



# **Board Meeting Agenda**

## **June 24, 2015 – 4:30 p.m.**

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- 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 May 27, 2015
  - 4.3 Approval of Minutes of the Special Meeting of June 18, 2015
- 5. Presentations**
- 6. Reports from Senior Administration**
  - 6.1 Superintendent of Schools
  - 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' Reports

7.3 Building

7.4 Finance & Human Resources

7.5 Education Policy

7.6 Advocacy

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 E/III/7 – Local Authorities Pension Plan

9.2 2015/2016 Preliminary Sturgeon School Division Budget

9.3 July/August Committee of the Whole & Board Meetings

9.4 French Immersion Bus

9.5 Transportation Reciprocal Agreements – Aspen View Public School Division No. 78

9.6 Education Services Agreements – Language Immersion  
- Elk Island Public Schools Regional Division No. 14

9.7 Education Services Agreements – Language Immersion  
- Greater St. Albert Roman Catholic Separate School District No. 734

9.8 Education Services Agreements – Language Immersion  
- St. Albert Public School District No. 5565

**10. Unfinished Business**

**11. Notices of Motion**

**12. Information**

12.1 New School Site in Morinville

**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 School Division No. 24  
Held at Morinville on May 27, 2015**

UNAPPROVED DRAFT

**Table of Contents**

	<u>Resolution #</u>
Approval of Agenda .....	041
Approval of Minutes .....	042
New Business	
2015-2016 Preliminary Sturgeon School Division Budget .....	043
Sturgeon School Division Budget Report for the year ending August 31, 2016. ....	044
GEC salary grid increased by 3% effective September 1, 2015 .....	045
2014-2015 Bonus - Caretakers and Custodians .....	046
Policy D/II/4 - Non-Resident Students.....	047
Policy I/1 – Student Transportation Services .....	048
Policy I/9 – Language Immersion Transportation Service.....	049
Locally Developed Courses Approval - Musical Theatre 15, 25, 35.. (3 or 5 credits) .....	050
Lease Agreement - Town of Gibbons - Bon Accord Community School.....	051
Lease Agreement - Town of Gibbons - Gibbons School .....	052
Lease Agreement - McCauley Community After School Care Association - Morinville Public School.....	053
Lease Agreement - SIGIS Child Care Society - Sturgeon Heights School .....	054
Transportation Agreement - Aspen View Public School Division No. 78	055



**Minutes of the Meeting of  
The Board of Trustees of  
Sturgeon School Division No. 24  
Held at Morinville on May 27, 2015**

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**Roll Call**

Present were Trustees: Ms. Tracy Nowak (Vice Chair), Mrs. Misty Featherley, Mrs. Liz Kohle, Mrs. Michelle Mychasiw, Mrs. Shelley Porter; Dr. Michèle Dick (Superintendent); Mr. Wolfgang Jeske (Associate Superintendent, Education Services); Mrs. Iva Paulik (Secretary Treasurer); Mr. Dave Johnson (Associate Superintendent, Human Resources & Leadership Support).

Absent: Mrs. Wendy Miller.

Mr. Terry Jewell (Chair) arrived at 4:36 p.m.

Ms. Tracy Nowak left the meeting at 6:34 p.m.

**Call to Order**

The Vice Chair called the meeting to order at 4:32 p.m.

**Approval of Agenda**

#041/2015 – Moved by Mrs. Mychasiw that the agenda be approved as amended

Additions: 9.01 - 2015-2016 Preliminary Sturgeon School Division Budget  
9.02 - 2014-2015 Bonus – Caretakers and Custodians.

CARRIED 5/0

**Appointments**

Mr. Kevin Mussieux provided a verbal update on behalf of the ATA.

Mr. Terry Jewell arrived @ 4:36 p.m.

**Approval of Minutes**

#042/2015 - Moved by Mrs. Mychasiw that the minutes of the Regular Meeting of April 22, 2015 be approved.

CARRIED 6/0

**Presentations**

There were no presentations.

**Reports from Senior Administration**

**Superintendent of Schools**

A verbal report was provided.

Mr. Terry Jewell assumed the chair of the meeting.

**Associate Superintendent, Education Services**

A written report was provided.

**Secretary-Treasurer**

A written report was provided.

**Associate Superintendent, Human Resources & Leadership Support**

No report was provided.

## **Reports from Trustees and Standing Committees**

**Chair's Report**

A written report was provided.

**Trustees' Reports**

A verbal report was provided.

**Building**

A verbal report was provided.

**Finance & Human Resources**

A verbal report was provided.

**Education Policy**

A verbal report was provided.

**Advocacy**

No 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**

**2015-2016 Preliminary Sturgeon School Division Budget**

#043/2015--Moved by Mrs. Porter that the Board of Trustees approve the 2015-2016 Preliminary Sturgeon School Division Budget.

CARRIED 6/0

#044/2015--Moved by Mrs. Featherley that the Board of Trustees approve the Sturgeon School Division Budget Report for the year ending August 31, 2016.

CARRIED 6/0

#045/2015–Moved by Mr. Jewell that the Board of Trustees approve that the GEC salary grid be increased by 3% effective September 1, 2015.

CARRIED 6/0

**2014-2015 Bonus – Caretakers and Custodians**

#046/2015–Moved by Mrs. Kohle that the Board of Trustees approve the 2014-2015 Bonus of 1.0% of salary with respect to caretakers and custodians.

CARRIED 6/0

**Policy D/II/4 – Non-Resident Students**

#047/2015–Moved by Ms. Nowak that the Board of Trustees approve Policy D/II/4 – Non-Resident Students.

CARRIED 6/0

**Policy I/1 – Student Transportation Services**

#048/2015 – Moved by Mrs. Kohle that the Board of Trustees approve Policy I/1 – Student Transportation Services.

CARRIED 5/1

Opposed: Mrs. Porter

**Policy I/9 – Language Immersion Transportation Service**

#049/2015 – Moved by Mrs. Porter that the Board of Trustees approve Policy I/9 – Language Immersion Transportation Service.

CARRIED 6/0

**Locally Developed Courses Approval – Musical Theatre 15, 25, 35 (5 credits)**

#050/2015 – Moved by Mrs. Mychasiw that the Board of Trustees approve the locally developed courses Musical Theatre 15, 25, 35 for 3 of 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 2, 2014 to August 31, 2016 using the listed resources as per the course outline.

CARRIED 6/0

**Lease Agreement – Town of Gibbons – Bon Accord Community School**

#051/2015 – Moved by Mrs. Kohle that the Board of Trustees approve the Lease Agreement with the Town of Gibbons for an out of school care program at Bon Accord Community School for the 2015-2016 school year.

CARRIED 6/0

**Lease Agreement – Town of Gibbons – Gibbons School**

#052/2015 – Moved by Mr. Jewell that the Board of Trustees approve the Lease Agreement with the Town of Gibbons for an out of school care program at Gibbons School for the 2015-2016 school year.

CARRIED 6/0

**Lease Agreement – McCauley Community After School Care Association – Morinville Public School**

#053/2015 – Moved by Mrs. Featherley that the Board of Trustees approve the Lease Agreement with McCauley Community After School Care Association for a children centre at Morinville Public School for the 2015-2016 school year.

CARRIED 6/0

**Lease Agreement – SIGIS Child Care Society – Sturgeon Heights School**

#054/2015 – Moved by Mrs. Mychasiw that the Board of Trustees approve the Lease Agreement with SIGIS Child Care Society for a children centre at Sturgeon Heights School for the 2015-2016 school year.

CARRIED 6/0

**Transportation Agreement – Aspen View Public School Division No. 78**

#055/2015 – Moved by Mr. Jewell that the Board of Trustees approve the Transportation Agreement with Aspen View Public School Division No. 78 for the 2015-2016 school year.

CARRIED 6/0

**Unfinished Business**

**Notices of Motion**

There were no Notices of Motion.

**Comment & Question Period**

**ATA; CUPE**

No report was provided.

**Community Members**

No report was provided.

**Media**

No report was provided.

**Requests for Information**

There were no requests for information.

#056/2015 – 6:18 p.m. – Moved by Mrs. Kohle that the Board go in camera.

CARRIED 6/0

Ms. Tracy Nowak left the meeting @ 6:34 p.m.

#057/2015 – 6:50 p.m. – Moved by Mrs. Mychasiw that the Board go in camera.

CARRIED 5/0

**Close of Meeting**

The Chair adjourned the meeting at 6:50 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary-Treasurer





**Minutes of the Special Meeting of  
The Board of Trustees of  
Sturgeon School Division No. 24  
Held at Morinville on June 18, 2105**

**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)

**Call to Order**

The Chair called the meeting to order at 1:40 p.m.

**Approval of Agenda**

# S-01/15 Moved by Mrs. Mychasiw that agenda be approved.

CARRIED 7/0

**Possible School Sites in Morinville**

# S-02/15 Moved by Ms. Nowak that as per attachment # 1, the Board of Trustees requests title to the identified lands for the construction of a new public school. In addition, the Board requests confirmation that said lands are serviced and accessible.

CARRIED 7/0

# S-03/15 Moved by Mrs. Featherley that the Board of Trustees requests a joint use agreement for the stage 5 property (attachment #2: Town overflow parking) to accommodate any overflow parking associated with the school.

CARRIED 7/0

The Board directed the Superintendent to forward a letter to the Morinville Town Council advising them of the aforementioned motions and request for an immediate school site allocation.

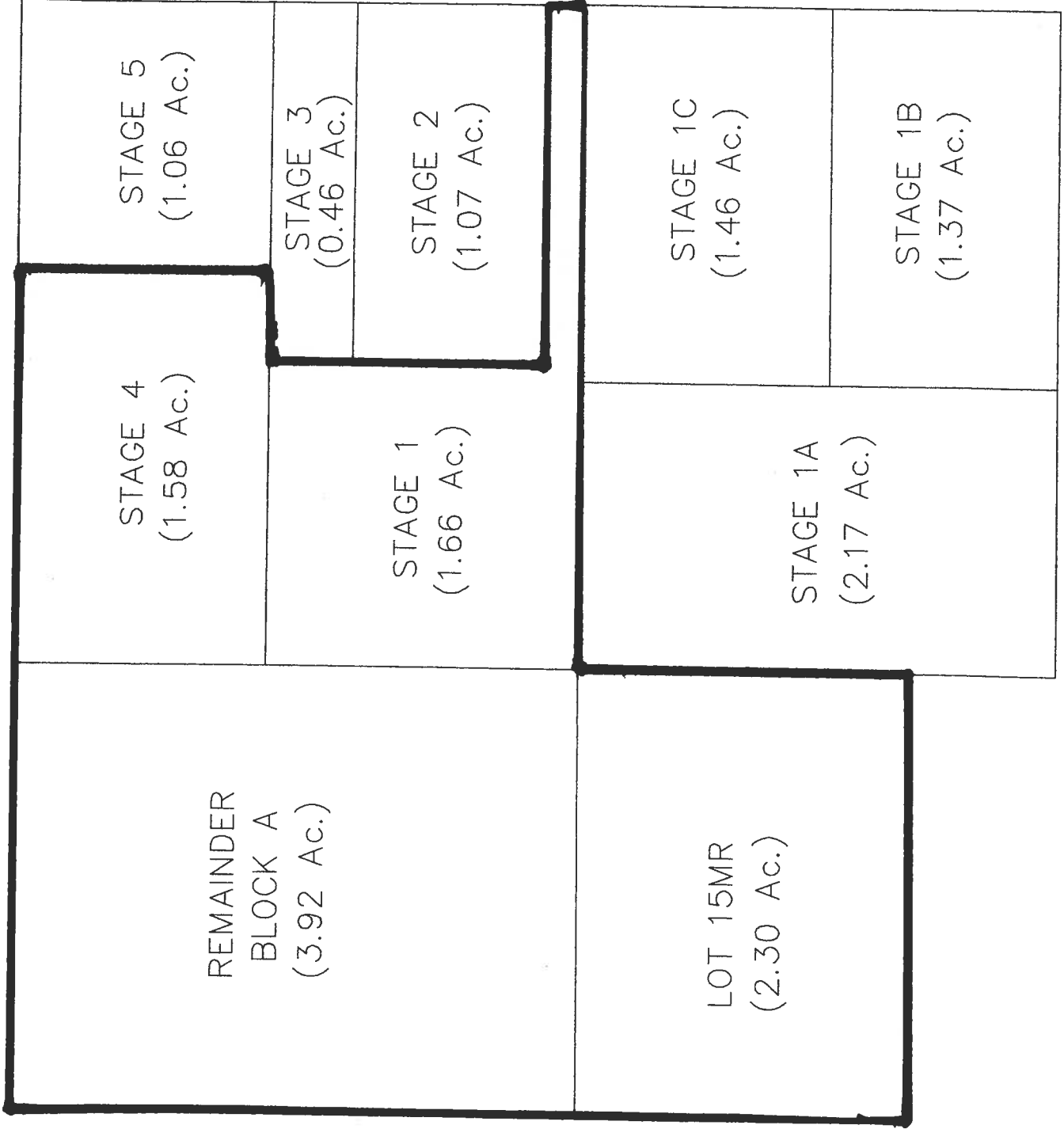
**Close of Meeting**

The Chair adjourned the meeting at 2:40 p.m.

\_\_\_\_\_  
Chair

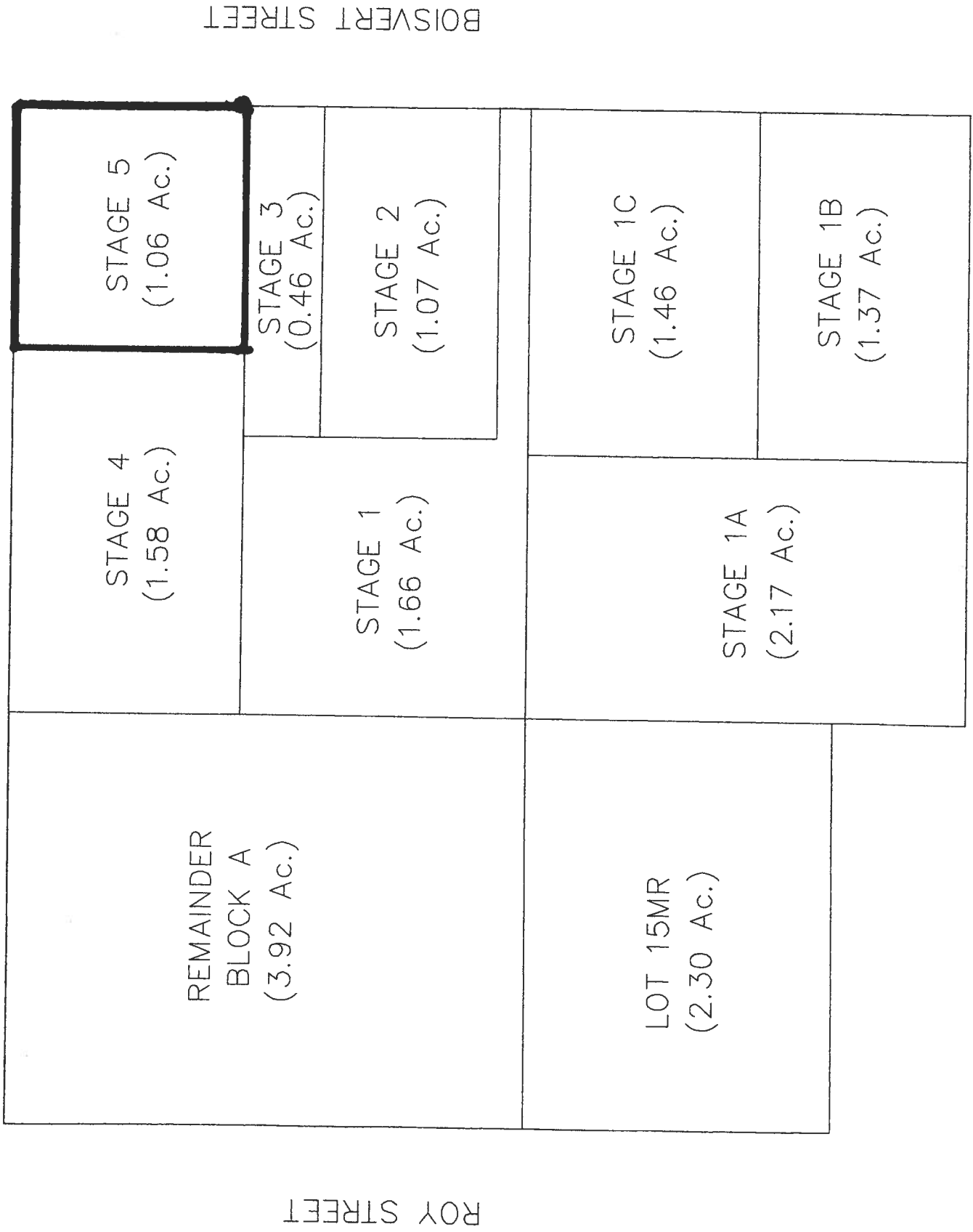
\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary-Treasurer



ROY STREET

BOISVERT STREET





## Memorandum

Date: June 24, 2015  
To: Public Board  
From: Michele Dick  
Subject: Superintendent's Report

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### **Odyssey Program 2015-2016**

Attached for trustee information is an overview of the Odyssey program which will be providing a French Monitor to Morinville Public School's French Immersion programme during SY 2015-2016. This is an exceptional opportunity for students to practice their French speaking skills and we are very excited to be hosting this individual in our division.

## ODYSSEY 2015-2016

### Full-Time Language Assistant Program

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#### Role of the Language Assistant

The language assistant

- Provides French language assistance to teachers,
- helps students learn the target language;
- helps Francophone students further develop their knowledge of their mother tongue;
- concentrates on the oral and aural aspects of the mother tongue by providing students with opportunities to practice their target language; and
- helps students speak French through supplementary activities conducted under the supervision of a teacher.

Language assistants serve under the direction of French teachers or under the persons responsible for language courses. They work in close cooperation with teachers in **preparing activities that focus on the linguistic and cultural aspects** of the target language. Language assistants may work with a **small group of students** in a room assigned for that purpose. They may also work in the classroom with teachers. Language assistants may, under the direction of teachers, prepare cultural activities that take place evenings or on weekends.

**Language assistants are not teachers.** They must not carry out tasks normally reserved for teachers, such as classroom and outdoor supervision without the presence of a teacher, marking or preparing report cards.

**Language assistants are not specialists** trained to provide services to students with special needs. Therefore, although they may be asked to work with such students, their role should be limited specifically to language activities, as it would be with any other student.

#### Role of the teacher

- Teachers are very important since they must direct and supervise all functions carried out by language assistants. It is incumbent on the teacher or the school coordinator to:
  - a) introduce the language assistant to the educational institution and its personnel;
  - b) inform the language assistant of the various activities related to language learning offered by the institution;
  - c) provide the language assistant with information about the education system of the host province or territory;
  - d) familiarize the language assistant with the language program in his or her institution;
  - e) assist in the selection of activities that he or she might initiate, while at the same time, leaving to the language assistant the possibility of developing new ideas;



## Board Memorandum

Date: June 24, 2015  
To: Board of Trustees  
From: Wolfgang Jeske, Associate Superintendent  
Subject: Annual Report re: Off Campus Education

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In accordance with Policy F/I/11, the attached information has been submitted related to the Off-Campus Education programs offered in the Division's high schools in 2013-2014.



**Redwater School**

**OFF-CAMPUS EDUCATION 2014-2015**

<p>The Off-campus Education program at Redwater School consists of the Work Experience Program both on and off campus; the Registered Apprenticeship Program (RAP) for those students interested in trades, and the Health Internship Program (HIP) for students interested in a health care career and the Green Certificate Program for those students with aspirations in training for an agricultural occupation.</p>	
<p>20 students earned Work Experience credits at various locations throughout the division.</p>	<ul style="list-style-type: none"> <li>Carol's Country Kitchen</li> <li>Dana's Dance Academy</li> <li>FasGas</li> <li>Gibbons Subway</li> <li>LTD Oil Field</li> <li>Rainbow Restaurant</li> <li>Redwater Esso</li> <li>Redwater Museum</li> <li>Redwater Town Library</li> <li>Redwater School</li> <li>Redwater Subway</li> <li>SIL – Sureway Construction</li> <li>Sobeys</li> <li>Shane's Pharmacy</li> <li>Town of Redwater</li> </ul>
<p>There were no Art Studies Intern earning Work Experience credits at Redwater School this year.</p>	
<p>0 students earned Health Intern and Work Experience credits at the Redwater Hospital. 3 applied for this summer.</p>	
<p>There were no that earned Early Learning / Child Care credits this year.</p>	



10 students are currently earning credits at the following locations:

Carol's Country Kitchen  
Dana's Dance  
Fas Gas  
LTD Oil Field  
Redwater School  
Redwater Esso  
Redwater Museum  
Sobeys  
SIL – Sureway Construction  
Town of Redwater

2 students are currently earning Registered Apprenticeship credits, one will receive the full 40 credits at the end of this school year. 2 students are currently actively planning for a 2015-16 RAP placement. (This involves participation in W. Exp., aligning for 30 level courses to be taken in grade 11 or DL.

2 students completed the entire Green Certificate Program. One is Sheep and one in Cattle. 1 student is currently earning credits in the Green Certificate Program. They include: 1 Equine studies.



## Off Campus Education Programs 2014-15 Sturgeon Composite High School and Learning Centres

The Off-campus Education program consists of the Work Experience Program, both on and off campus, and the Career Internship Course and Registered Apprenticeship Program (RAP). These programs offer students opportunities to explore career goals and obtain high school credits.

In the 2014/15 year, approximately 175 SCHS students and 25 Learning Centre students took part in work experience programs including the Registered Apprenticeship Programs (RAP). Overall, Sturgeon Composite High School students earned approximately 1500 credits through work experience programs including the summer programs. Learning Centres students will earn an additional 400 work experience/RAP credits. Our list of supportive employers includes many businesses in our trading area throughout St. Albert, Redwater, Morinville, Fort Saskatchewan, Gibbons, and Edmonton.

The RAP program offers apprenticeship opportunities for those students interested in the trades. Throughout the regular school year approximately 25 students were involved in apprenticeship training in trades such as Welder, Sheet Metal Technician, Lather-ISM, Electrician, Mechanic, Millwright, Heavy Equipment Technician, Agriculture Equipment Technician and others. These students worked at local companies including Martin Deerline and Gatt Heating as well as Dow Chemical and Shell. There will be approximately 20 more students involved in RAP programs over the summer months. Both Learning Centres also have students involved in RAP programs.

The Sturgeon County Fire Fighters have recruited nine SCHS students for training and volunteering their services within our community and learning and working towards international firefighting accreditation 1001 courses. All have reached their Level 1 designation and two students have gone on to pass their Level 2.

Sturgeon students continue to take part in our community summer volunteer programs including Fostering Leadership in Youth (FLY) program in Gibbons, and Sturgeon County's Job Experience Training (JET) program.

This year, the St. Albert RCMP Youth Academy program which offers a week long overnight camp held over the spring break did not have enough registrations from other schools to run. This year's students look forward to an opportunity next year.

The Health Internship Program, previously funded through Alberta Health Services, has been put on hold for this year. We hope our new government will reactivate the program next year.

Many other students were employed in a variety of off-campus work environments including local restaurants and service shops and earned work experience credits to meet diploma requirements.

15 students worked on-site with teachers in classes such as Physical Education, ComTech, Welding and Life Skills. Off-campus work experience is also offered to students in special programs such as Challenge and Life Skills.

We continue to encourage both students and employers to explore our programs which have been supported by Career Transition and Workplace Safety courses integrated into the CALM courses. We work towards a strongly coordinated program integrating our very successful Hairstyling, Welding, Cooking, Mechanics and Construction programs with our Off-site RAP programs. Careers – The Next Generation supports our Work Experience and RAP presentations during CALM classes and evening parent information sessions.

<b>2014/15</b>	<b># of SCHS Students</b>	<b># of Learning Centre Students</b>	<b>SCHS TOTAL CREDITS</b>	<b>SCHS/SLC/MLC</b>
Term 1	57 (17 - RAP)	11 (2 RAP)	589	745
Term 2 (Proj)	65 (7 - RAP)	10 (2 RAP)	500	600
Term 3/4 (Proj)	45 (18 RAP)	8 (2 RAP)	350	450
<b>Yearly Total (Proj)</b>			<b>1439</b>	<b>1795</b>



## Board Memorandum

Date: June 24, 2015  
To: Board of Trustees  
From: Committee of the Whole  
Subject: Policy E/III/7 – *Local Authorities Pension Plan*

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### **Background:**

Please find attached Policy E/III/7 – *Local Authorities Pension Plan*.  
This policy was reviewed at the June 10, 2015 meeting of the Committee of the Whole.

### **Recommendation:**

That the Board of Trustees approve Policy E/III/7 – *Local Authorities Pension Plan*.



## **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.

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### References:

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



## Board Meeting Memorandum

Date: June 24, 2015  
To: Board Meeting  
From: Iva Paulik, Secretary Treasurer  
Subject: **Revised 2015-2016 Preliminary Sturgeon School Division Budget**

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### **Background:**

Due to funding changes announced by the Provincial Government on May 28, 2015, the 2015-2016 Budget that was approved at the May 27, 2015 Board Meeting will be amended. Recommendations from Administration were reviewed at the June 10, 2015 Committee of the Whole meeting.

The Revised 2015-2016 Preliminary Sturgeon School Division Budget will be provided at the June 24, 2015 Board Meeting.

### **Recommendations:**

That the Board of Trustees approve the following:

- 1) The Revised 2015-2016 Preliminary Sturgeon School Division budget.
- 2) The Revised Sturgeon School Division Budget Report for the year ending August 31, 2016.



## Board Memorandum

Date: June 24, 2015  
To: Board of Trustees  
From: Committee of the Whole  
Subject: July/August Committee of the Whole & Board Meetings

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At the June 10, 2015 Committee of the Whole meeting, the Board of Trustees made the following motion regarding July/August Committee of the Whole & Board Meetings.

“Moved by Mr. Jewell that the following recommendation be referred to the June 24, 2015 Board meeting for approval:

That the July and August Committee of the Whole meetings be cancelled; the July Board meeting be cancelled, and the August Board meeting and Organizational meeting be scheduled for August 26, 2015 @ 4:30 p.m.

CARRIED 7/0”

### Recommendation:

The Board of Trustees approve that that the July and August Committee of the Whole meetings be cancelled; the July Board meeting be cancelled, and the August Board meeting and Organizational Meeting be scheduled for August 26, 2015 @ 4:30 p.m.



## Board Meeting Memorandum

Date: June 24, 2015  
To: Board Meeting  
From: Iva Paulik, Secretary Treasurer  
Subject: **French Immersion Bus Update**

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### **Background:**

At the February 25, 2015 board meeting, the Board of Trustees approved a motion to eliminate the French Immersion bus route to St. Albert that was managed by Sturgeon School Division for the 2015-2016 school year.

Sturgeon School Division administration attempted to negotiate an alternate agreement with St. Albert school jurisdictions whereby Sturgeon School Division would continue to operate a French Immersion Route and both St. Albert school jurisdictions would contribute to the overall transportation deficit for the run. Despite all of our efforts, this initiative was not successful. However, through this process, it was determined that we could renegotiate an urban rate rather than a rural rate with the bus contractor, which, along with the transportation fees collected will result in a lower transportation deficit.

Therefore, for the 2015-2016 school year, administration recommends that Sturgeon School Division proceed with offering the French Immersion Bus to St. Albert and to reassess its viability for 2016-2017.

### **Recommendations:**

That the Board of Trustees reinstate the French Immersion Bus to St. Albert managed by Sturgeon School Division for the 2015-2016 school year and to reassess the route for the 2016-2017 school year.



## Board Memorandum

Date: June 24, 2015

To: Board of Trustees

From: Committee of the Whole

Subject: Transportation Reciprocal Agreements  
Aspen View Public School Division No. 78

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### **Background:**

At the June 10, 2015 Committee of the Whole meeting, the Board of Trustees referred the Transportation Reciprocal Agreements with the Aspen View Public School Division No. 78 to the June Board meeting for approval.

Attached you will find the Draft Transportation Reciprocal Agreements with Aspen View Public School Division No. 78 for a five year term from the 2015-2016 school year up to and including the 2019-2020 school year.

### **Recommendation:**

That the Board of Trustees approve the Transportation Reciprocal Agreements with Aspen View Regional Division No. 78 for a five year term from the 2015-2016 school year up to and including the 2019-2020 school year.

# Student Transportation Agreement

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This Agreement made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

BETWEEN:

**The Board of Trustees of the  
Sturgeon School Division No. 24**

of the first part,

- and -

**The Board of Trustees of the  
Aspen View Public School Division No. 78**

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, R.S.A. 2000, 1988 cS-3.1 s35 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, R.S.A. 2000, 1988 cS-3.1 s35 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 Aspen View Public School Division No. 78, 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 for only those students as mutually agreed to from time to time by the parties to this agreement, to and from schools located within the jurisdiction of the Sturgeon School Division No. 24, all in compliance with the applicable provisions of the School Act and any Regulations passed thereunder.



- 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 shall provide transportation facilities reasonably adequate for the purpose of safely conveying the students to and from the schools as required.
- 2.4 The Sturgeon School Division No. 24 shall provide adequate supervision for students using its transportation facilities.

### 3. Miscellaneous

- 3.1 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'. All such students shall be counted in determining all applicable fees in accordance with Clause 4. 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. Provision of Information

- 4.1 The Sturgeon School Division No. 24 shall, from time to time, at the request of the Aspen View Public School Division No. 78, furnish to the Aspen View Public School Division No. 78 the names, grades and location of residences of students transported by the Sturgeon School Division No. 24.
- 4.2 The Sturgeon School Division No. 24 shall provide sufficient detail and supporting documentation to the Aspen View Public School Division No. 78, upon request, to allow the Aspen View Public School Division No. 78 to verify the calculations made under the fee section of this agreement in a timely manner

## 5. Indemnification

5.1 The transporting party shall at all times well and sufficiently indemnify and keep indemnified the Aspen View Public School Division No. 78 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 Aspen View Public School Division No. 78.

## 7. Amendments

7.1 This agreement may be amended from time to time by the mutual written consent of both parties.

## 8. Term

8.1 This agreement shall continue in force for five years, beginning with the 2015-2016 school year up to and including the 2019-2020 school year.

## 9. Binding Agreement

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

## 10. Notice

10.1 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

**Aspen View Public School Division No. 78**  
3600 - 48 Avenue  
Athabasca, Alberta  
T9S 1M8

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 this agreement on the day and year first above written.

**Sturgeon School Division No. 24**

**Aspen View Public School Division No. 78**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**APPENDIX 'A'**

**2015-2016 School Year**

The transportation by Sturgeon School Division No. 24 of the following Aspen View Public School Division No. 78 resident students during the 2015-2016 School Year is mutually agreed to by the parties to this agreement.

<u>NAME</u>	<u>ADDRESS</u>	<u>SCHOOL</u>	<u>GRADE</u>
Student A		Redwater	8
Student B		Redwater	6
Student C		Ochre Park	4

# Student Transportation Agreement

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This Agreement made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

BETWEEN:

**The Board of Trustees of the  
Aspen View Public School Division No. 78**

of the first part,

- and -

**The Board of Trustees of the  
Sturgeon School Division No. 24**

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, R.S.A. 2000, 1988 cS-3.1 s35 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, R.S.A. 2000, 1988 c.S-3.1 s35 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 Aspen View Public School Division No. 78, and are in grades ECS to twelve inclusive.

## 2. Obligation to Transport

- 2.1 The Aspen View Public School Division No. 78 shall provide transportation for only those students as mutually agreed to from time to time by the parties to this agreement, to and from schools located within the jurisdiction of the Aspen View Public School Division No. 78, all in compliance with the applicable provisions of the School Act and any Regulations passed thereunder.

- 2.2 The Aspen View Public School Division No. 78 shall provide transportation for students on all days when the schools of the Aspen View Public School Division No. 78 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 Aspen View Public School Division No. 78's inability to fulfill its obligations under this agreement.
- 2.3 The Aspen View Public School Division No. 78 shall provide transportation facilities reasonably adequate for the purpose of safely conveying the students to and from the schools as required.
- 2.4 The Aspen View Public School Division No. 78 shall provide adequate supervision for students using its transportation facilities.

### 3. Miscellaneous

- 3.1 The parties acknowledge and agree that transportation services shall continue to be provided by the Aspen View Public School Division No. 78 for each of the students identified within Appendix 'A', to and from schools of the Aspen View Public School Division No. 78 as set out in Appendix 'A'. All such students shall be counted in determining all applicable fees in accordance with Clause 4. 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. Provision of Information

- 4.1 The Aspen View Public School Division No. 78 shall, from time to time, at the request of Sturgeon School Division No. 24, furnish to the Sturgeon School Division No. 24 the names, grades and location of residences of students transported by the Aspen View Public School Division No. 78.
- 4.2 The Aspen View Public School Division No. 78 shall provide sufficient detail and supporting documentation to the Sturgeon School Division No. 24, upon request, to allow the Sturgeon School Division No. 24 to verify the calculations made under the fee section of this agreement in a timely manner.

## 5. Indemnification

5.1 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

5.1.1 bodily injury, sickness, disease or death sustained by students while riding in, boarding or alighting from any vehicle provided by the Aspen View Public School Division No. 78, 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 Aspen View Public School Division No. 78 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 Aspen View Public School Division No. 78 and Sturgeon School Division No. 24.

## 7. Amendments

7.1 This agreement may be amended from time to time by the mutual written consent of both parties.

## 8. Term

8.1 This agreement shall continue in force for five years, beginning with the 2015-2016 school year up to and including the 2019-2020 school year.

## 9. Binding Agreement

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

## 10. Notice

10.1 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:

**Aspen View Public School Division No. 78**

3600 - 48 Avenue  
Athabasca, Alberta  
T9S 1M8

**Sturgeon School Division No. 24**

9820 - 104 Street  
Morinville, Alberta  
T8R 1L8

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.

The PARTIES HERETO have executed this Agreement as of the day and year first written above.

**Aspen View Public School Division No. 78**

**Sturgeon School Division No. 24**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Per: \_\_\_\_\_



**APPENDIX 'A'**

**2015-2016 School Year**

The transportation by Aspen View Public School Division No. 78 of the following Sturgeon School Division No. 24 resident students during the 2015-2016 School Year is mutually agreed to by the parties to this agreement.

<u>NAME</u>	<u>ADDRESS</u>	<u>SCHOOL</u>	<u>GRADE</u>
Student A		Thorhild School	8
Student B		Thorhild School	6
Student C		Thorhild School	2



## Board Memorandum

Date: June 24, 2015  
To: Board of Trustees  
From: Committee of the Whole  
Subject: Educational Agreement - Language Immersion -  
Sturgeon School Division Students  
Elk Island Public Schools Regional Division No. 14

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### **Background:**

At the June 10, 2015 Committee of the Whole meeting, the Board of Trustees referred the Educational Agreements – Language Immersion – Sturgeon School Division Students to the June Board meeting.

Attached you will find a draft Education Agreement for the 2015-2016 school year for Elk Island Public Schools Regional Division No. 14.

### **Recommendation:**

That the Board of Trustees approve the Educational Agreement – Language Immersion – Sturgeon School Division Students with Elk Island Public Schools Regional Division No. 14 for the 2015-2016 school year.

## Language Immersion Education Agreement

Sturgeon School Division No 24. agrees to enter into this Education Agreement with Elk Island Public Schools Regional Division No. 14 for the 2015-2016 school year.

This agreement is based on the following provisions:

1. The Board of Trustees of Sturgeon School Division No 24 directs our students, listed herein on Schedule A, to the French Immersion program in Elk Island Public Schools Regional Division No. 14.
2. Sturgeon School Division No 24 will submit and be the recipient of the Alberta Education Transportation funds. Elk Island Public Schools Regional Division No. 14 will register and be the recipient of the Alberta Education Instructional funds.

Signed:

### Sturgeon School Division No 24

Per: \_\_\_\_\_  
Board Chair Secretary-Treasurer

Date: \_\_\_\_\_

### Elk Island Public Schools Regional Division No. 14

Per: \_\_\_\_\_

Date: \_\_\_\_\_

**SCHEDULE A**  
**2015-2016 School Year**

The following students are transported by parents to their respective schools. Sturgeon School Division No. 24 agrees to provide the parent with transportation funding based on Alberta Education grant rates.

NAME	AB ED ID#	ADDRESS	GRADE	SCHOOL	JURISDICTION
Student "A"		Sturgeon County	10	Ardrossan	Elk Island Public Schools
Student "B"		Sturgeon County	8	Ardrossan	Elk Island Public Schools
Student "C"		Sturgeon County	6	Ecole Park	Elk Island Public Schools
Student "D"		Sturgeon County	3	Ecole Park	Elk Island Public Schools
Student "E"		Sturgeon County	5	Ecole Park	Elk Island Public Schools
Student "F"		Sturgeon County	7	Ecole Park	Elk Island Public Schools
Student "G"		Sturgeon County	1	Ecole Park	Elk Island Public Schools
Student "H"		Sturgeon County	3	Ecole Park	Elk Island Public Schools
Student "I"		Sturgeon County	2	Ecole Park	Elk Island Public Schools



## Board Memorandum

Date: June 25, 2015

To: Board of Trustees

From: Committee of the Whole

Subject: Educational Agreement - Language Immersion -  
Sturgeon School Division Students  
Greater St. Albert Roman Catholic Separate School District No. 734

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### **Background:**

At the June 10, 2015 Committee of the Whole meeting, the Board of Trustees referred the Educational Agreements – Language Immersion – Sturgeon School Division Students to the June Board meeting.

Attached you will find a draft Education Agreement for the 2015-2016 school year for Greater St. Albert Roman Catholic Separate School District No. 734.

### **Recommendation:**

That the Board of Trustees approve the Educational Agreement – Language Immersion – Sturgeon School Division Students with Greater St. Albert Roman Catholic Separate School District No. 734 for the 2015-2016 school year.

## Language Immersion Education Agreement

Sturgeon School Division No 24. agrees to enter into this Education Agreement with Greater St. Albert Roman Catholic Separate School District No. 734 for the 2015-2016 school year.

This agreement is based on the following provisions:

1. The Board of Trustees of Sturgeon School Division No 24 directs our students, listed herein on Schedule A, to the French Immersion program in Greater St. Albert Roman Catholic Separate School District No. 734.
2. Sturgeon School Division No 24 will submit and be the recipient of the Alberta Education Transportation funds. Greater St. Albert Roman Catholic Separate School District No. 734 will register and be the recipient of the Alberta Education Instructional funds.

Signed:

### Sturgeon School Division No 24

Per: \_\_\_\_\_  
Board Chair Secretary-Treasurer

Date: \_\_\_\_\_

### Greater St. Albert Roman Catholic Separate School District No. 734

Per: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE A

### 2015-2016 School Year

The following students are transported by parents or a Sturgeon School Division bus to their respective schools. Sturgeon School Division No. 24 agrees to provide the parent with transportation funding based on Alberta Education grant rates.

\*\* Denotes bus student

<u>NAME</u>	<u>AB ED ID #</u>	<u>GRADE</u>	<u>ADDRESS</u>	<u>SCHOOLS</u>	<u>JURISDICTION</u>
Student "A"		6	Sturgeon County	Ecole Father Jan	Greater St. Albert
Student "B"		4	Sturgeon County	Ecole Father Jan	Greater St. Albert
Student "C"		1	Sturgeon County	Ecole Father Jan	Greater St. Albert
** Student "D"		5	Morinville	Ecole Marie Poburan	Greater St. Albert
** Student "E"		2	Lancaster Park	Ecole Marie Poburan	Greater St. Albert
** Student "F"		6	Lancaster Park	Ecole Marie Poburan	Greater St. Albert
** Student "G"		4	Lancaster Park	Ecole Marie Poburan	Greater St. Albert
** Student "H"		5	Sturgeon County	Ecole Marie Poburan	Greater St. Albert
Student "I"		5	Sturgeon County	Ecole Marie Poburan	Greater St. Albert
** Student "J"		6	Edmonton	Ecole Marie Poburan	Greater St. Albert
** Student "K"		3	Edmonton	Ecole Marie Poburan	Greater St. Albert
** Student "L"		5	Lancaster Park	Ecole Marie Poburan	Greater St. Albert
** Student "M"		2	Sturgeon County	Ecole Marie Poburan	Greater St. Albert

** Student "N"	4	Sturgeon County	Ecole Marie Poburan	Greater St. Albert
Student "O"	10	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "P"	7	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "Q"	10	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "R"	8	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
** Student "S"	8	Lancaster Park	Ecole St.Marguerite	Greater St. Albert
** Student "T"	11	Lancaster Park	Ecole St. Marguerite	Greater St. Albert
Student "U"	7	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "V"	7	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "W"	8	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
Student "X"	7	Sturgeon County	Ecole St.Marguerite	Greater St. Albert
** Student "Y"	12	Lancaster Park	Ecole St. Marguerite	Greater St. Albert
Student "Z"	8	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "A2"	6	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "B2"	8	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "C2"	6	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "D2"	8	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "E2"	5	Sturgeon County	Georges H Primeau	Greater St. Albert
Student "F2"	11	Sturgeon County	Morinville Comp High School	Greater St. Albert



Student "G2"	4	Sturgeon County	Notre Dame School	Greater St. Albert
Student "H2"	1	Sturgeon County	Notre Dame School	Greater St. Albert
Student "I2"	4	Sturgeon County	Notre Dame School	Greater St. Albert

Draft



## Board Memorandum

Date: June 24, 2015  
To: Board of Trustees  
From: Committee of the Whole  
Subject: Educational Agreement - Language Immersion -  
Sturgeon School Division Students  
St. Albert Public School District No. 5565

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### **Background:**

At the June 10, 2015 Committee of the Whole meeting, the Board of Trustees referred the Educational Agreements – Language Immersion – Sturgeon School Division Students to the June Board meeting.

Attached you will find a draft Education Agreement for the 2015-2016 school year for St. Albert Public School District No. 5565.

### **Recommendation:**

That the Board of Trustees approve the Educational Agreement – Language Immersion – Sturgeon School Division Students with St. Albert Public School District No. 5565 for the 2015-2016 school year.



# SCHEDULE A

## 2015-2016 School Year

The following students are transported by parents or a Sturgeon School Division bus to their respective schools. Sturgeon School Division No. 24 agrees to provide the parent with transportation funding based on Alberta Education grant rates.

\*\* Denotes Bus student

<u>NAME</u>	<u>AB ED ID #</u>	<u>GRADE</u>	<u>ADDRESS</u>	<u>SCHOOLS</u>	<u>JURISDICTION</u>
** Student "A"		5	Sturgeon County	Leo Nickerson	St. Albert Public Schools
Student "B"		2	Sturgeon County	Leo Nickerson	St. Albert Public Schools
Student "C"		5	Sturgeon County	Leo Nickerson	St. Albert Public Schools
Student "D"		4	Sturgeon County	Leo Nickerson	St. Albert Public Schools
Student "E"		2	Sturgeon County	Leo Nickerson	St. Albert Public Schools
Student "F"		4	Morinville	Muriel Martin	St. Albert Public Schools
Student "G"		6	Morinville	Muriel Martin	St. Albert Public Schools
** Student "H"		12	Lancaster Park	Paul Kane	St. Albert Public Schools
Student "I"		10	Sturgeon County	Paul Kane	St. Albert Public Schools
		12	Sturgeon County	Paul Kane	St. Albert Public Schools

Student "J"	11	Sturgeon County	Paul Kane	St. Albert Public Schools
Student "K"	10	Sturgeon County	Paul Kane	St. Albert Public Schools
Student "L"	10	Sturgeon County	Paul Kane	St. Albert Public Schools
Student "M"	11	Sturgeon County	Paul Kane	St. Albert Public Schools
** Student "N"	11	Sturgeon County	Paul Kane	St. Albert Public Schools
Student "O"				
** Student "P"	9	Sturgeon County	Sir George Simpson	St. Albert Public Schools
** Student "Q"	7	Sturgeon County	Sir George Simpson	St. Albert Public Schools
** Student "R"	8	Sturgeon County	Sir George Simpson	St. Albert Public Schools
Student "S"	8	Sturgeon County	Sir George Simpson	St. Albert Public Schools
Student "T"	7	Sturgeon County	Sir George Simpson	St. Albert Public Schools
Student "U"	8	Sturgeon County	Sir George Simpson	St. Albert Public Schools



**Memorandum**

Date: June 24, 2015  
To: Public Board  
From: Michele Dick  
Subject: Trustee Information

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Attached for trustee information is documentation pursuant to the Special Board Meeting on June 18, 2015.

BOARD 12.1



June 19, 2015

Mayor Lisa Holmes and Town Council  
Town of Morinville  
10125 – 100 Avenue  
Morinville AB T8R 1L6

Dear Mayor Holmes and Council

**RE: New Public School Site**

At their June 18, 2015 Special Public Board Meeting, the Sturgeon School Division Trustees approved the following motions:

**Motion: #1**

As per attachment #1, the Board of Trustees requests title to the identified lands for the construction of a new public school. In addition, the Board requests confirmation that said lands are serviced and accessible.

Approved 7 – 0

**Motion #2**

The Board of Trustees requests a Joint Use Agreement for the “Stage 5” property (attachment #2: Town overflow parking) to accommodate any overflow parking associated with the school.

Approved 7 – 0

As Town Council is aware, Sturgeon School Division has been awarded \$750,000.00 for the planning and design phase of a new Grades 5 – 9 public school, with potential to expand to 1,000 students (Grades 5 – 12).

Presently, Alberta Infrastructure has issued an RFP for the new school – closing date June 26, 2015. However, the allocation of a specific site is essential for the funding dollars to be released and for the project to proceed (*Ref. Letter received from Alberta Education, Deputy Minister Lorna Rosen dated June 2, 2015 – attachment #3*).

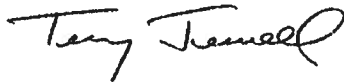
Mayor Lisa Holmes and Town Council  
Re: New Public School Site  
June 19, 2015  
Page 2 of 2

While the Board is anxious to work collaboratively with the Town in the identification of an appropriate site, it is important to stress that a junior-senior high school (Grade 5 – 12) requires approximately 15 – 20 acres of “build-ready” land.

The reserve land identified in Attachment #1 totals approximately 9 acres and hence the design of the new school, complete with associated playground and sports fields, may also necessitate the use of a portion of the Board property which borders the town reserve land. Accordingly, the Sturgeon School Division Board of Trustees is prepared to make some of these lands available should that be required. It is important to note, however, that the Division lands accommodate the Board’s Central Office; Operations & Maintenance Office and Division Warehouse; Information Technology Department and Servicing Area; as well as necessary division storage containers. All of these buildings are extremely old and in need of significant repair and/or reconstruction. As a result, there will be limited flexibility in addressing school site requirements. For this reason it is essential that Council approve sufficient space to fully accommodate the design of the new school and to allow for growth over the coming years.

In summary, given that municipalities are required by law to provide lands for new school construction, and that such an allocation must occur before any further work can be done relative to a new public school in Morinville, the Sturgeon Board of Trustees respectfully requests that, at their June 23rd meeting, Town Council accept and approve Sturgeon’s formal request for a site allocation as per the aforementioned Motion #1.

Sincerely,



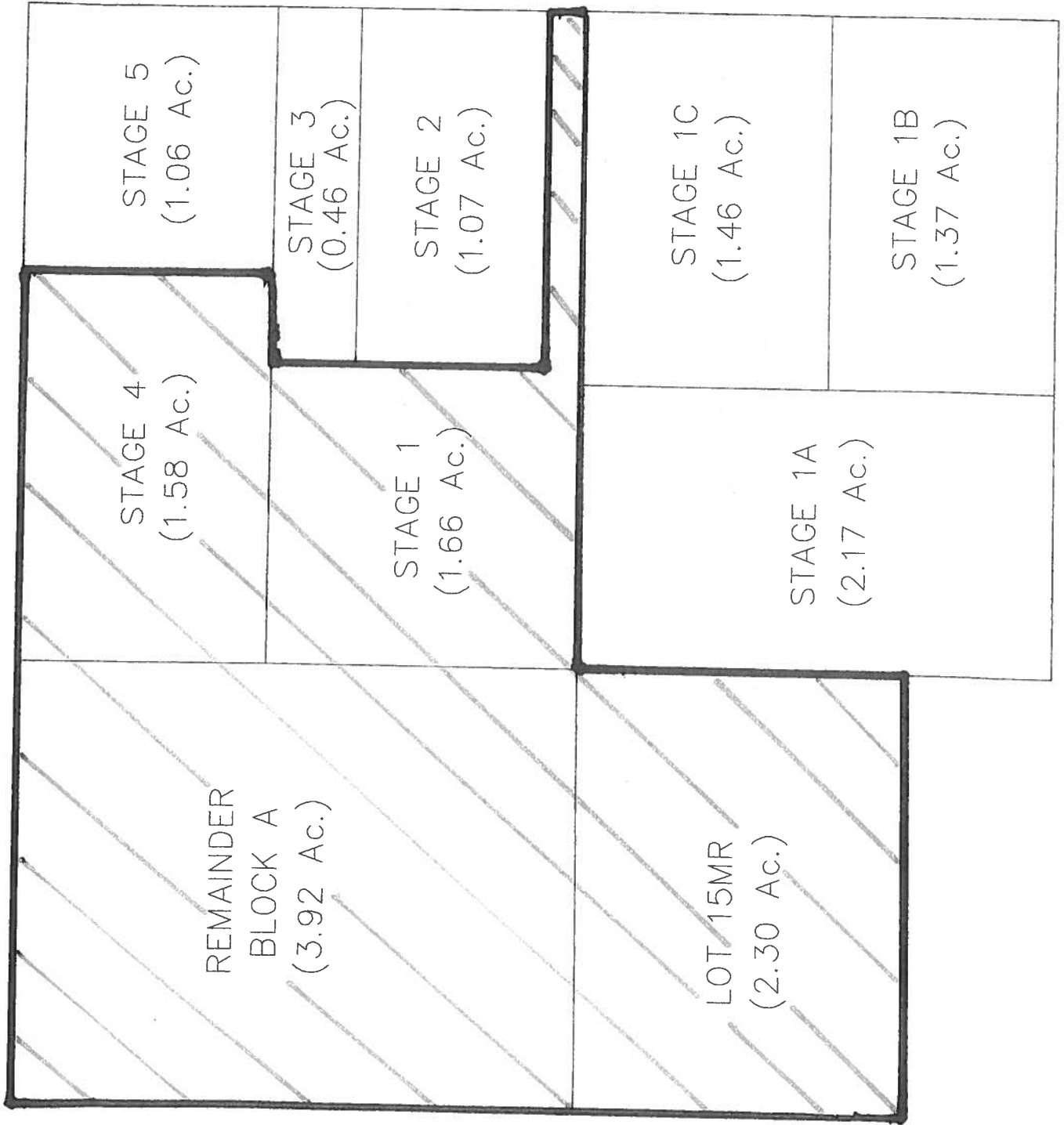
Terry Jewell, Chair  
Board of Trustees

attachments

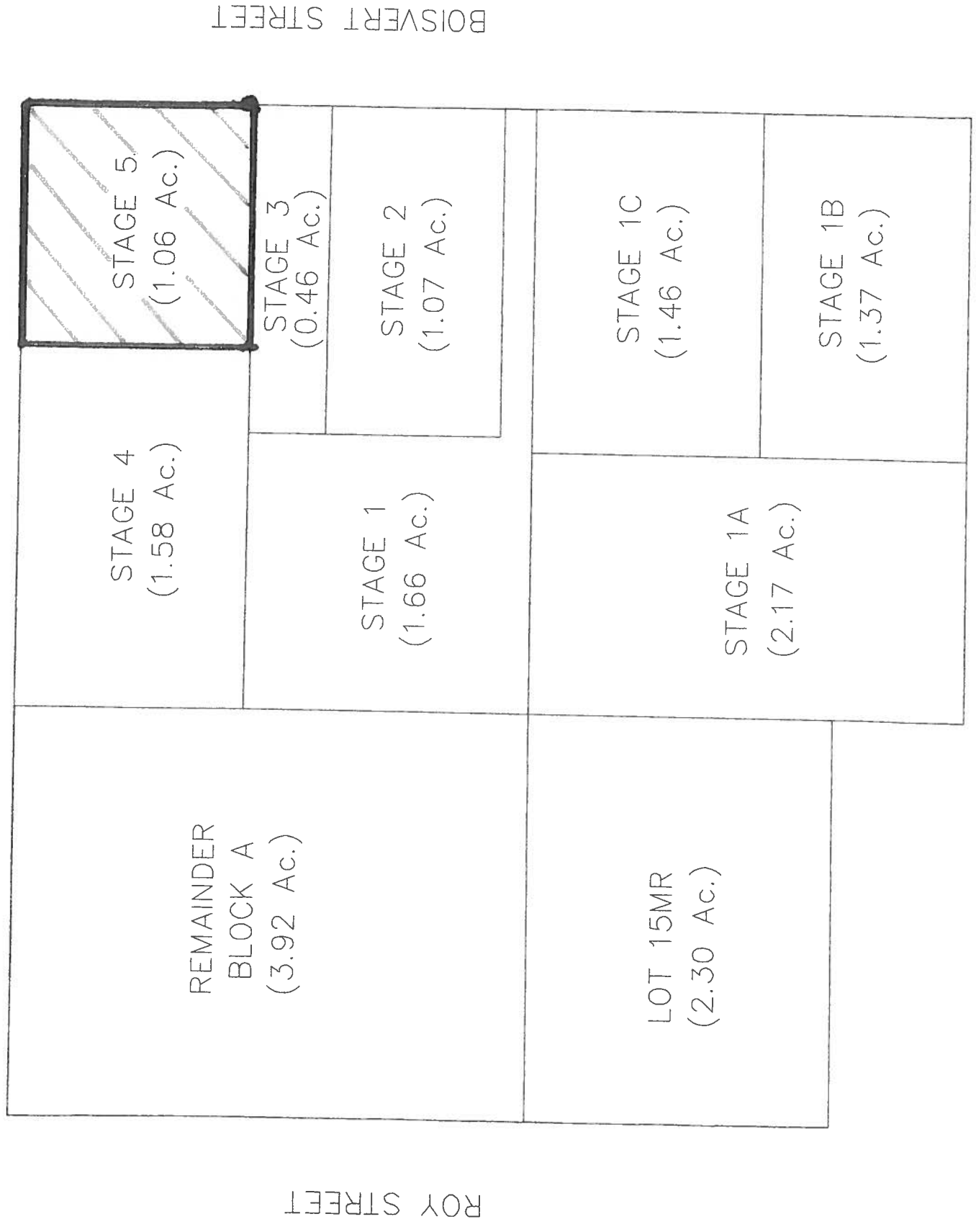
cc: Board of Trustees, Sturgeon School Division  
Sarah Hall, School Council Chair: Morinville Public School  
Michele Dick, Superintendent



BOISVERT STREET



ROY STREET





Deputy Minister  
7th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L5  
Canada  
Telephone 780-427-3659  
Fax 780-427-7733

AR89556

JUN - 2 2015

Dr. Michele Dick  
Superintendent of Schools  
Sturgeon School Division  
9820 - 104 Street  
Morinville AB T8R 1L8

Dear Dr. Dick:

It has been brought to my attention that Sturgeon School Division has not been provided a school site for the new Grades 5 to 9 school in Morinville that was approved for planning funds.

As outlined in Section 3.2 of the *School Capital Manual*, school jurisdictions must secure a site for each new or replacement school capital project. In order to proceed, government will require confirmation of the school jurisdiction's title to the property, as well as confirmation that the site is serviced and accessible. I encourage you to work with your municipality to expedite the availability of a school site for this project. A lack of title to a buildable site or lack of access and servicing will result in significant delays.

I appreciate your work to ensure this school is built as scheduled.

Sincerely,



Lorna Rosen  
Deputy Minister

cc: Barry Day  
Deputy Minister, Infrastructure

E-ED