26
D//20	Protocol: Recognition of Dignitaries and Trustees at School or Public Events	2014-Nov-12 2015-Mar-11		Ref. to Ed. Committee (Jan 2015)			Approved - 2015-Mar-25
E//01	Staffing Policy	2014-Nov-12					Approved - 2014-Jan-28
E//14	Employee Conflict of Interest	2014-Jan-14					Approved - 2014-Nov-26
DECEMBER 2014							



POLICY TRACKER (School Year 2014-2015)

Policy Number	Policy	Board Direction to Proceed (COW)	Committee Review		Policy Advisory Committee (PAC) Review	Final Draft Review		Recommendation to Approve
			COW	Education		Bidg	HR	
JANUARY 2015								
B/IV/03	Media and Public Relations	2015-Jan-14						Approved - 2015-Jan-28
F/II/03	Vocational Education	2015-Jan-14						Recinded - 2015-Jan-28
F/IV/07	Student Conduct	2015-Jan-14 2015-Oct-14	Ref. to next Ed. Committee (Feb. 2015) (May 2015)					
FEBRUARY 2015								
B/IV/02	Board-Staff Communications	2015-Feb-11						Approved - 2015-Feb-25
D/II/12	Income Tax Deductible Receipts for Donations Received by the Division	2015-Feb-11						Approved - 2015-Feb-25
MARCH 2015								
C/08	Temporary designation of Principals and Vice Principals	2015-Mar-11						Approved - 2015-Mar-25
F/II/14	Information and Communication Technology	2015-Mar-11						Approved - 2015-Mar-25
NEW	Meetings by Electronic Means	2015-Mar-11	Ref. to Ed. Committee (May 2015)					
APRIL 2015								
MAY 2015								
D/III/4	Non-Resident Students	2015-May-13						Approved - 2015-May-27
I/1	Student Transportation Services	2015-May-13						Approved - 2015-May-27
I/9	Language Immersion Transportation Service	2015-May-13						Approved - 2015-May-27
JUNE 2015								
E/III/7	Local Authorities Pension Plan	2015-June-10						



Committee of the Whole Memorandum

Date: June 10, 2015
To: Committee of the Whole
From: Associate Superintendent, Human Resources
Subject: Policy E/III/7 – Local Authorities Pension Plan

Background:

In its 2014 audit by Alberta Pension Services, our payroll department was advised that the division must have a policy in place to govern the administration of its pension benefits to non-teaching employees. (They were not advised that this was a requirement for the Alberta Teachers Retirement Fund.) The Payroll and Human Resources departments have reviewed several editions of this draft policy and the new Admin Practice that will work with it and are satisfied that they are in compliance with APS compliance standards.

Recommendation:

That the Committee of the Whole review Policy E/III/7 and advise Senior Administration accordingly.



1.0 POLICY

- 1.1 The Board believes that there should be pension benefits available for all continuous non-teaching employees.

2.0 GUIDELINES

- 2.1 This employee benefit is currently provided under the Local Authorities Pension Plan.
- 2.2 Membership
- 2.2.1 All continuous employees under the age of 71.
 - 2.2.2 Continuous means there is no foreseen end date to employment.
 - 2.2.3 Part time employees who work more than 15 hours a week, once eligible and enrolled in LAPP, will continue to contribute.
 - 2.2.4 GEC employees who are scheduled to work 30 or more hours on average per week are eligible to participate in the plan.
 - 2.2.5 CUPE employees who are scheduled to work 27.5 or more hours on average per week are eligible to participate in the plan.

3.0 ADMINISTRATION

- 3.1 The Board assigns the Superintendent, through the Human Resources and Payroll Services of the division, to administer this policy.

References:

Alberta Pensions Services – CICA Handbook S.5815
Admin Practice HRM 3 – Local Authorities Pension Plan



Human Resources Management 3 – Local Authorities Pension Plan

EFFECTIVE: July 1, 2015

REVISED:

Responsible Administrator:
Associate Superintendent, Human Resources & Leadership

1.0 RATIONALE

- 1.1 The Board provides pension benefits to all non-teaching employees in the Local Authorities Pension Plan.

2.0 PROCESS

- 2.1 The Superintendent assigns the administration of this employee benefit to the Human Resources and Payroll departments.
- 2.2 This employee benefit plan shall be administered in accordance with the Plan Guidelines provided by Alberta Pensions Services. The following Guidelines comply with APS requirements.

3.0 GUIDELINES

3.1 Membership

- 3.1.1 All continuous employees under the age of 71.
- 3.1.2 Continuous means there is no foreseen end date to employment.
- 3.1.3 Part time employees who work more than 15 hours a week, once eligible and enrolled in LAPP, will continue to contribute.
- 3.1.4 GEC employees who are scheduled to work 30 or more hours on average per week are eligible to participate in the plan.
- 3.1.5 CUPE employees who are scheduled to work 27.5 or more hours on average per week are eligible to participate in the plan.

3.2 Other conditions

- 3.2.1 A normal working year, is no longer than a calendar year and is otherwise determined by the employer's written policy.
- 3.2.2 Probationary period, if applicable, cannot exceed three months following commencement of employment (for CUPE – No probationary period for GEC). If the (CUPE) member has any prior service with that employer, this service must be applied against the three month probation period.
- 3.2.3 If the member changes LAPP employers with no break in service and contributed to LAPP with the first employer, the new employer cannot require a probationary period.
- 3.2.4 If an employee applies to transfer service into the Plan under a reciprocal transfer agreement, the employer cannot require a probationary period.
- 3.2.5 Employer participation policies must comply with pension legislation.

References:

Alberta Pensions Services Corp., CICA Handbook, S.5815
Policy – E/III/7 – Local Authorities Pension Plan



Human Resources Management 3 – Local Authorities Pension Plan

EFFECTIVE: July 1, 2015

REVISED:

Responsible Administrator:
Associate Superintendent, Human Resources & Leadership

- 3.2.6 A collective agreement does not constitute an employer pension policy: a separate, written pension policy must be developed and enforced and staff should be made aware of it. In the event that the employer policy conflicts with current legislation, the legislation will prevail.
- 3.3 Excluded from Membership
- 3.3.1 All employees who are scheduled to work fewer than 15 hours per week or 780 hours in a normal work year.
- 3.3.2 All employees 71 years of age and older.
- 3.3.3 All employees currently receiving a monthly pension from LAPP.
- 3.4 Re-employment Rules for Pensioners
- 3.4.1 LAPP pensioners may recommence work for a LAPP employer and their pension will not be suspended no matter when the work commences or how long the work continues.
- 3.4.2 Pensioners will continue to receive their pensions even if re-employed by their previous employer. They cannot re-join LAPP to earn additional pensionable service.
- 3.4.3 Any non-LAPP pensioner employed by a LAPP employer is subject to the current LAPP pension eligibility rules.
- 3.4.4 Before commencing a pension, a plan member must terminate his or her employment with his or her employer plan or move to a position that does not require participation.
- 3.5 Pensionable Salary
- 3.5.1 Pensionable salary represents the salary from which pension contributions are determined and can be defined as the member's gross basic pay for performing the regular duties of their employment.
- 3.5.2 The following types of pay are examples of non-pensionable pay:
- holiday and vacation pay paid in a lump sum
 - expense allowance payments
 - overtime payments
 - pay for merit (individual achievement) that is *not* part of a variable pay program
 - productivity payments or awards (bonuses) that are *not* part of a variable pay program
 - payment supplementary to employment insurance benefit plans (top-up), and
 - special remuneration

References:

Alberta Pensions Services Corp., CICA Handbook, S.5815
Policy – E/III/7 – Local Authorities Pension Plan



Human Resources Management 3 – Local Authorities Pension Plan

EFFECTIVE: July 1, 2015

REVISED:

Responsible Administrator:
Associate Superintendent, Human Resources & Leadership

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- 3.6 Lump sum remuneration, whether variable or constant in amount from year to year and is paid as part of the employer's variable pay program whose terms are contained in a written policy agreement.
- 3.7 Retroactive Salary Changes can increase a member's contributions and pension benefits. Contributions are to be withheld from retroactive salary paid to all members, even if they have already left the Plan. See *LAPP Pension e-guide* - 'Calculating Contributions' for the correct reporting procedures.
- 3.8 Leaves of Absence
- 3.8.1 Leave Without Salary (LWOS)
- 3.8.1.1 Depending on employer policy, members may continue paying contributions while on LWOS (contributory) or to defer payment until the leave ends (non-contributory).
- 3.8.1.2 Members must make a written commitment to the employer to purchase a non-contributory leave by April 30 following the year in which the leave ended. If the member terminated employment, the commitment must be made within 30 days of ending employment with appropriate documentation maintained on the member's file.
- 3.8.2 Leave With Partial Salary (LWPS)
- 3.8.2.1 Once an employee has reached 36 months of continuous employment contributions are mandatory and are based on 100% of the salary the member would have earned, including class increases, had they not been on leave.
- 3.8.2.2 For employees who have not reached 36 months of continuous employment, purchase of service is optional.
- 3.8.2.3 These full-time equivalent earnings, contributions and service will be included in the annual pension details.
- 3.9 Long -Term Disability Insurance Continuance Plan
- 3.9.1 Extended Disability Benefits are reported at year end and the employee has the option to purchase this 'back service'.
- 3.10 Workers' Compensation
- 3.10.1 Pension service credits and contributions continue and are based on 100% of the salary the member would have earned had they not been injured.

References:

Alberta Pensions Services Corp., CICA Handbook, S.5815
Policy – E/III/7 – Local Authorities Pension Plan



Human Resources Management 3

Human Resources Management 3 – Local Authorities Pension Plan

EFFECTIVE: July 1, 2015

REVISED:

Responsible Administrator:
Associate Superintendent, Human Resources & Leadership

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- 3.10.2 Once a worker is granted permanent Workers' Compensation disability benefits (i.e. a pension), they cease to be a participant unless the employer allows the individual to go on leave. This leave is subject to normal leave limits.
- 3.11 Deferred Salary Leave Plan
- 3.11.1 Contributions continue while a member is deferring part of his/her salary under a salary deferral plan, based on 100% of the pre-deferral salary.
- 3.11.2 Annual detail reported to APS reflects 100% of pre-deferred pensionable salary, member and employer contributions, and pensionable service.
- 3.11.3 The period when the member is receiving the deferred salary payments is considered to be a Leave without Salary (LWOS).
- 3.11.4 The member may purchase this period of leave with employer authorization by either making contributions during the leave period (contributory leave) based on 100% of pre-deferral salary or after returning from the leave (non-contributory leave).
- 3.11.5 This procedure assumes there are no employer payments made toward this benefit.
- 3.12 Contributions
- 3.12.1 Employers submit to APS both member and employer contributions.

References:

Alberta Pensions Services Corp., CICA Handbook, S.5815
Policy – E/III/7 – Local Authorities Pension Plan



Memorandum

Date: June 10, 2015
To: Committee of the Whole
From: Michele Dick
Superintendent
Subject: School Fees 2015-2016

Background:

Each spring, in conjunction with School Councils, school-based staff and administration determine the school fees for the coming year. Attached for Trustee review is a summary of the fees approved for School Year 2015-2016.

SCHOOL FEES

2015-2016

Bon Accord Community School - Fee Schedule

	2015-2016 ♣	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
School		
Student Agenda	\$8.00	\$8.00
Swimming - Grades 1 - 4	\$37.00	\$37.00
Kindergarten	\$130.00	\$130.00
Headstart	\$140.00	\$140.00
♣ Fee Schedule Reviewed by School Council May 26, 2015		

Camilla School - Fee Schedule

	2015-2016 ♠	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Junior High	\$67.00	\$67.00
School Fees		
Junior High Complementary Course Fee	\$80.00	\$80.00
Agenda Book	\$9.00	\$9.00
Youth Gathering	\$80.00	TBD
Field Trip Fees	as needed	as needed
Kindergarten		
Kindergarten	\$185.00	\$185.00
Headstart	\$140.00	TBD
Extra Curricular Sports Team Fees		
Volleyball		\$80.00
Volleyball - Junior	\$80.00	
Volleyball - Senior	\$100.00	
Basketball		\$80.00
Basketball - Junior	\$80.00	
Basketball - Senior	\$100.00	
Badminton	\$25.00	\$25.00
Enhanced Hockey Program	\$100.00	\$100.00
♠ Fee Schedule Approved by Camilla School Parent Council April 14, 2015		

Gibbons School - Fee Schedule

	2015-2016 ♣	2014-2015	
Instructional Material Fees			
Elementary	\$55.00	\$55.00	
Junior High	\$67.00	\$67.00	
School Fees			
Optional Agenda Fee (cost of agenda)	\$5.00	\$5.00	
Optional Yearbook fee	\$20.00	\$20.00	
*Adapted Academic Program	\$50.00	\$100.00	
**Junior High Option Fee	\$100.00	\$100.00	
Junior High Hockey Academy Options	\$50.00	\$40.00	
***Hockey Academy - Elementary Students	\$800.00	\$750.00	
Elementary Goalie Fee	\$500.00	\$500.00	
***Hockey Academy - Junior High Students	\$1,100.00	\$1,100.00	
Junior High Goalie Fee	\$700.00	\$700.00	
Field Trip Fees	cost basis	cost basis	
Extra Curricular Sports Team Fees			
Volleyball - Junior	\$45.00	\$45.00	
Volleyball - Senior	\$85.00	\$85.00	
Basketball - Junior	\$45.00	\$45.00	
Basketball - Senior	\$85.00	\$85.00	
Badminton- Junior	\$25.00	\$25.00	
Badminton - Senior	\$45.00	\$45.00	
Jersey Deposit	\$100.00	\$20.00	
NOTES			
* Fee is for home ec.			
** Students who are enrolled in the Hockey Academy will pay \$50.00 for their second option (as the Hockey Academy is their first option & covered in their fees).			
***This fee is only administered if the child is accepted into the program.			
♣ Fee Schedule approved by School Council April, 2015			

Guthrie School - Fee Schedule

	2015-2016 ♣	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Junior High	\$67.00	\$67.00
School Fees		
Planners (Gr. 1 - 6)	\$7.00	\$7.00
Junior High Option Fee	\$80.00	\$60.00
ECS (voted on in September)	\$135.00	\$115.00
Field Trips		
Gr. 1 - 3 2 – 4 trips/class (per trip depending on activity)	\$ 5.00 - \$20.00/trip	
Gr. 4 - 6 2 – 4 trips/class (per trip depending on activity)	\$ 5.00 - \$20.00/trip	
Ski Trips		
Grades 4 to 9 2 trips (depending on equipment needs)	\$26.00 - \$43.00/trip	
Grades 5 to 9 (Mountain if offered) (depending on equipment needs)	\$75.00 - \$120.00/trip	
Birch Bay		
Grades 4 to 6 2 trips	\$35.00/trip	
Grades 7 to 9 1 trip	\$65.00/trip	
Camp Yowochas		
Jr. High Leadership Group (Subsidized by School Council)	\$60.00	
Extra Curricular Sports Team Fees		
Volleyball	\$30.00	\$20.00
Basketball - Junior	\$20.00	\$10.00
Basketball - Senior	\$30.00	\$20.00
Badminton	\$20.00	\$10.00
♣ Fee Schedule Approved by School Council April 13, 2015		

Landing Trail School - Fee Schedule

	2015-2016 ♠	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
School Fees		
Agenda Fee	\$8.00	\$8.00
Field Trip Fee	\$20.00	\$20.00
Logos Fee	\$15.00	\$15.00
Swimming Fee (Grade 4 only)	\$38.00	\$25.00
Recorder Fee (gr. 3)	\$10.00	
Kindergarten (Non Logos)	\$130.00	\$130.00
Kindergarten (With Logos)	\$145.00	\$145.00
Headstart	\$140.00	\$140.00
♠ Fee Schedule approved by School Council April 9, 2015		

Lilian Schick School - Fee Schedule

	2015-2016 ♠	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Junior High	\$67.00	\$67.00
School Fees		
Student Planner/Elementary	\$8.00	\$8.00
Leadership Binder/Optional		\$6.00
Library Access Fee	\$5.00	\$5.00
Lock Rental		\$3.00
LOGOS FEE	\$15.00	\$15.00
*Junior High Option Fee	\$100.00	\$100.00
Hockey and Sports Leadership Program		
Hockey & Sports Leadership Program - Elementary	\$1,000.00	\$1,000.00
Hockey & Sports Leadership Program - Jr. High	\$1,000.00	\$1,000.00
Extra Curricular Sports Team Fees		
Volleyball - Junior	\$40.00	\$40.00
Volleyball - Senior	\$60.00	\$50.00
Basketball - Junior	\$40.00	\$40.00
Basketball - Senior	\$60.00	\$50.00
Badminton- Junior	\$20.00	\$20.00
Badminton - Senior	\$30.00	\$30.00
NOTES		
<p>*\$100.00 flat rate per year will be charged for all six courses in which a student enrolls. The fees are used to supply extra materials such as groceries for foods, art supplies, sheet music, practice golf balls, etc. Funds may also be used for field trips that are related to the course curriculum. We hope a single fee of \$100.00 will be more manageable for our families and will encourage students to participate in any course that may interest them.</p>		
<p>♠ School Council is in full support of the fees as listed for the 2015/16 School year</p>		

Morinville Public School - Fee Schedule

	2015-2016 ♠	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Grade 7 & 8	\$67.00	\$67.00
Field Trip Fee		
**Grades 1 -8	\$70.00	\$70.00
School Fees		
Communication Fee (Agenda/communication pouch)		\$10.00
Headstart, PEP, Kindergarten Communication Fee (Agenda/communication pouch)	\$2.00	
Gr. 1 - 6 Communication Fee (Agenda/communication pouch)	\$9.00	
Gr. 7 & 8 Communication Fee (Agenda/communication pouch)	\$7.00	
* Classroom Supply Fee HeadStart, PEP, Jr. Kindergarten, K	\$35.00	\$40.00
* Classroom Supply Fee KEP	\$25.00	\$25.00
* Classroom Supply Fee (Grades 1 - 4)	\$55.00	
* Classroom Supply Fee (Grades 1 - 7)		\$60.00
Option Fee (Grades 5, 6, 7 & 8)	\$100.00	\$100.00
LAC		
Headstart (Jr. Kindergarten)	\$140.00	\$140.00
PEP (Preschool Enrichment Program)	\$200.00	\$200.00
***Community Preschool Enrichment Program	\$200.00	\$200.00
K (Kindergarten)	\$140.00	\$140.00
****KEP (Kindergarten Enrichment Program)	\$65.00	\$65.00
Extra Curricular Sports Team Fees		
Volleyball - Junior	\$60.00	
Volleyball - Senior	\$90.00	
Basketball - Junior	\$60.00	
Basketball - Senior	\$90.00	
Badminton- Junior	\$20.00	
Badminton - Senior	\$35.00	
Academy		
Sports	\$850.00	
Dance	\$1,100.00	
NOTES		
* Students in HS, PEP, K, KEP and Grades 1 -3 pay a classroom fee as the supplies are shared in the classroom.		
Students in Grades 4 - 8 are given the option to purchase a supply package or use a supply list to shop at the merchant of their choosing.		
** Students in Grades 4 through 8 have an optional ski trip. This cost is not included in the \$70.		
*** Community children in PEP pay the \$200 LAC plus \$200 per month.		
**** Students in KEP pay both K and KEP fees		
♠ Fee Schedule has been approved at School Council.		

Namao School - Fee Schedule

	2015-2016 ♠	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Junior High	\$67.00	\$67.00
Student Planner (required for Grades 1 - 6)	\$9.00	\$9.00
Gr. 1 & 2 Supply Fee	\$50.00	
Junior High Complementary Courses		
Art	\$20.00	\$20.00
Food/Fashion Studies	\$45.00	\$40.00
Foods III	\$50.00	
Industrial Arts	\$45.00	\$40.00
Instrumental Music	\$55.00	\$50.00
Science Enrichment (lego robotics)	\$20.00	\$20.00
Sports Leadership - Golf	\$50.00	\$50.00
Leadership - Me to We	\$20.00	\$20.00
Extra Curricular Sports Team Fees		
Volleyball	\$60.00	\$60.00
Basketball	\$70.00	\$70.00
Badminton - Senior	\$30.00	\$30.00
Badminton - Junior	\$25.00	\$25.00
Field Trips		
Gr. 1 - 3 2 – 3 trips/class (per trip depending on activity)	\$5.00 – 20.00	\$5.00 – 20.00
Gr. 4 - 6 2 – 4 trips/class (per trip depending on activity)	\$5.00 – 20.00	\$5.00 – 20.00
Jr. High 2 – 3 trips (per trip depending on activity)	\$20.00 – 130.00	\$5.00 – 20.00
Gr. 9 P.A.R.T.Y. program	\$9.00 per year	\$9.00 per year
Swim lessons		
Gr. 1 – 3	\$37.00	\$37.00
Ski trip		
Elementary	\$34.00 - \$51.00	
Jr. High (depending on equipment needs)	\$34.00 - \$51.00	\$25.00 - \$45.00
Jr. High (Mountain) If offered (depending on equipment needs)	\$135.00 - \$155.00	\$75.00 - \$110.00
Lifeskills		
Cooking	\$ 110.00/year	\$ 110.00/year
Community Skills – Field trips	\$ 110.00/year	\$ 110.00/year
♠ Fee Schedule approved by School Council		

Ochre Park School - Fee Schedule

	2015-2016 ♣	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
LAC Fees		
*Headstart	*	*
*Kindergarten	*	*
NOTES		
* Fee determined in the fall		
♣ Fee Schedule reviewed by School Council May 25, 2015		

Redwater School - Fee Schedule

<u>Instructional Material Fees</u>			<u>2015-2016</u> ▲	<u>2014-2015</u>
	Elementary		\$55.00	\$55.00
	Junior High		\$67.00	\$67.00
	Senior High [full year]		\$110.00	\$110.00
	Senior High [one term only]		\$55.00	\$55.00
	Outreach (per credit cost)		\$5.00	\$4.50
<u>General School Fees</u>				
	Locks (optional)		\$6.00	\$6.00
	Athletic/P.E. Fee	Grades 5-9	\$15.00	\$15.00
	JH/SH Student Council	Grades 7-12	\$5.00	\$5.00
	Technology Fee	ALL	\$15.00	\$15.00
	Yearbook	Optional for all	\$40.00	\$40.00
<u>Specific Course Fees</u>				
	Grade 6 Band		\$20.00	\$20.00
<u>Junior High</u>				
	Art	Gr. 7, 8, 9		\$15.00
	Band	Gr. 7, 8, 9		\$50.00
	Foods Studies	Gr. 7, 8, 9		\$30.00
	Fashion Studies	Gr. 7, 8, 9		\$30.00
	Bldg Construction/Industrial Arts	Gr. 7, 8, 9		\$30.00
	Science Enrichment	Gr. 7, 8, 9		\$10.00
	Sports Leadership-Badminton	Gr. 7, 8, 9	\$100 Flat Option Fee	\$10.00
	Sports Leadership-Cyling	Gr. 7, 8, 9		\$10.00
	Film Studies	Gr. 7, 8, 9		No Fee
	Info Processing	Gr. 7, 8, 9		No Fee
	Wildlife-Angling and Fish Management	Gr. 7, 8, 9		No Fee
	Wildlife-Outdoor Survival Skills	Gr. 7, 8, 9		No Fee
	Musical Theatre	Gr. 7, 8, 9		\$5.00
	French	Gr. 7, 8, 9		No Fee
	Academic Skill Builder			
<u>Senior High</u>				
	Art 10/20/30	Gr. 10, 11, 12	\$40.00	\$40.00
	Band (Inst. Music 10/20/30)	Gr. 10, 11, 12	\$50.00	\$50.00
	Guitar (guitar supplied)	Gr. 10, 11, 12	\$15.00	\$15.00
	Bldg Construction/Industrial Arts	Gr. 10, 11, 12	\$40.00	\$40.00
	Communication Technology	Gr. 10, 11, 12	\$20.00	\$20.00
	Fashion Studies 10/20/30	Grade 11, 12	\$60.00	\$15.00
	Foods Studies	Gr. 10, 11, 12	\$60.00	\$40.00
	Math & Science Workbooks	Gr. 10, 11, 12	\$20.00	\$20.00
	P.E. 10/20/30	Gr. 10, 11, 12	\$15.00	\$15.00
	Continued on page two			Page 1 of 2

Redwater School - Fee Schedule

Extra Curricular Sports			2015-2016♣	2014-2015
	Volleyball - Junior	Uniform provided	\$60.00	\$40.00
	Volleyball - Senior	Uniform provided	\$175.00	\$100.00
	Basketball - Junior	Uniform provided	\$60.00	\$40.00
	Basketball - Senior	Uniform provided	\$175.00	\$120.00
	Badminton - Junior	T-Shirt optional \$18	\$20.00	\$15.00
	Badminton - Senior	T-Shirt optional \$18	\$50.00	\$50.00
Senior High				
	Golf		\$40.00	Dependent on tournaments
	Cross Country		\$10.00	
	Track		\$10.00	
♣ Fee Schedule was presented to School Council April 20, 2015				Page 2 of 2

Sturgeon Composite High School - Fee Schedule

Instructional Material Fees		2015-2016♣	2014-2015
Senior High \$55.00/semester (Includes textbook rental)		\$110.00	\$110.00
School Fees			
General (Postage, Student Activity, General Supplies)		\$25.00	\$30.00
Technology Program Enhancement Fee		\$20.00	\$25.00
I.D. Card		\$5.00	\$5.00
Locker (\$5.00 refund at year end)		\$10.00	\$10.00
Graduation Fee		\$80.00	
Yearbook (Optional)		\$45.00	\$45.00
Parking Permit Pass (Optional) (Upon application approval)		\$5.00	
Lifeskills Program		\$200.00	
Course Fees			
Art	3 credit	\$30.00	
Art	5 credit	\$50.00	\$50.00
Childcare (Does not include First Aid)	5 credit	\$50.00	\$50.00
Choral, Guitar or Vocal Jazz	5 credit	\$40.00	\$40.00
Commercial Foods 10	5 credit	\$100.00	\$100.00
Commercial Foods 20 or 30	5 credit	\$100.00	
Commercial Foods 20 or 30	10 credit	\$175.00	
Communication Technology	3 credit	\$30.00	
Communication Technology	5 credit	\$50.00	\$50.00
Computing Science	5 credit	\$60.00	
Concert Band, Jazz Band	5 credit	\$80.00	\$80.00
Construction Technology 10	5 credit	\$60.00	\$50.00
Construction Technology 10	10 credit	\$120.00	\$100.00
Construction Technology 20 or 30	5 credit	\$100.00	\$100.00
Construction Technology 20 or 30	10 credit	\$110.00	\$100.00
Cosmetology 10 (Includes kit)	5 credit	\$60.00	\$50.00
Cosmetology 20 or 30	10 credit	\$100.00	\$100.00
Design Studies	5 credit	\$20.00	
Drama 20 or 30	5 credit	\$50.00	
Fabrication Studies	5 credit	\$60.00	\$50.00
Fabrication Studies	10 credit	\$100.00	\$100.00
Fashion Studies & Home Design	5 credit	\$50.00	\$40.00
Film Studies	5 credit	\$20.00	
Food Studies 10	3 credit	\$60.00	
Food Studies 10	5 credit	\$100.00	\$100.00
Food Studies 20 or 30	5 credit	\$110.00	
Healthcare	5 credit	\$50.00	\$50.00
Introduction to Health Pathways	5 credit	\$50.00	\$50.00
Mechanics 10	5 credit	\$60.00	\$50.00
Mechanics 20 or 30	5 credit	\$60.00	
Mechanics 20 or 30	10 credit	\$100.00	\$100.00
Physical Education 30 (Off-Campus)	5 credit	\$180.00	\$180.00
Sports Medicine	5 credit	\$50.00	\$50.00
Continued on page two			Page 1 of 2

Sturgeon Composite High School - Fee Schedule

Extra Curricular Sports Team Fees			
Cross Country, Track & Field		\$50.00	\$50.00
Badminton or Curling		\$75.00	\$75.00
Soccer		\$75.00	\$75.00
Golf		\$100.00	\$100.00
Rugby		\$125.00	\$150.00
Basketball or Volleyball (Junior Team)		\$200.00	\$200.00
Basketball or Volleyball (Senior Team)		\$250.00	\$250.00
♠ Fee schedule reviewed by School Council May, 2015			
Note at the top of the Fees information provided to parents/students:			
"FEES for the 2015-2016 SCHOOL YEAR			
We now accept VISA/Mastercard/Debit payments in the General Office			
Fees for the 2015-2016 school year must be paid on or before September 30, 2015.			
*Note: Students may be ineligible to participate in any extracurricular activities such as:			
band tours, and/or out of province/country travel, Skills Canada competitions, etc.			
if any school fees are outstanding.			
In order to participate in the Graduation Ceremony, ALL school fees must be paid up to date."			
			Page 2 of 2

Sturgeon Heights School - Fee Schedule

	2015-2016 ♣	2014-2015
Instructional Material Fees		
Elementary	\$55.00	\$55.00
Junior High	\$67.00	\$67.00
School Fees		
Agenda Handbook (Grades 1 to 6)	\$8.00	\$8.00
Friday Envelopes (Grades 1 to 6)	\$3.00	\$3.00
Student Events (Grades 1 to 9)	\$2.00	\$2.00
T-Shirts (Grades 1 to 9)	\$9.00	\$5.00
Complementary Course Fees - Grades 7 to 9		
Art	\$16.00	\$16.00
Concert Band	\$40.00	\$40.00
Drama	\$20.00	\$20.00
Fit 4 Life Off Campus Program	\$100.00	\$100.00
Foods Intro	\$40.00	\$40.00
Foods Advanced	\$50.00	\$40.00
Foods Culinary Arts	\$40.00	\$40.00
French	\$5.00	\$5.00
Golf Off Campus	\$100.00	\$100.00
Industrial Arts	\$140.00	\$100.00
Outdoor Ed	TBA	TBA
Robotics	\$10.00	\$10.00
Other Fees		
Field Trip & Event Fee - Grades 1 to 3	Recovery.	Recovery.
Field Trip fee - Grades 4 to 6	Billed 2x	Billed 3x
Swimming - Grades 1 -6	TBA	TBA
Extra Curricular Sports Team Fees - Grades 7 to 9		
Volleyball	\$80.00	\$80.00
Basketball	\$80.00	\$80.00
Badminton	\$20.00	\$20.00
♣ Fee Schedule discussed and accepted by School Council		
Summary Information Given Out to Parents		
Grades 1 - 6	\$77.00 (Instructional materials \$55 + \$8 Agenda Book + \$3 Friday Envelope + \$2 Student Events + \$9 T- shirt)	
Grades 7 - 9	\$78.00 (Instructional materials \$67 + \$2 Student Events + \$9 T Shirt)	
These charges must be paid or alternative arrangements made with the school principal by Friday, September 25th, 2015.		
Parents wishing to make alternate arrangements are asked to call the school for full details.		



Committee of the Whole Memorandum

Date: June 10, 2015
To: Committee of the Whole
From: Iva Paulik, Secretary Treasurer
Subject: July/August Committee of the Whole & Board Meetings

At the Organizational Meeting of the Board of Trustees held on September 24, 2014, the following motion was made:

"Date, Time, Place of Regular Meetings

#S-03/2014 – Moved by Mr. Jewell that the regular monthly Board meeting be held on the fourth Wednesday of each month at 4:30 p.m. at the Board office in Morinville, that the Closed Committee of the Whole meeting be held on the second Wednesday of each month at 4:30 p.m. at the Board office in Morinville, and that the regular Public Committee of the Whole meeting be held on the second Wednesday of each month at 6:00 p.m. at the Board office in Morinville.

#S-04/2014 – Moved by Ms. Nowak that the motion be amended to read:that the Closed Committee of the Whole meeting be held on the second Wednesday of each month at 2:00 p.m. at the Board office in Morinville, and that the regular Public Committee of the Whole meeting be held on the second Wednesday of each month at 3:30 p.m. at the Board office in Morinville.

CARRIED 4/3

Opposed: Mr. Jewell, Mrs. Kohle, Mrs. Miller

The Chair called the vote on the amended motion.

CARRIED 7/0

Therefore, the Committee of the Whole meetings are scheduled for Wednesday, July 8, 2015 and Wednesday, August 12, 2015; the Board meetings are scheduled for Wednesday, July 22, 2015 and Wednesday, August 27, 2015. (As per Policy B/III/1 – Board Procedures (copy attached) as amended September, 2014, section 1.1.1 – “The organizational meeting of the Board shall be held annually at the August Board meeting, except in an election year.”)

Recommendation:

That the Board of Trustees review the meeting dates for the Committee of the Whole meetings for July and August, 2015, as well as the meeting date for the Board meeting for July, 2015 and advise Senior Admin accordingly.



1.0 POLICY

1.1 Meetings of the Board

- 1.1.1 The organizational meeting of the Board shall be held annually at the August Board meeting, except in an election year.
- 1.1.2 The Board will establish, by resolution at the Annual Organizational Meeting, the dates, start time, standing adjournment time, and place of the regular meetings of the Board.

References: *Board Regulation: Board 1 – Board Procedures*
School Act Division 2: Operations & Management

**STURGEON SCHOOL DIVISION
REPORT OF INSTRUCTIONAL MATERIAL FEES
FOR THE SCHOOL YEAR 2014-2015**

BUDGET	FEES	Total IMF Due Sept 30/14 A	Total Received to date B	Total Outstanding to date	% Received to Feb 28, '15
7,821.00	BON ACCORD	8,635.00	8,304.50	330.50	96.17%
20,175.00	CAMILLA	22,307.00	22,582.80	(275.80)	101.24%
15,220.00	GIBBONS	16,911.00	14,945.70	1,965.30	88.38%
15,307.00	GUTHRIE	17,008.00	16,161.50	846.50	95.02%
16,731.00	LANDING TRAIL	18,480.00	17,267.49	1,212.51	93.44%
13,233.00	LILIAN SCHICK	14,770.00	13,785.70	984.30	93.34%
15,692.00	MPES	18,208.00	17,289.40	918.60	94.95%
19,939.00	NAMAO	22,013.00	18,461.75	3,551.25	83.87%
7,079.00	OCHRE PARK	7,865.00	7,550.01	314.99	96.00%
18,459.00	REDWATER	20,620.00	16,818.30	3,801.70	81.56%
75,834.00	STURGEON COMP	84,700.00	73,706.55	10,993.45	87.02%
14,961.00	STURGEON HEIGHTS	16,745.00	15,594.90	1,150.10	93.13%
240,451.00	TOTAL	268,262.00	242,468.60	25,793.40	92.01%
242,468.60	(total rec'd)				
-2,017.60	(over budgeted amount)				

2008-2009	92.03%
2009-2010	91.24%
2010-2011	90.09%
2011-2012	95.51%
2012-2013	92.00%
2013-2014	92.18%
2014-2015	92.01%

Annual Fees	10/11	11/12	12/13	13/14	14/15
Elementary	45.00	55.00	55.00	55.00	55.00
Junior High	57.00	67.00	67.00	67.00	67.00
Sr. High	99.00	110.00	110.00	110.00	110.00