



DATE: October 26, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Liliana LeVesconte, Associate Superintendent, Corporate Services

GOVERNANCE POLICY: [Policy 230 – Board Committees](#)
[Policy 225 – Board Responsibility and Conduct](#)
[Policy 405 – Budget Development and Transparency](#)

ADDITIONAL REFERENCE: [Administrative Procedure 600 – Capital Plan Development](#)
[Administrative Procedure 605 – Site and Playground Development Procedures](#)
[Administrative Procedure 615 – School Facilities and Equipment Maintenance](#)
 Board Procedures Regulation 82/2019
 Education Act: Section 34, 51, 52(1)(b)

SUBJECT: Value Scoping Sessions

PURPOSE:

For information.

BACKGROUND:

On March 23, 2022, The Board of Trustees approved the 2023-2024 Three-Year Capital Plan, identifying the Division’s top five priorities as:

School	2022-23	Priority	2023-24	Priority
Gibbons School	Solution	1		
École Morinville Public	Solution	2		
Sturgeon Heights School	Modernization	3		
Redwater School			Replacement	1
Landing Trail School			Modernization	2

In order to effectively plan for these priorities, the Division is engaging in a consultative value scoping exercise facilitated by *Start Architecture*. In the Value Scoping process, a number of stakeholders, including members of the respective municipalities, Sturgeon County, the Board of Trustees, School Principals, School Council members, and representatives from Alberta Education, will be invited to participate in a 2-day exercise process to provide feedback on the Division’s top 5 Capital Plan priorities.

The main objective of this process is to identify the best solution for the top five priorities and ensure the government has complete information to evaluate our requirements.

Sturgeon Public Schools and invitees will participate in the two-day session at the end of November/beginning of December. This initiative comes from the Building and Maintenance Committee.



The Building and Maintenance Committee makes recommendations to the Board regarding the Board's real property, as well as the Division's Capital Plan and Modular requests. The Committee recommends and reviews policies related to buildings. The Committee also reviews tenders, Division managed major projects, and architectural designs for new buildings, and subsequently make recommendations to the Board.

The Value Scoping Letter to Capital Planning – Alberta Education, was reviewed at the Building and Maintenance Committee on April 13, 2022.

Administration is prepared to respond to questions at the October 26, 2022, Public Board meeting.

ATTACHMENT(S):

1. 04-13-2022 Letter to Capital Planning Alberta Education re Value Scoping



April 4th, 2022

SENT VIA EMAIL

Ms. Allison Matichuk
Capital Planning Manager, North Branch
Alberta Education
Edmonton Alberta

Dear Ms. Matichuk,

Re: Value Scoping Funding Request

Sturgeon Public School Division is looking at a few alternatives to address our aging schools throughout the Division. We have several schools that have significant deferred maintenance accumulated, which include significant health and safety related issues, mostly mold and asbestos, and we are currently lacking the ability to provide adequate programming to the attending students.

The objective is to provide accommodation planning in the following schools:

1. Gibbons School, Gibbons, Alberta
2. École Morinville Public, Morinville, Alberta
3. Sturgeon Heights School, St. Albert, Alberta
4. Landing Trail School, Gibbons, Alberta
5. Redwater School, Redwater, Alberta
6. Bon Accord Community School, Bon Accord, Alberta

The accommodation planning is intended to address the following objectives:

- Ensure our schools have sufficient capacity and size to offer adequate educational opportunities for resident students.
- Schools to allow for improving program excellence, enhancing program opportunities, enriched school grading structure, and efficiently and effectively use of facilities.
- Develop a short-term emergency solution and a long term and sustainable strategy for the use of modular classrooms.





- Explore board's identified closure and consolidation opportunities, also potential re-purpose properties for alternate programming.
- Explore the enhancement of existing partnerships and opportunities for new partnerships.

The above objectives will be achieved through the following process:

1) Preparation

- Meeting between Sturgeon Public School Division and "planning" contractor to define planning study goals, define planning study scope, determine info and data required.

2) Facility Tours

- Gain an updated general understanding of the condition of the schools
- Establish how efficiently each school is utilized
- Garner an understanding of how school facilities support current and potential program delivery
- Establish previous 10-year enrolment trends per grade per school, and the projected enrolments for the next 10 years

3) Planning Session

- In consultation with relevant local authorities, establish the demographic and catchment area of each school and historical and projected population growth rate in each area and the community as a whole.
- Discuss the enhancement of existing partnerships and new partnership opportunities, such as community hubs, etc. Assign responsibilities and next steps to further these opportunities.
- Define what improving program excellence, enhancing program opportunities, enriched school grading structure, and efficiently and effectively use of facilities means to stakeholders.
- Brainstorm long term sustainable solutions to optimize use of school facilities in the communities to meet the needs of the local student demographic, educational programs, sustainable facility operation and partnership opportunities.
- Evaluate performance of each solution
- Identify and define key project (scope and delivery) performance criteria for the project called critical performance attributes and requirements.
- Establish the hierarchy and impact of these criteria upon the project by establishing the relative importance of the performance attributes in meeting a project's need and purpose.
- Develop measurement scales to quantify (or qualify) performance levels.





- Establish the baseline of the project performance by evaluating and rating the effectiveness of the baseline solution concept.
- Identify the change in performance of alternative project concepts generated by the session.
- Compare performance to cost ratios (i.e., value) of alternative design concepts and determine performance improvement.

This will lead to:

- Building consensus among project stakeholders
- Providing decision makers with a means of comparing benefits of various solutions in a way that can assist with making better decisions.

4) Post Planning session

- All study documentation will be compiled into a final report.

The estimate for these services is \$50,000.

Regards,

A handwritten signature in black ink, appearing to be 'L. LeVesconte', written over a horizontal line.

Liliana LeVesconte, CPA, CMA

Associate Superintendent, Corporate Services

Cc: Shawna Walter M. Ed, Acting Superintendent

Mike Wepler, Acting Director, Facilities

