



# **Board Meeting Agenda**

## **April 27, 2016 – 4:30 p.m.**

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- 1. Call to Order**
- 2. Consideration of Agenda**
  - 2.1 Additions/Deletions to Agenda
  - 2.2 Approval of Agenda
- 3. Appointments**
- 4. Reading and Approving of Minutes**
  - 4.1 Amendment/Correction of Minutes
  - 4.2 Approval of Minutes of the Regular Meeting of March 23, 2016
- 5. Presentations**
  - 5.1 Rotary Student Exchange Presentation  
Danielle Reed
- 6. Reports from Senior Administration**
- 7. Reports from Trustees and Standing Committees**
  - 7.1 Chair's Report
  - 7.2 Trustees' Reports

7.3 Building

7.4 Finance & Human Resources

7.5 Education Policy

7.6 Advocacy

7.7 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 2016-2017 Preliminary Budget Update

**10. Unfinished Business**

**11. Notices of Motion**

**12. Information**

**13. Comment & Question Period**

13.1 ATA; CUPE

13.2 Community Members

13.3 Media

**14. Requests for Information**

**15. Adjournment**



**Minutes of the Meeting of  
The Board of Trustees of  
Sturgeon School Division No. 24  
Held at Morinville on March 23, 2016**

UNAPPROVED DRAFT

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**Minutes of the Meeting of  
The Board of Trustees of  
Sturgeon School Division No. 24  
Held at Morinville on March 23, 2016**

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**Roll Call**

Present were Trustees: Ms. Tracy Nowak (Chair), Mrs. Misty Featherley, Mr. Terry Jewell, Mrs. Wendy Miller, Mrs. Michelle Mychasiw, Mrs. Shelley Porter; Dr. Michèle Dick (Superintendent); Mrs. Iva Paulik (Secretary Treasurer); Mr. Dave Johnson (Associate Superintendent, Human Resources & Leadership Support), Mrs. Ruth Kuik (Associate Superintendent, Education Services);

Absent: Mrs. Liz Kohle (due to illness).

**Call to Order**

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

**Consideration of Agenda**

#022/2016 – Moved by Mr. Jewell that the agenda be approved.

CARRIED 6/0

**Appointments**

There were no appointments.

**Approval of Minutes**

#023/2016 - Moved by Mrs. Mychasiw that the minutes of the Regular Meeting of February 24, 2016 be approved.

CARRIED 6/0

**Presentations**

**Consultative Process Update (3 Year Education Plan)**

Mrs. Ruth Kuik, Associate Superintendent Education Services, and Mr. Mark Lockwood, Director of Curriculum and Instruction, Sturgeon School Division, provided an update of the Thought Exchange Process and its results with respect to the 3 Year Education Plan 2016-2019 and shared preliminary results of the Consultative Process.

**Reports from Senior Administration**

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

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

### **Chair's Report**

A verbal report was provided.

### **Trustees' Reports**

Verbal reports were provided.

### **Building**

A verbal report was provided.

### **Finance & Human Resources**

No report was provided.

### **Education Policy**

No report was provided.

### **Advocacy Committee**

A verbal report was provided.

### **Transportation**

A verbal report was provided.

The meeting recessed at 5:50 p.m. for supper.

The meeting resumed at 6:20 p.m.

## **Reports from Special Committees**

### **Alberta School Boards Association Representative**

A written and verbal report was provided.

### **Public School Boards' Association of Alberta Representative**

A verbal report was provided.

## **New Business**

### **Policy B/II/6 – Meetings by Electronic Means & Board Regulation Administration 6 – Meetings by Electronic Means**

#024/2016–Moved by Mrs. Miller that the Board of Trustees approve Policy B/II/6 – Meetings by Electronic Means & Board Regulation Administration 6 – Meetings by Electronic Means.

CARRIED 6/0

### **Policy D/III/1 – Equity, Diversity, Inclusion and Human Rights**

#025/2016–Moved by Mrs. Miller that the Board of Trustees approve Policy D/III/1 – Equity, Diversity, Inclusion and Human Rights.

CARRIED 6/0

### **Policy D/III/2 – Sexual Orientation, Gender Identity and Gender Expression**

#026/2016–Moved by Mrs. Miller that the Board of Trustees approve Policy D/III/2 – Sexual Orientation, Gender Identity and Gender Expression.

CARRIED 6/0

**Board Regulation Administration 5 – Sexual Orientation, Gender Identity and Gender Expression**

#027/2016–Moved by Mrs. Miller that the Board of Trustees approve Board Regulation Administration 5 Sexual Orientation, Gender Identity and Gender Expression.

CARRIED 6/0

**Policy F/I/4 – Customer and Project Work (Vocational Courses)**

#028/2016–Moved by Mrs. Mychasiw that the Board of Trustees rescind Policy F/I/4 – Customer and Project Work (Vocational Courses).

CARRIED 6/0

**Policy F/IV/7 – Student Conduct**

#029/2016–Moved by Mrs. Miller that the Board of Trustees approve Policy F/IV/7 – Student Conduct.

CARRIED 6/0

**Policy G/I/14 – Out of System Placement of Resident Students**

#030/2016–Moved by Mrs. Mychasiw that the Board of Trustees approve Policy G/I/14 – Out of System Placement of Resident Students.

CARRIED 6/0

**Operational School Year Calendar 2016-2017**

#031/2016–Moved by Mrs. Featherley that the Board of Trustees approve the Operational School Year Calendar 2016-2017, Calendar Details and Day Count for 2016-2017.

#032/2016–Moved by Mr. Jewell that September 9, 2016 (Division/School PD/Collaboration; Staff Meeting) be moved to September 16, 2016

CARRIED 6/0

#033/2016–Moved by Mr. Jewell that November 9, 2016 (In lieu of Parent/Teacher Interviews) by moved to November 25, 2016.

CARRIED 4/2

Opposed: Mrs. Featherley/Mrs. Porter

#034/2016–Chair called a vote on the original motion with amendments.

CARRIED 4/2

Opposed: Mrs. Featherley/Mrs. Porter

**Draft Operational School Year Calendar 2017-2018**

#035/2016–Moved by Mrs. Mychasiw that the Board of Trustees approve the Draft Operational School Year Calendar 2017-2018.

#036/2016–Moved by Mr. Jewell that September 8, 2017 (Division/School PD/Collaboration; Staff Meeting) be moved to September 15, 2017.

CARRIED 6/0

#037/2016–Chair called a vote on the original motion with amendment.

CARRIED 6/0

**2016-2017 Instructional Material Fees**

#038/2016—Moved by Mr. Jewell to refer the 2016-2017 Instructional Material Fees to the Budget Committee meeting after the Provincial Budget is announced.

CARRIED 6/0

**Monthly Financial Report**

The Board of Trustees received the 6 Months Financial Report for 2015-2016 as at February 29, 2016 as information.

**Unfinished Business****Notices of Motion**

There were no Notices of Motion.

**Information**

There were no requests for information.

**Comment & Question Period****ATA; CUPE**

No report was provided.

**Community Members****Media**

Asked questions about the new school in Morinville, specifically about the site, and the April 6, 2016 meeting with the Town of Morinville Council.

**Requests for Information**

There were no requests for information.

#039/2016 – 7:50 p.m. – Moved by Mr. Jewell that the Board go in camera.

CARRIED 6/0

#040/2016 – 8:30 p.m. – Moved by Ms. Nowak that the Board go out of camera.

CARRIED 6/0

**Close of Meeting**

The Chair adjourned the meeting at 8:31 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

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





# Memorandum

Date: April 27, 2016  
To: Public Board  
From: Senior Administration  
Subject: Seniors' Report

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## **Thoughtexchange: Second Engagement**

From April 25-29, 2016, Sturgeon students in grades 4-12 will be participating in the first stage of a Thoughtexchange process designed to gather their thoughts relative to mental health and well-being. Step 1 asks students to respond to 1 question (grades 4-6) or 2 questions (grades 7-12) by way of sharing their experiences and questions in this critical area. Once student input has been reviewed and summarized, general themes will be identified. These will be provided to students during Step 2 at which time they will be asked to "star" those themes that most resonate with them. Step 2 will occur between May 9-13, 2016. A full report will be provided to the Board and schools before the end of this school year. Our findings will assist us in directing available resources and refining the supports we presently have in place throughout the division.

## **Education Week**

From May 2-6, 2016 Sturgeon School Division will be celebrating Education Week! This year's theme is "Learning Together" which speaks to the ongoing focus throughout our division. In addition, Mental Health Awareness Week is scheduled for the same week hence a number of our schools have blended their special activities to mark both events.

Some of the highlighted events happening in our schools include:

Josh Classen will be at Namao School May 03.

Fine Arts Celebration at Guthrie School, Monday May 02.

SunErgos (Theatre and Dance Company) has been booked for Sturgeon Heights. The focus is on Alberta's heritage and First Nations stories.

Many of our schools are hosting Career Fairs and volunteer celebrations.

BOARD 

At our Learning Centers students will be writing notes to be distributed in the community. These notes will mention the importance of learning and of education.

Oakhill School will have an educational scavenger hunt.

MPS is hosting their Open House during this week and their daily announcements will reflect the benefits of learning together and mental health facts.

Landing Trail is hosting an Imaginarium in Science.

But the celebration of learning together is not limited to simply one week! On Friday, February 12, 2016, Sturgeon School Division hosted a Student Summit featuring Google for Education! Each Sturgeon School sent a number of student representatives along with some staff to this wonderful learning event. During the full day Summit, students and teachers, working together, side-by-side, learned about Google Drive, an online space that helps to encourage collaboration and communication between and among students.

In addition to these very special events and activities, during the year staff throughout the division are engaged in numerous learning activities, all designed to ensure that the skills and insights we bring to our work with students is at the highest level possible.



# Board Memorandum

Date: April 20, 2016  
To: Board of Trustees  
From: Ruth Kuik, Associate Superintendent  
Subject: Fieldtrip Report

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## **Field Trips**

Board Policy F/II/4, "Field Trips" and Administrative Practice Administration 5, "Field Trip Operational Procedures" require that "the principal must have the approval of the Superintendent for field trips that are overnight or exceed two (2) school days and/or are outside of the Province of Alberta". The Administrative Practice further stipulates that "the Board shall be provided, as information, all field trips that are overnight and/or out-of-province".

## **Overnight:**

### **Camilla School**

May 12 - 13, 2016

41 Grade 4 students to Royal Tyrell Museum at Drumheller



## Board Memorandum

Date: April 27, 2016  
To: Board of Trustees  
From: Iva Paulik, Secretary Treasurer  
Subject: 2016-2017 Preliminary Budget Update

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### **Background:**

The Provincial Budget was announced on April 14, 2016. School Boards were provided with the attached information. More information will be provided at the April 27, 2016 Board Meeting.

**From:** Education Deputy Minister [<mailto:EducationDeputyMinister@gov.ab.ca>]

**Sent:** Thursday, April 14, 2016 3:53 PM

**Subject:** Budget 2016 \_EDC-DM Executive Team <[EDC-DMExecutiveTeam@learning.gov.ab.ca](mailto:EDC-DMExecutiveTeam@learning.gov.ab.ca)>

**To:** Superintendents of Public, Separate, Francophone and Charter School Boards

**Executive Directors of the following Associations:**

ACSTA (Alberta Catholic School Trustees' Association)

ASBA (Alberta School Boards Association)

ASCA (Alberta School Councils' Association)

ATA (Alberta Teachers' Association)

AAPCS (Association of Alberta Public Charter Schools)

ACFA (Association canadienne-française de l'Alberta)

ASBOA (Association of School Business Officials of Alberta)

CASS (College of Alberta School Superintendents)

Federation des parents francophones de l'Alberta

Federation des conseils scolaires francophones de l'Alberta

PSBAA (Public School Boards' Association of Alberta)

Earlier today, the Honourable David Eggen, Minister of Education, provided school board chairs with an update regarding Budget 2016. I am pleased to provide you with additional information regarding the 2016 Education budget.

### **Overview of Consolidated Budget 2016**

Budget 2016 demonstrates that Education remains one of government's top priorities. Despite facing significant fiscal challenges, government is protecting Kindergarten to Grade 12 education by providing stable funding to classrooms.

Including estimated school board expenses funded by other revenue sources, Education's consolidated operating expense is budgeted at \$7.9 billion in the 2016/2017 fiscal year, a significant increase of \$292 million, or 3.8 per cent, over the prior year. In addition, school capital investment reaches \$1.9 billion, for a consolidated total of \$9.8 billion.

The consolidated budget includes:

- estimated school board operating expenses funded by government and other revenue sources such as school fees or federal government funding; and
- estimated school board self-funded capital projects sourced by reserves, operational funding and other sources.

Therefore, the amounts stated for the consolidated budget will be higher than the amounts presented for the non-consolidated budget in the sections below.

### **Overview of Non-consolidated Budget 2016**

Through Budget 2016, total support to the Kindergarten to Grade 12 education system, including opted-out school board education property taxes and school capital funding, is \$9 billion – a significant investment of \$45 million every school day. This includes \$7.2 billion in operating support and \$1.8 billion in school capital funding.

Approximately 98 per cent of Education's budget flows to school authorities, which deliver education services to students. Government continues to meet its commitment to provide stable education funding to school authorities by funding enrolment growth.

### **Operating Support to School Boards**

Total operating support to public, separate, Francophone and charter school jurisdictions reaches \$6.9 billion in the 2016/2017 fiscal year. This is an increase of \$209 million, or 3.1 per cent, over the previous fiscal year.

Budget 2016 includes funding to finish the last five months of the 2015/2016 school year, taking into account:

- the two per cent teacher salary increase that has been effective since September 2015;
- enrolment growth of 2.7 per cent across the province in the 2015/2016 school year; and
- reversal of the previous government's cuts to education funding.

Enrolment is projected to grow at a slower pace in the next three school years, at 1.3 per cent, 1.2 per cent and 1.9 per cent respectively. Student demographic factors are expected to continue to grow at higher rates compared to the general enrolment growth. For example, the number of children eligible for Program Unit Funding is projected to increase by 11 per cent, while growth in the number of students funded for English as Second Language and for First Nations, Métis and Inuit grants is projected to increase by seven per cent and three per cent respectively.

### **Key Highlights for Major Grants**

- \$494 million for Plant Operations and Maintenance to support the day-to-day upkeep of school facilities;
- \$431 million for Inclusive Education to support inclusive practices to address the educational needs of all students;
- \$408 million for the current service contributions to the Alberta Teachers' Retirement Fund;
  - An additional \$475.5 million will be contributed by Alberta Treasury Board and Finance toward the pre-1992 teacher pension liabilities.
  - This leads to a total government contribution of \$883 million to teachers' pensions.
- \$300 million to support the transportation system for 300,000 eligible students across Alberta; and
- \$287 million to support the Small Class Size Initiative. Government has invested over \$2.7 billion in this initiative since 2004/2005.

### **Alberta's Approach to First Nations Education Funding**

Government is committed to improving education outcomes and creating opportunities for First Nations students. Funding of \$28 million is provided through Budget 2016 to:

- strengthen relationships between provincial school authorities and First Nations;
- facilitate enhanced co-ordination of supports and services for First Nations children, youth and families;
- support professional learning for teachers; and
- increase the number of First Nations, Métis and Inuit professionals in education.

Support is also provided for Building Collaboration and Capacity in Education Grant Program and an extension of Regional Collaborative Service Delivery services to First Nations schools.

### **First Nations, Métis and Inuit Funding**

Education's funding framework provides approximately \$48 million in the 2016/2017 school year to support educational programs for self-identified First Nations, Métis and Inuit students. This represents a projected three per cent increase in the enrolment of these students.

## School Capital Funding

Total school capital funding reaches \$1.8 billion in the 2016/2017 fiscal year (non-consolidated, excluding estimated school board self-funded projects). This significant investment includes:

- \$1.6 billion to support the 200 previously approved new and modernization school projects across the province;
- \$139 million for the Infrastructure Maintenance and Renewal program to ensure healthy and safe learning environments for students;
- \$50 million for the Modular Classroom Program to meet the urgent needs for educational spaces; and
- \$9 million for the maintenance and renewal program for the P3 schools.

In addition, between 2017/2018 and 2020/2021, \$500 million has been set aside for future capital projects. This funding has not been allocated to specific projects.

As part of our government's commitment to transparency and openness, for the first time, the government is presenting a list of unfunded capital projects within government's capital plan. The 50 projects listed for Education were deemed top priorities based on the three-year capital plans school boards submitted about a year ago.

## Department Administration Budget

Less than two per cent of Alberta Education's operating budget supports the administration of the Department of Education.

To contribute to Government's overall cost reduction strategies in Budget 2016, Alberta Education will reduce its administration budget by \$2.8 million in 2016/2017, with a total savings of approximately \$10 million over the next three years. This reduction will be achieved by focusing our budget strategies to improve outcomes.

## 2016/2017 Funding Manual and Jurisdiction Funding Profiles

Detailed information on per-student rates and formulas for the 2016/2017 school year can be found in the *Funding Manual for School Authorities* at [education.alberta.ca/funding-framework-for-k-12/funding-manual](http://education.alberta.ca/funding-framework-for-k-12/funding-manual).

Jurisdictions' estimated funding profiles for the 2016/2017 school year have been updated based on enrolment projections and best available data as of March 2016. Funding figures are estimates only, and payments to school authorities will be based on actual student enrolment in the new school year. Funding profiles for each school jurisdiction can be viewed at [education.alberta.ca/projected-funding/operational-funding](http://education.alberta.ca/projected-funding/operational-funding).

## 2016-2019 Business Plan

Along with Budget 2016, Education has released its 2016-2019 Business Plan. It can be viewed online at [education.alberta.ca/business-plans/business-plans](http://education.alberta.ca/business-plans/business-plans).

The 2016-2019 Business Plan presents a targeted approach to improving Alberta's Kindergarten to Grade 12 education system. It outlines how the department commits to working with school authorities to provide students with appropriate instruction and supports that are essential for life-long success. One significant way the ministry is moving forward is by introducing a new outcome to focus on ensuring we have an education system that is inclusive.

Government also recognizes that there is a significant achievement gap between First Nations, Métis and Inuit students and all other students in Alberta. Addressing this gap is a priority focus for the ministry and requires a systemic approach across the education system.

To ensure the education system promotes excellence, the department has set stretch targets for math and First Nations, Métis and Inuit performance measures. To achieve meaningful change, each authority should set its plans to close the gap on First Nations, Métis and Inuit results in a timely manner and show improvement in math results.

The ministry has expanded its focus on providing excellent teachers and school leaders to encompass school authority leaders. With this enhanced outcome, the ministry commits to developing and overseeing the application of standards that promote excellence for school authority leaders.

Alberta Education encourages school authorities to use the 2016-2019 Business Plan to focus priorities in their respective plans. The only way the education system can succeed in achieving all its targets, especially those related to math and First Nations, Métis and Inuit results, is through co-ordinated efforts of the school authorities and Alberta Education.

I would like to take this opportunity to thank all of you for your dedication to providing our students with a great education, and I look forward to our continued collaboration during the 2016/2017 school year and into the future. I am confident that by working together with our communities, we can ensure that all students in Alberta have access to a quality education that meets their learning needs.

Sincerely,

Lorna Rosen  
Deputy Minister of Education



## Sturgeon School Division No. 24

As of March 2016

*Funding for the 2016/2017 school year is projection only and may not reflect the amount paid to the school authority. Payments will be based on the authority's actual student enrolment and courses taken by high school students in the 2016/2017 school year.*

School Year	Enrolment 2015/2016		Projected Enrolment %	Projections 2016/2017 *
<b>Enrolment</b>				
Enrolment for Early Childhood Services	931		-2.9%	904
Enrolment for Grades 1 - 12	4,177		0.4%	4,195
<b>Funding Framework Estimates</b>				
Base Funding	Estimates 2015/2016 *	Grant Rate % Change	Projected Enrolment %	Projections 2016/2017
Early Childhood Services Base Funding	\$3,109,000	0.0%	-2.9%	\$3,020,000
Base Funding (Grades 1 - 9)	\$21,469,000	0.0%	3.0%	\$22,103,000
Base Funding (Grades 10 - 12)	\$6,526,000	0.0%	-8.3%	\$5,982,000
Home Education	\$14,000	0.0%	0.4%	\$14,000
Class Size - Early Childhood Services to Grade 3	\$2,598,000	0.0%	1.5%	\$2,637,000
Class Size - Career Technology Studies	\$181,000	0.0%	-8.3%	\$166,000
<b>Sub -Total</b>	<b>\$33,897,000</b>			<b>\$33,922,000</b>
<b>Additional Funding - For Differential Factors</b>				
ECS Program Unit	\$7,191,000	0.0%	0.0%	\$7,191,000
English as a Second Language	\$43,000	0.0%	7.0%	\$46,000
Equity of Opportunity	\$732,000	0.0%	0.1%	\$732,000
First Nations, Metis and Inuit Education	\$525,000	0.0%	3.0%	\$541,000
Hutterite Colony Schools	\$12,000	0.0%		\$12,000
Inclusive Education	\$5,575,000	0.0%	0.1%	\$5,578,000
Outreach Programs	\$126,000	0.0%		\$126,000
Plant Operations & Maintenance	\$3,918,000	0.0%		\$4,113,000
Small Schools By Necessity	\$176,000	0.0%		\$135,000
Socio-Economic Status	\$397,000	0.0%	0.1%	\$397,000
Transportation	\$4,548,000	0.0%	0.1%	\$4,552,000
<b>Other Funding</b>				
Institutional Programs	\$812,000	0.0%		\$812,000
SuperNet	\$144,000	0.0%		\$144,000
Reduction in School Boards Administration Spending	-\$298,000			-\$300,000
<b>TOTAL FUNDING</b>	<b>\$57,798,000</b>			<b>\$58,001,000</b>
Increase (Decrease) in Total Funding				\$203,000
Percentage Increase (Decrease) in Total Funding				0.4%
<b>Financial Health</b>				
Accumulated Surplus from Operations (ASO)	\$1,997,000	\$1,197,000	\$1,661,000	\$1,618,000
ASO as a % of Operating Expenses	3.4%	1.9%	2.7%	2.6%
Capital Reserves	\$847,000	\$836,000	\$704,000	\$2,710,000
<b>ASO - Provincial Total</b>	<b>\$302,068,000</b>	<b>\$413,304,000</b>	<b>\$460,905,000</b>	<b>\$458,976,000</b>
ASO as a % of Operating Expenses	4.6%	6.1%	6.6%	6.3%
Capital Reserves -Provincial Total	\$149,926,000	\$136,156,000	\$147,162,000	\$ 199,341,000
<b>Other Funding Support</b>				
Infrastructure Maintenance Renewal	\$920,000			\$1,530,000
Regional Collaborative Service Delivery	\$64,383,000			\$66,121,000
Regional Consortium	\$1,344,000			\$1,344,000
		<b>} Provincial Totals</b>		

Notes: \* Enrolment projections for the 2016/2017 school year is based on Work Force Planning Model.

† Funding Estimates for 2015-16 school year is based on the actual enrolment of 2015-16 school year as of March, 2016.