



# BOARD OF TRUSTEES STURGEON PUBLIC SCHOOLS

## Public Board Meeting

# AGENDA

**Date:** November 23, 2022 **Start Time:** 9:00 a.m.

**Location:** Frank Robinson Education Centre  
9820-104 Street, Morinville, AB

1. Call to Order
2. Land Acknowledgement
3. Consideration of Agenda
  - 3.1 Additions/Deletions to Agenda
  - 3.2 Approval of Agenda
4. Appointments
5. Reading and Approving of Minutes
  - 5.1 Approval of the Minutes of the Regular Meeting of October 26, 2022
6. Presentations
  - 6.1 Audited Financial Statements – Benji Waser, MNP
7. Reports from Senior Executive
  - 7.1 Indigenous Programming Update
  - 7.2 Mental Health in Schools Pilot Program
  - 7.3 Sturgeon Public Schools Scholarships 2021-2022
  - 7.4 Supplemental Enrolment Growth Grant
  - 7.5 Communications Report – October & November 2022
  - 7.6 Monthly Financial Report – October 2022
  - 7.7 Monthly IT Report – November 2022
  - 7.8 2022-2023 Superintendent Discretionary Fund
8. Reports from Trustees and Standing Committees
  - 8.1 Chair’s Report
  - 8.2 Trustees’ Report
  - 8.3 Advocacy Committee
  - 8.4 Audit, Finance, and Human Resources Committee

- 8.5 Building and Maintenance Committee
- 8.6 Policy Committee
- 8.7 Transportation Committee

## 9. Reports from Special Committees/Task Groups

- 9.1 Alberta School Boards Association Representative
- 9.2 Public School Boards Association of Alberta Representative

## 10. New Business

- 10.1 2021-2022 Draft Audited Financial Statements
- 10.2 Draft Sturgeon Public Schools Annual Education Results Report Summary (AERR) – November 2022
- 10.3 School Presentations – January 2023

## 11. Unfinished Business

## 12. Notices of Motion

## 13. Information

## 14. Comment and Question Period

- 14.1 ATA; CUPE
- 14.2 Community Members
- 14.3 Media

## 15. Requests for Information

## 16. In Camera

## 17. Adjournment



**Sturgeon  
Public Schools**

**Minutes of the Meeting of  
The Board of Trustees of  
The Sturgeon Public School Division  
Held at Morinville on October 26, 2022**

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**Sturgeon  
Public Schools**

**Minutes of the Meeting of  
The Board of Trustees of  
The Sturgeon Public School Division  
Held at Morinville on October 26, 2022**

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**PRESENT**

Mr. Joe Dwyer, Chair  
Ms. Irene Gibbons, Vice Chair  
Mrs. Cindy Briggs, Trustee  
Mrs. Janine Pequin, Trustee\*  
Mrs. Stacey Buga, Trustee  
Mrs. Tasha Oatway-McLay, Trustee  
Ms. Trish Murray-Elliott, Trustee  
Mrs. Shawna Warren, Superintendent  
Mr. Jonathan Konrad, Deputy Superintendent, Education Services  
Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services  
Mrs. Lisa Lacroix, Associate Superintendent, Human Resources  
(\**Electronic Attendance*)

**CALL TO ORDER**

The Chair called the meeting to order at 9:01 a.m.

**APPROVAL OF AGENDA**

#091/2022 – Moved by Mrs. Cindy Briggs that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**APPOINTMENTS**

**APPROVAL OF MINUTES**

#092/2022 – Moved by Mrs. Stacey Buga that the minutes of the Regular Meeting of September 28, 2022, be approved as presented.

CARRIED UNANIMOUSLY

**PRESENTATIONS**

Facility Services presentation by Denis Henderson, Director.

**REPORTS FROM SENIOR EXECUTIVE**

**2021-2022 School Council Annual Reports**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the 2021-2022 School Council Annual Reports.



School Councils are asked to provide an annual “Year in Review” report to the Board of Trustees every fall as per Policy 305 – School Councils.

The “Year in Review” reports for the 2021 – 2022 school year were submitted by the following School Councils:

Bon Accord Community	School Ochre Park School
Camilla School	Namao School
Four Winds Public School	Redwater School
Gibbons School	Sturgeon Composite High School
Landing Trail School	Sturgeon Heights School

Reminder emails were sent to the respective school councils of: École Morinville Public, Guthrie School, and Lilian Schick School.

### **Christmas Luncheon 2022**

Mrs. Shawna Warren, Superintendent, brought forward as information, a memo on the Christmas Luncheon 2022.

Each year, the Board of Trustees hosts’ a Christmas Luncheon for Central Office staff at the Rendezvous Centre in Morinville. Due to COVID, the Board has not hosted an in-person luncheon for two years.

This year, December 16, 2022, from 12:00 p.m. to 1:30 p.m. has been booked for the event.

### **Overdue Transportation Fees**

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on Overdue Transportation fees.

According to Policy 500, section 3.6.1 *“The Associate Superintendent, Corporate Services or designate shall be responsible for ensuring the collection of transportation fees is undertaken according to Division Policy and Administrative Procedures and for communicating the need for transportation fees to parents/guardians annually”*, and section 3.6.2.2 *“The Division reserves to right to remove services if payment is not received and no attempt is made to settle the overdue fees.”*

The Division has 401 overdue Transportation accounts, totalling \$127,710, and is currently working to connect with families to either make arrangements for full payment, partial payment, or, where necessary, complete fee waiver applications. The Division will discontinue transportation services for overdue accounts on November 15, 2022.

### **September 29<sup>th</sup> Enrolment Count/Student Growth Funding**

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on September 29<sup>th</sup> Enrolment Count/Student Growth Funding.

The Student Enrolment Count, as of September 29, 2022, is included for Trustee information. The Division is happy to report a 2.28% increase in enrolment this year, when compared to the “frozen count” numbers locked in by Alberta Education. This has not yet been confirmed by Alberta Education, however, the Division is anticipating that this enrolment growth percentage qualifies the Division to receive a Supplemental Enrolment Growth Grant in the amount of \$172,500 (115 students x \$1,500).

As stated in Policy 405 - 2.5- *“The system budget submitted to the Board for approval shall reflect the goals and objectives of the Division and shall include: 2.5.1 Details of estimated enrolments.”*

The Division was required to complete the Jurisdiction Enrolment Count as of September 29, 2022, by October 5, 2022.

To manage class sizes and resources required, the Division performed enrolment counts on September 2, September 12, and September 29.

Attached is the September 29 Student Enrolment Count. These are a few highlights:

- The current enrolment count is 5,156 students;
- Overall enrolment compared to September 2021 has increased by 118 (2.34%). When compared to the pre-pandemic numbers, in September 2019, the Division had 5,257 students, the greatest variance being in Pre-k 488 (2019) vs 202 (2022). Therefore, when excluding the Pre-k students, K-12 enrolment numbers are 4,954 (2022) vs 4,769 (2019) or a 3.88% increase;
- When compared to budgeted enrolment projections, the enrolment is slightly higher by 6 students, with various up and down fluctuations at each school site. The largest enrolment growth at the school level, when compared to the budgeted numbers, are Redwater School (19.3%), Bon Accord Community School (10.2%), and Gibbons School (6.2%); and
- When compared to the Alberta Education Frozen Count, Division enrolment is up by 115 students (2.28%). This enrolment increase is over 2%, which qualifies the Division to receive the enrolment growth top-up funding.

Trustee Tasha Oatway-McLay left the meeting at 9:40 a.m.

### **Stakeholder Engagement Update – Military Family Resource Centre**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Stakeholder Engagement Update – Military Family Resource Centre.

In the 2021-2022 school year, the Board of Trustees hosted a series of meetings with various municipal partners and community stakeholders to engage in dialogue about the Divisions' programs and future planning.

On June 8, 2022, the Board of Trustees and Senior Executive met with the Edmonton Garrison Military Family Resource Centre (MFRC). The wellness and resilience of military families are critical to our communities and vital to the effectiveness of the Canadian Armed Forces as they respond at home and abroad to the needs of Canadians and the wider community. Working closely with the Edmonton MFRC, the Heroes in Mind Advocacy and Research Consortium (HiMARC) at the University of Alberta is developing, will deliver, and evaluate novel interventions to support the wellness and resilience of military families.

Senior Leadership has met several times this fall with HiMARC and MFRC to discuss how Sturgeon Public Schools can support and enhance the HiMARC initiative. On Monday, October 11th HiMARC leadership engaged Guthrie School staff to discuss how they would like to work alongside and seek feedback on how to support military families, and what resiliency and mental health challenges they are seeing working with students and families at school.

On October 25th, Sturgeon Public School Counsellors met with MFRC mental health team to discuss the contextual differences of working with military kids. The MFRC also provided information about the MFRC services; how and when to refer families to MFRC for those services.

Individual family meetings have also occurred this fall between SHINE and MFRC to build supports at home, at school, and within MFRC to ensure stronger families. Regional meetings also occur quarterly with regional partners that include Family AND Community Support Services (FCSS), MFRC, HYPE, Families First, Garrison Fitness, Sturgeon County, and SHINE.

Trustee Tasha Oatway-McLay returned to the meeting at 9:42 a.m.

### **Value Scoping Sessions**

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on Value Scoping Sessions.

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 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.

### **Communications Report – September & October 2022**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Communications Report for September and October 2022.

### **Monthly Financial Report – September 2022**

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the Monthly Financial Report – September 2022.

Every month, at the Public Meeting of the Board, as stated in Policy 405 - 2.6 - *“The Board shall receive a financial report of budget and year-to-date revenues and expenditures, along with a variance analysis for the previous month.”*

The current preliminary September 2022 surplus is \$846k, however, the year-end preparation is currently taking place, and many adjustments will be posted to the month of September.

When compared to the budget, the actual variances by program:

- Pre-K – 12
  - Revenue is higher than budgeted at 8.51% as opposed to 8.33% due to many of the school fees being collected at the beginning of the year.
  - Expenses are lower than budgeted at 7.8% as opposed to 8.33%, mainly due to a delay in processing expenses, and a few hires that took place later in September.
- Operations & Maintenance
  - Revenue is lower than anticipated (4.28% vs. 8.33%) due to amortizations of deferred capital contribution not yet posted; this line item will be updated after the financial statements for 21-22 are complete.
  - Expenses are lower than anticipated (3.71% vs. 8.33%) mainly due to the amortization expense not yet posted; this line item will be updated after the financial statements for 21-22 are complete (see above).
- Transportation Services
  - Revenue is higher than anticipated (14.36% vs. 8.33%) mainly due to the transportation fees being collected at the beginning of the school year.
  - Expenses are lower than budgeted by \$167k, mainly due to late contractors' invoice submissions for the month of September.
- System Administration
  - Revenue is slightly lower than budgeted by \$10k mainly due to interest earned on our deposit accounts that have not been posted yet.
  - Expenses are lower than budgeted (7.19% vs. 8.33%) mainly due to amortization expense not being posted yet, and timing of expenses such as services and contracts
- External Services Revenues and Expenses are lower due to delays in receiving secondment funds and invoice processing.

### **Monthly IT Report – October 2022**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Monthly IT Report – October 2022.

During the past month, the Technology Services team has continued to support new staff and the updating of devices that had been idle over the summer months. In addition, all schools have now been moved on to the upgraded SuperNet connection.

Currently work is underway related to the Network Optimization project at Namao School with potential completion moved up to the end of Fall Break, rather than the end of the calendar year.

### **Administrative Procedure 245 – Health and Safety**

Mrs. Lisa Lacroix, Associate Superintendent, Human Resources brought forward as information, Administrative Procedure 245 – Health and Safety.

Administrative Procedure 245 – Health and Safety was reviewed. Article 6.1.1 was amended to direct Principals to ensure annually that staff are aware of the secondary and tertiary evacuation facilities instead of requiring the evacuation of the entire school population to the alternate facility.

The procedure of doing a physical drill every two years requiring the entire school population to leave the school site to walk or take transportation to a secondary and tertiary location could put students in potentially unsafe conditions in a non-emergency and would be costly to the Division.

### Administrative Procedure 729 – Evaluation of the Superintendent of Schools

Mrs. Lisa Lacroix, Associate Superintendent, Human Resources brought forward as information, Administrative Procedure 729 – Evaluation of the Superintendent of Schools.

The Superintendent of Schools evaluation process has been developed by the Board of Trustees to be consistent with the expectations of the role identified in Board Policy, the Education Act, the Superintendent Leadership Quality Standard (SLQS), and the Superintendent of Schools Regulation.

Administrative Procedure 729 – Evaluation of the Superintendent of Schools defines the process, the requirements, and the timeline of the evaluation.

### 2022-2023 Superintendent Discretionary Fund

Mrs. Shawna Warren, Superintendent, brought forward as information, the 2022-2023 Superintendent Discretionary Fund.

As part of the budget process, a certain amount of dollars are allocated annually in a budget section titled “Superintendent Discretionary”. For the 2022-2023 school year, the total budgeted dollar amount allocated in the Superintendent’s Discretion Fund is \$800,000.

The Superintendent’s Discretionary Fund is a dollar amount set aside to support schools with additional staffing requirements that arise after the budget has been approved. At the August 24, 2022, Public Board Meeting, May 2022 to July 2022 Superintendent Discretionary spending was reported which included an additional 3.25 teacher FTE and 1.4 CUPE FTE totaling \$400,830.00.

At the September 28, 2022, Public Board Meeting, the August 31, 2022 – September 21, 2022, Superintendent Discretionary spending was reported which included an additional 1.45 teacher FTE totaling \$150,510.00.

September 22, 2022 – October 21, 2022, the following additional staffing FTE has been added to schools using Superintendent Discretionary Fund dollars:

- Redwater School – Additional Teacher FTE requested in September to support part-time Strategies and K & E Support in High School

2022 - 2023 Superintendent Discretionary		2022-2023			
		\$ 800,000			
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
<b>Direct staffing to schools (K- 12)</b>					
Teachers					
Redwater School October 2022	0.8		\$ 83,040	October 17, 2022	1.0FTE starting Nov 1
Gibbons School September 2022	0.12		\$ 12,456	September 16, 2022	
Redwater School September 2022	0.63		\$ 65,394	September 1, 2022	
Gibbons September 2022	0.7		\$ 72,660	September 1, 2022	
Gibbons	0.6		\$ 62,280	May 24, 2022	
EMPS	1.0		\$ 103,800	May 31, 2022	
LS	0.5		\$ 46,710	June 27, 2022	
FWPS	0.2		\$ 20,760	July 1, 2022	
Guthrie	1.0		\$ 103,800	May 10, 2022	
<b>Total</b>	<b>5.50</b>	\$103,800.00			<b>\$570,900.00</b>
<b>Direct staffing to schools (K- 12)</b>					
CUPE					
SCHS Office Clerk	1	\$49,200.00	\$49,200.00	May 25, 2022	
LS Library Tech	0.4	\$35,700.00	\$14,280.00	June 27, 2022	
<b>Total</b>	<b>1.40</b>				<b>\$63,480.00</b>
<b>Total Costs</b>					
					<b>\$634,380.00</b>
<b>Total budget remaining</b>					
					<b>\$165,620.00</b>

## **REPORTS FROM TRUSTEES AND STANDING COMMITTEES**

### **CHAIR'S REPORT**

A verbal and written report was provided.

#### **Chair Dwyer (Alcomdale/Villeneuve Area)**

Chair Dwyer reported that he attended:

- Board Retreat (*October 3 & 4*)
- Building and Maintenance Committee (*October 12*)
- Committee of the Whole Meeting (*October 12*)
- Council of School Councils' Meeting (*October 25*)
- Discipline Hearing (*October 11*)
- PSBAA Fall General Meeting (*October 12, 13 & 14*)
- Public Board Meeting (*October 26*)
- Read-in Week – Read to Kindergarten Class
- Rotary Meetings
- School Council Meeting at Camilla School (*October 18*)
- Various Administration Meetings

### **TRUSTEES' REPORTS**

Verbal and written reports were provided.

#### **Trustee Briggs (Bon Accord/Legal)**

Trustee Briggs reported that she attended:

- Board Retreat (*October 3 & 4*)
- Building and Maintenance Committee Meeting (*October 12*)
- Central Office Meeting (*October 11*)
- Council of School Councils' Meeting (*October 25*)
- Lilian Schick School Presentation "Chubby Cree" (*October 21*)
- Lilian Schick School, School Council and Room Parent Association Meetings (*October 24*)
- Public Board Meeting (*October 26*)

#### **Trustee Buga (Morinville Area)**

Trustee Buga reported that she attended:

- Advocacy Committee Meeting (*October 17*)
- Blanket Exercise with SPVA and Learning Centre students (*October 21*)
- Board Retreat (*October 3 & 4*)
- Building and Maintenance Committee Meeting (*October 12*)
- Chubby Cree Performance at Lilian Schick School (*October 21*)
- Committee of the Whole Meeting (*October 12*)
- Council of School Councils' Meeting (*October 25*)
- École Morinville Public, School Council Meeting (*October 3*)
- Four Winds Public School Digital Citizenship presentation by ICE Unit (*October 12*)
- Four Winds Public School, School Council Meeting (*September 29*)
- PSBAA Professional Development (*October 13*)
- Reconciliation walk with Alexander First Nation (*September 29*)
- Reconciliation Workshop, Town of Morinville (*September 28*)
- Re-Imagining Education Presentation (*October 18*)
- SPVA School Council Meeting (*October 18*)

**Trustee Gibbons (Gibbons/Lamoureux)**

Trustee Gibbons reported that she attended:

- Board Retreat (October 3 & 4)
- Chubby Cree Presentation at Lilian Schick School (October 21)
- Committee of the Whole Meeting (October 12)
- Councils of School Councils' Meeting (October 25)
- Gibbons School Saffron Presentation for Parents (October 24)
- Gibbons School, School Council Meeting (October 3)
- PSBAA Conference and Fall General Meeting (October 12, 13 & 14)
- Public Board Meeting (October 26)

**Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)**

Trustee Murray-Elliott reported that she attended:

- Board Retreat (October 3 & 4)
- Building and Maintenance Committee Meeting (October 12)
- Committee of the Whole Meeting (October 12)
- Council of School Councils' Meeting (October 25)
- Discipline Hearing (October 11)
- PSBAA – Annual General Meeting (October 14)
- PSBAA – Lois Hole Dinner and Lecture (October 12)
- PSBAA – Professional Learning Session (October 13)
- Public Board Meeting (October 26)
- Sturgeon Composite High School, School Council Meeting (October 18)
- Sturgeon Heights School Read-In, 1 Kindergarten and 3 Grade Two Classes (October 6)
- Sturgeon Heights School Read-In, 2 Kindergarten Classes (October 5)
- Sturgeon Heights School, School Council Meeting (October 24)

**Trustee Oatway-McLay (Cardiff/Garrison)**

Trustee Oatway-McLay reported that she attended:

- Advocacy Committee Meeting (October 17)
- Board Retreat (October 3 & 4)
- Committee of the Whole Meeting (October 12)
- Indigenous Canada Course from the University of Alberta
- Namao School, School Council Meeting

**Trustee Pequin (Redwater/Coronado Area)**

Trustee Pequin reported that she attended:

- Advocacy Committee Meeting (October 17)
- ASBA Zone 2/3 Meeting (October 28)
- Board Retreat (October 3 & 4)
- Committee of the Whole Meeting (October 12)
- Council of School Councils' Meeting (October 25)
- Ochre Park School, School Council Meeting (October 24)
- Public Board Meeting (October 26)
- Redwater School, School Council Meeting (October 17)
- TEBA (October 18)

## **ADVOCACY COMMITTEE**

The Advocacy Committee held a meeting on September 28, 2022. The following is a summary of that meeting:

- Selection of the 2022-2023 Advocacy Committee Chair;
- Review of the 2021-2022 Advocacy Committee Work Plan and Year End Report;
- Discussed Legal Public School name, logo, and colours and decided to add this item to the 2022-2023 Advocacy Committee Work Plan; and
- Will bring forward a recommendation to the October Public Board meeting to create a Student Advisory Committee for the 2022-2023 school year and provide a suggested schedule of meetings.

The Advocacy Committee held an online meeting on October 17, 2022. The following is a summary of that meeting:

- The Student Advisory Committee schedule was discussed;
- The 2022-2023 Advocacy Committee Work Plan was reviewed and discussed:
  - Legal Public School Name/Logo – the committee will revisit this matter in a few months;
  - Connect with MLAs and Municipal Partners – the committee decided on which communities to connect with first and when to connect with local MLAs;
  - Meet with Neighbouring School Divisions – the committee will revisit this matter in a few months; and
  - Front and Centre in Communities – the committee discussed opportunities to be more present in Sturgeon Public communities.

An Advocacy Committee meeting is scheduled for November 23, 2022.

## **BUILDING AND MAINTENANCE COMMITTEE**

The Building and Maintenance Committee held a meeting on September 28, 2022. The following is a summary of that meeting:

- Selection of the 2022-2023 Building and Maintenance Committee Chair;
- Review of the 2021-2022 Building and Maintenance Committee Work Plan and Year End Report; and
- Discussed Draft JUPA – sent to Sturgeon County for review and feedback.

The Building and Maintenance Committee held a meeting on October 12, 2022. The following is a summary of that meeting:

- Discussed contractor agreements for 2022-2023 snow removal;
- HEPA Filter project status update;
- The Field House Project at SCHS - budget discussion and status;
- Camilla School fence to be completed by October 31, 2022;
- Discussed Draft JUPA – Sturgeon County. Joint facilities use to be reviewed and added to the JUPA. A Governance Committee Meeting is to be scheduled;
- Status update on Operations and Maintenance Summer Projects list;
- The Building and Maintenance 2022-2023 Work Plan is to be brought forward for approval at the Board Public Meeting; and
- Discussed Division Owned Vehicles. The Committee Chair requested a full review of Division vehicles and controls around processes.



## **FINANCE AND HUMAN RESOURCES COMMITTEE**

The Finance and Human Resources Committee held a meeting on September 28, 2022. The following is a summary of that meeting:

- Selection of the 2022-2023 Finance and Human Resources Committee Chair;
- Review of the 2021-2022 Finance and Human Resources Committee Work Plan and Year End Report;
- Presentation by Benji Waser from MNP on the Annual Audit Plan;
- Discussed Disclosure of legal and fraud requirements; and
- Finance and Human Resources 2022-2023 Work Plan to be brought forward for approval at the Board Public Meeting.

A Finance and Human Resources Committee meeting is scheduled for November 18, 2022.

## **POLICY COMMITTEE**

A verbal report was provided.

## **TRANSPORTATION COMMITTEE**

The Transportation Committee held a meeting on September 28, 2022. The following is a summary of that meeting:

- Selection of the 2022-2023 Transportation Committee Chair;
- Review of the 2021-2022 Transportation Committee Work Plan and Year End Report;
- Insurance Review Discussion;
- A Choice Rider review to be brought to the October Committee of the Whole meeting; and
- Transportation 2022-2023 Work Plan to be brought forward for approval at the Board Public Meeting.

The Joint Transportation Committee meeting scheduled for October 11, 2022, was postponed and will be rescheduled for a later date.

A Transportation Committee meeting is scheduled for November 9, 2022.

## **REPORTS FROM SPECIAL COMMITTEES**

### **ALBERTA SCHOOL BOARDS ASSOCIATION REPRESENTATIVE**

A verbal report was provided.

### **PUBLIC SCHOOL BOARDS ASSOCIATION OF ALBERTA REPRESENTATIVE**

A verbal report was provided.

## **NEW BUSINESS**

### **Draft 2024-2025 School Calendar**

As per Policy 205: *Operational School Year and Administrative Procedure 235: Operational School Year and Calendar*, once the School Year Calendar has been approved in principle by the Board of Trustees, the calendar package will be referred to Administrative Council and School Councils for review and feedback prior to the Board of Trustees' final approval. The proposed calendar will also be shared with the Teacher Board Advisory Committee for review and feedback.

Once all feedback has been received, the 2024-2025 calendar will be brought to the March 22, 2023, Public Board meeting for final review and approval.

#093/2022 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve in principle the draft 2024-2024 School Calendar as presented at the October 26, 2022, Public Board meeting; and

Further, direct Administration to circulate the draft 2024-2025 School Calendar for feedback as per Board Policy.

CARRIED UNANIMOUSLY

### **Finance and Human Resources Committee Name Change**

As per policy 230 – Board Committees, section 2.2 – *The Board may establish additional committees, task groups, and/or any other structures, as deemed necessary by Board motion. The mandate, membership and term of such ad hoc committees, task groups and/or other structures shall be determined by Board motion.*

The Education Act, section 142 states the following:

#### **Audit Committee**

142(1) Each board shall establish an audit committee to

- (a) recommend external auditors to the board,
- (b) review the annual financial statements and report to the board, and
- (c) attend to other matters as the board may determine in the establishment of the audit committee.

(2) The audit committee shall comprise at least 5 individuals and shall include 2 members who are not trustees.

To align the Finance and Human Resources Committee name with the Education Act, it is recommended that the Board adopt the word *Audit* into the title.

#094/2022 – Moved by Ms. Irene Gibbons that the Board of Trustees approve a name change from Finance and Human Resources to *Audit, Finance, and Human Resources Committee*.

CARRIED UNANIMOUSLY

### **Student Advisory Committee Establishment and Schedule**

As per policy 231 – *The Board believes in, and supports, the inclusion of a student voice in its deliberations, therefore, the Board may from time to time, establish, a Student Advisory Committee.*

At the Advocacy Committee held on September 28, 2022, the committee decided that it would like to establish a Student Advisory Committee for the 2022-2023 school year.

As per policy 231, section 3.1 – *The format of the Student Advisory Committee and meeting schedule shall be determined annually by the Advocacy Committee and forwarded to the October Public Board meeting, for review and approval.*

The Advocacy Committee would like to hold the first Student Advisory Committee meeting on December 12, 2022, in person, a second meeting in February 2023 online and a third meeting in April/May 2023 in person.

#095/2022 – Moved by Mrs. Stacey Buga that the Board of Trustees approve establishing a Student Advisory Committee for the 2022-2023 school year and the meeting schedule as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

### **Advocacy Committee Work Plan 2022-2023**

As per policy 230 – Board Committees, section 2.5 – *Each Committee will develop an annual work plan and report same to the Board for review and approval.*

An Advocacy Committee Work Plan for the 2022-2023 School Year has been developed at the 2022 Board Retreat and brought to the October Public Board meeting for review and approval.

#096/2022 – Moved by Mrs. Stacey Buga that the Board of Trustees approve the Advocacy Committee Work Plan 2022-2023 as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

### **Building and Maintenance Committee Work Plan 2022-2023**

As per policy 230 – Board Committees, section 2.5 – *Each Committee will develop an annual work plan and report same to the Board for review and approval.*

A Building and Maintenance Committee Work Plan for the 2022-2023 School Year has been developed at the 2022 Board Retreat and brought to the October Public Board meeting for review and approval.

#097/2022 – Moved by Mrs. Cindy Briggs that the Board of Trustees approve the Building and Maintenance Committee Work Plan 2022-2023 as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

### **Audit, Finance, and Human Resources Committee Work Plan 2022-2023**

As per policy 230 – Board Committees, section 2.5 – *Each Committee will develop an annual work plan and report same to the Board for review and approval.*

An Audit, Finance, and Human Resources Committee Work Plan for the 2022-2023 School Year has been developed at the 2022 Board Retreat and brought to the October Public Board meeting for review and approval.

#098/2022 – Moved by Ms. Trish Murray-Elliott that the Board of Trustees approve the Audit, Finance, and Human Resources Committee Work Plan 2022-2023 as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

**Policy Committee Work Plan 2022-2023**

As per policy 230 – Board Committees, section 2.5 – *Each Committee will develop an annual work plan and report same to the Board for review and approval.*

A Policy Committee Work Plan for the 2022-2023 School Year has been developed at the 2022 Board Retreat and brought to the October Public Board meeting for review and approval.

#099/2022 – Moved by Mrs. Janine Pequin that the Board of Trustees approve the Policy Committee Work Plan 2022-2023 as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

**Transportation Committee Work Plan 2022-2023**

As per policy 230 – Board Committees, section 2.5 – *Each Committee will develop an annual work plan and report same to the Board for review and approval.*

A Transportation Committee Work Plan for the 2022-2023 School Year has been developed at the 2022 Board Retreat and brought to the October Public Board meeting for review and approval.

#100/2022 – Moved by Mr. Joe Dwyer that the Board of Trustees approve the Transportation Committee Work Plan 2022-2023 as presented at the October 26, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

**UNFINISHED BUSINESS**

Trustee Cindy Briggs read the Land Acknowledgement Statement.

**NOTICES OF MOTION**

There were no Notices of Motion.

**INFORMATION****COMMENT & QUESTION PERIOD****ATA**

No verbal report was provided.

**CUPE**

No verbal report was provided.

**COMMUNITY MEMBERS**

No questions were noted from community members.

**MEDIA**

Not in attendance.

## REQUESTS FOR INFORMATION

Trustee Stacey Buga requested information on whether the time change for the Public Board meetings has an impact on CUPE and ATA representation.

## IN CAMERA

#101/2022 – 11:16 a.m. – Moved by Mrs. Cindy Briggs that the Board go in camera.

CARRIED UNANIMOUSLY

Break from 11:16 a.m. to 11:21 a.m.

In camera meeting resumed at 11:21 a.m.

#102/2022 – 12:38 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

## ADJOURNMENT

Trustee Cindy Briggs adjourned the meeting at 12:38 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Associate Superintendent,  
Corporate Services



**Sturgeon  
Public Schools**  
Dare to reimagine learning

# DRAFT 2021-2022 Audited Financial Statements

Liliana LeVesconte, Associate Superintendent, Corporate Services

November 23, 2022

# Background

- **The Education Act, Part 6: Section 139, specifies that school boards are responsible for preparing financial statements and Section 141 specifies an auditor will provide a report on the financial statements. The Audit, Finance and Human Resources Committee is empowered by the Board of Trustees to oversee reliable financial reporting and compliance with legislation and regulatory requirements.**
- **On November 18, 2022, the Committee reviewed the Draft 2021-2022 Audited Financial Statements presented by MNP**
- **The Auditor provided an unqualified opinion on our financial statements: “In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Division as at August 31, 2022, and the results of its operations, its remeasurement gains and losses, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.”**
- **The Committee recommended that the Board of Trustees approve the Sturgeon Public School Division’s Audited Financial Statements for year ended August 31, 2022.**



# Financial Planning and Reporting (AERR)

Sturgeon Public School Division's primary focus is to ensure each student has the opportunity to achieve their full potential. Through the Budgeting and Education Plan processes, the Division establishes the goals and objectives of the Board in accordance with the Vision, Mission and Values and priorities of the school year.

## **Assurance Domain: Governance**

Public assurance occurs when Sturgeon Public Schools' engages openly with stakeholders with a focus on student achievement and demonstrates stewardship of system resources.



# Statement of Financial Position

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Presents the Division's economic resources:

- Financial Assets – liquid assets including cash and accounts receivable
- Liabilities – a financial liability that will be settled in the future including accounts payable and accrued liabilities, unspent deferred contributions, and employee future benefits
- Net Financial Assets – excess of financial assets over liabilities and represents the Division's ability to meet its financial obligations at year end.
- Non Financial Assets – assets not included in financial assets including tangible capital assets, inventory and prepaid expenses
- Spent Deferred Capital Contributions - the spent portion of capital contributions
- Net Assets - the difference between the divisions total assets and total liabilities
- Accumulated Surplus - includes the Division's operating and capital reserves and investment in tangible capital assets

# Statement of Financial Position

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	2021-2022	2020-2021	Variance
Total Financial Assets	\$23,638,026	\$24,284,823	(\$646,797)
Total Liabilities	\$6,954,062	\$9,093,780	(\$2,139,718)
Total Non-Financial Assets	\$92,412,363	\$91,748,763	\$663,600
Spent Deferred Capital Contributions	\$84,123,626	\$85,207,101	(\$1,083,475)
Accumulated Surplus	\$24,972,700	\$21,732,806	<b>\$3,239,894</b>

# Accumulated Surplus (Reserves) from Operations

Program	2021-2022 Sep 1, 2021	2021-2022 Aug 31, 2022
Instruction (excluding SGF)	\$5,352,554	\$5,352,554
Operations and Maintenance	\$0	\$0
System Administration	\$600,000	\$600,000
Transportation	\$0	\$0
External Services	\$0	\$0
<b>Total Reserves</b>	<b>\$5,952,554</b>	<b>\$5,952,554</b>
Unrestricted Surplus	\$4,942,114	\$6,240,994
<b>Accumulated Surplus from Operations (excluding SGF)</b>	<b>\$10,894,668</b>	<b>\$12,193,548</b>
Add SGF	\$532,929	\$388,604
<b>Accumulated Surplus from Operations</b>	<b>\$11,427,597</b>	<b>\$12,582,152</b>

# Statement of Operations

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Summarizes the Division's revenues and expenses over the entire year and the resulting surplus or deficit.

- The statement includes the 2021-2022 annual budget, 2021-2022 actual results, and the prior year actual comparison
- Revenues are reported by source
- Expenses are recorded by the program.
- Schedule 3 provides a further detailed breakdown by program of both revenues and expenses.

# Statement of Operations

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	2021-2022 Budget	2021-2022 Actual	2020-2021 Actual	Variance Actual (Year over Year)
Total Revenues	\$74,013,269	\$76,672,050	\$73,660,965	\$3,011,085
Total Expenses	\$73,711,092	\$73,432,156	\$64,153,500	\$9,278,656
Annual Operating Surplus (before investment in capital assets and transfers to capital reserves)	\$302,177	\$3,239,894	\$9,507,466	<b>(\$6,267,572)</b>

# Schedule 3 - Program Operations

	2021-2022 Revenues	2021-2022 Expenses	Surplus (Deficit)
Instruction Pre K and K	\$4,210,277	\$4,051,681	\$158,596
Instruction 1 - 12	\$53,104,216	\$49,618,208	\$3,486,008
Operations & Maintenance	\$10,634,286	\$11,244,191	(\$609,905)
Transportation	\$5,175,747	\$5,318,191	(\$142,596)
System Administration	\$2,959,194	\$2,697,974	\$261,220
External Services	\$588,330	\$501,759	\$86,571
<b>Total</b>	<b>\$76,672,050</b>	<b>\$73,432,156</b>	<b>\$3,239,894</b>

# Results from the WMA Adjustment

The Spring 2020-2021 funding manual states that if the projected count is higher than the actual count, the WMA will be adjusted down to account for the difference. However, it appeared from the Funding Manual that the WMA adjustments were to take place in the following year, in order to keep the funding prediction and transparency in line with the budgeting process.

At the end of August, 2020 The Division received AB Education's year end Guidelines which provided detailed guidance on the COVID Mitigation Grant and changed the messaging from the spring. This change results in the Division having to record the decrease in revenue in 2020-2021 and the new grant in 2021-2022, none of these being budgeted as such due to the timing of the announcements. The Division proceeded to make plans for the spending the additional funds in 2021-2022.

	<b>2020-2021</b>	<b>2021-2022</b>
Revenues	<b>(\$1,774,341)</b>	<b>\$1,774,341</b>
Net Change in Surplus/Deficit	<b>(\$1,774,341)</b>	<b>\$1,774,341</b>

# Comparative Results from Operations - Expenses

	2021-2022	2020-2021	Variance
Instruction Pre K and K	\$4,051,681	\$3,830,448	(\$221,233)
Instruction 1 - 12	\$49,618,208	\$42,802,638	(\$6,815,570)
Operations & Maintenance	\$11,244,191	\$9,411,156	(\$1,833,035)
Transportation	\$5,318,191	\$4,809,182	(\$509,009)
System Administration	\$2,697,974	\$2,719,198	\$21,224
External Services	\$501,759	\$580,879	\$79,120
<b>Total</b>	<b>\$73,432,156</b>	<b>\$64,153,500</b>	<b>(\$9,278,656)</b>



# Auditor's findings and Recommendation

# Thank You



Sturgeon  
Public Schools

Dare to reimagine learning



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services  
Shannon Campbell Requa, Director, Educational Planning  
Taryn Donald, Lead Teacher, Indigenous Education

**GOVERNANCE POLICY:** [Policy 700 – Superintendent of Schools](#)  
Assurance Domains – [Student Growth & Achievement and Learning Supports](#)

**SUBJECT:** Indigenous Programming Update

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**PURPOSE:**

For information.

**BACKGROUND:**

**Vision**

Building on the excellent foundation created in our Division, the evolving vision for Indigenous Education is to **support equity and honor diversity** to create **optimal learning** for all students. Throughout their school experience, students will see themselves, and their culture, honored throughout their learning experiences. Students will feel nurtured and challenged developing a deep sense of belonging and possibility. The Division will exemplify “Ka miyo ohpikihitoyak” (Ka, mee- yo, oh-pee-gee-toe-yuck): raising each other’s children well - growing together in a good way). The work in this area will directly benefit all students in our care.

Ultimately, Sturgeon Public strives towards a reality where all students thrive through high expectations matched with effective support.

**Deliverables**

Through a balanced approach designed to provide support across the Division, learning spaces are thoughtfully designed to include representation, showcase resiliency, and honor Indigenous ways of learning, knowing, and being.

For the 2022-2023 school year:

- Create and curate comprehensive and age-appropriate Division resources focused and organized by month for ongoing and continuous work (moving away from one-off days);
- Provide professional development opportunities to administrators, educators, beginning teachers, and aspiring leaders;
- Design Division-wide, daily Truth and Reconciliation Week activities designed to promote active engagement and participation;

- Share Division resources with Central Office Staff grow foundational knowledge across the Division and to build awareness of the ongoing work in schools;
- Design Division-wide, age-appropriate Métis Week resources for all educators.
- Update and maintain [Website](#) to organize all resources;
- Maintain and strengthen our relationship and partnership with Alexander First Nation (attending Powwow, Fall Feast, Every Child Matters March, School Leadership Meetings, and Student Success Meetings);
- Deliver Every Child Matters Signs to every school site (with thanks to Lauren Walter for her support);
- Facilitate blanket exercises for all grade 4, 7, and 10 students Division-wide by December 2022;
- Offer facilitation of blanket exercises for the Board of Trustees and Central Office Staff;
- Facilitate outdoor learning experiences, including River Walks and Pioneer Trail North, for students and staff; and
- Ongoing examination of literature and learning materials in schools.

### Supporting Equity

Indigenous Education Cohort was established to provide deep learning experiences and provide support to school leads at every school site.

- Clear expectations for the role;
- Teach-to-learn capacity building through sharing at staff meetings and PD days;
- In-school point-person working elbow-to-elbow with staff;
- Experiential learning model – these lead teachers learn through doing;
- Paradigmatic shift within the structure of education to recognize Indigenous knowledge and pedagogy as best practice; and
- Approaching new curriculum implementation from an Indigenous lens.

### Honoring Diversity

There is no greater resource for this work than individuals who are willing to work within the system to lead great and lasting change. With this in mind, Sturgeon Public continues to maintain the staffing of Indigenous Professionals.

- Indigenous Education Lead Teacher - Taryn Donald, Teacher
  - Works alongside Director of Education Planning to engage Indigenous ways of knowing and being throughout the curriculum and professional development work;
  - Facilitate the Indigenous Education Cohort;
  - Creates and curates resources, housed on the Division website, accessible equally to all educators Division-wide;
  - Land-based learning lead. Facilitates River Walks and Pioneer Trail North learning experiences;
  - Provides professional development to Principals & Vice Principals, Learning Coaches, Learning Support Facilitators, aspiring leaders, Beginning Teachers, and Educational Assistants;
  - Provides consultation and coaching to school administrators and lead teachers around working with Indigenous partners, Elders, and knowledge keepers; and
  - Facilitates blanket exercises for all grade 4, 7, and 10 students Division-wide.

- Métis Learning Coach - Jerome Chabot, Teacher
  - Works directly with teachers to provide teachings, coaching, and model lessons;
  - Provides professional development to school leaders and educators;
  - Shares cultural information directly with students and classes; and
  - Creates and curates resources.
  
- Indigenous Counsellor - Katie Holubowich, Social Worker
  - Plans and supports the implementation of school-wide events and activities;
  - Provides counseling to Indigenous and non-Indigenous students;
  - Creates monthly newsletter communication shared Division-wide; and
  - Provides cultural advisement.

Additionally, Sturgeon Public maintained staffing of an Indigenous Student Success Coach - John Vallière, Teacher

- Works directly with Indigenous students at both high schools to provide academic support and guidance; and
- Meets regularly with teachers and counsellors working towards providing holistic, team-based support.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

Not applicable.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services  
Shelley Greenwood, Director, Learning Services

**GOVERNANCE POLICY:** [Policy 110 – Welcoming Inclusive, Safe and Healthy Environments](#)

**ADDITIONAL REFERENCE:** [AP711 – Welcoming Inclusive, Safe and Healthy Enviroments](#)  
[AP716 – Health School Communities](#)  
Assurance Domains – Learning Supports and Local & Societal Context

**SUBJECT:** Mental Health in Schools Pilot Program

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**PURPOSE:**

For information.

**BACKGROUND:**

In October 2022, Sturgeon Public Schools made an application to participate in the Alberta Governments' *Mental Health in Schools Pilot Program*. - a two-year project that will assist school authorities and organizations to further support student mental health and well-being. Building on the success of the Wellness Hub and Helping Young People Excel (HYPE) team in Redwater, Sturgeon Public Schools proposed to use this additional funding to improve the mental health and wellness of all students in the communities of Gibbons and Bon Accord.

Sturgeon Public Schools has now received confirmation that the application has been approved for funding in the amount of \$617,000.00. This grant agreement would allow for two years of pilot implementation.

The approval letter from Alberta Education; Program and System Supports and the proposal's goal, outcomes, measures, and strategies are attached for Trustee information.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

1. Letter from Alberta Education; Program and System Supports
2. Improving Mental Health in Sturgeon Public Schools Pilot Proposal

AR119681

November 16, 2022

Jonathan Konrad  
Deputy Superintendent  
The Sturgeon School Division 24  
9820 104 Street  
Morinville, AB T8R 1L8

Dear Jonathan Konrad:

**Subject: MENTAL HEALTH IN SCHOOL PILOT PROGRAMS**

Thank you for your submission to the Mental Health in Schools Pilot.

On behalf of Alberta Education, I am pleased to inform you that The Sturgeon School Division 24's application has been approved for funding in the amount of \$617,000.

Ministry staff will be reaching out shortly with a conditional grant agreement to be completed by your organization's signatory. The pilot project will run from the time the conditional grant is fully executed until December 2024. Timely execution of the grant agreement will allow for two years of pilot implementation.

The pilot program is part of Alberta's comprehensive and layered approach to supporting student mental health. Alberta's government is pleased to provide funding that assists school authorities and organizations in enriching mental health supports and services in new and innovative ways. Supporting the mental health and well-being of students in Alberta is a shared responsibility and is essential in ensuring students are ready to learn.

Should you have any questions, please contact the School and Community Supports Branch at [EDC.MHinSchoolPilot@gov.ab.ca](mailto:EDC.MHinSchoolPilot@gov.ab.ca).

Congratulations, and I wish you much success with this project.

Sincerely,



Kindy Joseph  
Assistant Deputy Minister, Program and System Supports  
Alberta Education

## Improving Mental Health in Sturgeon Public Schools Pilot Proposal

Building on the success of the Wellness Hub and Helping Young People Excel (HYPE) team in Redwater, Sturgeon Public Schools will seek to improve the mental health and wellness of all students, beginning in the next two years in the communities of Gibbons and Bon Accord.

### GOAL

By creating evidence-based mental health and wellness hubs for students within their schools, we will develop a sustainable model of care for students in rural communities to access available supports in their school, their community and surrounding communities through a wrap-around approach to service.

### OBJECTIVES

Provide a full continuum of supports following a comprehensive mental wellness model with a wrap-around approach

- Universal - understand risk and protective factors for student mental health while identifying key needs and addressing these needs as a community and within the county, partnering with MHCB to follow the successful model of supports in other communities within Sturgeon County, promote and facilitate universal positive mental health and wellness practices
- Targeted - increase protective factors for the community by increasing resilience through relationship and skill building, mental health supports, educational guidance, cultural connection, employment guidance and access to unmet needs in relation to nutrition and hygiene
- Individualized - recognize the importance and richness of mental health supports for individuals within the community and surrounding communities, including federal and provincial resources inclusive of Mental Health and Addictions services, Family Support Services, Early Interventions Services

### OUTCOMES

Across all four schools (Bon Accord, Lilian Schick, Landing Trail and Gibbons) the following outcomes will be reached through the pilot:

- Students have strong Mental Health with a low level of anxiety and depression.
- Students treat each other with respect, demonstrating fairness and equity.
- Students feel safe, included and are connected to caring adults.
- Parents understand what supports and programming are available for their children and students regularly access them to help their learning.
- Students, staff and parents have improved awareness of mental health issues and increased access to evidence informed in-school programming and activities.
- Students, staff and parents understand how to access mental health supports, clinical pathways and mental health services in a timely manner



- Diverse populations in the school and in the community are welcome, respected and engaged in all programming
- Healthy adult-youth connections exist both in school and in the community
- Collaboration is evident between schools, mental health service providers and community partners

A wrap-around continuum of supports is evident in the school and community, identifying and addressing student mental health and wellness needs, including universal and targeted approaches.

### **PERFORMANCE MEASURES**

To measure the success of the pilot in achieving the outcomes, the following measures will be tracked, analyzed and reported on:

- Our School Survey - Anxiety and Depression measures - student self-report grade 4-12
- Alberta Education Assurance Measures - AEAMs: Learning Supports Domain Measure - Grade 4, 7, and 10 student, staff, and parent surveys
- Student use of the Hub - attendance and usage tracking
- Formal and informal survey of students - need assessments - prior to starting the project and at the end of the first year
- Formal and informal survey of teachers - needs assessments - prior to starting the project and at the end of the first year
- Data collection on referrals within community agencies and to outside agencies
- Data collection of agencies and resources available to support our communities
- Anecdotal evidence observed by staff collected through interviews capturing the changes in knowledge, attitudes and behaviours indicated in the project outcomes.

### **STRATEGIES**

How the staff will meet these objectives and outcomes:

School Supports Staff

- Mental Health Coach
- School Based Staff
  - Mental Health and Wellness Coach
  - School Counsellor
  - Learning Support Lead Teacher
  - First Nations, Metis, and Inuit Success Coach (if applicable)

Focus on promotion and prevention efforts to equip individuals and communities with guidance, knowledge, and resources to proactively and effectively support students toward positive mental health and wellness practices.

Using the Comprehensive Health Model and incorporating Adverse Childhood Events and The Social Determinants of Health in rural communities, our efforts are focused on improving health equity in rural settings and reducing barriers for accessing health and wellness supports

**Will do the following:**

- Service activities such as evidence-based universal and targeted programs, presentations, community events, professional development, and workshops.
- Daily engagement with students and staff in the Hub of their schools
- Support school staff in developing learning opportunities for all students within the health curriculum
- Relate supports to the annual Comprehensive School Counselling and Wellness Plans
- Introduce and apply mental health and wellness concepts across young people's daily experiences

**Universal**

Develop and provide learning opportunities related to:

- Awareness and knowledge of mental health and wellness
- Knowledge of Mental Health disorders
- Identify and effectively respond to mental health disorders
- Mental wellness practices and skills for adaptive coping
- Trauma informed approaches to education
- Provide Evidence based Social Emotional programs that support and enhance positive health outcomes for young people

**Targeted**

Provide groups of students and families supports with increased protective factors of health related to:

- Creating more opportunities for students to have improved access to cultural, sports, arts, and recreational activities
- Supporting existing and implement new efforts to support food security for students - breakfast and lunch programs within schools
- Advancing existing and create new supports for adults helping student navigate adverse experiences - community connections and parent education
- Advancing and creating interventions and supports to help students navigate psychological, social, emotional and physical health and wellness - youth groups
- Fieldtrips and opportunities to broaden experiences
- Social skills programming
- Social emotional learning programming

**Individualized**

Provide students/and/or families with personal supports that enhance personal protective factors related to:

- Referral to community resources and agencies
- Cultural connection and experiences
- Self-help/self-care
- Self-regulation

- Social emotional learning
- Relationship building
- Career focus
- Goal setting - mental health and wellness and future goals
- High School completion
- Nutrition and hygiene supports
- Being positive adult role models
- Building positive self-esteem
- Conflict resolution skills
- Accessing resources

### **Summer Staff**

Provide: Ongoing supports of the universal and targeted supports for continuity of care

### **Activities:**

- Facilitating Mental Health and Wellness summer programming - free
- Partnering with community agencies to reduce barriers to access to programming
- Targeting more at risk - student in the community - closing the economic disparity
- Focus on different dimensions of wellness
  - Physical
  - Social emotional
  - Environmental
  - Cultural connections
- Local authors guide lesson planning
  - Themes of identity, mindfulness, taking responsibility, gratitude, healing, and reconciliation
- Nutrition based programming - breakfast club
- Resourcing with parents attending community events
  - Social Determinants of health resources
  - Mental health resources
- Community events - swimming, BBQs, popsicle playground, growth mindset gardening - specific to enhancing protective factors in the community
- Parented programming focusing on attachment parenting, increasing caregivers' knowledge and skills around child development and milestones, appropriate expectations, caregiver responsiveness



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services

**GOVERNANCE POLICY:** [Policy 905 – Awards Policy – Students](#)  
[Policy 700 – Superintendent of Schools](#)

**ADDITIONAL REFERENCE:** [Administrative Procedure 860 – Student Division Awards, Scholarships and Bursaries](#)  
Assurance Domain – Student Growth & Achievement

**SUBJECT:** Sturgeon Public Schools Scholarships 2021 – 2022

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**PURPOSE:**

For information.

**BACKGROUND:**

Sturgeon Public School Division graduates are prepared to excel at post-secondary institutions and in their future careers. To aid in financing post-secondary education, Sturgeon Public Schools manages and promotes four local scholarships for students who enrol in a full-time program for post-secondary studies or apprenticeship within 15 months of Graduation.

Sturgeon Public Schools Scholarship

A scholarship of \$1000 will be awarded to all grade 12 students who have attended Sturgeon Public Schools, earned at least 30 Grade 12 credits, and maintained an average of 80% across 25 credits, following published guidelines.

Sturgeon Public Schools Bursary

A bursary of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who exhibit exemplary effort to attain their level of achievement and have strong participation in co and extracurricular activities at school and in the community.

Frank Robinson Memorial Scholarship

The scholarship of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who has met or exceeded specified achievement and enrolment criteria and who is deemed to have provided the greatest amount of support to the school.

Konica Minolta Scholarship

This scholarship of \$250 is awarded to one student from Redwater School, one student from Sturgeon Composite High School, and one student from Sturgeon Learning Centre/Morinville Learning Centre who has demonstrated exemplary work habits and an interest in technology and advancing technology in their education.

Xerox Scholarship

This scholarship of \$250 is awarded to one student from Redwater School and one student from Sturgeon Composite High School who has demonstrated exemplary work habits and an interest in technology and advancing technology in their education. This scholarship will cease to be offered after the 2021 – 2022 school year, as the funding has been used to completion.

For the 2021 – 2022 school year, the following scholarships were awarded by Sturgeon Public Schools:

	<u>Redwater High School</u>	<u>Sturgeon Composite High School</u>	<u>MLC/SLC</u>
Sturgeon Public Schools Scholarship (\$1,000.00 each)	1	16*	1
Sturgeon Public Schools Bursary (\$500.00 each)	1	1	n/a
Frank Robinson Memorial (\$500.00)	1	1	n/a
Konica Minolta Scholarship (\$250.00 each)	1	1	1
Xerox Scholarship	1	1	n/a

The total value of the above awarded scholarships is \$21,250.00.

\*Of these 16 students, 11 students have qualified for the SPS Scholarship, however, 2 have yet to submit their confirmation of enrolment in a post-secondary institution (students have 15 months after high school graduation to enrol in post-secondary). 5 of these students are graduates of the 2020–2021 school year, and claimed their scholarship for the 2021–2022 school year, due to the effects of the COVID-19 Pandemic on student learning.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

Not applicable.



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Shawna Warren, Superintendent  
**ORIGINATOR:** Liliana LeVesconte, Associate Superintendent, Corporate Services  
**GOVERNANCE POLICY:** [Policy 405 - Budget Development and Transparency](#)  
**ADDITIONAL REFERENCE:** [Administrative Procedure 415 – Fiscal Reporting](#)  
*Education Act: Sections 139(1)(2), 143, 180, 183, 184*  
Assurance Domain - [Governance](#)  
**SUBJECT:** Supplemental Enrolment Growth Grant

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**PURPOSE:**

For information.

**BACKGROUND:**

On August 23, 2022, there was a Release of Updates to the Funding Manual for School Authorities for the 2022/23 School Year.

- A new Supplemental Enrolment Growth Grant that provides additional per-student funding for authority enrolment growth. The amount of this supplement is dependent on the degree of growth.
- Supplemental Enrolment Growth Grant – per FTE
  - Enrolment growth between 2% and 5% - \$1500 per student
  - Enrolment growth greater than 5% - \$3,000 per student

Based on Alberta Education calculation against our frozen count, The Sturgeon Public School Division received \$129,420 as supplemental growth funding, as opposed to \$172,500 as anticipated. At this time, we do not have details on the calculation. These funds offset the already allocated funds in place to mitigate growth pressures in schools.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

Not applicable.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services  
Lauren Walter, Manager, Communications

**GOVERNANCE POLICY:** [Policy 225 – Board Responsibility and Conduct](#)  
[Policy 700 – Superintendent of Schools](#)

**ADDITIONAL REFERENCE:** [AP220 – Communications](#)  
Assurance Domain – [Local and Societal Context](#)

**SUBJECT:** Communications Report – October & November 2022

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**PURPOSE:**

For information.

**BACKGROUND:**

The Superintendent is committed to ensuring open, transparent, positive internal and external communications are developed and maintained. In accordance with this commitment, the Superintendent employs a Communications Manager whose primary role is to establish and maintain effective Division and school communication.

The monthly Communications Report is included for Trustee information.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

1. Communications Report – October & November 2022

# Board Memorandum

October & November, 2022



**Sturgeon  
Public Schools**

Dare to reimagine learning

Communications  
Report



# Communications in October & November has been focused on:

- Highlighting the exciting learning opportunities that Sturgeon Public Schools students have available to them outside of the classroom. A video was made that showcased our Lilian Schick Students at Skills in the Heartland: a Try-A-Trade event for students put on by Skills Alberta. The video has more than 3,000 views across all platforms and was shared by Skills Alberta, the Dow Centre, and the Town of Bon Accord.



Show me

- Highlighting the engagement of our Board of Trustees, and our Superintendent, in our SPS School communities. Videos and photos were shared to our online platforms that showed our Trustees and our Superintendent attending and volunteering at various school events.



Show me



Show me



Show me

# Communications in October & November has been focused on:

- Celebrating Athletic achievements. With three City Championship banner wins, it has been an exciting month. Videos were created to both create community excitement about upcoming games, and show highlights from the games themselves. One of our TikTok videos featuring the Sturgeon Composite High School Junior Girls Volleyball team has reached more than 70,000 views.



Show me



Show me

- Celebrating the academic, community involvement, and athletic achievements of our students at Redwater School. Photos and graphics were shared on our social media platforms congratulating Redwater students on the awards and scholarships they received at the Annual Awards Ceremony.



## Redwater School Awards Ceremony

Congratulations to Chloe Boyko for Receiving the Following Awards:

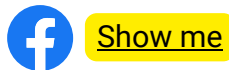
- Governor General's Medal
- Sturgeon Public School Division Award
- Xerox Scholarship
- Konica Minolta Scholarship
- Frank Robinson Memorial Scholarship
- Alberta Teacher's Association Academic Award
- Wolf Midstream Math Scholarship
- Lions Legacy Award
- Nutrien Community Leadership Scholarship
- Nutrien Social Scholarship
- Grade 12 Honours & Academic Pen
- Senior High Female Athlete of the Year



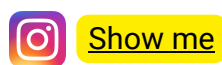
Show me

# Communications in October & November has been focused on:

- Showcasing improvements to our schools. Photos of the new kitchen at Namao School were shared to our social media to demonstrate our ongoing dedication to creating optimal learning spaces for our students.

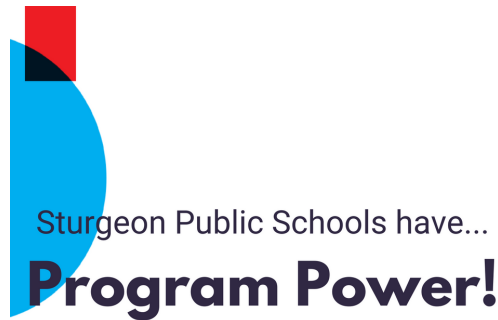


- 
- Showcasing our involvement in Remembrance Day activities. A video was created that showed both the Remembrance Day ceremony done at Guthrie School, and Guthrie students' participation in the No Stone Left Alone ceremony put on by the Memorial Foundation.



# Communications in October and November has been focused on:

- Highlighting our Division's extensive programming! An infographic post was created and shared to our social media that contained a summary of all of the unique programming available at our schools. The post is currently pinned on Facebook, Twitter, and Instagram so that it is immediately visible to users that visit our page.



Show me

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# Sturgeon Public in the Media

- October 26, 2022 — Gibbons School Embracing STEAM Program  
**Fort Sask Online**
  - November 4, 2022 — HS Championships: Sturgeon Spirits Strive to Win First Title  
**Edmonton Elks**
  - November 7, 2022 — Sturgeon Spirits Capture Championship  
**Fort Sask Online**
  - November 11, 2022 — Sturgeon Spirits football team dedicates playoff game to teammate involved in collision  
**Global News Edmonton**
  - November 15, 2022 — Hands-On Learning at Sturgeon Heights  
**St Albert Today**
- 

## Upcoming Events

- Bullying Awareness Week -- November 21st to 25th
- Human Rights Day -- December 10th



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Liliana LeVesconte, Associate Superintendent, Corporate Services

**GOVERNANCE POLICY:** [Policy 405 - Budget Development and Transparency](#)

**ADDITIONAL REFERENCE:** [Administrative Procedure 415 – Fiscal Reporting](#)  
Education Act: Sections 139(1)(2), 143, 180, 183, 184  
Assurance Domain - [Governance](#)

**SUBJECT:** Monthly Financial Report– October 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The Board Financial Report for October 2022 is included for Trustee information.

Every month, at the Public Meeting of the Board, as stated in Policy 405 - 2.6 – “*The Board shall receive a financial report of budget and year-to-date revenues and expenditures, along with a variance analysis for the previous month.*”

The current preliminary October 2022 surplus is \$193k, as the year-end preparation is nearing completion, and the processing backlog is being eliminated.

When compared to the budget, the actual variances by program:

- Pre-K
  - Revenue is tracking close to budget
  - Expenses are lower than budgeted by 6.5%, mainly due to turnover in staff and a delay in EA hires
  
- K – 12
  - Revenues are lower than budgeted by 1.7% mainly due to deferred grants not yet posted
  - Expenses are lower than budgeted by 1.0% mainly due to the timing of expenses taking place
  
- Operations & Maintenance
  - Revenue is lower than anticipated by 1.3% due to Amortizations of deferred capital contributions not being entirely posted yet; this line item will be updated in November 2022
  - Expenses are lower than anticipated by 2.3% mainly due to the timing of expenditures such as snow removal, ground maintenance, and other projects scheduled for spring break



- Transportation Services
  - Revenue is higher than budgeted by 6.1% mainly due to transportation fees being collected at the beginning of the school year
  - Expenses are tracking close to budget
  
- System Administration
  - Revenue is higher than budgeted by \$99k mainly due to interest earned on our deposit accounts
  - Expenses are lower than budgeted by \$54k mainly due to the timing of expenses such as services and contracts
  
- External Services
  - Revenues are lower than budgeted due to a delay in receiving secondments reimbursement
  - Expenses are lower than budgeted by \$25k due to the timing of contracted services taking place

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

1. October 2022 Monthly Financial Report

The Sturgeon School Division  
2022-2023 School Year

As At October 31, 2022  
Target Percentage 16.7%

REVENUES	Instruction		Operations & Maintenance	Transportation	System Administration	External Services	TOTAL
	Pre Kindergarten	Kindergarten to Grade 12					
Alberta Education	\$ 854,269	\$ 6,980,034	\$ 880,457	\$ 809,052	\$ 448,036	\$ 42,423	\$ 10,014,271
Alberta Infrastructure & Amortization		\$ -	\$ 547,267				\$ 547,267
Other - Government of Alberta		\$ 110,667					\$ 110,667
Federal Government and First Nations		\$ 67,526					\$ 67,526
Fees	\$ 81,518	\$ 290,544		\$ 489,098			\$ 861,160
Sales of services and products	\$ 160	\$ 56,787			\$ 766	\$ 235	\$ 57,947
Investment income					\$ 137,389		\$ 137,389
Gifts and donations		\$ 36,844					\$ 36,844
Rental of facilities		\$ 3,900				\$ 9,710	\$ 13,610
Fundraising		\$ 36,004					\$ 36,004
Other		\$ 75					\$ 75
<b>TOTAL REVENUES</b>	\$ 935,947	\$ 7,582,379	\$ 1,427,724	\$ 1,298,150	\$ 586,191	\$ 52,368	\$ 11,882,759
<b>Approved Budget Revenues</b>	\$ 5,763,843	\$ 50,682,927	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 432,098	\$ 74,653,111
<b>Percent Collected of Budget Received</b>	16.24%	14.96%	15.37%	22.80%	21.02%	12.12%	15.92%

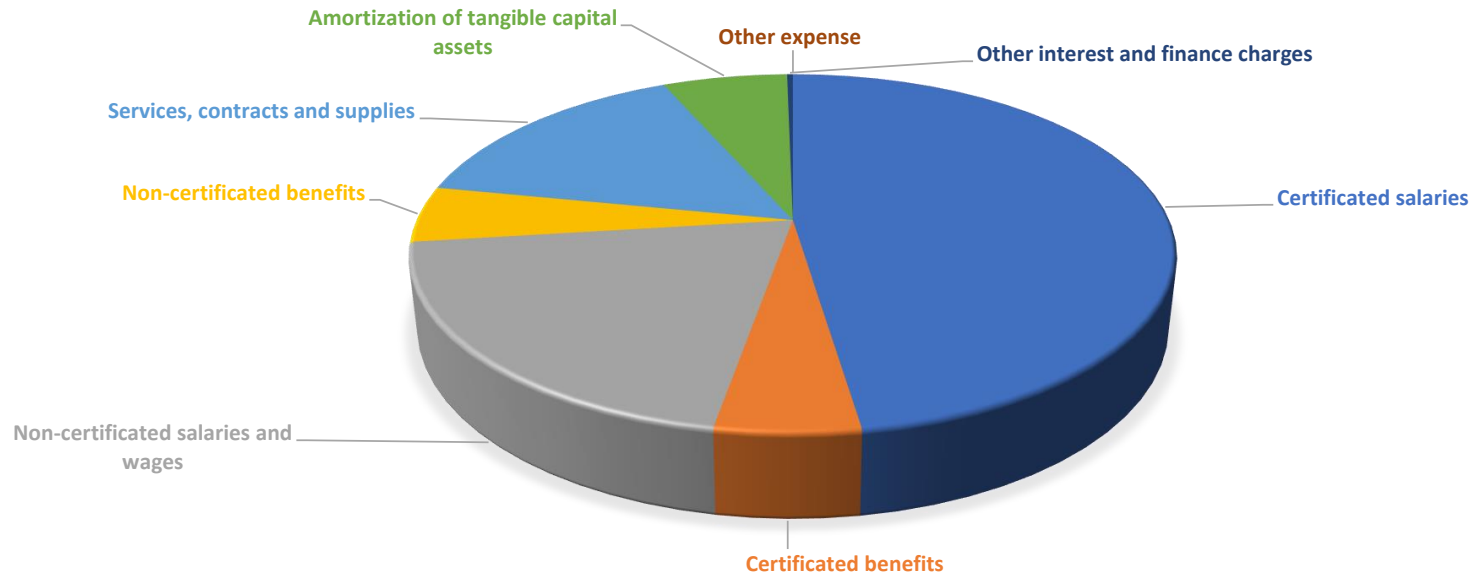
EXPENSES

Certificated salaries	\$ 154,653	\$ 5,306,435			\$ 59,658	\$ 43,444	\$ 5,564,190
Certificated benefits	\$ 19,659	\$ 577,988			\$ 3,644	\$ 3,793	\$ 605,084
Non-certificated salaries and wages	\$ 320,410	\$ 1,461,258	\$ 350,252	\$ 24,302	\$ 213,357		\$ 2,369,578
Non-certificated benefits	\$ 72,659	\$ 371,390	\$ 91,984	\$ 6,128	\$ 49,842		\$ 592,003
Services, contracts and supplies	\$ 5,349	\$ 554,003	\$ 221,500	\$ 930,489	\$ 78,284		\$ 1,789,625
Amortization of tangible capital assets		\$ 56,756	\$ 673,435	\$ 367	\$ 5,195		\$ 735,753
Other interest and finance charges		\$ 29,810		\$ 4,048			\$ 33,859
Other expense							\$ -
<b>TOTAL EXPENSES</b>	\$ 572,730	\$ 8,357,640	\$ 1,337,170	\$ 965,334	\$ 409,979	\$ 47,237	\$ 11,690,091
<b>Approved Budget Expenses</b>	\$ 5,625,510	\$ 53,159,232	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 432,098	\$ 76,991,083
<b>Percent Spent of Budget</b>	10.18%	15.72%	14.39%	16.95%	14.70%	10.93%	15.18%

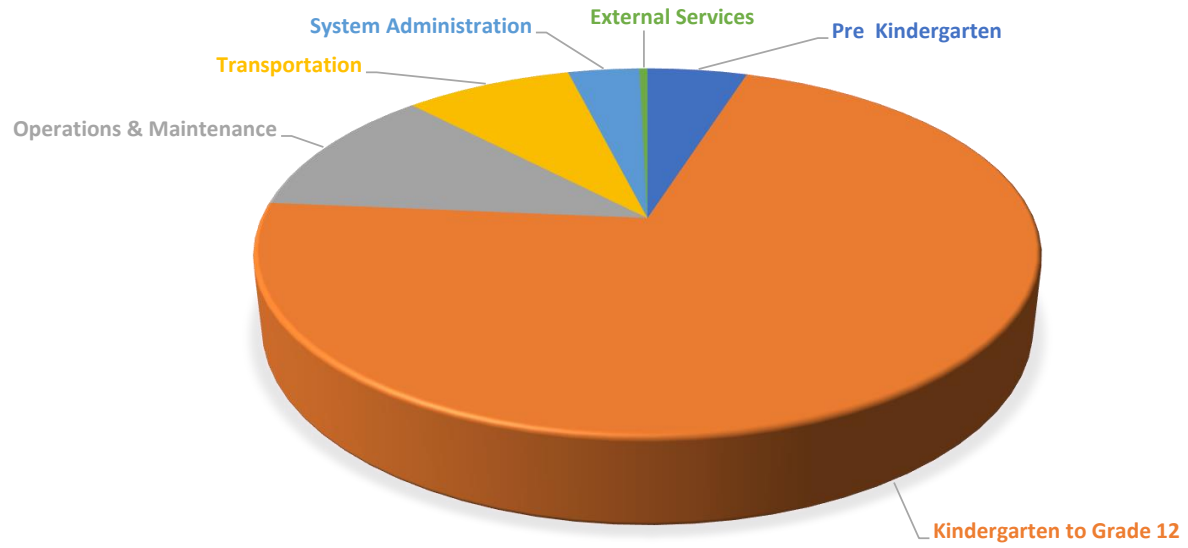
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 363,217	\$ (775,261)	\$ 90,554	\$ 332,816	\$ 176,211	\$ 5,131	\$ 192,668
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### ACTUAL EXPENSES BY OBJECT



### ACTUAL EXPENSES BY PROGRAM





**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services  
Technology Services

**GOVERNANCE POLICY:** [Policy 700 – Superintendent of Schools](#)

**ADDITIONAL REFERENCE:** [AP865 – Information and Communication Technology Assurance Domain – Learning Supports](#)

**SUBJECT:** Monthly IT Report – November 2022

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**PURPOSE:**

For information.

**BACKGROUND:**

The Technology Services team has expedited the Network Optimization project for three schools that were identified as focus points for this year:

- Namao
- Ochre Park
- Lilian Schick

Both Namao and Ochre Park schools were fully cutover to their newly designed networks during fall break, well ahead of the original target date of Christmas break.

The cabling for Lilian Schick School was completed during fall break, allowing for completion of the installation for the new network to be during Christmas break rather than the originally scheduled end of Spring Break.

The team has also been focused on developing the depth of the team as new Subject Matter Experts (SME) were required in numerous key areas.

The tools employed by Technology Services, most notably the documentation solution, will assist the team as they are launched into the next era.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

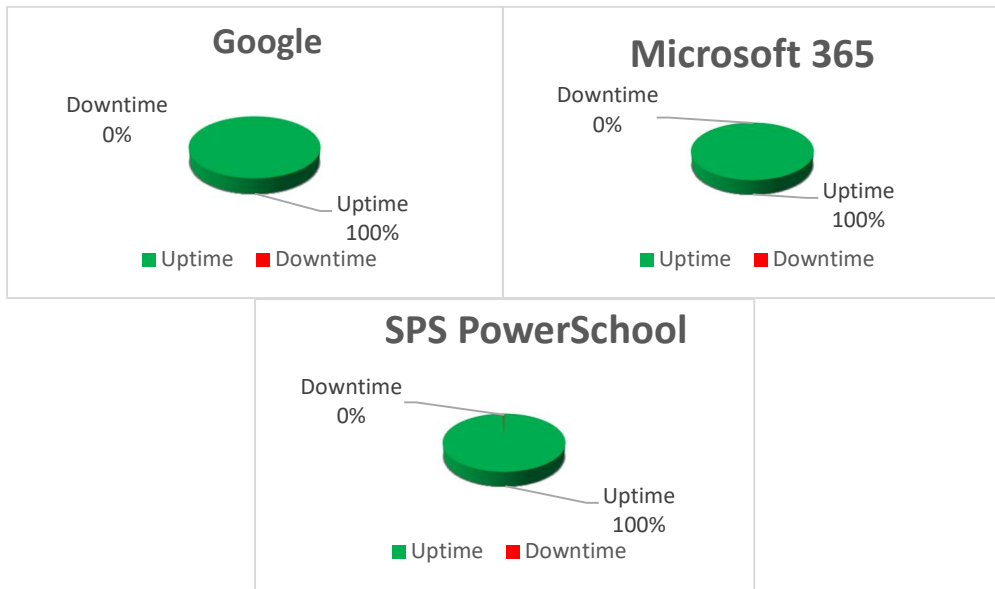
**ATTACHMENT(S):**

1. Monthly IT Report – November 2022

# Monthly Technology Services Report

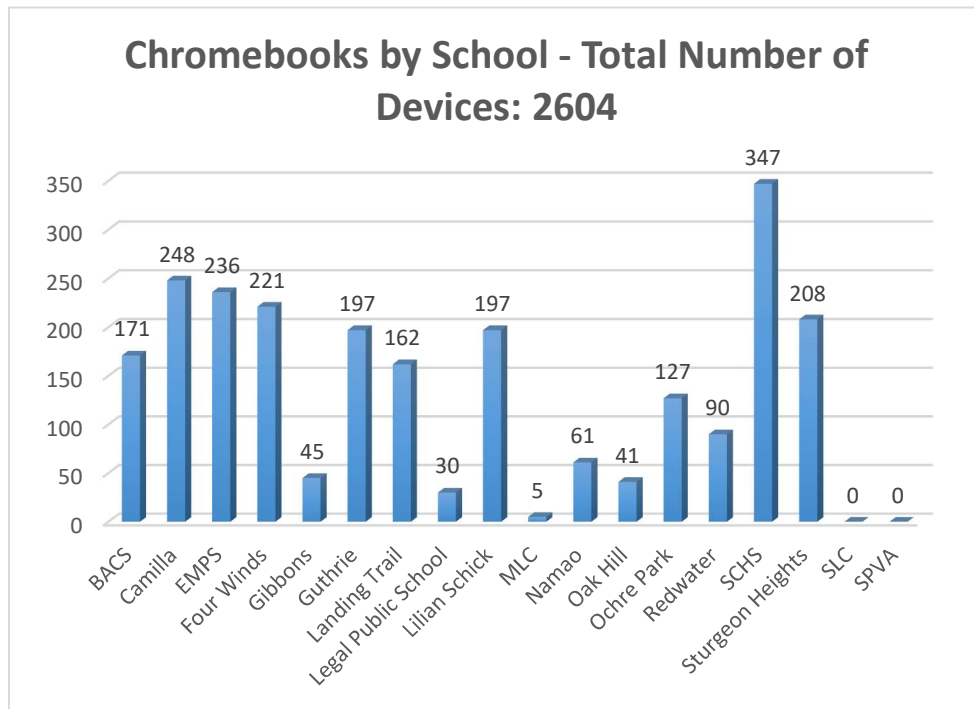
October 1 to October 31, 2022

## Connectivity Checks



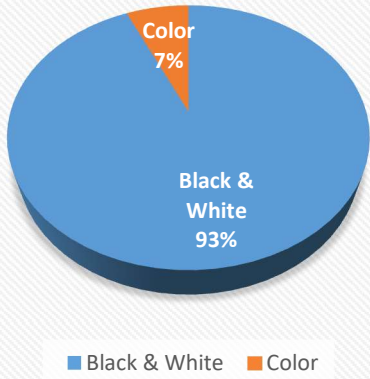
*Outage Details: No major outages during this period, only a brief planned outage for updates*

## Chromebook Information

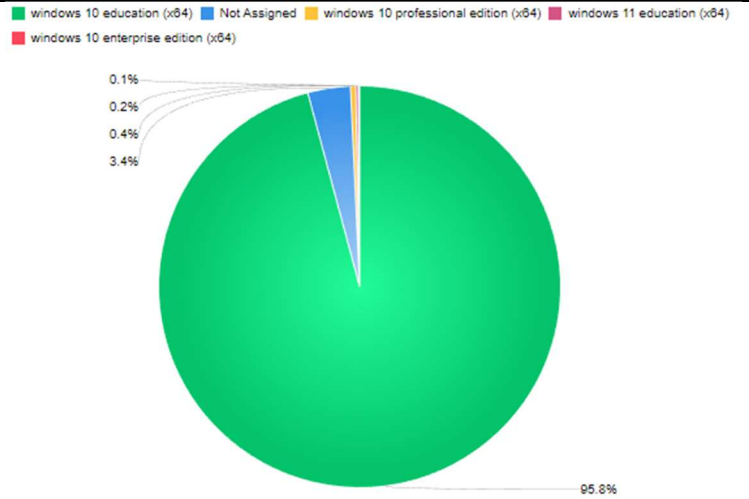


### Konica Minolta Multifunctional Printers

## Color Composition



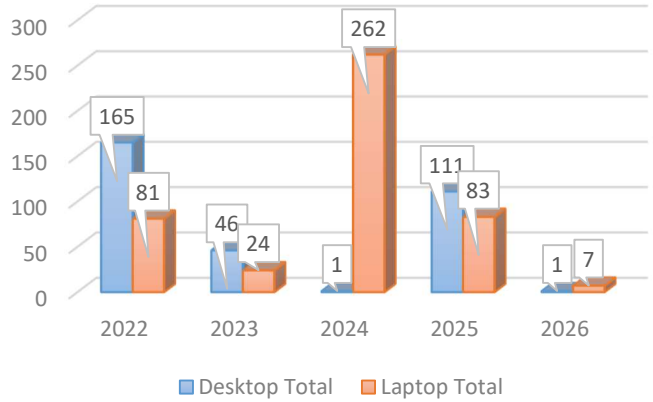
### Windows Devices Information



### Environmental Impact

Trees Consumed	61.85 trees
CO2 Produced	6,545.8 kg
Equivalent Bulb Hours	409,845.6 hours

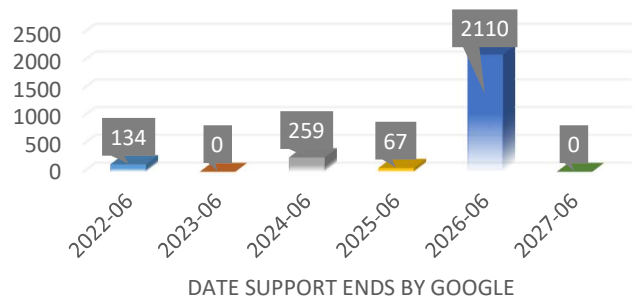
### Windows Workstations Evergreening



### Top Printer Groups

Group	PAGES
SCHS	61,622
CAM	57,650
SH	41,267
MP	40,923
RW	40,393
LT	40,341
NAM	35,925
GT	34,668
GIB	29,656
OP	27,414

### CHROMEBOOK EXPIRY DATE





**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Superintendent's Office  
Liliana LeVesconte, Associate Superintendent, Corporate Services

**GOVERNANCE POLICY:** [Policy 405 – Budget Development and Transparency](#)  
[Policy 700 – Superintendent of Schools](#)

**ADDITIONAL REFERENCE:** *Education Act: Section 139(1)(2),  
Freedom of Information and Protection of Privacy Act*  
Assurance Domains – [Learning Supports & Governance](#)

**SUBJECT:** 2022-2023 Superintendent Discretionary Fund

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**PURPOSE:**

For information.

**BACKGROUND:**

As part of the budget process, a certain amount of dollars are allocated annually in a budget section titled “Superintendent Discretionary”. For the 2022-2023 school year, the total budgeted dollar amount allocated in the Superintendent’s Discretionary Fund is \$800,000.

The Superintendent’s Discretionary Fund is a dollar amount set aside to support schools with additional staffing requirements that arise after the budget has been approved. At the August 24, 2022, Public Board Meeting, May 2022 to July 2022 Superintendent Discretionary spending was reported which included an additional 3.25 teacher FTE and 1.4 CUPE FTE totaling \$400,830.00.

At the September 28, 2022, Public Board Meeting, the August 31, 2022 – September 21, 2022, Superintendent Discretionary spending was reported which included an additional 1.45 teacher FTE totaling \$150,510.00.

At the October 26, 2022, Public Board Meeting, the September 22 – October 21, 2022, Superintendent Discretionary spending was reported which included an additional 0.8 teacher FTE totaling \$83,040.00.

October 27, 2022 – November 16, 2022, the following additional staffing FTE has been added to schools using Superintendent Discretionary Fund dollars:

- Guthrie School – Error on Resource Planning Tool. Additional Teacher FTE to correct the error retroactively to the beginning of the school year.
- École Morinville Public – Additional CUPE FTE added to support increased enrolment in French Immersion Kindergarten – shared cost between Superintendent Discretionary and the Federal Funding Official Languages Education Program (OLEP) Grant Fund.



- Human Resources – additional GEC FTE added to Human Resources to hire an advisor to alleviate pressures in the department.

November 7, 2022, the Division received \$129,420.00 in Supplemental Enrolment Growth Funding for the 2022-2023 school year.

2022 - 2023 Superintendent Discretionary	2022-2023				
	\$ 800,000				
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
<b>Direct staffing to schools (K- 12)</b>					
<b>Teachers</b>					
Guthrie	0.1		\$ 10,380	Retroactive to August 26, 2022	
Redwater	0.8		\$ 83,040	Monday, Oct 4, 2022	
Gibbons School September 2022	0.12		\$ 12,456	Friday, September 16, 2022	
Redwater School September 2022	0.63		\$ 65,394	Thursday, September 1, 2022	
Gibbons September 2022	0.7		\$ 72,660	Thursday, September 1, 2022	
Gibbons	0.6		\$ 62,280	Tuesday, May 24, 2022	
ÉMPS	1.0		\$ 103,800	Tuesday, May 31, 2022	
LS	0.5		\$ 46,710	Monday, June 27, 2022	
FWPS	0.2		\$ 20,760	Friday, July 1, 2022	
Guthrie	1.0		\$ 103,800	Tuesday, May 10, 2022	
<b>Total</b>	<b>5.60</b>		<b>\$103,800.00</b>		<b>\$581,280.00</b>
<b>Direct staffing to schools (K- 12)</b>					
<b>CUPE</b>					
EA OLEP	0.184	\$48,700.00	\$8,960.80	Friday, October 14, 2022	
SCHS Office Clerk	1	\$49,200.00	\$49,200.00	Wednesday, May 25, 2022	
LS Library Tech	0.4	\$35,700.00	\$14,280.00	Monday, June 27, 2022	
<b>Total</b>	<b>1.58</b>				<b>\$72,440.80</b>
<b>Other</b>					
Human Resources Advisor	\$0.80		\$55,424.00	14-Oct-22	
<b>Total</b>					<b>\$55,424.00</b>
<b>Total Costs</b>					<b>\$709,144.80</b>
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, November 8, 2022	<b>\$129,420.00</b>
<b>Total budget remaining</b>					<b>\$220,275.20</b>

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

Not applicable.



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Janine Pequin, Trustee Ward 1  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

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**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- November 3 Redwater School Awards Ceremony
- November 4 Ochre Park School Remembrance Day Ceremony
- November 7 ASBA Speaker's Corner – Parliamentary Procedures
- November 9 Transportation Committee Meeting
- November 9 Committee of the Whole Meeting
- November 15 TEBA Meeting
- November 18 Audit, Finance and Human Resources Committee Meeting
- November 20-22 ASBA Fall General Meeting
- November 21 Redwater School, School Council Meeting
- November 22 TEBA Meeting



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Cindy Briggs, Trustee Ward 2  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- November 2 - Joint Use Meeting at Lilian Schick School
- November 3 - Redwater School Awards Night
- November 4 - Lilian Schick School Remembrance Day Ceremony
- November 9 - Transportation Meeting
- November 9 - Building and Maintenance Meeting
- November 9 - Committee of the Whole Meeting
- November 22 - Bon Accord Community School Council and PSS Meeting





**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Joe Dwyer, Chair Ward 3  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

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**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- Redwater School Awards Night – November 3
- Camilla School Remembrance Day Ceremony – November 4
- ASBA PD – Parliamentary Procedures – November 7
- Transportation Committee Meeting – November 9
- Building and Maintenance Committee Meeting – November 9
- Committee of the Whole Meeting – November 9
- Joint Transportation Committee Meeting – November 18
- Audit, Finance, and Human Resources Committee Meeting – November 18
- Volleyball Final – November 22
- Public Board Meeting – November 23
- Advocacy Committee Meeting – November 23
- Policy Committee Meeting – November 23
- Sturgeon Composite High School Awards Night – November 24
- Value Scoping Sessions – November 29 and December 1
- ASBA Virtual Engagement Session – November 30
- Various Administration Meetings
- Rotary Meetings



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Trish Murray-Elliott, Trustee Ward 4  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- Remembrance Day Service, Sturgeon Heights School, Nov. 4
- ASBA PD – Parliamentary Procedures, Nov. 7
- Building and Maintenance Committee Meeting, Nov 9
- Transportation Committee Meeting, Nov. 9
- Committee of the Whole Meeting, Nov. 9
- School Council Meeting, Sturgeon Composite High School, Nov. 15
- PSBC Dinner and Lecture, Nov. 16
- PSBC Professional Learning, Nov. 17
- PSBC Council Meeting, Nov. 18
- Audit, Finance and Human Resources Committee, Pre-audit report, Nov. 18
- School Council Meeting, Sturgeon Heights School, Nov. 21
- Public Board Meeting, Nov. 23
- Advocacy Committee Meeting, Nov. 23
- Policy Committee Meeting, Nov. 23
- Awards Night, Sturgeon Composite High School, Nov. 24
- Value Scoping Session, Nov. 29



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Stacey Buga, Trustee Ward 5  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- Oct 26 – Town of Morinville Traffic Presentation
- Oct 28 – ASBA Zone 2/3
- Nov 1 – Meeting with Principal Four Winds Public School
- Nov 1 – Skills Canada Field Trip with Four Winds Grade 8s
- Nov 2 – Morinville Community Library Focus Group
- Nov 3 – Redwater School Awards Ceremony
- Nov 4 – École Morinville Public Remembrance Day Ceremony
- Nov 4 – Military Living Library (Town of Morinville) with Four Winds Public School and École Morinville Public
- Nov 4 – Virtual Meeting with Principal Sturgeon Public Virtual Academy
- Nov 7 – ASBA PD – Parliamentary Procedures
- Nov 9 – Transportation Committee Meeting
- Nov 9 – Building and Maintenance Committee Meeting
- Nov 9 – Committee of the Whole Meeting
- Nov 14 – École Morinville Public, School Council Meeting
- Nov 16 – Camilla Chef Wars judging
- Nov 17 – Four Winds Public School, School Council Meeting
- Nov 18 – Joint Transportation Meeting
- Nov 18 – Audit, Finance, and Human Resources meeting
- Nov 20-22 – ASBA Awards, Fall General Meeting, PD
- Nov 23 – Public Board Meeting



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Tasha Oatway-McLay, Trustee Ward 6  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- November 4, 2022 – Guthrie School Remembrance Day Ceremony
- November 9, 2022 – Committee of the Whole Meeting
- November 14, 2022 – Guthrie School, School Council Meeting
- November 15, 2022 – SPVA School Council Meeting
- November 15, 2022 – Parliamentary Procedures w/Becky Kallal Webinar Video
- November 17-18, 2022 – Public School Board Council Meeting
- November 18, 2022 – Audit, Finance, and Human Resources Committee Meeting
- November 21, 2022 - Namao School, School Council Meeting
- November 23, 2022 – Public Board Meeting



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Irene Gibbons, Trustee Ward 7  
**GOVERNANCE POLICY:** [Policy 235 – Conduct of Board Meetings](#)

**SUBJECT:** Trustee Report – November 2022

---

**PURPOSE:**

For information.

**BACKGROUND:**

The following are recent events, functions and meetings attended by the Trustee:

- November 2, 2022 Regional Meeting
- November 9, 2022 Committee of the Whole Meeting
- November 14, 2022 Gibbons School Council Meeting
- November 16-18, 2022 Public School Board Council Meeting
- November 17, 2022 Landing Trail School Council Meeting
- November 18, 2022 Audit, Finance, and Human Resources Committee Meeting
- November 23, 2022 Public Board Meeting
- November 23, 2022 Advocacy Committee Meeting
- November 23, 2022 Policy Committee Meeting
- November 24, 2022 Sturgeon Composite High School Awards Night
- November 29, 2022 Value Scoping Session



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Stacey Buga, Committee Chair

**GOVERNANCE POLICY:** [Policy 221 – Role of the Trustee](#)  
[Policy 230 – Board Committees](#)  
[Policy 230 – Board Committees; Appendix K – Advocacy Committee](#)  
[Policy 231 – Student Advisory Committee](#)

**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Administrative Procedure 250 – Student Advisory Committee](#)  
*Board Procedures Regulation 82/2019*  
*Education Act: Section 34, 51, 52(1)(b)*  
Assurance Domains – [Governance & Local and Societal Context](#)

**SUBJECT:** Advocacy Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

The Advocacy Committee makes recommendations to the Board regarding the advocacy priorities and strategies to be undertaken by the Board of Trustees. The Committee recommends and reviews policies related to advocacy. The Committee is to undertake ad hoc Committee work relative to the Alberta School Boards Association (ASBA) and the Public School Boards' Association of Alberta (PSBAA).

**REPORT SUMMARY:**

The Advocacy Committee held meetings on September 28, 2022, at the Board Retreat on October 3 & 4, 2022, and on October 17, 2022.

The next Advocacy Committee meeting is scheduled for November 23, 2022, after the Public Board meeting.

A Student Advisory Committee meeting is scheduled for December 12, 2022.

The Committee Chair is prepared to respond to questions at the November 23, 2022, Public Board meeting.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Trish Murray-Elliott, Committee Chair

**GOVERNANCE POLICY:** [Policy 230 – Board Committees](#)

**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Policy 405 – Budget Development and Transparency](#)  
[Board Procedures Regulation 82/2019](#)  
[Education Act: Section 34, 51, 52\(1\)\(b\)](#)  
Assurance Domain – [Governance](#)

**SUBJECT:** Audit, Finance, and Human Resources Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

The Audit, Finance, and Human Resources Committee makes recommendations to the Board regarding the budget priorities and strategies to be undertaken by the Board of Trustees, the Superintendent evaluation and compensation and the review of the annual financial statements. The Committee recommends and reviews policies related to financial and human resources matters.

**REPORT SUMMARY:**

The Audit, Finance, and Human Resources Committee held a meeting on November 18, 2022. The following is a summary of that meeting:

- The Draft 2021-2022 Audited Financial Statements and Audit results were presented by Liliana LeVesconte and Benji Waser (MNP).

The Committee Chair is prepared to respond to questions at the November 23, 2022, Public Board meeting.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Cindy Briggs, Committee Chair

**GOVERNANCE POLICY:** [Policy 230 – Board Committees](#)

**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Policy 405 – Budget Development and Transparency](#)  
[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)*  
Assurance Domain – [Governance](#)

**SUBJECT:** Building and Maintenance Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

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 makes recommendations to the Board.

**REPORT SUMMARY:**

The Building and Maintenance Committee held a meeting on November 9, 2022. The following is a summary of that meeting:

- Feedback/Follow-up from the previous meeting was provided:
  - Track Field, Bathroom Mirrors and sidewalks at Lilian Schick
  - Snow removal service standards
  - Snow piling at Bon Accord Community School
  - Facilities Services vehicle review
  
- Modular proposal was presented and information was shared that at the time there was no Modular Program from the Government for the 2023-2024 school year. It was discussed to demolish the 2 modulares at Redwater due to condition and utilization levels, which may require the Board’s funds to contain risk. The relocation of one modular from SCHS to FWPS and the possible demolition of 4 modulares at Lilian Schick are subject to further consideration. *The*





*Division has since received information from the Government on November 17, 2022, that the Modular Program has been reinstated therefore the Division will submit our requests by December 16. The Division anticipates to receive information on the approval "in early 2023".*

- CASA Program, the Division is still waiting to confirm how the program is moving ahead and if funds are available to prepare the infrastructure as needed.
- Morinville Chamber of Commerce – regarding reciprocal use of space; the Town of Morinville may have space available for lease, should we require any. Other events may be housed at SCHS.
- Camilla Civil Work –meeting was held on November 10, 2022, with the engineering team to evaluate and propose a solution before the end of the year.

The Committee Chair is prepared to respond to questions at the November 23, 2022, Public Board meeting.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Janine Pequin, Committee Chair

**GOVERNANCE POLICY:** [Policy 221 – Role of the Trustee](#)  
[Policy 230 – Board Committees](#)  
[Policy 230 – Board Committees; Appendix B – Policy Committee](#)

**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Education Act: Sections 51, 52 \(1\) \(b\)](#)  
[Board Procedures Regulation 82/2019](#)  
Assurance Domain – [Governance](#)

**SUBJECT:** Policy Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

The Policy Committee reviews policies on an annual cyclical basis unless otherwise determined by the Board of Trustees, or by Board Committees who submit recommendations regarding the need for policy development or review of existing policies.

Policies brought before the Policy Committee are reviewed and discussed through first, second and third readings. Once the Policy Committee has completed recommended amendments, the Committee Chair refers the policy to a Public Meeting of the Board of Trustees. The initiation and/or adoption of new Board policies and revisions and/or rescission of existing policies is solely the responsibility of the Board of Trustees.

**REPORT SUMMARY:**

The Policy Committee held meetings on September 14, 2022, and at the Board Retreat on October 3 & 4, 2022.

The next Policy Committee meeting is scheduled for November 23, 2022, after the Public Board meeting.

The Policy Committee Chair is prepared to respond to questions at the November 23, 2022, Public Board meeting.



**DATE:** November 23, 2022  
**TO:** Board of Trustees  
**FROM:** Joe Dwyer, Committee Chair  
**GOVERNANCE POLICY:** [Policy 230 – Board Committees](#)  
**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Policy 405 – Budget Development and Transparency](#)  
[Policy 500 - Transportation](#)  
[Administrative Procedure 550 – Contract Bus Service](#)  
[Board Procedures Regulation 82/2019](#)  
[Education Act: Section 34, 51, 52\(1\)\(b\)](#)  
Assurance Domain – [Governance](#)

**SUBJECT:** Transportation Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

The Transportation Committee makes recommendations to the Board regarding matters related to student transportation. The Committee recommends and reviews policies related to student transportation matters. The Committee also liaises with the bus contractors on governance issues.

**REPORT SUMMARY:**

The Transportation Committee held a meeting on November 9, 2022. The following is a summary of that meeting:

- Preparation for the November 18, 2022, Joint Transportation Committee meeting. Contractor agenda items were discussed:
  - Fuel Price Contingency
  - Insurance Support
  - Trustee Talks
  - Information Regarding 4.6% Gov't presented the boards
  - Bus passes – parent survey
  - RFP's
  - Protocol when dealing with our drivers
  - Payment Schedule
  
- The following initiatives were discussed to improve collaboration between the Division and Bus Contractors/Operators and were presented as potential ideas to the Contractors on November 18, 2022:
  - June 30, 2023 – potential to bring in all Contractors/Operators to share 23-24 routes and receive feedback

- August 2023 – Would there be value in operators driving their route – the Division would pay them. Supporting our high-anxiety students by having them meet the driver and/or get on the bus.
  - Staggered start dates at the beginning of the year
  - Opportunity to discuss pressure points with Contractors in September
- The 2022-2023 Work Plan was discussed to determine the priority of the items listed on the workplan, with the top priorities being routes, fees and cost of business.

The Joint Transportation Committee held a meeting on November 18, 2022. The following is a summary of that meeting:

- There were four operational ideas the Division presented to improve collaboration between the Division and Bus Contractors/Operators
  1. June 30, 2023 – Meet with all Bus contractors/Operators and Transportation Services to discuss 23-24 routes and receive feedback
    - No buses running
    - Contractor/Operators
    - Open Forum
    - Paid day
  2. August 2023 – Suggestion regarding having paid buses drive on their route to reduce anxiety and get to know students
    - New riders
    - Availability and date need to be confirmed
    - Insurance timing for the August start of the school year
  3. Staggered start dates at the beginning of the school year
  4. Opportunities to review pressure points early in the school year.
    - Cunningham is the only contractor not in the association
- The Bus Contractors/Operators brought forth the following questions for discussion
  1. Fuels Price Contingency
    - Feedback is required by Dec. 8
    - GST clarification
  2. Insurance Support
    - Ontario Broker
    - Limited liability coverage
  3. Trustee Talks
    - Correction re. August took place in September 2022
  4. Information regarding 4.6% the Gov't presented to boards
    - Additional information was shared



5. Bus passes – parent survey
  - Bus passes are not mandatory
  - To be discussed at the Dec. 7 – Transportation Committee meeting
6. RFP's
  - RFP needs to be issued in early Spring
7. Fieldtrips
  - Principals are looking at other bus options
  - Association needs to maintain their rates
  - Some insiders are offering less
8. Protocol when dealing with our drivers
  - Guidelines are not clear
9. Payment Schedule
  - Move it a few days earlier

The Committee Chair is prepared to respond to questions at the November 23, 2022, Public Board meeting.



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Liliana LeVesconte, Associate Superintendent, Corporate Services

**GOVERNANCE POLICY:** [Policy 400 – Financial Accountability and Audit](#)

**ADDITIONAL REFERENCE:** [Administrative Procedure 420 – Financial Accountability and Audit](#)  
 Education Act: Part 6, Division 1, Finance  
 Assurance Domain - [Governance](#)

**SUBJECT:** 2021-2022 Draft Audited Financial Statements

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**PURPOSE:**

For approval. Motion required.

**RECOMMENDED MOTION:**

- a) That the Board of Trustees approve the 2021-2022 Audited Financial Statements for the year ending August 31, 2022, as presented at the November 23, 2022, Public Board meeting.

**BACKGROUND:**

The Education Act, Part 6: Section 139, specifies that school boards are responsible for preparing financial statements and Section 141 specifies an auditor will provide a report on the financial statements. The Audit, Finance, and Human Resources Committee is required by the Board of Trustees to review financial reporting and compliance with legislation and regulatory requirements.

On Friday, November 18, 2022, the Audit, Finance, and Human Resources Committee reviewed the Draft 2021-2022 Audited Financial Report, presented by MNP, for the year ending August 31, 2022. The auditors provided an unqualified report. The statements present fairly, in all material aspects the financial position of The Sturgeon Public School Division. After discussion with administration and the external auditors, the Committee recommended that the Board of Trustees approve The Sturgeon Public School Division’s Audited Financial Statements for the fiscal year ending August 31, 2022, at the Public Board Meeting on November 23, 2022. The attached report supports these fiscal responsibilities and provincial reporting requirements.

The Sturgeon Public School Division ended the fiscal year with an operating surplus of \$3,239,894, before allocations to Tangible Capital Assets (1,595,072) and Reserve (\$750,000), or a net increase to unrestricted surplus of \$1,154,555. Revenue for the year was \$76,672,050 while operating expenses were \$73,432,156.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

- 1. 2021-2022 Audited Financial Statement

Financial statements

**Sturgeon Public School Division**

August 31, 2022

Draft For Discussion Purposes Only

**AUDITED  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED AUGUST 31, 2022**  
[Education Act, Sections 139, 140, 244]

**1110 The Sturgeon School Division**

Legal Name of School Jurisdiction

**9820 104 Street NW Morinville AB T8R 1L8**

Mailing Address

**780-939-4341 liliana.levesconte@sturgeon.ab.ca**

Contact Numbers and Email Address

**SCHOOL JURISDICTION MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING**

The financial statements of 1110 The Sturgeon School Division presented to Alberta Education have been prepared by school jurisdiction management which has responsibility for their preparation, integrity and objectivity. The financial statements, including notes, have been prepared in accordance with Canadian Public Sector Accounting Standards and follow format prescribed by Alberta Education.

In fulfilling its reporting responsibilities, management has maintained internal control systems and procedures designed to provide reasonable assurance that the school jurisdiction's assets are safeguarded, that transactions are executed in accordance with appropriate authorization and that accounting records may be relied upon to properly reflect the school jurisdiction's transactions. The effectiveness of the control systems is supported by the selection and training of qualified personnel, an organizational structure that provides an appropriate division of responsibility and a strong system of budgetary control.

***Board of Trustees Responsibility***

The ultimate responsibility for the financial statements lies with the Board of Trustees. The Board reviewed the audited financial statements with management in detail and approved the financial statements for release.

***External Auditors***

The Board appoints external auditors to audit the financial statements and meets with the auditors to review their findings. The external auditors were given full access to school jurisdiction records.

***Declaration of Management and Board Chair***

To the best of our knowledge and belief, these financial statements reflect, in all material respects, the financial position, results of operations, remeasurement gains and losses, changes in net financial assets (debt), and cash flows for the year in accordance with Canadian Public Sector Accounting Standards.

**BOARD CHAIR**

**Mr. Joe Dwyer**

Name

Signature

**SUPERINTENDENT**

**Mrs. Shawna Warren**

Name

Signature

**SECRETARY-TREASURER OR TREASURER**

**Liliana Levesconte**

Name

Signature

**November 23, 2022**

Board-approved Release Date

c.c. ALBERTA EDUCATION, Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
EMAIL: EDC.FRA@gov.ab.ca  
PHONE: Ash Bhasin: (780) 415-8940; Jianan Wang: (780) 427-3855 FAX: (780) 422-6996



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# Independent Auditor's Report

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To the Board of Trustees of Sturgeon School Division:

## Opinion

We have audited the financial statements of Sturgeon School Division (the "Division"), which comprise the statement of financial position as at August 31, 2022, and the statements of operations, cash flows, change in net financial assets, remeasurement gains and losses, and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Division as at August 31, 2022, and the results of its operations, its remeasurement gains and losses, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Division in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Other Matter

The financial statement for the year ended August 31, 2021 were audited by another auditor who expressed an unmodified opinion on those statements on November 24, 2021.

## Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Division's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Division's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Division's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Division's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Division to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Leduc, Alberta

November 23, 2022

Chartered Professional Accountants

**STATEMENT OF FINANCIAL POSITION**  
As at August 31, 2022 (in dollars)

		2022	2021
<b>FINANCIAL ASSETS</b>			
Cash and cash equivalents	(Schedule 5)	\$ 23,096,800	\$ 23,482,873
Accounts receivable (net after allowances)	(Note 4)	\$ 532,433	\$ 797,193
Portfolio investments			
Operating	(Schedule 5)	\$ 26	\$ 26
Endowments		\$ -	\$ -
Inventories for resale		\$ 8,767	\$ 4,732
Other financial assets			\$ -
<b>Total financial assets</b>		\$ 23,638,026	\$ 24,284,823
<b>LIABILITIES</b>			
Bank indebtedness		\$ -	\$ -
Accounts payable and accrued liabilities	(Note 5)	\$ 2,748,316	\$ 4,617,151
Unspent deferred contributions	(Schedule 2)	\$ 4,190,446	\$ 4,427,696
Employee future benefits liabilities	(Note 6)	\$ 15,300	\$ 48,933
Environmental liabilities		\$ -	\$ -
Other liabilities		\$ -	\$ -
Debt			
Unsupported: Debentures		\$ -	\$ -
Mortgages and capital loans		\$ -	\$ -
Capital leases		\$ -	\$ -
<b>Total liabilities</b>		\$ 6,954,062	\$ 9,093,780
<b>Net financial assets</b>		\$ 16,683,963	\$ 15,191,043
<b>NON-FINANCIAL ASSETS</b>			
Tangible capital assets	(Schedule 6)	\$ 92,030,338	\$ 91,307,933
Inventory of supplies		\$ -	\$ 65,550
Prepaid expenses	(Note 7)	\$ 382,025	\$ 375,280
Other non-financial assets		\$ -	\$ -
<b>Total non-financial assets</b>		\$ 92,412,363	\$ 91,748,763
<b>Net assets before spent deferred capital contributions</b>		\$ 109,096,326	\$ 106,939,807
Spent deferred capital contributions	(Schedule 2)	\$ 84,123,626	\$ 85,207,001
<b>Net assets</b>		\$ 24,972,700	\$ 21,732,806
<b>Net assets</b>	(Note 8)		
Accumulated surplus (deficit)	(Schedule 1)	\$ 24,972,700	\$ 21,732,806
Accumulated remeasurement gains (losses)		\$ -	\$ -
		\$ 24,972,700	\$ 21,732,806
<b>Contractual obligations</b>	(Note 9)		
<b>Contingent liabilities</b>	(Note 10)		

The accompanying notes and schedules are part of these financial statements.

**STATEMENT OF OPERATIONS**  
For the Year Ended August 31, 2022 (in dollars)

	Budget 2022	Actual 2022	Actual 2021
<b>REVENUES</b>			
Government of Alberta	\$ 70,775,619	\$ 73,359,607	\$ 71,631,923
Federal Government and other government grants	\$ 450,000	\$ 560,515	\$ 356,266
Property taxes	\$ -	\$ -	\$ -
Fees	\$ 2,362,761	\$ 1,526,932	\$ 1,003,872
Sales of services and products	\$ 169,254	\$ 335,952	\$ 183,209
Investment income	\$ 91,000	\$ 222,372	\$ 105,138
Donations and other contributions	\$ 111,160	\$ 291,152	\$ 213,795
Other revenue	\$ 53,475	\$ 375,520	\$ 166,761
<b>Total revenues</b>	\$ 74,013,269	\$ 76,672,050	\$ 73,660,965
<b>EXPENSES</b>			
Instruction - ECS	\$ 4,162,794	\$ 4,051,681	\$ 3,830,448
Instruction - Grades 1 to 12	\$ 51,008,613	\$ 49,618,208	\$ 42,802,638
Operations and maintenance (Schedule 4)	\$ 9,524,076	\$ 11,244,191	\$ 9,411,156
Transportation	\$ 5,031,137	\$ 5,318,343	\$ 4,809,182
System administration	\$ 3,370,898	\$ 2,697,974	\$ 2,719,198
External services	\$ 613,574	\$ 501,759	\$ 580,879
<b>Total expenses</b>	\$ 73,711,092	\$ 73,432,156	\$ 64,153,500
<b>Annual operating surplus (deficit)</b>	\$ 302,177	\$ 3,239,894	\$ 9,507,466
Endowment contributions and reinvested income	\$ -	\$ -	\$ -
<b>Annual surplus (deficit)</b>	\$ 302,177	\$ 3,239,894	\$ 9,507,466
<b>Accumulated surplus (deficit) at beginning of year</b>	\$ 21,732,806	\$ 21,732,806	\$ 12,225,340
<b>Accumulated surplus (deficit) at end of year</b>	\$ 22,034,983	\$ 24,972,700	\$ 21,732,806

The accompanying notes and schedules are part of these financial statements.

**STATEMENT OF CASH FLOWS**  
For the Year Ended August 31, 2022 (in dollars)

	2022	2021
<b>CASH FLOWS FROM:</b>		
<b>A. OPERATING TRANSACTIONS</b>		
Annual surplus (deficit)	\$ 3,239,894	\$ 9,507,466
Add (Deduct) items not affecting cash:		
Amortization of tangible capital assets	\$ 4,160,465	\$ 3,531,113
Net (gain)/loss on disposal of tangible capital assets	\$ 34,308	\$ -
Transfer of tangible capital assets (from)/to other entities	\$ (1,455,658)	\$ (8,624,048)
(Gain)/Loss on sale of portfolio investments	\$ -	\$ -
Spent deferred capital recognized as revenue	\$ (3,900,732)	\$ (3,303,492)
Deferred capital revenue write-down / adjustment	\$ -	\$ 1,018,002
Increase/(Decrease) in employee future benefit liabilities	\$ (33,633)	\$ 48,933
Donations in kind	\$ -	\$ -
	\$ -	\$ -
	\$ 2,044,644	\$ 2,177,974
(Increase)/Decrease in accounts receivable	\$ 264,760	\$ 124,116
(Increase)/Decrease in inventories for resale	\$ (4,035)	\$ (3,115)
(Increase)/Decrease in other financial assets	\$ -	\$ -
(Increase)/Decrease in inventory of supplies	\$ 65,550	\$ 50,403
(Increase)/Decrease in prepaid expenses	\$ (6,745)	\$ 343,148
(Increase)/Decrease in other non-financial assets	\$ -	\$ -
Increase/(Decrease) in accounts payable, accrued and other liabilities	\$ (1,868,835)	\$ (379,727)
Increase/(Decrease) in unspent deferred contributions	\$ (237,250)	\$ 1,205,064
Increase/(Decrease) in environmental liabilities	\$ -	\$ -
Capital in Accounts Payable	\$ (421,484)	\$ -
<b>Total cash flows from operating transactions</b>	<b>\$ (163,394)</b>	<b>\$ 3,517,862</b>
<b>B. CAPITAL TRANSACTIONS</b>		
Acquisition of tangible capital assets	\$ (3,461,520)	\$ (2,771,494)
Net proceeds from disposal of unsupported capital assets	\$ -	\$ -
Capital in accounts payable	\$ 421,484	\$ -
<b>Total cash flows from capital transactions</b>	<b>\$ (3,040,036)</b>	<b>\$ (2,771,494)</b>
<b>C. INVESTING TRANSACTIONS</b>		
Purchases of portfolio investments	\$ -	\$ -
Proceeds on sale of portfolio investments	\$ -	\$ -
Other (Describe)	\$ -	\$ -
Other (describe)	\$ -	\$ -
<b>Total cash flows from investing transactions</b>	<b>\$ -</b>	<b>\$ -</b>
<b>D. FINANCING TRANSACTIONS</b>		
Debt issuances	\$ -	\$ -
Debt repayments	\$ -	\$ -
Increase (decrease) in spent deferred capital contributions	\$ 2,817,357	\$ 10,008,345
Capital lease issuances	\$ -	\$ -
Capital lease payments	\$ -	\$ -
Other (describe)	\$ -	\$ -
Other (describe)	\$ -	\$ -
<b>Total cash flows from financing transactions</b>	<b>\$ 2,817,357</b>	<b>\$ 10,008,345</b>
<b>Increase (decrease) in cash and cash equivalents</b>	<b>\$ (386,073)</b>	<b>\$ 10,754,714</b>
<b>Cash and cash equivalents, at beginning of year</b>	<b>\$ 23,482,873</b>	<b>\$ 12,728,158</b>
<b>Cash and cash equivalents, at end of year</b>	<b>\$ 23,096,800</b>	<b>\$ 23,482,873</b>

The accompanying notes and schedules are part of these financial statements.

**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS**  
**For the Year Ended August 31, 2022 (in dollars)**

	Budget 2022	2022	2021
Annual surplus (deficit)	\$ 302,177	\$ 3,239,894	\$ 9,507,466
<b>Effect of changes in tangible capital assets</b>			
Acquisition of tangible capital assets	\$ -	\$ (3,461,520)	\$ (2,771,494)
Amortization of tangible capital assets	\$ 3,893,288	\$ 4,160,465	\$ 3,531,113
Net (gain)/loss on disposal of tangible capital assets	\$ -	\$ 34,308	\$ -
Net proceeds from disposal of unsupported capital assets	\$ -	\$ -	\$ 1,018,002
Write-down carrying value of tangible capital assets	\$ -	\$ -	\$ -
Transfer of tangible capital assets (from)/to other entities	\$ -	\$ (1,455,658)	\$ (8,624,048)
Other changes	\$ -	\$ -	\$ -
<b>Total effect of changes in tangible capital assets</b>	\$ 3,893,288	\$ (722,405)	\$ (6,846,426)
Acquisition of inventory of supplies	\$ -	\$ 65,550	\$ 50,403
Consumption of inventory of supplies	\$ -	\$ -	\$ -
(Increase)/Decrease in prepaid expenses	\$ -	\$ (6,745)	\$ 343,148
(Increase)/Decrease in other non-financial assets	\$ -	\$ -	\$ -
Net remeasurement gains and (losses)	\$ -	\$ -	\$ -
Change in spent deferred capital contributions (Schedule 2)		\$ (1,083,375)	\$ 6,704,853
Other changes	\$ -	\$ -	\$ -
<b>Increase (decrease) in net financial assets</b>	\$ 4,195,465	\$ 1,492,920	\$ 9,759,444
<b>Net financial assets at beginning of year</b>	\$ 15,191,043	\$ 15,191,043	\$ 5,431,599
<b>Net financial assets at end of year</b>	\$ 19,386,508	\$ 16,683,963	\$ 15,191,043

The accompanying notes and schedules are part of these financial statements.

**STATEMENT OF REMEASUREMENT GAINS AND LOSSES**  
**For the Year Ended August 31, 2022 (in dollars)**

	2022	2021
Unrealized gains (losses) attributable to:		
Portfolio investments	\$ -	\$ -
Other	\$ -	\$ -
Amounts reclassified to the statement of operations:		
Portfolio investments	\$ -	\$ -
Other	\$ -	\$ -
Other Adjustment (Describe)	\$ -	\$ -
Net remeasurement gains (losses) for the year	\$ -	\$ -
<b>Accumulated remeasurement gains (losses) at beginning of year</b>	\$ -	\$ -
<b>Accumulated remeasurement gains (losses) at end of year</b>	\$ -	\$ -

The accompanying notes and schedules are part of these financial statements.



**SCHEDULE 1**

**SCHEDULE OF NET ASSETS**  
For the Year Ended August 31, 2022 (in dollars)

	NET ASSETS	ACCUMULATED REMEASUREMENT GAINS (LOSSES)	ACCUMULATED SURPLUS (DEFICIT)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
							TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES
<b>Balance at August 31, 2021</b>	\$ 21,732,806	\$ -	\$ 21,732,806	\$ 6,089,357	\$ -	\$ 4,942,114	\$ 6,485,483	\$ 4,215,852
<b>Prior period adjustments:</b>								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted Balance, August 31, 2021</b>	\$ 21,732,806	\$ -	\$ 21,732,806	\$ 6,089,357	\$ -	\$ 4,942,114	\$ 6,485,483	\$ 4,215,852
Operating surplus (deficit)	\$ 3,239,894		\$ 3,239,894			\$ 3,239,894		
Board funded tangible capital asset additions				\$ 2,099,821		\$ (1,595,072)	\$ -	\$ (504,749)
Disposal of unsupported tangible capital assets or board funded portion of supported	\$ -		\$ -	\$ -		\$ -		\$ -
Write-down of unsupported tangible capital assets or board funded portion of supported	\$ -		\$ -	\$ -		\$ -		\$ -
Net remeasurement gains (losses) for the year	\$ -	\$ -						
Endowment expenses & disbursements	\$ -		\$ -		\$ -	\$ -		
Endowment contributions	\$ -		\$ -		\$ -	\$ -		
Reinvested endowment income	\$ -		\$ -		\$ -	\$ -		
Direct credits to accumulated surplus (Describe)	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization of tangible capital assets	\$ -			\$ (4,160,465)		\$ 4,160,465		
Capital revenue recognized	\$ -			\$ 3,900,732		\$ (3,900,732)		
Debt principal repayments (unsupported)	\$ -			\$ -		\$ -		
Additional capital debt or capital leases	\$ -			\$ -		\$ -		
Net transfers to operating reserves	\$ -					\$ -	\$ -	
Net transfers from operating reserves	\$ -					\$ 144,324	\$ (144,324)	
Net transfers to capital reserves	\$ -					\$ (750,000)		\$ 750,000
Net transfers from capital reserves	\$ -					\$ -		\$ -
Other Changes	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Changes	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Balance at August 31, 2022</b>	\$ 24,972,700	\$ -	\$ 24,972,700	\$ 7,929,445	\$ -	\$ 6,240,994	\$ 6,341,158	\$ 4,461,103

**SCHEDULE 1**

**SCHEDULE OF NET ASSETS  
For the Year Ended August 31, 2022 (in dollars)**

	INTERNALLY RESTRICTED RESERVES BY PROGRAM									
	School & Instruction Related		Operations & Maintenance		System Administration		Transportation		External Services	
	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
<b>Balance at August 31, 2021</b>	\$ 5,885,483	\$ 98,200	\$ -	\$ 941,624	\$ 600,000	\$ 3,144,222	\$ -	\$ 31,806	\$ -	\$ -
<b>Prior period adjustments:</b>										
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted Balance, August 31, 2021</b>	\$ 5,885,483	\$ 98,200	\$ -	\$ 941,624	\$ 600,000	\$ 3,144,222	\$ -	\$ 31,806	\$ -	\$ -
Operating surplus (deficit)										
Board funded tangible capital asset additions	\$ -	\$ -	\$ -	\$ (504,749)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Disposal of unsupported tangible capital assets or board funded portion of supported		\$ -		\$ -		\$ -		\$ -		\$ -
Write-down of unsupported tangible capital assets or board funded portion of supported		\$ -		\$ -		\$ -		\$ -		\$ -
Net remeasurement gains (losses) for the year										
Endowment expenses & disbursements										
Endowment contributions										
Reinvested endowment income										
Direct credits to accumulated surplus (Describe)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization of tangible capital assets										
Capital revenue recognized										
Debt principal repayments (unsupported)										
Additional capital debt or capital leases										
Net transfers to operating reserves	\$ -		\$ -		\$ -		\$ -		\$ -	
Net transfers from operating reserves	\$ (144,324)		\$ -		\$ -		\$ -		\$ -	
Net transfers to capital reserves				\$ 250,000		\$ 500,000		\$ -		\$ -
Net transfers from capital reserves		\$ -				\$ -		\$ -		\$ -
Other Changes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Changes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Balance at August 31, 2022</b>	\$ 5,741,158	\$ 98,200	\$ -	\$ 686,875	\$ 600,000	\$ 3,644,222	\$ -	\$ 31,806	\$ -	\$ -

**SCHEDULE OF DEFERRED CONTRIBUTIONS  
(EXTERNALLY RESTRICTED CONTRIBUTIONS ONLY)  
For the Year Ended August 31, 2022 (in dollars)**

	Alberta Education					Other GoA Ministries				
	IMR	CMR	Safe Return to Class/Safe Indoor Air	Others	Total Education	Alberta Infrastructure	Children's Services	Health	Other GOA Ministries	Total Other GoA Ministries
<b>Deferred Operating Contributions (DOC)</b>										
Balance at August 31, 2021	\$ 1,092,475	\$ 359,185	\$ (3)	\$ 2,039,342	\$ 3,490,998	\$ -	\$ -	\$ -	\$ -	\$ -
Prior period adjustments - please explain: Reclassification of	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ 1,092,475</b>	<b>\$ 359,185</b>	<b>\$ (3)</b>	<b>\$ 2,039,342</b>	<b>\$ 3,490,998</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Received during the year (excluding investment income)	\$ 718,661		\$ 93,564	\$ 399,641	\$ 1,211,866	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer (to) grant/donation revenue (excluding investment income)	\$ (954,644)	\$ -	\$ (93,561)	\$ (19,868)	\$ (1,068,073)	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings - Received during the year	\$ 7,889		\$ -	\$ -	\$ 7,889	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings - Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from UDCC		\$ (359,185)	\$ -	\$ -	\$ (359,185)	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred directly (to) SDCC	\$ (361,097)		\$ -	\$ -	\$ (361,097)	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from others - please explain:	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DOC closing balance at August 31, 2022</b>	<b>\$ 503,284</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ 2,419,115</b>	<b>\$ 2,922,398</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Unspent Deferred Capital Contributions (UDCC)</b>										
Balance at August 31, 2021	\$ -	\$ 831,035	\$ -	\$ -	\$ 831,035	\$ 31,194	\$ -	\$ -	\$ -	\$ 31,194
Prior period adjustments - please explain:	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ -</b>	<b>\$ 831,035</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 831,035</b>	<b>\$ 31,194</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,194</b>
Received during the year (excluding investment income)		\$ 642,593	\$ -	\$ -	\$ 642,593	\$ 498,593	\$ -	\$ -	\$ -	\$ 498,593
UDCC Receivable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer (to) grant/donation revenue (excluding investment income)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (191,368)	\$ -	\$ -	\$ -	\$ (191,368)
Investment earnings - Received during the year		\$ 19,240	\$ -	\$ -	\$ 19,240	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings - Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Proceeds on disposition of supported capital/ Insurance proceeds (and related interest)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from (to) DOC	\$ -	\$ 359,185	\$ -	\$ -	\$ 359,185	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from (to) SDCC	\$ -	\$ (693,377)	\$ -	\$ -	\$ (693,377)	\$ (307,225)	\$ -	\$ -	\$ -	\$ (307,225)
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>UDCC closing balance at August 31, 2022</b>	<b>\$ -</b>	<b>\$ 1,158,676</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,158,676</b>	<b>\$ 31,194</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,194</b>
<b>Total Unspent Deferred Contributions at August 31, 2022</b>	<b>\$ 503,284</b>	<b>\$ 1,158,676</b>	<b>\$ (0)</b>	<b>\$ 2,419,115</b>	<b>\$ 4,081,074</b>	<b>\$ 31,194</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,194</b>
<b>Spent Deferred Capital Contributions (SDCC)</b>										
Balance at August 31, 2021	\$ 1,008,191	\$ 1,374,829	\$ -	\$ (2,888,492)	\$ (505,472)	\$ 85,690,226	\$ -	\$ -	\$ -	\$ 85,690,226
Prior period adjustments - please explain: Reclassification of	\$ (115,567)	\$ (34,748)		\$ 3,218,418	\$ 3,068,103	\$ (3,068,103)	\$ -	\$ -	\$ -	\$ (3,068,103)
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ 892,624</b>	<b>\$ 1,340,081</b>	<b>\$ -</b>	<b>\$ 329,926</b>	<b>\$ 2,562,631</b>	<b>\$ 82,622,123</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,622,123</b>
Donated tangible capital assets				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alberta Infrastructure managed projects					\$ -	\$ 1,455,658				\$ 1,455,658
Transferred from DOC	\$ 361,097	\$ -	\$ -	\$ -	\$ 361,097	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from UDCC	\$ -	\$ 693,377	\$ -	\$ -	\$ 693,377	\$ 307,225	\$ -	\$ -	\$ -	\$ 307,225
Amounts recognized as revenue (Amortization of SDCC)	\$ (484,798)	\$ (87,717)	\$ -	\$ (83,013)	\$ (655,528)	\$ (3,245,204)	\$ -	\$ -	\$ -	\$ (3,245,204)
Disposal of supported capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SDCC closing balance at August 31, 2022</b>	<b>\$ 768,923</b>	<b>\$ 1,945,741</b>	<b>\$ -</b>	<b>\$ 246,913</b>	<b>\$ 2,961,577</b>	<b>\$ 81,139,802</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,139,802</b>

**SCHEDULE 2**

	Other Sources				Total
	Gov't of Canada	Donations and grants from others	Other	Total other sources	
<b>Deferred Operating Contributions (DOC)</b>					
Balance at August 31, 2021	\$ 22,166	\$ 5,620	\$ 424,901	\$ 452,687	\$ 3,943,686
Prior period adjustments - please explain: Reclassification of	-	-	(385,321)	(385,321)	(385,321)
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ 22,166</b>	<b>\$ 5,620</b>	<b>\$ 39,580</b>	<b>\$ 67,366</b>	<b>\$ 3,558,365</b>
Received during the year (excluding investment income)	\$ 22,033	\$ 69,607	\$ 10,184	\$ 101,824	\$ 1,313,690
Transfer (to) grant/donation revenue (excluding investment income)	\$ (44,067)	\$ (21,174)	\$ (32,874)	\$ (98,115)	\$ (1,166,188)
Investment earnings - Received during the year	\$ -	\$ -	\$ -	\$ -	\$ 7,889
Investment earnings - Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from UDCC	\$ -	\$ -	\$ -	\$ -	\$ (359,185)
Transferred directly (to) SDCC	\$ -	\$ -	\$ -	\$ -	\$ (361,097)
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DOC closing balance at August 31, 2022</b>	<b>\$ 132</b>	<b>\$ 54,053</b>	<b>\$ 16,890</b>	<b>\$ 71,075</b>	<b>\$ 2,993,474</b>
<b>Unspent Deferred Capital Contributions (UDCC)</b>					
Balance at August 31, 2021	\$ -	\$ 7,103	\$ -	\$ 7,103	\$ 869,332
Prior period adjustments - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ -</b>	<b>\$ 7,103</b>	<b>\$ -</b>	<b>\$ 7,103</b>	<b>\$ 869,332</b>
Received during the year (excluding investment income)	\$ -	\$ -	\$ -	\$ -	\$ 1,141,186
UDCC Receivable	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer (to) grant/donation revenue (excluding investment income)	\$ -	\$ -	\$ -	\$ -	\$ (191,368)
Investment earnings - Received during the year	\$ -	\$ -	\$ -	\$ -	\$ 19,240
Investment earnings - Transferred to investment income	\$ -	\$ -	\$ -	\$ -	\$ -
Proceeds on disposition of supported capital/ Insurance proceeds (and related interest)	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred from (to) DOC	\$ -	\$ -	\$ -	\$ -	\$ 359,185
Transferred from (to) SDCC	\$ -	\$ -	\$ -	\$ -	\$ (1,000,602)
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>UDCC closing balance at August 31, 2022</b>	<b>\$ -</b>	<b>\$ 7,103</b>	<b>\$ -</b>	<b>\$ 7,103</b>	<b>\$ 1,196,973</b>
<b>Total Unspent Deferred Contributions at August 31, 2022</b>	<b>\$ 132</b>	<b>\$ 61,156</b>	<b>\$ 16,890</b>	<b>\$ 78,178</b>	<b>\$ 4,190,446</b>
<b>Spent Deferred Capital Contributions (SDCC)</b>					
Balance at August 31, 2021	\$ -	\$ 22,247	\$ -	\$ 22,247	\$ 85,207,001
Prior period adjustments - please explain: Reclassification of	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Adjusted ending balance August 31, 2021</b>	<b>\$ -</b>	<b>\$ 22,247</b>	<b>\$ -</b>	<b>\$ 22,247</b>	<b>\$ 85,207,001</b>
Donated tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -
Alberta Infrastructure managed projects				\$ -	\$ 1,455,658
Transferred from DOC	\$ -	\$ -	\$ -	\$ -	\$ 361,097
Transferred from UDCC	\$ -	\$ -	\$ -	\$ -	\$ 1,000,602
Amounts recognized as revenue (Amortization of SDCC)	\$ -	\$ -	\$ -	\$ -	\$ (3,900,732)
Disposal of supported capital assets	\$ -	\$ -	\$ -	\$ -	\$ -
Transferred (to) from others - please explain:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SDCC closing balance at August 31, 2022</b>	<b>\$ -</b>	<b>\$ 22,247</b>	<b>\$ -</b>	<b>\$ 22,247</b>	<b>\$ 84,123,626</b>

**SCHEDULE OF PROGRAM OPERATIONS**  
For the Year Ended August 31, 2022 (in dollars)

REVENUES	2022							2021
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
	ECS	Grades 1 - 12						
(1) Alberta Education	\$ 4,151,158	\$ 50,008,084	\$ 6,920,832	\$ 4,604,866	\$ 2,689,294	\$ 428,315	\$ 68,802,549	\$ 67,068,434
(2) Alberta Infrastructure	\$ -	\$ -	\$ 3,436,572	\$ -	\$ -	\$ -	\$ 3,436,572	\$ 3,303,492
(3) Other - Government of Alberta	\$ -	\$ 1,120,486	\$ -	\$ -	\$ -	\$ -	\$ 1,120,486	\$ 1,259,997
(4) Federal Government and First Nations	\$ 22,034	\$ 538,481	\$ -	\$ -	\$ -	\$ -	\$ 560,515	\$ 356,266
(5) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(6) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Fees	\$ 37,085	\$ 921,471	\$ -	\$ 563,265	\$ -	\$ 5,111	\$ 1,526,932	\$ 1,003,872
(10) Sales of services and products	\$ -	\$ 219,138	\$ -	\$ 7,616	\$ 791	\$ 108,407	\$ 335,952	\$ 183,209
(11) Investment income	\$ -	\$ -	\$ -	\$ -	\$ 222,372	\$ -	\$ 222,372	\$ 105,138
(12) Gifts and donations	\$ -	\$ 179,200	\$ -	\$ -	\$ -	\$ -	\$ 179,200	\$ 169,706
(13) Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,497	\$ 46,497	\$ 20,594
(14) Fundraising	\$ -	\$ 111,952	\$ -	\$ -	\$ -	\$ -	\$ 111,952	\$ 44,089
(15) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(16) Other	\$ -	\$ 5,404	\$ 276,882	\$ -	\$ 46,737	\$ -	\$ 329,023	\$ 146,167
<b>(17) TOTAL REVENUES</b>	<b>\$ 4,210,277</b>	<b>\$ 53,104,216</b>	<b>\$ 10,634,286</b>	<b>\$ 5,175,747</b>	<b>\$ 2,959,194</b>	<b>\$ 588,330</b>	<b>\$ 76,672,050</b>	<b>\$ 73,660,965</b>
<b>EXPENSES</b>								
(18) Certificated salaries	\$ 1,297,269	\$ 28,623,461	\$ -	\$ -	\$ 380,475	\$ 432,792	\$ 30,733,997	\$ 27,824,753
(19) Certificated benefits	\$ 174,397	\$ 6,981,119	\$ -	\$ -	\$ 48,488	\$ 49,829	\$ 7,253,833	\$ 6,189,746
(20) Non-certificated salaries and wages	\$ 1,898,988	\$ 6,546,985	\$ 1,759,737	\$ 145,054	\$ 1,270,111	\$ 10,565	\$ 11,631,440	\$ 10,649,944
(21) Non-certificated benefits	\$ 507,707	\$ 1,774,596	\$ 498,498	\$ 35,583	\$ 292,083	\$ 2,730	\$ 3,111,197	\$ 2,648,477
(22) SUB - TOTAL	\$ 3,878,361	\$ 43,926,161	\$ 2,258,235	\$ 180,637	\$ 1,991,157	\$ 495,916	\$ 52,730,467	\$ 47,312,919
(23) Services, contracts and supplies	\$ 173,320	\$ 5,610,040	\$ 4,906,566	\$ 5,097,589	\$ 673,037	\$ 5,843	\$ 16,466,395	\$ 13,290,838
(24) Amortization of supported tangible capital assets	\$ -	\$ -	\$ 3,900,732	\$ -	\$ -	\$ -	\$ 3,900,732	\$ 3,303,492
(25) Amortization of unsupported tangible capital assets	\$ -	\$ 82,007	\$ 144,350	\$ 2,200	\$ 31,176	\$ -	\$ 259,733	\$ 227,621
(26) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(27) Other interest and finance charges	\$ -	\$ -	\$ -	\$ 37,917	\$ 2,604	\$ -	\$ 40,521	\$ 18,629
(28) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ 34,308	\$ -	\$ -	\$ -	\$ 34,308	\$ -
(29) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>(30) TOTAL EXPENSES</b>	<b>\$ 4,051,681</b>	<b>\$ 49,618,208</b>	<b>\$ 11,244,191</b>	<b>\$ 5,318,343</b>	<b>\$ 2,697,974</b>	<b>\$ 501,759</b>	<b>\$ 73,432,156</b>	<b>\$ 64,153,500</b>
<b>(31) OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 158,596</b>	<b>\$ 3,486,008</b>	<b>\$ (609,905)</b>	<b>\$ (142,596)</b>	<b>\$ 261,220</b>	<b>\$ 86,571</b>	<b>\$ 3,239,894</b>	<b>\$ 9,507,466</b>

**SCHEDULE OF OPERATIONS AND MAINTENANCE**  
For the Year Ended August 31, 2022 (in dollars)

EXPENSES	Custodial	Maintenance	Utilities and Telecomm.	Expensed IMR/CMR, Modular Unit Relocations & Lease Payments	Facility Planning & Operations Administration	Unsupported Amortization & Other Expenses	Supported Capital & Debt Services	2022 TOTAL Operations and Maintenance	2021 TOTAL Operations and Maintenance
Non-certificated salaries and wages	\$ 1,100,240	\$ 506,667		\$ 57,624	\$ 95,206			\$ 1,759,737	\$ 1,732,836
Non-certificated benefits	\$ 321,338	\$ 125,795		\$ 23,591	\$ 27,774			\$ 498,498	\$ 447,272
<b>SUB-TOTAL REMUNERATION</b>	\$ 1,421,578	\$ 632,462	\$ -	\$ 81,215	\$ 122,980			\$ 2,258,235	\$ 2,180,109
Supplies and services	\$ 548,767	\$ 977,294	\$ 85,205	\$ 1,651,428				\$ 3,262,694	\$ 2,250,533
Electricity			\$ 720,383					\$ 720,383	\$ 587,393
Natural gas/heating fuel			\$ 388,373					\$ 388,373	\$ 331,021
Sewer and water			\$ 139,741					\$ 139,741	\$ 89,911
Telecommunications			\$ 3,532					\$ 3,532	\$ 2,564
Insurance					\$ 391,842			\$ 391,842	\$ 607,528
ASAP maintenance & renewal payments							\$ -	\$ -	\$ -
Amortization of tangible capital assets									
Supported							\$ 4,005,960	\$ 4,005,960	\$ 3,326,405
Unsupported						\$ 39,123		\$ 39,123	\$ 35,692
<b>TOTAL AMORTIZATION</b>						\$ 39,123	\$ 4,005,960	\$ 4,045,083	\$ 3,362,097
Interest on capital debt									
Unsupported						\$ -		\$ -	\$ -
Lease payments for facilities				\$ -				\$ -	\$ -
Other interest charges						\$ -		\$ -	\$ -
Losses on disposal of capital assets						\$ 34,308		\$ 34,308	\$ -
<b>TOTAL EXPENSES</b>	\$ 1,970,345	\$ 1,609,756	\$ 1,337,234	\$ 1,732,643	\$ 514,822	\$ 73,431	\$ 4,005,960	\$ 11,244,191	\$ 9,411,156

SQUARE METRES									
School buildings								66,653	\$ 66,653
Non school buildings								2,116	\$ 2,116

**Notes:**

**Custodial:** All expenses related to activities undertaken to keep the school environment and maintenance shops clean and safe.

**Maintenance:** All expenses associated with the repair, replacement, enhancement and minor construction of buildings, grounds and equipment components. This includes regular and preventative maintenance undertaken to ensure components reach or exceed their life cycle and the repair of broken components. Maintenance expenses exclude operational costs related to expensed Infrastructure Maintenance Renewal (IMR), CMR & Modular Unit relocations, as they are reported on separately.

**Utilities & Telecommunications:** All expenses related to electricity, natural gas and other heating fuels, sewer and water and all forms of telecommunications.

**Expensed IMR, CMR & Modular Unit Relocation & Lease Payments:** All operational expenses associated with non-capitalized IMR and CMR projects, modular unit (portable) relocation, and payments on leased facilities.

**Facility Planning & Operations Administration:** All expenses related to the administration of operations and maintenance including (but not limited to) contract administration, clerical functions, negotiations, supervision of employees & contractors, school facility planning & project 'administration', administration of joint-use agreements, and all expenses related to ensuring compliance with health and safety standards, codes and government regulations.

**Unsupported Amortization & Other Expenses:** All expenses related to unsupported capital assets amortization and interest on unsupported capital debt.

**Supported Capital & Debt Services:** All expenses related to supported capital assets amortization and interest on supported capital debt.

**SCHEDULE OF CASH, CASH EQUIVALENTS, AND PORTFOLIO INVESTMENTS**  
For the Year Ended August 31, 2022 (in dollars)

**Cash & Cash Equivalents**

	2022			2021
	Average Effective (Market) Yield	Cost	Amortized Cost	Amortized Cost
Cash	2.85%	\$ 23,096,800	\$ 23,096,800	\$ 23,482,873
Cash equivalents				
Government of Canada, direct and guaranteed	0.00%	-	-	-
Provincial, direct and guaranteed	0.00%	-	-	-
Corporate	0.00%	-	-	-
Other, including GIC's	0.00%	-	-	-
Total cash and cash equivalents		\$ 23,096,800	\$ 23,096,800	\$ 23,482,873

**Portfolio Investments**

	2022			2021	
	Average Effective (Market) Yield	Cost	Fair Value	Balance	Balance
<b>Interest-bearing securities</b>					
Deposits and short-term securities	0.00%	\$ 26	\$ -	\$ 26	\$ 26
Bonds and mortgages	0.00%	-	-	-	-
	0.00%	26	-	26	26
<b>Equities</b>					
Canadian equities	0.00%	\$ -	\$ -	\$ -	\$ -
Global developed equities	0.00%	-	-	-	-
Emerging markets equities	0.00%	-	-	-	-
Private equities	0.00%	-	-	-	-
Pooled investment funds	0.00%	-	-	-	-
	0.00%	-	-	-	-
<b>Other</b>					
#REF!	0.00%	\$ -	\$ -	\$ -	\$ -
#REF!	0.00%	-	-	-	-
#REF!	0.00%	-	-	-	-
#REF!	0.00%	-	-	-	-
	0.00%	-	-	-	-
Total portfolio investments	0.00%	\$ 26	\$ -	\$ 26	\$ 26

**Portfolio investments**

**Operating**

Cost  
Unrealized gains and losses

**Endowments**

Cost  
Unrealized gains and losses  
Deferred revenue

**Total portfolio investments**

	2022	2021
Cost	\$ 26	\$ 26
Unrealized gains and losses	-	-
	26	26
Cost	\$ -	\$ -
Unrealized gains and losses	-	-
Deferred revenue	-	-
	-	-
<b>Total portfolio investments</b>	\$ 26	\$ 26

The following represents the maturity structure for portfolio investments based on principal amount:

	2022	2021
Under 1 year	100.0%	100.0%
1 to 5 years	0.0%	0.0%
6 to 10 years	0.0%	0.0%
11 to 20 years	0.0%	0.0%
Over 20 years	0.0%	0.0%
	<u>100.0%</u>	<u>100.0%</u>

**SCHEDULE 6**

School Jurisdiction Code: 1110

**SCHEDULE OF TANGIBLE CAPITAL ASSETS  
For the Year Ended August 31, 2022 (in dollars)**

Tangible Capital Assets	2022							2021
	Land	Work In Progress*	Buildings	Equipment	Vehicles	Computer Hardware & Software	Total	Total
Estimated useful life			25-50 Years	5-10 Years	5-10 Years	3-5 Years		
<b>Historical cost</b>								
Beginning of year	\$ 1,410,463	\$ 34,308	\$ 132,387,037	\$ 7,273,928	\$ 640,627	\$ 313,443	\$ 142,059,806	136,350,696
Prior period adjustments	-	-	-	-	-	-	-	-
Additions	-	701,753	2,867,788	1,224,667	29,441	93,530	4,917,179	11,395,538
Transfers in (out)	-	-	-	-	-	-	-	-
Less disposals including write-offs	-	(34,308)	-	-	-	-	(34,308)	(5,686,429)
Historical cost, August 31, 2022	\$ 1,410,463	\$ 701,753	\$ 135,254,825	\$ 8,498,595	\$ 670,068	\$ 406,973	\$ 146,942,677	\$ 142,059,806
<b>Accumulated amortization</b>								
Beginning of year	\$ -	\$ -	\$ 47,346,953	\$ 2,702,238	\$ 506,667	\$ 196,016	\$ 50,751,873	51,889,190
Prior period adjustments	-	-	-	-	-	-	-	-
Amortization	-	-	3,362,650	754,281	13,831	29,704	4,160,466	3,531,110
Other additions	-	-	-	-	-	-	-	-
Transfers in (out)	-	-	-	-	-	-	-	-
Less disposals including write-offs	-	-	-	-	-	-	-	(4,668,427)
Accumulated amortization, August 31, 2022	\$ -	\$ -	\$ 50,709,603	\$ 3,456,519	\$ 520,498	\$ 225,720	\$ 54,912,339	\$ 50,751,873
<b>Net Book Value at August 31, 2022</b>	\$ 1,410,463	\$ 701,753	\$ 84,545,223	\$ 5,042,077	\$ 149,569	\$ 181,253	\$ 92,030,338	
<b>Net Book Value at August 31, 2021</b>	\$ 1,410,463	\$ 34,308	\$ 85,040,085	\$ 4,571,691	\$ 133,959	\$ 117,427		\$ 91,307,933

	2022	2021
Total cost of assets under capital lease	\$ -	\$ -
Total amortization of assets under capital lease	\$ -	\$ -

Work in Progress includes \$634,918 for betterments to existing buildings (2021 - \$34,308), \$51,595 for new garage construction (2021 - \$nil), and \$15,240 for fencing (2021 - \$nil).



**SCHEDULE 7**

School Jurisdiction Code: 1110

**SCHEDULE OF REMUNERATION AND MONETARY INCENTIVES  
For the Year Ended August 31, 2022 (in dollars)**

<b>Board Members:</b>	<b>FTE</b>	<b>Remuneration</b>	<b>Benefits</b>	<b>Allowances</b>	<b>Performance Bonuses</b>	<b>ERIP's / Other Paid</b>	<b>Other Accrued Unpaid Benefits (1)</b>	<b>Expenses</b>
Chair Joe Dwyer	1.00	\$26,242	\$5,759	\$0			\$0	\$5,268
Other members	-	\$0	\$0	\$0			\$0	\$0
Gibbons, Irene - Vice Chair	0.80	\$19,525	\$5,705	\$0			\$0	\$4,041
Oatway-McLay, Tasha	1.00	\$22,175	\$6,324	\$0			\$0	\$2,970
Pequin, Janine	1.00	\$24,817	\$6,515	\$0			\$0	\$6,281
Buga, Stacey	0.80	\$19,667	\$5,328	\$0			\$0	\$4,405
Briggs, Cindy	0.80	\$18,692	\$5,301	\$0			\$0	\$3,337
Murray-Elliott, Trish	1.00	\$24,125	\$6,463	\$0			\$0	\$7,523
Jewell, Terry	0.20	\$4,042	\$48	\$0			\$0	\$101
Kohle, Liz	0.20	\$3,709	\$376	\$0			\$0	\$98
Featherley, Misty	0.20	\$3,333	\$1,015	\$0			\$0	\$0
	-	\$0	\$0	\$0			\$0	\$0
	-	\$0	\$0	\$0			\$0	\$0
<b>Subtotal</b>	<b>7.00</b>	<b>\$166,327</b>	<b>\$42,834</b>	<b>\$0</b>			<b>\$0</b>	<b>\$34,024</b>
Name, Superintendent 1	0.80	\$164,288	\$14,990	\$4,931	\$0	\$0	\$19,049	\$436
Name, Superintendent 2	0.20	\$57,174	\$3,819	\$1,500	\$0	\$33,130	\$0	\$0
Name, Superintendent 3	-	\$0		\$0	\$0	\$0	\$0	\$0
Name, Treasurer 1	1.00	\$155,895	\$32,984	\$0	\$0	\$0	\$5,021	\$7,481
Name, Treasurer 2	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name, Treasurer 3	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Name, Other	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Certificated		\$30,512,536	\$7,176,414	\$0	\$0	\$0	\$0	
School based	327.05							
Non-School based	6.00							
Non-certificated		\$11,309,218	\$3,030,358	\$0	\$0	\$0	\$0	
Instructional	209.41							
Operations & Maintenance	42.00							
Transportation	2.00							
Other	18.30							
<b>TOTALS</b>	<b>613.76</b>	<b>\$42,365,438</b>	<b>\$10,301,399</b>	<b>\$6,431</b>	<b>\$0</b>	<b>\$33,130</b>	<b>\$24,070</b>	<b>\$41,941</b>

## **1. AUTHORITY AND PURPOSE**

The Sturgeon School Division (“the Division”) delivers education programs under the authority of the Education Act, 2012, Chapter E-0.3.

The Division receives funding for instruction and support under Education Grants Regulation (AR 120/2008). The regulation allows for the setting of conditions and use of grant monies. The Division is limited on certain funding allocations and administration expenses

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

These financial statements have been prepared in accordance with the Canadian Public Sector Accounting Standards (PSAS). The financial statements have, in management’s opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized below:

### **Basis of Financial Reporting**

### **Valuation of Financial Assets and Liabilities**

The Division’s financial assets and liabilities are generally measured as follows:

<u>Financial Statement Component</u>	<u>Measurement</u>
Cash and cash equivalents	Cost
Accounts receivable	Lower of cost or net recoverable value
Inventories for resale	Lower of cost or net realizable value
Portfolio investments	Fair value and amortized cost
Accounts payable and accrued liabilities	Cost
Debt	Amortized cost

### **Financial Assets**

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations.

Financial assets are the Division’s financial claims on external organizations and individuals, as well as cash and inventories for resale at the year end.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

### Cash and cash equivalents

Cash comprises of cash on hand and demand deposits. Cash equivalents are short-term, highly liquid, investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. Cash equivalents have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term commitments rather than for investment purposes.

### Accounts receivable

Accounts receivable are recognized at the lower of cost or net recoverable value. A valuation allowance is recognized when recovery is uncertain.

### Inventories for resale

Inventories for resale are valued at the lower of cost and net realizable value. Cost is determined on first-in, first-out basis.

### **Liabilities**

Liabilities are present obligations of the Division to external organizations and individuals arising from past transactions or events occurring before the year end, the settlement of which is expected to result in the future sacrifice of economic benefits. They are recognized when there is an appropriate basis of measurement and management can reasonably estimate the amounts.

### Accounts payable and accrued liabilities

Accounts payable and accrued liabilities include unearned revenue collected from external organizations and individuals for which goods and services have yet to be provided.

### Deferred contributions

Deferred contributions include contributions received for operations which have stipulations that meet the definition of a liability per *Public Sector Accounting Standard (PSAS) PS 3200*. These contributions are recognized by the Division once it has met all eligibility criteria to receive the contributions. When stipulations are met, deferred contribution is recognized as revenue in the fiscal year in a manner consistent with the circumstances and evidence used to support the initial recognition of the contributions received as a liability.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Deferred contributions also include contributions for capital expenditures, unspent and spent. Unspent Deferred Capital Contributions (UDCC) represent externally restricted supported capital funds provided for a specific capital purpose received or receivable by the jurisdiction, but the related expenditure has not been made at year-end. These contributions must also have stipulations that meet the definition of a liability per *PS 3200* when spent.

Spent Deferred Capital Contributions (SDCC) represent externally restricted supported capital funds that have been spent but have yet to be amortized over the useful life of the related capital asset. Amortization over the useful life of the related capital asset is due to certain stipulations related to the contributions that require that the Division to use the asset in a prescribed manner.

### Employee Future Benefits

The Division provides certain post-employment benefits including vested and non-vested benefits for certain employees pursuant to certain contracts and union agreements.

The Division accrues its obligations and related costs including both vested and non-vested benefits under employee future benefit plans. Benefits include defined-benefit retirement plans, non-vested and accumulating sick leave, early retirement, retirement/severance, job training and counseling, post-employment benefit continuation, death benefits, and various qualifying compensated absences.

### Environmental Liabilities

#### Liability for Contaminated Sites

Contaminated sites are a result of contamination of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard, being introduced into soil, water, or sediment.

A liability for remediation of a contaminated site may arise from an operation that is either in productive use or no longer in productive use and may also arise from an unexpected event resulting in contamination. The resulting liability is recognized net of any expected recoveries, when all the following criteria are met:

- i. an environmental standard exists.
- ii. contamination exceeds the environmental standard.
- iii. the Division is directly responsible or accepts responsibility.
- iv. it is expected that future economic benefits will be given up; and
- v. a reasonable estimate of the amount can be made

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Other environmental liabilities

Other environmental liabilities, which are not liabilities for contaminated sites under PS 3260 or asset retirement obligations under PS 3280, are recognized when all the following criteria are met:

- i. the Division has a duty or responsibility to others, leaving little or no discretion to avoid the obligation.
- ii. the duty or responsibility to others entails settlement by future transfer or use of assets, or a provision of services at a specified or determinable date, or on demand.
- iii. the transaction or events obligating the Division have already occurred; and
- iv. a reasonable estimate of the amount can be made.

### Debt

Notes, debentures, and mortgages are recognized at their face amount less unamortized discount, which includes issue expenses.

### **Non-Financial Assets**

Non-financial assets are acquired, constructed, or developed assets that do not normally provide resources to discharge existing liabilities, but instead:

- (a) are normally employed to deliver government services.
- (b) may be consumed in the normal course of operations; and
- (c) are not for sale in the normal course of operations.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Tangible capital assets

The following criteria apply:

- Tangible capital assets acquired or constructed are recorded at cost, including amounts directly related to the acquisition, design, construction, development, or betterment of the asset. Cost also includes overhead directly attributable to construction as well as interest costs that are directly attributable to the acquisition or construction of the asset.
- Donated tangible capital assets are recorded at their fair market value at the date of donation, except in circumstances where fair value cannot be reasonably determined, when they are then recognized at nominal value. Transfers of tangible capital assets from related parties are recorded at original cost less accumulated amortization.
- Construction-in-progress is recorded as a transfer to the applicable asset class at substantial completion. Construction-in-progress is not subject to amortization.
- Buildings include site and leasehold improvements as well as assets under capital lease.
- Sites and buildings are written down to residual value when conditions indicate they no longer contribute to the ability of the Division to provide services or when the value of future economic benefits associated with the sites and buildings are less than their net book value. For supported assets, the write-downs are accounted for as reductions to Spent Deferred Capital Contributions (SDCC).
- Buildings that are demolished or destroyed are written-off.
- Tangible capital assets with costs in excess of \$5,000 are capitalized.
- Leases that, from the point of view of the lessee, transfer substantially all the benefits and risks incident to ownership of the property to the Division are considered capital leases. These are accounted for as an asset and an obligation. Capital lease obligations are recorded at the present value of the minimum lease payments excluding executor costs, e.g., insurance, maintenance costs, etc. The discount rate used to determine the present value of the lease payments is the lower of the Division's rate for incremental borrowing or the interest rate implicit in the lease
- Tangible capital assets are amortized over their estimated useful lives on a straight-line basis, at the following rates:

Buildings	25 – 50 years
Vehicles	5 – 10 years
Computer Hardware & Software	3 – 5 years
Equipment	5 – 10 years

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Inventories of supplies**

Inventories of supplies are valued at the lower of cost and replacement cost. Cost is determined on a first-in, first-out basis.

**Prepaid expenses**

Prepaid expenses are recognized at cost and amortized based on the terms of the agreement or using a methodology that reflects use of the resource.

**Operating and Capital Reserves**

Certain amounts, as approved by the Board of Trustees, are internally or externally restricted for future operating or capital purposes. Transfers to and from reserves are recorded when approved by the Board of Trustees. Capital reserves are restricted to capital purposes and may only be used for operating purposes with approval by the Minister of Education. Reserves are disclosed in the Schedule of Net Assets.

**Revenue Recognition**

All revenues are reported on the accrual basis of accounting. Cash received for which goods or services have not been provided by year end is recognized as unearned revenue and recorded in accounts payable and other accrued liabilities.

Endowment contributions, matching contributions, and associated investment income allocated for preservation of endowment capital purchasing power are recognized in the Statement of Operations in the period in which they are received.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Government transfers

Transfers from all governments are referred to as government transfers.

Government transfers and associated externally restricted investment income are recognized as deferred contributions if the eligibility criteria for use of the transfer, or the stipulations together with the Division's actions and communications as to the use of the transfer, create a liability. These transfers are recognized as revenue as the stipulations are met and, when applicable, the Division complies with its communicated use of these transfers.

All other government transfers, without stipulations for the use of the transfer, are recognized as revenue when the transfer is authorized, and the the Division meets the eligibility criteria (if any).

Donations and non-Government contributions

Donations and non-government contributions are received from individuals, corporations, and private sector not-for-profit organizations. Donations and non-government contributions may be unrestricted or externally restricted for operating or capital purposes.

Unrestricted donations and non-government contributions are recognized as revenue in the year received or in the year the funds are committed to the Division if the amount can be reasonably estimated, and collection is reasonably assured.

Externally restricted donations, non-government contributions and realized and unrealized gains and losses for the associated externally restricted investment income are recognized as deferred contributions if the terms for their use, or the terms along with the Division's actions and communications as to the use, create a liability. These resources are recognized as revenue as the terms are met and, when applicable, the Division complies with its communicated use.

In-kind donations of services and materials are recognized at fair value when such value can reasonably be determined. While volunteers contribute a significant amount of time each year to assist the Division, the value of their services are not recognized as revenue and expenses in the financial statements because fair value cannot be reasonably determined.



## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Grants and donations for land

The Division records transfers and donations for the purchase of the land as a liability when received and as revenue when the Division purchases the land. The Division records in-kind contributions of land as revenue at the fair value of the land. When the Division cannot determine the fair value, it records such in-kind contributions at nominal value.

### Investment income

Investment income includes dividend and interest income and realized gains or losses on the sale of portfolio investments. Unrealized gains and losses on portfolio investments that are not from restricted transfers, donations or contributions are recognized in the Statement of Remeasurement Gains and Losses until the related investments are sold. Once realized, these gains or losses are recognized in the Statement of Operations.

### **Expenses**

Expenses are reported on an accrual basis. The cost of all goods consumed, and services received during the year is expensed.

#### Allocation of Costs

- Actual salaries of personnel assigned to two or more programs are allocated based on the time spent in each program.
- Employee benefits and allowances are allocated to the same programs, and in the same proportions, as the individual's salary.
- Supplies and services are allocated based on actual program identification.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Program Reporting

The Division's operations have been segmented as follows:

- **ECS Instruction:** The provision of ECS education instructional services that fall under the basic public education mandate.
- **Grades 1 - 12 Instruction:** The provision of instructional services for Grades 1 - 12 that fall under the basic public education mandate.
- **Operations and Maintenance:** The operation and maintenance of all school buildings and maintenance shop facilities.
- **Transportation:** The provision of regular and special education bus services (to and from school), whether contracted or board operated, including transportation facility expenses.
- **System Administration:** The provision of board governance and system-based / central office administration.
- **External Services:** All projects, activities, and services offered outside the public education mandate for ECS children and students in Grades 1-12. Services offered beyond the mandate for public education must be self-supporting, and Alberta Education funding may not be utilized to support these programs.

The allocation of revenues and expenses are reported by program, source, and object on the Schedule of Program Operations. Respective instruction expenses include the cost of certificated teachers, non-certificated teaching assistants as well as a proportionate share of supplies & services, school administration & instruction support, and System Instructional Support.

### Trusts Under Administration

The Division has property that has been transferred or assigned to it to be administered or directed by a trust agreement or statute. The Division holds title to the property for the benefit of the beneficiary. Trusts under administration have been excluded from the financial reporting of the Division. A summary of Trust balances is listed in Note 11.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Financial Instruments

A contract establishing a financial instrument creates, at its inception, rights, and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The Division recognizes a financial instrument when it becomes a party to a financial instrument contract.

### Measurement Uncertainty

Measurement uncertainty exists when there is a variance between the recognized or disclosed amount and another reasonably possible amount. The preparation of financial statements for a period involves the use of estimates and approximations, which have been made using careful judgment. Actual results could differ from those estimates. Significant areas requiring the use of management estimates relate to the potential impairment of assets and rates for amortization, and estimated employee future benefits recognized/disclosed as \$15,300 in these financial statements, is subject to measurement uncertainty.

## 3. FUTURE CHANGES IN ACCOUNTING STANDARDS

During the fiscal year 2022-23, the Division will adopt the following new accounting standard of the Public Sector Accounting Board:

- **PS 3280 Asset Retirement Obligations**

This accounting standard provides guidance on how to account for and report liabilities for retirement of tangible capital assets. The Division plans to adopt this accounting standard on a modified retroactive basis, consistent with the transitional provisions in PS 3280, and information presented for comparative purposes will be restated. The impact of the adoption of this accounting standard on the financial statements is currently being analyzed.

### 3. FUTURE CHANGES IN ACCOUNTING STANDARDS (continued)

In addition to the above, the Public Sector Accounting Board has approved the following accounting standards, which are effective for fiscal years starting on or after April 1, 2023:

- **PS 3400 Revenue (effective September 1, 2023)**

This standard provides guidance on how to account for and report on revenue, and specifically, it addresses revenue arising from exchange transactions and non-exchange transactions.

- **PS 3160 Public Private Partnerships**

This accounting standard provides guidance on how to account for public private partnerships between public and private sector entities, where the public sector entity procures infrastructure using a private sector partner.

The Division has not yet adopted these two accounting standards. Management is currently assessing the impact of these standards on the financial statements.

### 4. ACCOUNTS RECEIVABLE

	2022			2021
	Gross Amount	Allowance for Doubtful Accounts	Net Realizable Value	Net Realizable Value
Alberta Education - Grants	\$ 15,078	\$ -	\$ 15,078	\$ 4,560
Alberta Education - Capital				\$ 307,225
Alberta Education - (Strategic Engagement	65,035	-	65,035	57,930
Alberta Health Services	44,196	-	44,196	29,111
Alberta Human Services	135,945	-	135,945	19,891
Government of Alberta Ministry				168,826
Federal government	166,954	-	166,954	104,095
First Nations	64,000	-	64,000	27,000
Other	41,224	-	41,224	78,555
Total	<u>\$ 532,433</u>	<u>\$ -</u>	<u>\$ 532,433</u>	<u>\$ 797,193</u>

**5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

	2022	2021
Alberta Education - WMA	\$ 404,334	\$ 1,774,341
Alberta Education - Other	110,307	197,960
Federal government	7,787	579,010
Accrued vacation pay liability	26,415	35,420
Other salaries & benefit costs	33,220	12,143
Other trade payables and accrued liabilities	1,660,494	1,563,288
School Generated Funds, including fees	39,376	69,668
Other unearned fees	466,383	385,321
<b>Total</b>	<b>\$ 2,748,316</b>	<b>\$ 4,617,151</b>

**6. BENEFIT PLANS**

Pension costs included in these statements comprise the cost of employer contributions for current service of employees during the year.

Current and past service costs of the Alberta Teachers Retirement Fund are met by contributions by active members and the Government of Alberta. Under the terms of the Teachers' Pension Plan Act, the Division does not make pension contributions for certificated staff. The Government portion of the current service contribution to the Alberta Teachers Retirement Fund on behalf of the Division is included in both revenues and expenses. For the year ended August 31, 2022, the amount contributed by the Government was \$3,142,330 (2021 - \$2,896,741).

The Division participates in a multi-employer pension plan, the Local Authorities Pension Plan, and does not report on any unfunded liabilities. The expense for this pension plan is equivalent to the annual contributions of \$933,029 for the year ended August 31, 2022 (2021 - \$911,586). At December 31, 2021, the Local Authorities Pension Plan reported a surplus of \$11,922,000,000 (2020 \$4,961,337,000).

The Division provides non-contributory defined benefit supplementary retirement benefits to its executives.

The non-registered supplemental executive retirement plan (SERP) is administered by the Division. The cost of SERP is by the jurisdiction and is actuarially determined using the projected accrued benefit cost method.

**6. BENEFIT PLANS (continued)**

The Division does not have sufficient plan information on the LAPP/MEPP/PSPP/SiPP to follow the standards for defined benefit accounting, and therefore follows the standards for defined contribution accounting. Accordingly, pension expense recognized for the PSPP/LAPP/MEPP/SiPP is comprised of employer contributions to the plan that are required for its employees during the year, which are calculated based on actuarially pre-determined amounts that are expected to provide the plan's future benefits.

Employee future benefit liabilities consist of the following:

	2022	2021
Retirement allowances	-	14,083
Registered supplemental executive retirement plan (SERP)	15,300	34,850
Total	<u>\$ 15,300</u>	<u>\$ 48,933</u>

**7. PREPAID EXPENSES**

	2022	2021
Prepaid insurance	\$ 97,970	\$ 89,895
Other	36,152	20,211
Skyline Athletics	27,062	-
Texthelp	11,277	21,332
Fulcrum Management Solutions	-	12,802
Hapara Inc.	39,425	71,438
Insight	-	13,469
Insignia	-	6,604
Powerschool Group ULC	63,738	8,381
Rally	18,506	14,983
Rycor Solutions INC.	-	13,300
THE LEARNING BAR	-	9,550
Tyler Technologies	-	41,221
UNITED RENTALS	-	39,623
Learning A- Z	-	12,470
Evolution Technology	51,923	-
Ameresco	19,812	-
Follett	16,160	-
Total	<u>\$ 382,025</u>	<u>\$ 375,280</u>

**8. NET ASSETS**

Detailed information related to accumulated surplus is available on the Schedule of Net Assets. Accumulated surplus may be summarized as follows:

	2022	2021
Unrestricted surplus	\$ 6,240,994	\$ 4,942,114
Operating reserves	6,341,158	6,485,483
Accumulated surplus from operations	12,582,152	11,427,597
Investment in tangible capital assets	7,929,445	6,089,357
Capital reserves	4,461,103	4,215,852
Accumulated surplus	<u>\$ 24,972,700</u>	<u>\$ 21,732,806</u>

Accumulated surplus from operations (ASO) include funds of \$387,366 that are raised at school level and are not available to spend at board level. The Division's adjusted surplus from operations is calculated as follows:

	2022	2021
Accumulated surplus from operations	\$ 12,582,152	\$ 11,427,597
Deduct: School generated funds included in accumulated surplus (Note 12)	387,366	532,929
Adjusted accumulated surplus from operations	<u>\$ 12,194,786</u>	<u>\$ 10,894,668</u>

**9. CONTRACTUAL OBLIGATIONS**

	2022	2021
Building projects	\$ -	\$ -
Building leases <sup>(1)</sup>	21,900	15,600
Service providers - Printers & Photocopiers	73,962	189,531
Vehicle Leases	83,364	80,684
Other		-
Total	<u>\$ 179,226</u>	<u>\$ 285,815</u>

<sup>(1)</sup> Building leases: The Division is committed to lease office space on behalf of an affiliated organization to December 31, 2022, from which annual rental of \$21,900 is recovered annually.

**9. CONTRACTUAL OBLIGATIONS (continued)**

Estimated payment requirements for each of the next five years and thereafter are as follows:

	<b>Building Projects</b>	<b>Building Leases</b>	<b>Service Providers</b>	<b>Vehicle Lease</b>	<b>Other</b>
2022-2023	\$ -	\$ 81,900	\$ 73,962	79,417	\$ -
2023-2024	-	106,900	\$ 73,962	33,497	-
2024-2025	-	-	\$ 73,962	33,497	-
2025-2026	-	-	\$ 67,321	33,497	-
2026-2027	-	-	-	29,417	-
Thereafter	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 188,800</b>	<b>\$ 289,207</b>	<b>209,325</b>	<b>\$ -</b>

**10. CONTINGENT LIABILITIES**

National Defense Lease

On December 15, 2000, the Division entered into an agreement with the Minister of National Defense. Under the terms of the agreement, the Division leases land, on which the new Guthrie School is located, from the Minister in the amount of \$1.00 per annum for a period of twenty-five years commencing on September 1, 2000 and continuing until August 31, 2025. The Division has the option to renew the lease for a further twenty-five-year term under the same terms and conditions provided the Division notifies the Minister at least twelve months prior to the expiry of the present lease term of its intention to exercise this option.

Lagoon and Lift Station

The Division has two sites, the sewage lift station at Camilla School in Riviere Que Barre and the lagoon at Namao School, which may require future remediation. Unless such remediation or upgrades occur, there would be no related provision recognized in the financial statements as there is currently no obligation to remediate these sites. The costs of future remediation or upgrades, if any, are unknown currently.

The Division has been named in a statement of claim regarding the Namao Lagoon. No amount has been recognized in the financial statements nor disclosed as such disclosure could impact the outcome.



**11. TRUSTS UNDER ADMINISTRATION**

The Division administers trust funds on behalf of the beneficiaries specified in the agreement or statute. These amounts are held on behalf of others with no power of appropriation and, therefore, are not reported in these financial statements.

At August 31, 2022 trust funds under administration were as follows:

	2022	2021
Deferred salary leave plan	\$ 334	\$ 302
Scholarship trusts	550,341	42,639
<b>Total</b>	<b><u>\$ 550,675</u></b>	<b><u>\$ 42,941</u></b>

**12. SCHOOL GENERATED FUNDS**

	2022	2021
School Generated Funds, Beginning of Year	\$ 532,929	\$ 615,265
Gross Receipts:		
Fees	389,675	52,188
Fundraising	112,036	43,861
Gifts and donations	136,645	144,750
Grants to schools	40,705	-
Other sales and services	189,899	55,488
Total gross receipts	868,960	296,288
Total Related Expenses and Uses of Funds	726,134	19,831
Total Direct Costs Including Cost of Goods Sold to Raise Funds	93,810	291,067
School Generated Funds, End of Year	<b><u>\$ 581,945</u></b>	<b><u>\$ 600,655</u></b>
Balance included in Deferred Contributions	\$ 86,059	\$ 5,620
Balance included in Accounts Payable	\$ 108,520	\$ 69,688
Balance included in Accumulated Surplus (Operating Reserves)	\$ 387,366	\$ 532,929

### 13. RELATED PARTY TRANSACTIONS

Related parties are those entities consolidated or accounted for on the modified equity basis in the Government of Alberta Consolidated Financial Statements. Related parties also include key management personnel in division and their close family members.

All entities that are consolidated in the accounts of the Government of Alberta are related parties of the Division. These include government departments, health authorities, post-secondary institutions, and other School Divisions in Alberta.

	Balances		Transactions	
	Financial Assets (at cost or net realizable value)	Liabilities (at amortized cost)	Revenues	Expenses
<b>Government of Alberta (GOA):</b>				
<b>Alberta Education</b>				
Accounts receivable / Accounts payable	\$ 80,113	\$ 514,641		
Prepaid expenses / Deferred operating contributions	-	2,922,398		
Unspent deferred capital contributions		1,158,676		
Spent deferred capital contributions			2,961,577	
Grant revenue & expenses			62,698,642	
ATRF payments made on behalf of district			3,142,330	
<b>Alberta Health Services</b>	44,196	-	345,653	-
<b>Alberta Infrastructure</b>				
Alberta Infrastructure	-	-	191,368	-
Unspent deferred capital contributions		31,194		
Spent deferred capital contributions		81,139,802	3,245,204	
<b>Human Services</b>	135,945	-	774,833	-
<b>Other:</b>				
Alberta Pension Services Corporation	-	-	-	933,029
<b>TOTAL 2021/2022</b>	<b>\$ 260,254</b>	<b>\$ 85,766,711</b>	<b>\$73,359,607</b>	<b>\$ 933,029</b>
<b>TOTAL 2020/2021</b>	<b>\$ 331,676</b>	<b>\$ 91,885,910</b>	<b>\$75,002,435</b>	<b>\$ 911,586</b>

The Division and its employees paid or collected certain taxes and amounts set by regulation or local policy. These amounts were incurred in the normal course of business, reflect charges applicable to all users and have been excluded from this schedule.

### 14. ECONOMIC DEPENDENCE ON RELATED THIRD PARTY

The Division's primary source of income is from the Alberta Government. The Division's ability to continue viable operations is dependent on this funding.

**15. BUDGET AMOUNTS**

The budget was prepared by the Division and approved by the Board of Trustees on May 26, 2021.

**16. COMPARATIVE FIGURES**

The comparative figures have been reclassified where necessary to conform to the 2021/2022 presentation.

**17. UNAUDITED INFORMATION**

The unaudited schedule of fees and unaudited schedule of system administration were prepared by Division administration and approved by the Board of Trustees. Amounts in these schedules are presented for information purposes only and have not been audited.

**18. SIGNIFICANT EVENT**

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a global pandemic, which continues to spread in Canada and around the world. This pandemic is evolving and the Division continues to respond with public health measures and financial assistance as necessary. The duration and potential impacts of COVID-19 are unknown at this time. As a result, we are unable to estimate the effect of these developments on the financial statements.

**SCHEDULE 8**

**UNAUDITED SCHEDULE OF FEES**  
For the Year Ended August 31, 2022 (in dollars)

	Actual Fees Collected 2020/2021	Budgeted Fee Revenue 2021/2022	(A) Actual Fees Collected 2021/2022	(B) Unspent September 1, 2021*	(C) Funds Raised to Defray Fees 2021/2022	(D) Expenditures 2021/2022	(A) + (B) + (C) - (D) Unspent Balance at August 31, 2022*
<b>Transportation Fees</b>	\$571,056	\$570,000	\$531,719	\$0	\$0	\$531,719	\$0
<b>Basic Instruction Fees</b>							
Basic instruction supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Fees to Enhance Basic Instruction</b>							
Technology user fees	\$3,426	\$20,825	\$3,207	\$0	\$0	\$3,207	\$0
Alternative program fees	\$50,724	\$167,300	\$168,660	\$0	\$0	\$168,660	\$0
Fees for optional courses	\$162,701	\$494,516	\$262,712	\$0	\$0	\$262,712	\$0
Activity fees	\$54,937	\$602,137	\$153,591	\$0	\$0	\$153,591	\$0
Early childhood services	\$0	\$121,600	\$105,690	\$0	\$0	\$105,690	\$0
Other fees to enhance education	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-Curricular fees</b>							
Extracurricular fees	\$13,585	\$334,460	\$219,916	\$0	\$0	\$214,592	\$5,324
Non-curricular travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lunch supervision and noon hour activity fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-curricular goods and services	\$25,205	\$51,923	\$44,891	\$0	\$0	\$44,891	\$0
Other Fees	\$122,238	\$0	\$4,843	\$0	\$0	\$4,843	\$0
<b>TOTAL FEES</b>	<b>\$1,003,872</b>	<b>\$2,362,761</b>	<b>\$1,495,229</b>	<b>\$1</b>	<b>\$0</b>	<b>\$1,489,905</b>	<b>\$5,325</b>

\*Unspent balances cannot be less than \$0

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products", "Fundraising", or "Other revenue" (rather than fee revenue):	Actual 2022	Actual 2021
Cafeteria sales, hot lunch, milk programs	\$0	\$0
Special events, graduation, tickets	\$45,257	\$5,347
International and out of province student revenue	\$0	\$0
Sales or rentals of other supplies/services (clothing, agendas, yearbooks)	\$72,765	\$18,500
Adult education revenue	\$10,360	\$19,800
Preschool	\$3,546	\$0
Child care & before and after school care	\$0	\$122,238
Lost item replacement fee	\$3,645	\$2,870
ATM fees	\$0	\$0
Fundraising	\$48,786	\$43,861
Other (Describe)	\$0	\$0
<b>TOTAL</b>	<b>\$184,359</b>	<b>\$212,616</b>

**SCHEDULE 9**

**UNAUDITED SCHEDULE OF SYSTEM ADMINISTRATION**  
For the Year Ended August 31, 2022 (in dollars)

EXPENSES	Allocated to System Administration 2022			
	Salaries & Benefits	Supplies & Services	Other	TOTAL
Office of the superintendent	\$ 350,623	\$ 20,737	\$ -	\$ 371,360
Educational administration (excluding superintendent)	216,944	19,864	-	236,808
Business administration	933,579	463,081	4,132	1,400,792
Board governance (Board of Trustees)	209,162	126,908	-	336,070
Information technology	-	7,213	-	7,213
Human resources	243,903	7,618	-	251,521
Central purchasing, communications, marketing	36,946	4,298	-	41,244
Payroll	-	-	-	-
Administration - insurance			5,200	5,200
Administration - amortization			41,116	41,116
Administration - other (admin building, interest)			-	-
Other (describe)	-	6,650	-	6,650
Other (describe)	-	-	-	-
Other (describe)	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,991,157</b>	<b>\$ 656,369</b>	<b>\$ 50,448</b>	<b>\$ 2,697,974</b>
Less: Amortization of unsupported tangible capital assets				(\$31,176)
<b>TOTAL FUNDED SYSTEM ADMINISTRATION EXPENSES</b>				<b>2,666,798</b>

REVENUES	2022
System Administration grant from Alberta Education	2,689,294
System Administration other funding/revenue from Alberta Education (ATRF, secondment revenue, etc)	
System Administration funding from others	269,900
<b>TOTAL SYSTEM ADMINISTRATION REVENUES</b>	<b>2,959,194</b>
Transfers (to)/from System Administration reserves	-
Transfers to other programs	-
<b>SUBTOTAL</b>	<b>2,959,194</b>
2021 - 22 System Administration expense (over) under spent	\$292,396



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services

**GOVERNANCE POLICY:** [Policy 220 – Trustee Code of Conduct](#)  
[Policy 221 – Role of the Trustee](#)  
[Policy 225 – Board Responsibility and Conduct](#)  
[Policy 700 – Superintendent of Schools](#)  
[Policy 701 – Board Delegation of Authority](#)  
[Policy 240 – System, School and Program Evaluation](#)

**ADDITIONAL REFERENCE:** [AP810 – Protocol of Reporting Provincial Achievement & Diploma Examination Results](#)  
 Assurance Domains:

- Student Growth and Achievement;
- Teaching and Leading;
- Learning Supports;
- Governance; and
- Local and Societal Context.

**SUBJECT:** Draft Sturgeon Public Schools Annual Education Results Report (AERR) – November 2022

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**PURPOSE:**

For approval. Motion required.

**RECOMMENDED MOTION:**

- a) That the Board of Trustees approve the Sturgeon Public Schools Annual Education Results Report (AERR).

**BACKGROUND:**

Attached for Trustee review is the DRAFT Annual Education Results Report (AERR) for November 2022.

In the past, the Education Plan and the Annual Education Results Report (AERR) were combined into one report. Alberta Education has directed that the two documents be separated; the Education Plan is reviewed and approved in May, and the AERR is reviewed and approved in November. The Division’s Education Plan articulates the Board’s approved outcomes, measures, and strategies to meet Board priorities. Using key insights from the Annual Education Results Report (AERR), the Division’s Education plan directs the work in schools and at the system level.



The Division's Annual Education Results Report (AERR) provides information on results for all required provincial measures and Sturgeon Public Schools' local measures. Division results for 2019/2020 and 2020/2021 Provincial Achievement Tests and Diploma exams are not available to report, and the Diploma Exam results for 2021/2022 only include June results, as no Diplomas were written in January. An overview of the Division's financial results, once approved, will be included in the AERR.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

1. Draft Annual Education Results Report (AERR) – November 2022



**DATE:** November 23, 2022

**TO:** Board of Trustees

**FROM:** Shawna Warren, Superintendent

**ORIGINATOR:** Jonathan Konrad, Deputy Superintendent, Education Services

**GOVERNANCE POLICY:** [Policy 225 – Board Responsibility and Conduct](#)

**ADDITIONAL REFERENCE:** [Policy 105 – Vision, Mission and Values](#)  
[Administrative Procedure 723 – Growth, Supervision and Evaluation of Principals and Vice Principals](#)  
*Leadership Quality Standard*  
*Annual Education Results Report*  
*Education Plan*  
[Assurance Domains – Student Growth & Achievement, Teaching and Leading, Learning Supports and Local and Societal Context](#)

**SUBJECT:** School Presentations – January 2023

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**PURPOSE:**

For approval. Motion required.

**RECOMMENDED MOTION:**

- a) That the Board of Trustees approve the draft schedule for School Presentations to the Board as presented at the November 23, 2022, Public Board meeting.

**BACKGROUND:**

Student learning and achievement are foundational to the work of a school division. Achieving success for all students is dependent on common agreement and understanding around shared responsibility and transparency. To this end, it would benefit the Board of Trustees and school leadership to be provided the opportunity to enter into conversations relative to student achievement, success, and programming.

Administration is recommending a presentation schedule for January 2023; a proposed schedule is attached.

Administration is prepared to respond to questions at the November 23, 2022, Public Board meeting.

**ATTACHMENT(S):**

1. Draft Schedule for School Presentations – January 2023





School Presentations to the Board of Trustees

<b>Monday, January 16, 2023</b>	
9:30 am – 10:00 am	Bon Accord Community School/ Legal Public School
10:00 am – 10:45 am	Sturgeon Heights School
10:45 am – 11:15 am	Lilian Schick School
11:15 am – 11:30 am	<i>Wellness Break (15 minutes)</i>
11:30 am – 12:00 pm	Sturgeon Public Virtual Academy
12:00 pm – 12:30 pm	Learning Centres
12:30 pm – 1:00 pm	École Morinville Public
1:00 pm – 1:30 pm	<i>Lunch (30 minutes)</i>
1:30 pm – 2:15 pm	Sturgeon Composite High School
2:15 pm – 3:00 pm	Redwater School

<b>Monday, January 30, 2023</b>	
9:30 am – 10:00 am	Ochre Park School
10:00 am – 10:45 am	Four Winds Public School
10:45 am – 11:00 am	<i>Wellness Break (15 minutes)</i>
11:00 am – 11:30 am	Landing Trail School
11:30 am – 12:30 pm	Camilla/Colony School
12:30 pm – 1:00 pm	Oak Hill School
1:00 pm – 1:30 pm	<i>Lunch (30 minutes)</i>
1:30 pm – 2:15 pm	Guthrie School
2:15 pm – 2:45 pm	Namao School
2:45 pm – 3:15 pm	Gibbons School

