

- 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 2022-2023 Council of School Councils' Spring Meeting
- 10.2 2022-2023 Fuel Price Subsidy Program
- 10.3 2023-2024 Modular Program Submission

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 November 23, 2022**

Table of Contents

	Resolution #
Approval of Agenda	103
Approval of the Minutes of the Regular Meeting.....	104
New Business	
2021-2022 Draft Audited Financial Statements.....	105
Draft Sturgeon Public Schools Annual Education Results Report (AERR) – November 2022	106
School Presentations – January 2023	107



**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on November 23, 2022**

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
Ms. Shannon Campbell Requa, Director, Education Planning

CALL TO ORDER

The Chair called the meeting to order at 9:00 a.m.

LAND ACKNOWLEDGEMENT

Trustee Stacey Buga read the Land Acknowledgement Statement.

APPROVAL OF AGENDA

#103/2022 – Moved by Ms. Trish Murray-Elliott that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF MINUTES

#104/2022 – Moved by Mrs. Tasha Oatway-McLay that the minutes of the Regular Meeting of October 26, 2022, be approved as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

Audited Financial Statements presentation by Liliana LeVesconte, Associate Superintendent, Corporate Services and Benji Waser, MNP.

REPORTS FROM SENIOR EXECUTIVE

Indigenous Programming Update

Ms. Shannon Campbell Requa, Director, Education Planning, brought forward as information, a memo on Indigenous Programming Update.

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 to 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 a 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 the 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.

Mental Health in Schools Pilot Program

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Mental Health in Schools Pilot Program.

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.

Sturgeon Public Schools Scholarships 2021-2022

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Sturgeon Public Schools Scholarships 2021-2022.

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.

Supplemental Enrolment Growth Grant

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on the Supplemental Enrolment Growth Grant.

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.

Communications Report – October and November 2022

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

Monthly Financial Report – October 2022

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

Monthly IT Report – November 2022

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

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.

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.

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
Direct staffing to schools (K- 12)					
<i>Teachers</i>					
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	
EMPS	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	
Total	5.60	\$103,800.00			\$581,280.00
Direct staffing to schools (K- 12)					
<i>CUPE</i>					
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	
Total	1.58				\$72,440.80
Other					
Human Resources Advisor	\$0.80		\$55,424.00	14-Oct-22	
Total					\$55,424.00
Total Costs					
					\$709,144.80
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, November 8, 2022	\$129,420.00
Total budget remaining					\$220,275.20

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:

- Advocacy Committee Meeting (November 23)
- ASBA PD – Parliamentary Procedures (November 7)
- ASBA Virtual Engagement Session (November 30)
- Audit, Finance, and Human Resources Committee Meeting (November 18)
- Building and Maintenance Committee Meeting (November 9)
- Camilla School Remembrance Day Ceremony (November 4)
- Committee of the Whole Meeting (November 9)
- Joint Transportation Committee Meeting (November 18)

- Policy Committee Meeting (November 23)
- Public Board Meeting (November 23)
- Redwater School Awards Night (November 3)
- Rotary Meetings
- Sturgeon Composite High School Awards Night (November 24)
- Transportation Committee Meeting (November 9)
- Value Scoping Sessions (November 29 & December 1)
- Various Administration Meetings
- Volleyball Final (November 22)

TRUSTEES' REPORTS

Verbal and written reports were provided.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

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

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

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

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

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

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

Trustee Murray-Elliott reported that she attended:

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

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

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

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

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

Meeting recessed for a break at 10:36 a.m.

Meeting resumed at 10:41 a.m.

ADVOCACY COMMITTEE

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

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

AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE

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).

An Audit, Finance and Human Resources Committee meeting is scheduled for December 21, 2022.

BUILDING AND MAINTENANCE COMMITTEE

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 moduls 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 moduls 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 – a meeting was held on November 10, 2022, with the engineering team to evaluate and propose a solution before the end of the year.

A Building and Maintenance Committee meeting is scheduled for December 7, 2022.

POLICY COMMITTEE

A Policy Committee meeting is scheduled for November 23, 2022.

TRANSPORTATION COMMITTEE

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 work plan, 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 Government 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

A Transportation Committee meeting is scheduled for December 7, 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

2021-2022 Draft Audited Financial Statements

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 the unrestricted surplus of \$1,154,555. Revenue for the year was \$76,672,050 while operating expenses were \$73,432,156.

#105/2022 – Moved by Mrs. Tasha Oatway-McLay 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.

CARRIED UNANIMOUSLY

Draft Sturgeon Public Schools Annual Education Results Report (AERR) – 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.

#106/2022 – Moved by Mrs. Janine Pequin that the Board of Trustees approve the Sturgeon Public Schools Annual Education Results Report (AERR).

CARRIED UNANIMOUSLY

School Presentations – January 2023

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 the following presentation schedule for January 2023.

Monday, January 16, 2023	
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

Monday, January 30, 2023	
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

#107/2022 – Moved by Ms. Trish Murray-Elliott 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.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

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

IN CAMERA

#108/2022 – 12:09 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

In camera recessed for lunch at 12:09 p.m.

In camera meeting resumed at 12:24 p.m.

#109/2022 – 1:07 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

ADJOURNMENT

Trustee Tasha Oatway-McLay adjourned the meeting at 1:07 p.m.

Chair

Date

Associate Superintendent,
Corporate Services



Sturgeon
Public Schools
Dare to reimagine learning

Transportation Services

Amy Hebert, Manager
December 21, 2022

Who We Are



AMY HEBERT

Transportation Services, Manager



DONNA CHUBB

Transportation Services, Advisor



Mission

Transportation Services provides safe, dependable and efficient transportation for students. We operate 70 yellow school buses with the help of 18 Contractors and transport over 2,900 students to and from school each day. Our buses travel approximately 9,500 kilometers each day and provide service for 13 school locations.

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.

Transportation Services

Increase in Registration

In the 2022-2023 school year we are transporting 2,900 students, which is 200 more students than in the previous school year. This is occurring with minimal additional kilometers being traveled.

Agreement Renewal

We are currently in the third year of the Student Transportation Agreements. We are working closely with our Contractors to ensure a smooth transition into the new Student Transportation Agreements being created.

Collaboration & Planning

Transportation is focusing on improving relationships with Contractors, schools and stakeholders. We are creating systems to support better communication and clear processes for common situations which may occur!

Challenges faced by Transportation Services

- Balancing parents service expectations and identifying areas of priority.
- Lack of understanding around transportation constraints within the current system.
- Transportation funding is insufficient to provide the current level of services that families expect. We currently provide these supplemental services to support our families:
 - 650 Choice Riders
 - 98 Outside Boundary Riders
 - 60 Supplemental Bus students
 - Specialized transportation services

Parent Supports

- Transportation Services supports parents via phone calls:
 - August: 400 calls
 - September: 360 calls
- Transportation Services receives online applications to create and change transportation requirements:
 - August: 545 applications processed
 - September: 165 applications processed
- The Bus Status App is being fully utilized by Transportation Services
- Website additions have been made such as an FAQ document to better support parents looking for general information.

Contractor Supports

- Inclement weather support
- RFP process and timeline information
- Joint Transportation Committee meetings
- Transportation Handbook
- Emergency Protocols

Thank You



Sturgeon
Public Schools

Dare to reimagine learning



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services

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

ADDITIONAL REFERENCE: Assurance Domain – [Governance](#)

SUBJECT: 2022–2023 Class Size Information Reporting

PURPOSE:

For information.

BACKGROUND:

In September 2019, Alberta Education discontinued the Class Size Information Survey initiative and reporting by school jurisdictions.

Administration continues to track class size data to provide a Division snapshot and trend analysis. Class Size Information is gathered using the same criteria as the previous Alberta Education Class Size Information Survey initiative:

- A class is defined as a group of students with ONE teacher for 50% or more of the instructional time devoted to a subject.
- A multi-grade classroom with one teacher is counted as one class.
- Multi-graded classrooms are included in the higher-grade level. i.e. Grade $\frac{3}{4}$ combined would be included in the 4-6 category.
- Only first semester courses are included in this report.
- Only core courses are included – Language Arts, Social Studies, Math and Science. Irregular classes such as Work Experience and Distance Learning are not included.
- Outreach Programs, the Hutterite Colony and Oak Hill are not included in the report.
- Data reported in this survey is as of **September 29, 2022**. Additional staffing has been added at nearly all sites since the reporting date.

Administration would like to remind the Board of Trustees that class sizes and class targets are a function of the budget process.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

1. 2022 – 2023 Class Size Analysis

2022 - 2023 Class Size Analysis for Sturgeon Public Schools

Core Course Class Size Averages as of September 29, 2022								
Average by Subject Category	K to 3		4 to 6		7 to 9		10 to 12	
	Previous 3yr Average	2022/23	Previous 3yr Average	2022/23	Previous 3yr Average	2022/23	Previous 3yr Average	2022/23
Language Arts	19.72	19.51	23.75	23.75	23.79	25.27	25.45	24.64
Mathematics	19.72	19.13	23.75	23.75	23.89	24.23	22.34	19.53
Social Studies	19.72	19.51	23.75	23.75	24.49	24.45	26.08	28.46
Science	19.44	19.51	23.79	23.79	24.72	24.49	21.46	23.11
Average	19.65	19.41	23.76	23.76	24.22	24.61	23.83	23.93
Board Directed	19.45			26.95		28.95		28.95
Overall Average	19.41			23.76		24.61		23.93
Difference with Board Directed	-0.04			-3.19		-4.34		-5.02
Difference with Previous 3yr Average	-0.23			0.00		0.39		0.10

All data reflects 29 September 2022 counts in schools.

Class size averages do not include French Immersion classes, or Knowledge and Employability classes. These classes are smaller in number and are supported by additional grants other than Base Instruction.



DATE: December 21, 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](#)

ADDITIONAL REFERENCE: Assurance Domain – [Student Growth & Achievement and Learning Supports](#)

SUBJECT: Aboriginal Studies 30 Course

PURPOSE:

For information.

BACKGROUND:

Summer 2022, a new Aboriginal Studies 30 course was developed by two teachers from Sturgeon Composite High School. This course is far more engaging, diverse and teacher-friendly than its predecessor. Many students have indicated an interest in taking Aboriginal Studies 30 as it provides meaningful insight into the history and experience of Indigenous peoples in Canada and can now be used as an entrance requirement for several programs in post-secondary in place of Social Studies 30.

The course uses the Contemporary Issues text and is broken up into 4 themes: Aboriginal Rights and Self Government, Land Claims, People in Canadian Society, and World Issues. The course has been pre-built in both Google Classroom and Hapara workspaces to provide teachers with easy access and to support traditional, face-to-face teaching and online learning.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Superintendent’s Office
Liliana LeVesconte, Associate Superintendent, Corporate Services

GOVERNANCE POLICY: [Policy 310 – Non-Funded Students](#)
[Policy 405 – Budget Development and Transparency](#)

ADDITIONAL REFERENCE: *Education Act: Sections 4(1)(8), 139(1)(2)*
Assurance Domains – [Learning Supports, Governance & Local and Societal Context](#)

SUBJECT: Alberta Education Funding

PURPOSE:

For information.

BACKGROUND:

Late this fall, Alberta Education released information on various additional funding grants available for the 2022-2023 school year. The following additional funds were allocated to Sturgeon Public Schools in November and December 2022.

Learning Loss Disruption Funding

School authorities submitted applications for students in Grades 2 - 4 to access learning disruption funding. The learning disruption funding is intended to provide between 12 and 16 weeks of targeted programming during this school year. Sturgeon Public School Division received \$76,861 for the 2022/2023 school year to support 403 students.

The Division is working on the plan that will best support students this year, but also in the long run, and will introduce resources and programming to support the success of this initiative. The options being considered by school administration are outlined below and will be implemented beginning in January 2023.

Option #1 - Site Based Model

Funding would be allocated to schools to use for resources/staffing for Grades 2-4. Funding is based on the number of students identified as “at risk” from June 2022 data. Funds would vary from approximately \$5,000 and \$17,000. The sustainability of this option relies on continued funding.

Option #2 - Intervention Model

Hire an intervention teacher (or potentially educational assistants) to work throughout the Division to provide intervention directly to students. Time spent in each building would be dependent on the number of students identified as “at risk” based on June 2022 data. The sustainability of this option relies on continued funding.

Option #3 - Capacity Building Model

Hire a teacher coach that would work throughout the Division as an elbow partner to build capacity with classroom teachers around small group instruction. Teachers would then implement targeted interventions within their classrooms. This option creates a sustainable intervention system.

As indicated in the following tables, Alberta Education has significantly reduced support to address the learning loss due to the pandemic disruption, and this reduction of support is likely to continue in the coming years. Learning impacts from the pandemic, however, are likely to be experienced within classrooms for many years to come and any solution or support implemented today should be sustainable for the foreseeable future.

2022/2023 Data

Grade 2 Literacy	Grade 2 Numeracy	Grade 2 Both	Grade 3 Literacy	Grade 3 Numeracy	Grade 3 Both	Grade 4 Literacy	Grade 4 Numeracy	Grade 4 Both	Total
33	75	55	51	28	28	60	30	43	403
163			107			133			403

Total Funding = \$76,861.00 or approximately \$190.73 per student

2021/2022 Data

Grade 1 Literacy	Grade One Numeracy	Grade 2 Literacy	Grade 2 Numeracy	Grade 3 Literacy	Grade 3 Numeracy	Total
134	172	129	93	140	115	783
306		222		255		783

Total Funding = \$379,998.00 or approximately \$485.31 per student

A final report on how this funding impacted student achievement in literacy and numeracy is due to Alberta Education by June 16, 2023.

Alberta School Council Engagement Grant Fund

Through the Alberta School Council Engagement Grant, each school council received \$500 to better support individual school councils and strengthen engagement with parents. This could include creating more school events that involve parents and developing a broader range of tools to communicate with them. Sturgeon Public Schools received \$7,000 this year and was allowed to carry forward the balance of \$5,416.19 from last year, to be spent during the current year. Each school will work directly with the school councils to identify learning opportunities such as workshops and customized services, to increase the capacity of the school council members.

Mental Health in School Pilot Programs

Sturgeon Public Schools has been approved to receive \$617,000 under the Mental Health in School Pilot Program. The program is intended to run until December 2024 and is part of Alberta's comprehensive and layered approach to supporting student mental health in new and innovative ways. The Division is in the process of reviewing and signing the grant agreement and developing an execution plan.



French as a Second Language (French Learner Participation)

The Division qualified for the French as a Second Language Grant and received \$48,362.41, to offer courses under Sections 17 & 18 of the Education Act, in alignment with the hours of instruction, and the number of students in the program.

Funding to Support Ukrainian Students

School authorities that have accepted students arriving from Ukraine have been allocated a grant rate of \$5,500 per eligible student to provide language, social and educational supports. Funding allocations are based on Ukrainian students who were enrolled and identified on the September count date. Sturgeon Public School Division had 10 Ukrainian students registered in SPS schools on the September count date.

Ukrainian students entering the education system between October 2022 and March 1, 2023, will be eligible for 50 per cent of the grant on the March count.

To support Ukrainian students within Sturgeon Public Schools, the Division has hired two language support Educational Assistants that will work directly with Ukrainian students and support families to engage with schools and community supports.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Superintendent’s Office

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

ADDITIONAL REFERENCE: [AP525 – Counselling Services](#)
[AP711 – Welcoming Inclusive, Safe and Healthy Environments](#)
[AP716 – Healthy School Communities](#)
Assurance Domains – Learning Supports, Governance & Local and Societal Context

SUBJECT: Mental Health Service Classrooms Update

PURPOSE:

For information.

BACKGROUND:

At the August 24, 2022, Public Board Meeting, the Superintendent shared information about Mental Health Service Classrooms coming to Sturgeon in February 2023.

Background - On July 28, 2022, the Government of Alberta announced an additional investment of \$87 million over three years to enhance child and youth addiction and mental health supports and pediatric rehabilitation services. This new funding will enhance the wide variety of supports and services already available in schools.

An investment of \$14 million per year for three years will integrate and expand child and youth recovery-oriented addiction and mental health supports in schools and communities. Child, Adolescent and Family Mental Health (CASA), along with other partners, is supporting the development of a school-based services model to integrate and expand access to addiction and mental health services for children and youth from elementary to high school. The integrated services model will offer clear connections to existing community resources to make it easier for Alberta’s families and children to access the services they need.

Sturgeon Public School Division, Edmonton Public School Division and Edmonton Catholic School Division were selected to participate in the mental health in schools project, which will see \$10 million per year for 2022/2023 and 2023/2024 to launch the delivery of new and innovative supports and services through collaboration between community mental health providers and school authorities.

Originally, CASA had chosen Sturgeon Composite High School and Four Winds Public School as the sites to launch Mental Health Services Classrooms beginning February 2023, however, due to increased enrolment at Four Winds and lack of space, the program is now going to be moved to Gibbons School. Gibbons School was the alternate choice in the original proposal.



CASA's plan for mental health services in classrooms will include:

- Embedded classroom teams with a mental health therapist, classroom behavioural therapist, and psychiatrist. Support teams with a social worker, nurse, assessment psychologist, occupational therapist, and speech and language therapist.
- Ongoing services will include: evaluation and assessments to inform care plans; individual and group therapy; medication trials and management; family therapy and parenting support; and consultation, education, observation, and recommendations for transitions.

Sturgeon Public Schools is honoured to be selected to partner with CASA to bring mental health services closer to Sturgeon Public students and families.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

1. Letter to Stakeholders CASA Classrooms



December 2, 2022

Hello,

I am writing to provide you with information on the Government of Alberta's recent announcement regarding the additional investment of \$87 million over three years for child and youth health supports under the Child and Youth Health Services Initiative. This funding includes \$14 million annually to enhance addiction and mental health supports for children and youth, including students, in the province. Please find attached frequently asked questions and a fact sheet about the addiction and mental health component of this initiative for your information. The annual investment of \$14 million is being allocated to CASA Child, Adolescent and Family Mental Health and the Calgary Police Youth Foundation (CPYF) to implement recovery-oriented, school-based supports in high priority communities across the province.

CASA will be implementing new and expanded specialized clinical services, including CASA Classroom Teams that will be supported by a team consisting of a mental health therapist, psychiatrist or physician with mental health training, and a classroom behavioural specialist, and supported by an allied health team of a nurse, social worker, educational psychologist, speech and language therapist and occupational therapist.

The CPYF will be implementing an expansion of its Integrated Schools Support Program (ISSP), which is a comprehensive health model that provides children and youth with prevention and early intervention supports in elementary schools. These supports include access to a mental health professional, as well as other community supports such as meal programs, after school care, and structured physical education based on resources in the school community.

This initiative also includes improving access to mental health and additional services for communities across the province by supporting additional mental health pathways through Alberta 211 and other community networks so that children, youth and families can more easily connect to existing services and resources in the community.

The CASA Classroom Teams and ISSP will be implemented in select high priority communities across the province over the next two years. Planning for the initial communities in the Edmonton and Calgary Zones is underway and we may be reaching out to you to discuss opportunities or to solicit your advice regarding the implementation of these new supports. Final decisions on selected communities will be made by the Ministry of Mental Health and Addiction (formerly Alberta Health) and Alberta Education.

We look forward to working with new and existing partners on this important initiative.

Sincerely,

Dena Pedersen

Dena Pedersen, Clinical Director

Enclosures:

CYHSI FAQ

Overview of CASA CT ISSP

FACT SHEET

DESCRIPTION OF ISSP AND CASA CLASSROOM TEAMS

BACKGROUND

Child and Youth Health Services Initiative Funding: Addiction and Mental Health

The Ministry of Mental Health and Addiction (formerly Alberta Health) announced \$87 million over three years to expand and improve the accessibility of child and youth mental health and addiction services and pediatric rehabilitation supports through a new initiative, the Child and Youth Health Services Initiative (CYHSI).

Almost half of this funding includes an annual investment of \$14 million which will go towards integrating and expanding child and youth recovery-oriented addiction and mental health supports in schools and communities. These supports include the introduction of new and expanded clinical services and supports, including CASA Classroom Teams, to be implemented by CASA Child, Adolescent and Family Mental Health and the expansion of the Calgary Police Youth Foundation's Integrated School Support Program (ISSP).

Initial implementation will commence in the Edmonton and Calgary Zones, as part of the plan to scale up and expand these services across the province over the next two years.

CASA Classroom Teams

CASA's Classroom Teams support students with intensive or specialized treatment needs who require more help to succeed than a regular classroom with added mental health supports can provide.

CASA Classroom Teams will be supported by a team consisting of a mental health therapist, psychiatrist and classroom behavioral specialist, with support from an allied health team of a nurse, social worker, educational psychologist, speech and language therapist and occupational therapist.

The Classroom Teams are designed as a 'step down' service from more intensive supports, such as residential treatment, and a 'step up' service from what is currently offered in some schools. The classroom-based services will be available to students in a geographic area from a range of school authorities and not just a particular school community.

Initial Classroom Teams are expected to begin operations by February 2023.

Integrated School Support Program (ISSP)

ISSP is a comprehensive health model that provides children in elementary schools with prevention and early intervention wraparound supports such as meal programs, after school care, structured physical education, access to a mental health professional, and other community supports including police, social workers and health care professionals.

The new investment will fund mental health professionals in the ISSP. The other supports in the program will be provided by the school/community based on existing or new resources.

The initial expansion of ISSP programming is anticipated to be in place by fall 2022. The ISSP supports children in schools that are located in higher need communities.

Child and Youth Health Services Initiative Funding: Addiction and Mental Health

The Ministry of Mental Health and Addiction (formerly Alberta Health) announced \$87 million over three years to expand and improve the accessibility of child and youth mental health and addiction services and pediatric rehabilitation supports through a new initiative, the Child and Youth Health Services Initiative (CYHSI).

Almost half of this funding includes an annual investment of \$14 million which will go towards integrating and expanding child and youth recovery-oriented addiction and mental health supports in schools and communities. These supports include the introduction of new and expanded clinical services and supports, including CASA Classroom Teams, to be implemented by CASA Child, Adolescent and Family Mental Health, and the expansion of the Calgary Police Youth Foundation's Integrated School Support Program (ISSP).

Questions and Answers:

How is this funding being allocated?

Child and Youth Health Services Initiative (CYHSI) funding is allocated over the next three years as follows:

- \$15 million annually to enhance pediatric rehabilitation services and programs. For more information, visit ahs.ca/pedrehab.
- \$14 million annually to enhance recovery-oriented school-based mental health and addiction supports and services.
 - \$10 million annually is being provided to CASA to support the introduction of new and expanded clinical mental health services and supports for school-aged children and youth, most notably CASA Classroom Teams.
 - \$4 million annually is supporting the expansion of the Calgary Police Youth Foundation's (CPYF) ISSP to provide school-based prevention supports for children and youth in elementary schools, including access to a mental health professional.

What services will be provided through CASA Classroom Teams?

CASA Classroom Teams will support students with intensive or specialized treatment needs who require more help to succeed than a regular classroom with added mental health supports can provide.

Mental health classrooms will be supported by a team consisting of a mental health therapist, psychiatrist and classroom behavioral specialist, with support from an allied health team of a nurse, social worker, educational psychologist, speech and language therapist and occupational therapist.

The classroom teams are designed as a 'step down' service from more intensive supports, such as residential treatment, and a 'step up' service from what is currently offered in some schools. The classroom-based services will be available to students in a geographic area from a range of school authorities and not just a particular school community.

Are CASA Classroom Teams currently operating in Alberta?

Although CASA has existing experience and success in the delivery of mental health services to students, the concept of bringing coordinated clinical mental health supports to community classrooms is new and innovative. Initial classrooms are expected to begin operations by February 2023.

What services will be provided through ISSP?

ISSP is a comprehensive health model that provides children in elementary schools with prevention and early intervention wraparound supports such as meal programs, after school care, structured physical education, access to a mental health professional, and other community supports including police, social workers and health care professionals.

The ISSP supports children in schools that are located in higher need communities.

The new investment will fund mental health professionals in the ISSP. The other supports in the program will be provided by the school/community based on existing or new resources.

Is ISSP currently operational in Alberta?

Yes, ISSP has been operating successfully in two schools in Calgary and will be expanding provincially with this funding.

When will the ISSP expansion and CASA Classroom Teams become operational?

The initial expansion of ISSP programming is anticipated to be in place by fall 2022 and CASA Classroom Teams by February 2023 for the initial implementation phase of this initiative.

What communities will these CASA Classroom Teams and ISSP be available in?

The CASA Classroom Teams will initially be established in the Edmonton zone, and planning is underway for the Calgary and Central zones, followed by North and South zones.

The ISSP is currently operating in Calgary. The program will be initially expanded within the Calgary zone, as part of the plan to scale up and expand these services across the province over the next two years.

It is anticipated that the ISSP and the CASA Classroom Teams will be expanded to all zones in the province by September 2024.

How were communities and schools selected to receive CASA Classroom Teams or the ISSP?

Communities were selected based on identified need that was informed, in part, by data from government ministries and others. A provincial implementation committee was established by the Ministry of Mental Health and Addiction to support the identification of potential communities.

Provincial Implementation Committee partners include:

- Ministries of Education, Children’s Services, Seniors, Community and Social Services, and Justice
- CASA Child, Adolescent and Family Mental Health
- Calgary Police Youth Foundation
- Alberta 211 (Canadian Mental Health Association, Edmonton Region)
- Alberta Health Services
- Central Alberta Child Advocacy Centre and;
- Kickstand.

CASA and CPYF will work collaboratively with school authorities to identify schools within the selected high priority communities.

Impact of CASA Classroom Teams and ISSP

How many children and youth will school-based supports help annually?

It is anticipated that 8,000 children, youth and families will be supported annually in addition to those already being served by ISSP and CASA.

How will these school-based supports improve health system navigation?

These services are a key part of an integrated service delivery model that strengthens and supports clear and accessible pathways so that children, youth and families can easily navigate and connect to the services they need.

Improving mental health pathways will also increase awareness and knowledge of mental health and addiction supports through Alberta 211 and other community networks, as well as ensure 'warm referrals' to services and support smooth transitions between services.

How will these school-based supports address increased mental health service wait times caused by the COVID-19 pandemic?

This initiative supports the introduction of new services and the expansion of existing services and supports in the province to help meet the increased demand for service.

It will also support enhancing existing local capacity through training, tools and resources, thereby enabling children and youth to access services closer to home.

The expansion of services will align with other recently announced provincial initiatives, including virtual and in-person counselling services through [Family Resource Networks](#) and [Counselling Alberta](#), as well as Education's new funding for [Mental Health in Schools Pilot Project](#) to improve the delivery of mental health supports and services for students, and tools training and resources for the school community.

Will rural Albertans be supported through school-based supports?

Yes, the ISSP and CASA Classroom Teams will be implemented in all zones across the province, and include rural communities.

Will these school-based services support high need groups such as Indigenous communities?

Yes, programming includes targeted supports for under served youth populations, such as youth who are in care, homeless, Indigenous, LGBTQ2S+ and new to Canada.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Liliana LeVesconte, Associate Superintendent, Corporate Services

GOVERNANCE POLICY: [Policy 405 – Budget Development and Transparency](#)
[Policy 500 - Transportation](#)

ADDITIONAL REFERENCE: *Education Act: Sections 139(1)(2), 143, 180, 183, 184*
Education Act: Sections 7(1), 4(1)(8), 59(1)
School Transportation Regulation AR96/2019
Assurance Domain - [Governance](#)

SUBJECT: Transportation Review 2023-2024 – 2.4km Choice Rider

PURPOSE:

For information.

BACKGROUND:

Transportation Services is reviewing the walk boundary for student pick-ups/drop-offs within 2.4km or less from the school of attendance. Any students who reside within 2.4km of their designated school are ineligible for transportation funding from Alberta Education, and the fees collected from families are only a fraction of what the program needs to run within the transportation funding portfolio. Beginning the 2023-2024 school year, students will be required to follow the application process for the Choice Rider, and transportation will not be guaranteed until such time an assessment of the route and the costs thereof are determined. This process is likely to affect Four Winds, Gibbons, and Redwater Schools, Grades 5–9, and only where it is safe to do so.

Implementing this walk boundary for unfunded students (those who live inside 2.4km) will provide Transportation Services the opportunity to ensure transportation can be offered without impacting the safety and cost to the students who we receive funding for.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services
Lauren Walter, Manager, Marketing & 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 – December 2022

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 for December 2022 is included for Trustee information.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

1. Communications Report – December 2022

Board Memorandum

November & December,
2022



**Sturgeon
Public Schools**

Dare to reimagine learning

Communications
Report

Marketing Goals

As outlined in the 2022/23
Communications Plan



1. SPS BLOG/NEWSLETTER

The blog/newsletter will be used to update parents—as well as the greater community—on the positive things that are happening in the division, such as:

1. Events
2. News
3. Award Wins
4. Projects
5. Initiatives



2. TRADITIONAL MEDIA

The aim of this year's Communication Plan is to build connection with other media organizations in our community. Each month, stories will be submitted to Sturgeon County—as well as each Town Administration—highlighting exciting news about our schools. Having local organizations circulate our success stories will contribute to our positive community reputation, while simultaneously promoting our programs.



3. WEBSITE UPDATES

The website will be updated so that the format and content are concise, informative, and user friendly. A particular area of improvement will be the individual school sites—which will be made more uniform and easy for current and prospective parents to navigate.

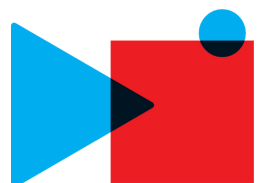


4. SOCIAL MEDIA

The goal of our social media is to be more engaging and innovative than ever before. We will post photo and video content daily that:

- A) Reflects our Core Values
- B) Is Engaging
- C) Follows Current Social Media Trends
- D) Utilizes Algorithmic Patterns to Reach a Large Audience

The social media platforms we will be utilizing are:



Communications in November & December has been focused on:

- The creation of our Division Newsletter: Sturgeon Public Scoop! An important part of our Communications Plan for the year was to improve external communication, and ensure that our families feel well informed. Our monthly Newsletter includes: important information and updates from the Division, a monthly breakdown of upcoming events and deadlines, good news and stories from our schools, a sports section, student of the month, and more.

Aligns with Marketing Goal 1

[View this email in your browser](#)



Sturgeon Public Scoop

November 2022 Edition

December at a Glance

In the upcoming weeks, here is what you need to know:

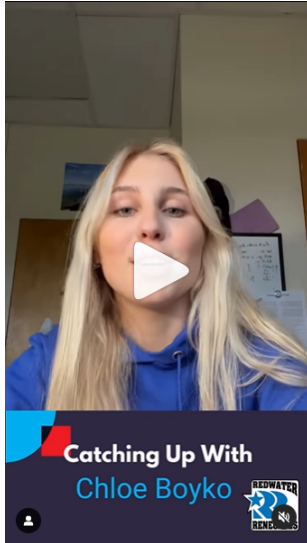


[Show me the November Edition of the Newsletter](#)

Communications in November & December has been focused on:

- Celebrating the academic, athletic, and community involvement achievements of our high school students. Videos were shared on social media, as well as in our Newsletter, that featured our students speaking to their achievements, and how our school communities played a role in their success.

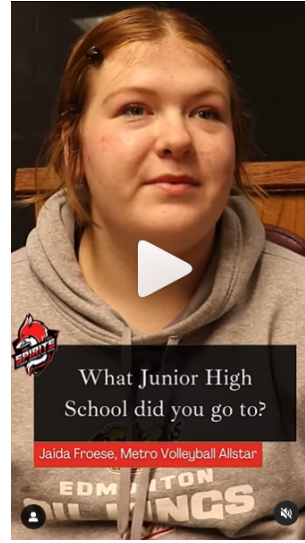
Aligns with Marketing Goals 1 & 4



Show me



Show me



Show me

- Promoting our extensive and diverse programming. Videos and photos were circulated on our social media, on our website, and in our Newsletter that showcased the different types of student learning occurring in our programs and academies.

Aligns with Marketing Goals 1 & 4



Show me



Show me

Communications in November & December has been focused on:

- Showcasing our community involvement and engagement. As a follow up to our September video on Borscht making, we created a video documenting the Christmas cookie making at Ochre Park School through the Generations United program. Additionally, in our Newsletter, a story was included that detailed how Morinville Youth Basketball donated a basketball hoop to École Morinville Public School.

Aligns with Marketing Goals 1 & 4



Show me



Show me

Sturgeon Public in the Media

Aligns with Marketing Goal 2

- November 28, 2022 — Sturgeon Composite High School Holds Awards Night
[Morinville News](#)
- November 22, 2022 — Results for local teams in provincial semifinals
[Fort Sask Online](#)
- November 3, 2022 — Pumpkin Carving Extravaganza at Redwater School
[The Redwater Review](#)

Upcoming Events

- National Ribbon Skirt Day -- January 4th



DATE: December 21, 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: [AP 415 - Fiscal Reporting](#)
Education Act: Sections 139(1)(2), 143, 180, 183, 184
Assurance Domain - [Governance](#)

SUBJECT: Monthly Financial Report– November 2022

PURPOSE:

For information.

BACKGROUND:

The Board Financial Report for November 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.*”

Effective this Fall, Alberta Education reverted to reporting Pre-K and K combined in one category – ECS. This change affected how the Division codes expenses, requiring staff to separate Kindergarten expenses from 1-12 and combining Kindergarten with Pre-Kindergarten. This transition requires a significant amount of code corrections which will be completed before next month’s reporting. Due to this change, this month only, the reporting of Instruction Pre-K to 12 is together in one column.

As of the end of November 2022, the Division’s surplus is \$794k, due to:

- new unbudgeted grants being released (Dual Credit Programming, Learning Disruption, Alberta School Council Enhancement Grant, Fuel Subsidy, French Language Learner, Ukrainian Students, and Student Enrolment Growth);
- the collection of school and transportations fees taking place at the beginning of the year, difficulties in hiring the budgeted school staff; and
- higher than budgeted interest revenue on deposit accounts.

When excluding the above noted variances, there is a deficit of \$676k, as opposed to \$584k as planned. This gap is only temporary, as most of the expenses are spent over the first 10 months of the year, as opposed to 12 equal installments.

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

- Pre-K -12
 - Revenues are higher than budgeted by 1.91% mainly due to additional unbudgeted grants and fees collected at the beginning of the year;



- Expenses are tracking close to budget, but are anticipated to start exceeding the targeted budget as we proceed to spend the new grants; and
- The Division does expect most of the deficit to start shifting in the Instruction category, while the other Operating Programs will come closer to breaking even.

- Operations & Maintenance
 - Revenue is higher than anticipated by 0.63% due to an unbudgeted annual lease grant for the Legal Public School of \$85,000; and
 - Expenses are slightly below budget mainly due to the timing of insurance invoice payments, and higher costs for utilities during the upcoming winter months.

- Transportation Services
 - Revenue is higher than budgeted by 8.69% mainly due to transportation fees being collected at the beginning of the school year; and
 - Expenses are higher by 2.01% due to the majority of contractor costs being paid over 10 months.

- System Administration
 - Revenue is higher than budgeted by 7% due to additional interest earned on deposit accounts. Interest is already 45% over budget; and
 - Expenses are lower than budgeted by 1.66% mainly due to the timing of expenses such as services and contracts.

- External Services
 - Revenues are lower than budgeted by 5.15% due to budgeting of one too many secondments; and
 - Expenses are lower than budgeted by 8.83% due to budgeting one too many secondments and lower than budgeted supplies and services.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

1. November 2022 Monthly Financial Report

The Sturgeon School Division
2022-2023 School Year

As At November 30, 2022
Target Percent 25%

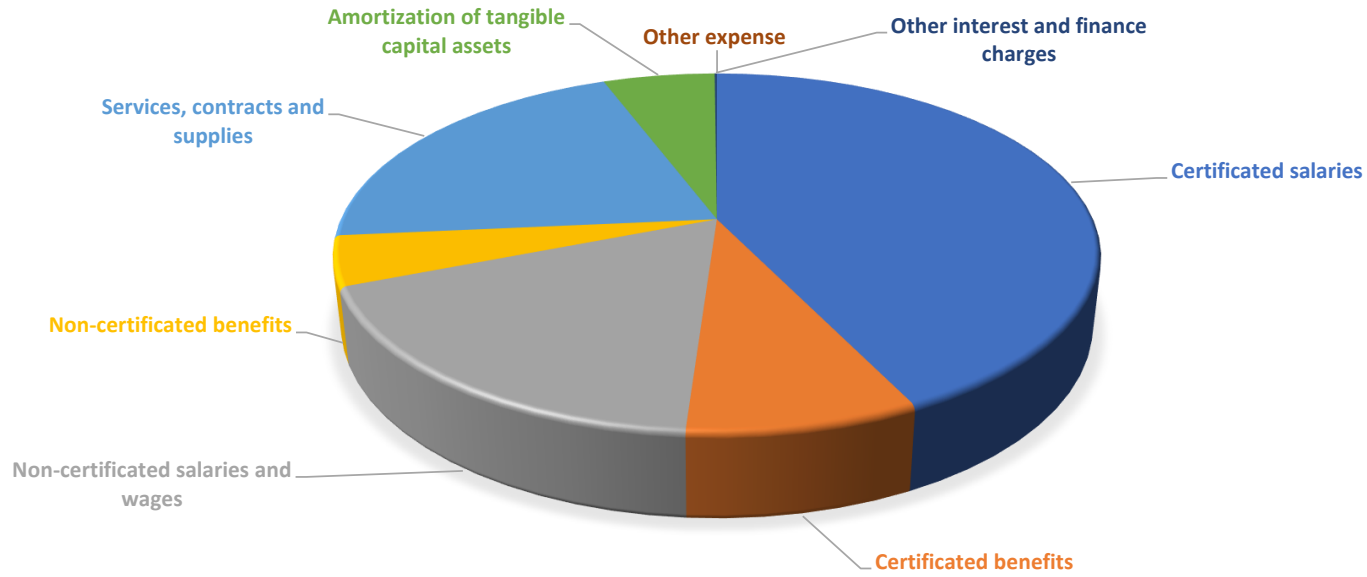
REVENUES	Instruction Pre-K to Grade 12	Operations & Maintenance	Transportation	System Administration	External Services	TOTAL
Alberta Education	\$ 13,856,173	\$ 1,382,342	\$ 1,235,126	\$ 672,055	\$ 63,518	\$ 17,209,213
Alberta Infrastructure & Amortization	\$ 6,149	\$ 986,786				\$ 992,935
Other - Government of Alberta	\$ 266,860					\$ 266,860
Federal Government and First Nations	\$ 203,754					\$ 203,754
Fees	\$ 542,310		\$ 682,376		\$ -	\$ 1,224,686
Sales of services and products	\$ 89,922		\$ 950	\$ 835	\$ 22,244	\$ 113,951
Investment income				\$ 222,798		\$ 222,798
Gifts and donations	\$ 123,275					\$ 123,275
Rental of facilities	\$ 37,241	\$ 25,734			\$ -	\$ 62,974
Fundraising	\$ 62,538					\$ 62,538
Other	\$ 160	\$ 12,450	\$ -			\$ 12,610
TOTAL REVENUES	\$ 15,188,382	\$ 2,407,312	\$ 1,918,451	\$ 895,687	\$ 85,762	\$ 20,495,595
Approved Budget Revenues	\$ 56,446,770	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 432,098	\$ 74,653,111
Percent Collected of Budget Received	26.91%	25.91%	33.69%	32.11%	19.85%	27.45%

EXPENSES

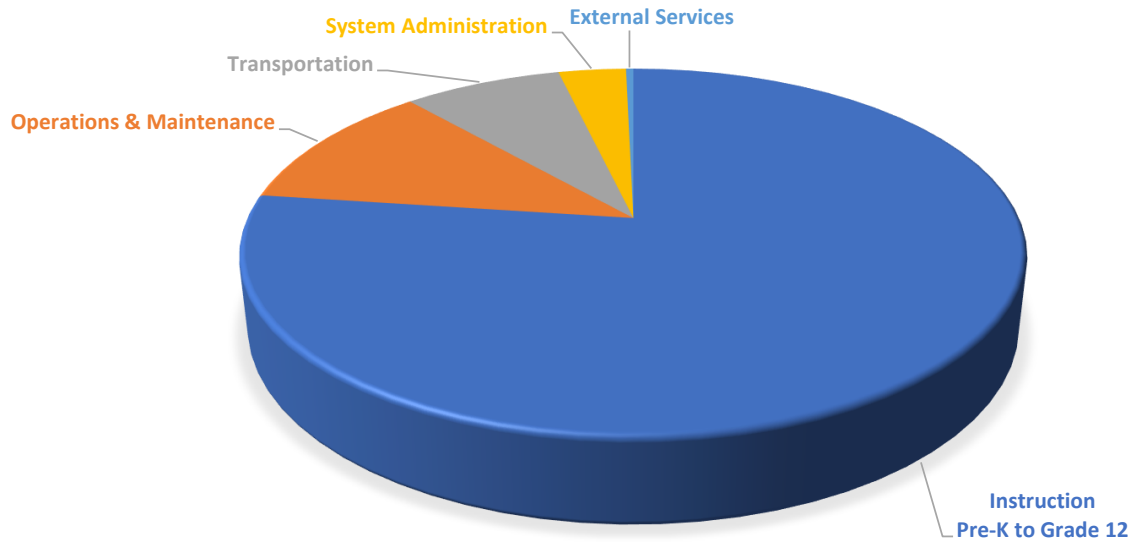
Certificated salaries	\$ 8,269,107			\$ 89,450	\$ 66,037	\$ 8,424,594
Certificated benefits	\$ 1,628,181			\$ 5,552	\$ 5,838	\$ 1,639,571
Non-certificated salaries and wages	\$ 2,654,831	\$ 524,577	\$ 36,452	\$ 323,784		\$ 3,539,645
Non-certificated benefits	\$ 662,163	\$ 137,704	\$ 9,046	\$ 75,429		\$ 884,342
Services, contracts and supplies	\$ 1,870,599	\$ 565,716	\$ 1,488,044	\$ 153,764		\$ 4,078,123
Amortization of tangible capital assets	\$ 88,022	\$ 1,016,788	\$ 550	\$ 7,793		\$ 1,113,154
Other interest and finance charges	\$ 17,441		\$ 4,048			\$ 21,489
Other expense						\$ -
TOTAL EXPENSES	\$ 15,190,345	\$ 2,244,785	\$ 1,538,141	\$ 655,772	\$ 71,875	\$ 19,700,917
Approved Budget Expenses	\$ 58,784,742	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 432,098	\$ 76,991,083
Percent Spent of Budget	25.84%	24.16%	27.01%	23.51%	16.63%	25.59%

OPERATING SURPLUS (DEFICIT)	\$ (1,963)	\$ 162,527	\$ 380,311	\$ 239,915	\$ 13,888	\$ 794,677
------------------------------------	------------	------------	------------	------------	-----------	------------

ACTUAL EXPENSES BY OBJECT



ACTUAL EXPENSES BY PROGRAM





ATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services
Robert Litchfield, Director, Technology Services

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

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

SUBJECT: Monthly IT Report – December 2022

PURPOSE:

For information.

BACKGROUND:

Sturgeon Public Schools has welcomed a new Technology Services Director, Robert Litchfield. Robert comes with a wealth of experience, most recently directing technology services for the TELUS World of Science. In November and early December, the Technology Services team has focused on classroom technology setup and student used devices in school.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

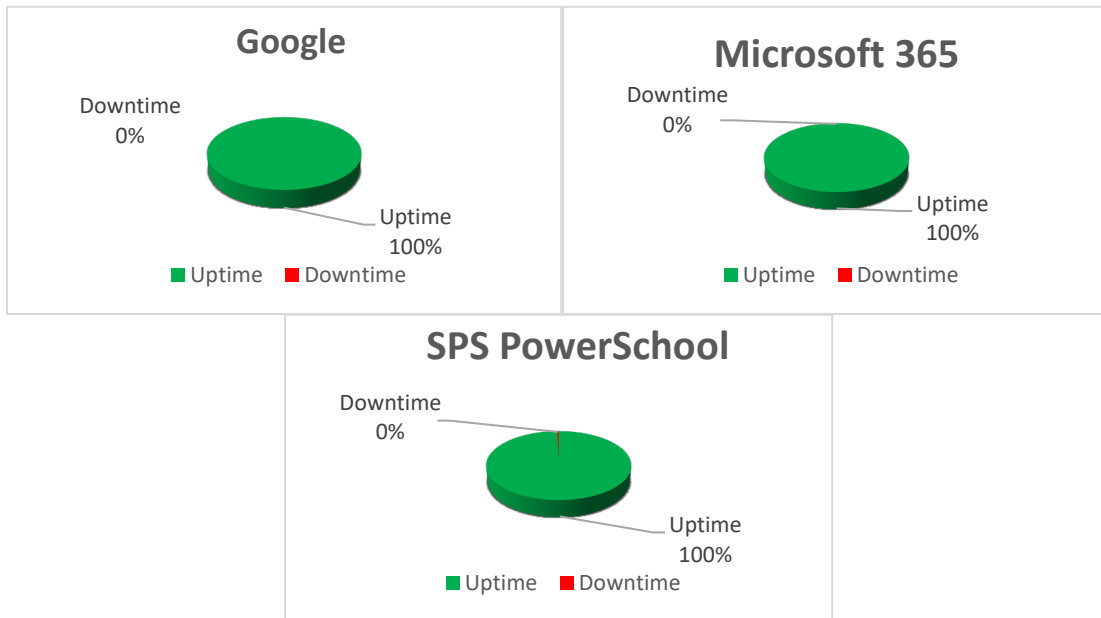
ATTACHMENT(S):

1. Monthly IT Report – December 2022

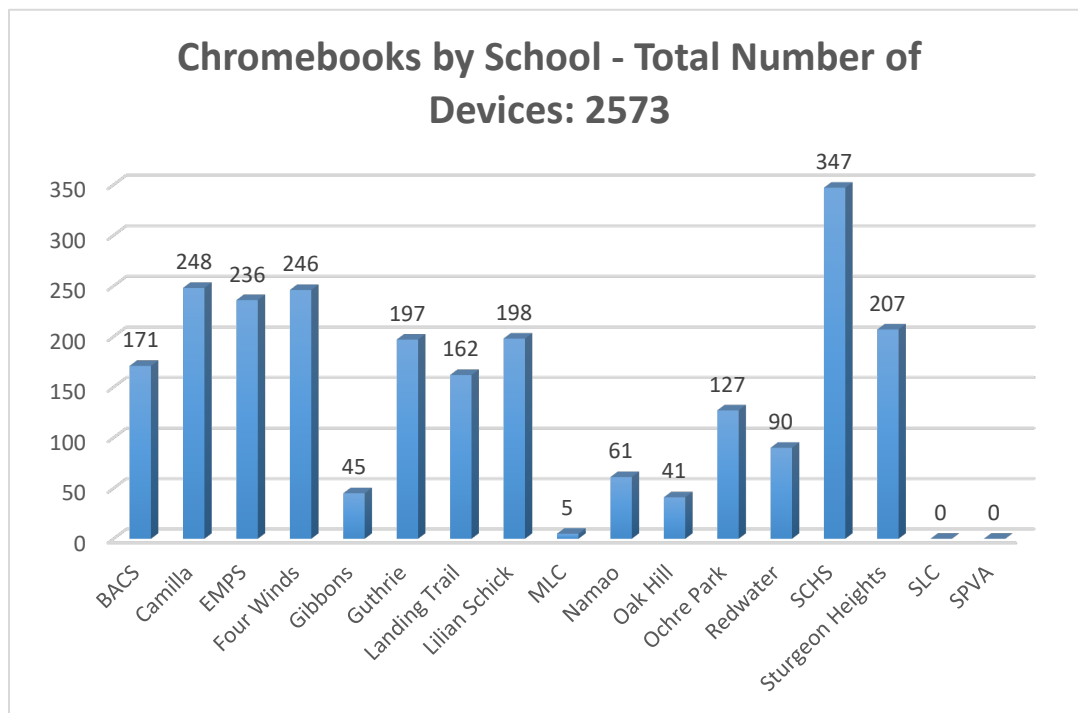
Monthly Technology Services Report

November 14, 2022 to December 14, 2022

Connectivity Checks



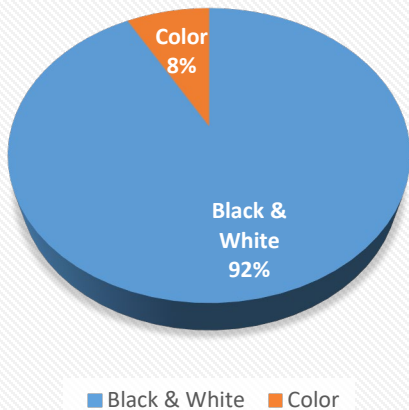
Chromebook Information



Outage Details:

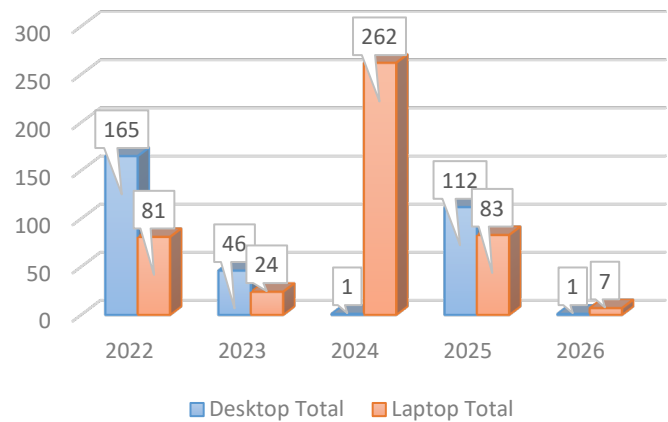
Konica Minolta Multifunctional Printers

Color Composition



Windows Devices Information

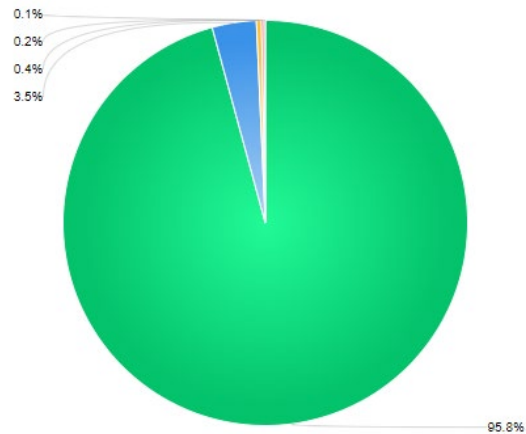
Windows Workstations Evergreening



Environmental Impact

Trees Consumed	68.19
CO2 Produced	7,217.20
Equivant Bulb Hours	451,880.5 hours

■ windows 10 education (x64)
 ■ Not Assigned
 ■ windows 10 professional edition (x64)
 ■ windows 11 education (x64)
 ■ windows 10 enterprise edition (x64)



Printer Group	Pages
BA - B&W Printers	27966
CAM - B&W Printers	85023
ECE_Guthrie_Print_Users	2316
GIB - B&W Printers	57880
GT - B&W Printers	51790
LS - B&W Printers	36382
LT - B&W Printers	60734
MP - B&W Printers	76225
NAM - B&W Printers	55429
OH - B&W Printers	19015
OP - B&W Printers	33804
OU:ssd.local/Schools/Users/Students	6480
RW - B&W Printers	73789
SCH - B&W Printers	151501
SH - B&W Printers	55150
SLC - B&W Printers	3416



DATE: December 21, 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

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.

At the November 23, 2022, Public Board Meeting, the October 22 – November 16, 2022, Superintendent Discretionary spending was reported which included a corrected FTE retroactive to the beginning of the school year, additional CUPE FTE and additional GEC FTE totaling \$74,764.80.

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



UPDATE:

November 17, 2022 – December 14, 2022, the following additional staffing FTE and resources have been added to schools using Superintendent Discretionary Fund dollars:

- Four Winds Public School increase teacher FTE from 0.575 to 1.0 to support complex needs in Elementary Strategies Programming.
- Musical Instrument purchase for Legal Public School (Ukeleles, Bongos, mallets, Glockenspiel, boomwhackers, xylophones).

2022 - 2023 Superintendent Discretionary		2022-2023			
		\$ 800,000			
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
Direct staffing to schools (K- 12)					
<i>Teachers</i>					
Four Winds	0.425		\$ 29,337	Tuesday, November 22, 2022	
Guthrie	0.1		\$ 10,380	Retroactive to August 26, 2022	
Redwater	0.8		\$ 83,040	Monday, Oct 4, 2022	
Gibbons	0.12		\$ 12,456	Friday, September 16, 2022	
Redwater	0.63		\$ 65,394	Thursday, September 1, 2022	
Gibbons	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	
Total	5.60	\$103,800.00			\$610,617.00
Direct staffing to schools (K- 12)					
<i>CUPE</i>					
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	
Total	1.58				\$72,440.80
Other					
Human Resources Advisor	\$0.80		\$55,424.00	Friday, October 14, 2022	
Musical Instruments for Legal Public School			\$6,070.60	Thursday, December 8, 2022	
Total					\$61,494.60
Total Costs					\$744,552.40
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, November 8, 2022	\$129,420.00
Total budget remaining					\$184,867.60

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: Dec 20, 2022
TO: Board of Trustees
FROM: Janine Pequin, Trustee Ward 1
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- December 2 Zone 2/3
- December 7 PSBAA Meeting
- December 7 Committee of the Whole Meeting
- December 8 Redwater School Christmas Concert
- December 12 Committee of the Whole Meeting
- December 12 Student Advisory Committee
- December 15 Rural Caucus
- December 19 Joint Transportation Committee Meeting
- December 21 Public Board Meeting
- December 21 Advocacy Committee Meeting



DATE: December 21, 2022
TO: Board of Trustees
FROM: Cindy Briggs, Trustee Ward 2
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- December 1- Value Scoping
- December 6- Lilian Schick School Council and Room Parent Association Meeting
- December 7- Building and Maintenance, Transportation and PSBAA Meetings
- December 7- Committee of the Whole Meeting
- December 12- Committee of the Whole meeting
- December 16- Central Office Christmas Luncheon
- December 16- Visit Legal Public School, Lilian Schick School, Oak Hill School and Bon Accord Community School
- December 19- Community Service Advisory Board (CSAB)
- December 19- Joint Transportation Committee Meeting
- December 21- Lilian Schick School Christmas Concert
- December 22- Bon Accord Community School Christmas Concert



DATE: December 21, 2022
TO: Board of Trustees
FROM: Joe Dwyer, Trustee Ward 3
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- Dec 1, Value Scoping Session
- Dec 7, Building and Maintenance Committee Meeting
- Dec 7, Transportation Committee Meeting
- Dec 7, PSBAA Meeting
- Dec 7, Committee of the Whole Meeting
- Dec 7, Internet Safety Parent Presentation at Camilla School
- Dec 12, Student Advisory Committee Meeting
- Dec 12, Committee of the Whole Meeting
- Dec 16, Central Office Christmas Luncheon
- Dec 19, Joint Transportation Committee Meeting
- Dec 20, Camilla School Meeting
- Dec 21, Public Board Meeting
- Dec 21, Audit, Finance and Human Resources Committee Meeting
- Dec 21, Advocacy Committee Meeting
- Dec 22, Colony Christmas Concert
- Dec 23, Camilla Christmas
- Dec 14, Camilla Christmas Concert
- Dec, Rotary Meetings
- Dec, Administration Meetings



DATE: December 21, 2022
TO: Board of Trustees
FROM: Trish Murray-Elliott, Trustee Ward 4
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- Value Scoping Meeting, December 1
- Building and Maintenance Committee Meeting, December 7
- Transportation Committee Meeting, December 7
- Meeting with PSBAA President, Dennis MacNeil and CEO Troy Tait, December 7
- Committee of the Whole Meeting, December 7
- Sturgeon Heights School Winter Concert, December 8
- Student Advisory Committee Meeting, December 12
- Committee of the Whole Meeting, December 12
- Sturgeon Composite High School Artwalk and Concert, December 14
- Central Office Luncheon, December 16
- Joint Transportation Committee Meeting, December 19
- Public Board Meeting, December 21
- Audit, Finance and Human Resources Committee Meeting, December 21
- Advocacy Committee Meeting, December 21
- Sturgeon Heights School Turkey Lunch, December 22



DATE: December 21, 2022
TO: Board of Trustees
FROM: Stacey Buga, Trustee Ward 5
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- Nov 23 – Advocacy Committee Meeting
- Nov 23 – Policy Committee Meeting
- Nov 28 and Nov 30 – ATA Committee Meetings
- Nov 29 and Dec 1 – Value Scoping Sessions
- Dec 2 – ASBA Zone 2/3
- Dec 2 – Dale Nally Open House
- Dec 7 – Building and Maintenance Committee Meeting
- Dec 7 – Transportation Committee Meeting
- Dec 7 – PSBAA Meeting
- Dec 7 – Committee of the Whole Meeting
- Dec 9 – Phone Meeting with SPVA Principal
- Dec 12 – Student Advisory Committee Meeting
- Dec 12 – Committee of the Whole Meeting
- Dec 12 – ÉMPS School Council Meeting
- Dec 13 – SPVA/Learning Centre School Advisory Committee Meeting
- Dec 14 – SCHS Winter Music Showcase at the Arden Theatre
- Dec 15 – Rural Caucus Meeting
- Dec 15 – ÉMPS French Immersion Winter Concert
- Dec 16 – Central Office Christmas Luncheon
- Dec 19 – Joint Transportation Committee Meeting
- Dec 19 – Meeting with Superintendent and Deputy Superintendent, Education Services regarding NLLS
- Dec 19 – ÉMPS English Winter Concert (pt 1)
- Dec 20 – ÉMPS English Winter Concert (pt 2)
- Dec 21 – Public Board Meeting
- Dec 21 – Advocacy Committee Meeting
- Dec 21 – Audit, Finance and Human Resources Committee Meeting



DATE: December 21, 2022
TO: Board of Trustees
FROM: Irene Gibbons, Trustee Ward 7
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – December 2022

PURPOSE:

For information.

BACKGROUND:

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

- December 12, 2022 – Committee of the Whole Meeting
- December 13, 2022 – Landing Trail Pre-K and Kindergarten Christmas Concert
- December 15, 2022 – Landing Trail Grade 1-4 Christmas Concert
- December 16, 2022 – Pizza Party for Gibbons School Class 7B for most food bank donations collected
- December 21, 2022 – Public Board Meeting
- December 21, 2022 – Audit, Finance and Human Resources Committee Meeting



DATE: December 21, 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](#)
[AP250 – 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

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).

- The Student Advisory Committee is a sub committee of the Advocacy Committee. The Board believes in, and supports, the inclusion of a student voice in its deliberations. The Student Advisory Committee provides an opportunity for student representatives to engage in a dialogue with the Board and Superintendent about matters of mutual interest and provides students with knowledge and understanding about Public Education and Sturgeon Public School Division. Two grades 7–9 students and two grades 10-12 students from schools across the Division make up the Student Advisory Committee.

REPORT SUMMARY:

The Advocacy Committee held a meeting on November 23, 2022. The following is a summary of that meeting:

- One-hour meetings to be booked with Municipal Partners: Town of Morinville, Town of Redwater and Sturgeon County;
- Agenda topics for the Student Advisory Committee meeting on December 12, 2022, were discussed;
- Council of School Councils follow up discussion and the suggestion of a spring meeting; and



- Trustees discussed using Christmas Cards designed by students for Christmas 2023. This suggestion will be brought forward to the Board for discussion and direction.

A Student Advisory Committee meeting was held on December 12, 2022, at SCHS. The following is a summary of that meeting:

- Co-Chair, Jayce Cornelius, walked the students through an exercise to go deeper into a question from the 21-22 school year Student Advisory Committee:
 - Which activities are student led or student organized in your school and how do students have a voice within your school?
- The students then worked through the following questions:
 - Who is an advocate for you in your school and community?
 - Who are you connected to and who helps you with non-course specific challenges at school?

An Advocacy Committee meeting is scheduled on the afternoon of December 21, 2022.

The Committee Chair is prepared to respond to questions at the December 21, 2022, Public Board meeting.



DATE: December 21, 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](#)
[AP600 – Capital Plan Development](#)
[AP605 – Site and Playground Development Procedures](#)
[AP615 – 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

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 December 7, 2022. The following is a summary of that meeting:

- The 2023-2024 Modular Program was announced on November 17, 2022. Modulares were reviewed and are in alignment with the 3-Year Capital Plan. It was recommended to bring the modular submission proposal to the Public Board Meeting on December 21, 2022.
- The CASA Mental Health Service Classrooms (MHSC) Program will begin on February 28, 2023. The CASA MHSC Program will utilize two classrooms at Gibbons School. The Division will be provided \$10,000/year of funding from CASA for furniture and equipment. The program requires minimum infrastructure investment.
- Snow removal contract management is being adjusted to meet the needs of the Division. The cost is higher than anticipated and will require a budget adjustment.



- Insurance costs and deductible went up significantly due to the claim related to the January 2022 flood at Sturgeon Composite High School.
- Potential changes to Daycare centres and requirements are being contemplated for future needs.
- The heating system at the Morinville Colony is in need of maintenance.

The Committee Chair is prepared to respond to questions at the December 21, 2022, Public Board meeting.



DATE: December 21, 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](#)
[AP250 – Student Advisory Committee](#)
[Education Act: Sections 51, 52 \(1\) \(b\)](#)
[Board Procedures Regulation 82/2019](#)
Assurance Domain – [Governance](#)

SUBJECT: Policy Committee

PURPOSE:

For information.

BACKGROUND:

The Policy Committee reviews all policies within a three year rotation or on an annual basis as 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 a meeting on November 23, 2022. The following is a summary of that meeting:

- Policy 231 – Student Advisory Committee was reviewed with the recommendation for administration to provide guidance on how this policy could establish the schedule for this committee earlier in the year to the Board of Trustees.
- Policy 130 – Public Interest Disclosure (Whistleblower Protection) was reviewed with the recommendation for administration to bring back to the committee a clearer rationale for the recommended changes.



- Policy 900 – Student Conduct and Discipline was reviewed with the recommendation for administration to take the potential changes to the next Administrative Council meeting to gather feedback from school leadership before proceeding with the revisions.

The next Policy Committee meeting is scheduled for January 11, 2023, before the Committee of the Whole meeting.

The Policy Committee Chair is prepared to respond to questions at the December 21, 2022, Public Board meeting.



DATE: December 21, 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](#)
[AP550 – Contract Bus Service](#)
Board Procedures Regulation 82/2019
Education Act: Section 34, 51, 52(1)(b)
Assurance Domain - [Governance](#)

SUBJECT: Transportation Committee

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 December 7, 2022. The following is a summary of that meeting:

- A bus pass overview was provided. Bus passes provide Transportation Services with the knowledge that the students are on the right bus. The program poses difficulties for reinforcement with students and bus operators. Removing the bus passes would increase liability exposure for the Division. It was determined that the positives of having the passes outweigh the negatives, therefore, the program will continue to be encouraged, and the Division will continue to look for opportunities for improvement.
- The Fuel Price Contingency Program was reviewed and ongoing discussions with Alberta Education were shared. There is a budgeted deficit of \$300K for Transportation Services for the 2022-2023 school year that was intended to be offset with the Fuel Subsidy. A recommendation will be brought to the Public Board Meeting.
- The Request For Proposal (RFP) Process was reviewed and will be brought forward in January 2023 to support potential contractual changes: length of contract, option to renew, language with respect to fuel subsidy, and inclement weather. New contracts are to be in effect on July 1, 2023.



- The 2022-2023 Choice Rider under 2.4km implications and outcomes were reviewed. The program is considered ineligible and currently not funded under the Alberta Education transportation grant, while transportation fees are minimal compared to the cost of running this option.
- Rural vs. In-Town riders for Morinville, Bon Accord, St. Albert, and Redwater numbers were reviewed to better understand urban-rural ridership.

The Committee Chair is prepared to respond to questions at the December 21, 2022, Public Board meeting.



DATE: December 21, 2022
TO: Board of Trustees
FROM: Shawna Warren, Superintendent
ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services
GOVERNANCE POLICY: [Policy 305 – School Councils](#)
ADDITIONAL REFERENCE: [School Councils Regulation 94/2019](#)
[Alberta School Councils’ Association School Council Resource Guide](#)
Assurance Domain – Governance
SUBJECT: 2022-2023 Council of School Councils’ Spring Meeting

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

The following options for dates and format are being proposed for Trustees’ consideration:

- a) That the Board of Trustees approve that the second 2022 – 2023 Council of School Councils’ meeting take place in person at École Morinville Public in Morinville on Tuesday, March 21, 2023, at 6:30 pm with snacks and light refreshments, **or** that the second 2022 – 2023 Council of School Councils’ meeting take place in person at École Morinville Public in Morinville at 5:30 pm with the service of a three-course meal.

Or

- b) That the Board of Trustees approve that the second 2022 – 2023 Council of School Councils’ meeting take place in person at École Morinville Public in Morinville on Wednesday, April 19, 2023, at 6:30 pm with snacks and light refreshments, **or** that the second 2022 – 2023 Council of School Councils’ meeting take place in person at École Morinville Public in Morinville at 5:30 pm with the service of a three-course meal.

BACKGROUND:

Each year the Board of Trustees seeks to host a meeting with the School Council Chairs or Vice Chairs to encourage communication between School Councils and the Board of Trustees. The first meeting for the 2022–2023 school year took place on Tuesday, October 25, 2022, at the Morinville Rendez Vous Centre. At the October 25, 2022, meeting, it was determined that the Council of School Councils’ would meet again in Spring 2023.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Liliana LeVesconte, Associate Superintendent, Corporate Services

ORIGINATOR: Transportation Committee
Liliana LeVesconte, Associate Superintendent, Corporate Services

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

ADDITIONAL REFERENCE: [Policy 405 – Budget Development and Transparency](#)
[Policy 500 - Transportation](#)
Board Procedures Regulation 82/2019
Assurance Domain – [Governance](#)

SUBJECT: 2022-2023 Fuel Subsidy Program

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

a) That the Board of Trustees approve the distribution of the fuel price contingency to the Bus Contractors, as received by the Division on a monthly basis during the 2022-2023 school year as presented at the December 21, 2022, Public Board meeting.

Or

b) That the Board of Trustees not approve the distribution of the fuel price contingency to the Bus Contractors, as received by the Division on a monthly basis during the 2022-2023 school year as presented at the December 21, 2022, Public Board meeting.

BACKGROUND:

The Fuel Rate Contingency Program was announced in July 2022 with a retroactive payment for the period of March to June 2022 and is continuing to be awarded to Divisions in 2022-2023, as long as the fuel price for diesel remains above \$1.25/litre.

Sturgeon Public Schools received a total payment of \$143,729 for the Fuel Contingency Program in July. This amount was divided between the total kilometers travelled between March and June 2022 for all buses. This resulted in an approximate payment of \$0.21/kilometer that was directed to the Contractors. This payment was processed to Contractors on July 21, 2022.



Starting September 2022, the Division will receive a monthly Fuel Contingency payment around the 15th of the following month, as calculated by Alberta Education. To date, the Division has received three payments. Alberta Education uses the distance rate model that the Division used prior to the change implemented in September 2020. The government distance rate is adjusted to market fuel price, either monthly or as established during the budgeting process as an average for the actual market prices. The formula for the distance rate is:

$$\text{Base fixed rate} + (\text{Market Fuel Price}/\text{Consumption rate})$$

For comparison purposes below is the calculation of the distance rates side by side for both methodologies:

	Sep 2020		Sep 2021		Sep 2022		Nov 2022	
Base fixed rate	\$0.60		\$0.60		\$0.60		\$0.60	
Consumption rate	3.09		3.09		3.09		3.09	
Market Fuel Price	\$0.922		\$1.238		\$1.734		\$1.909	
Market Rate/Consumption Rate	\$0.298		\$0.401		\$0.561		\$0.618	
Distance Rate	\$0.898	\$0.93	\$1.01	\$0.98*	\$1.161	\$1.28	\$1.218	\$1.28

*plus \$0.21/km fuel subsidy already paid in 21-22 for 4 months (if annualized leads to \$0.08/km).

Based on the analysis included above, the distance rate paid to the Bus Contractors for 2022-2023 to date, already incorporates the market fuel price escalations.

Should the Board decide to pay out the fuel subsidy that the Division received from Alberta Education, the Board will require to obtain Ministerial Approval to further extend the access to the Division’s reserves, equal to the deficit that the fuel subsidy was intended to offset in the Division’s 2022-2023 budget.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: December 21, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Transportation Committee
Liliana LeVesconte, Associate Superintendent, Corporate Services

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

ADDITIONAL REFERENCE: [Policy 405 – Budget Development and Transparency](#)
[AP600 – Capital Plan Development](#)
[AP605 – Site and Playground Development Procedures](#)
[AP615 – School Facilities and Equipment Maintenance](#)
Board Procedures Regulation 82/2019
Education Act: Section 34, 51, 52(1)(b)
Assurance Domain – [Governance](#)

SUBJECT: 2023-2024 Modular Program Submission

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

a) That the Board of Trustees approve the 2023-2024 Modular Program Submission as presented at the December 21, 2022, Public Board meeting.

Or

b) That the Board of Trustees approve only the following requests as part of the 2023-2024 Modular Program presented at the December 21, 2022, Public Board meeting.

- a. Yes/No - Demolition of the two modular units at the Redwater School, and/or
- b. Yes/No - Demolition of the two modular units at the Landing Trail School, and/or
- c. Yes/No - Addition of two new modular units at the Namao School

BACKGROUND:

Alberta Education announced on November 17, 2022, that the 2023-2024 Modular Program will be funded again and is taking submissions from Divisions on December 16, 2022. The Division submitted an application to Alberta Education on December 16, 2022, for the demolition of four old modulares and the addition of two new modulares.

There are two modular units at Redwater School that are proposed for demolition. These modulares were installed in 1985 and are not required for instructional space. These units were assessed to be in very poor condition, with high levels of mold and fungal contamination, and consequently have been



sealed off from the building to contain the cross-contamination to the rest of the school. The demolition would bring the space utilization at Redwater School to 69%.

There are two modular units at Landing Trail School that are proposed for demolition. These modulares were installed in 1977 and are in poor condition. The school does not require this additional instructional space, and the demolition of these two units will improve the space utilization of the school from 76% to 84%.

The addition of two modular units at Namao School will assist with easing the strain of student occupancy in the school. The two daycare groups are reducing the space available for instruction, and with the addition of two new units, the school will be in a better position to absorb future growth.

Administration is prepared to respond to questions at the December 21, 2022, Public Board meeting.

ATTACHMENT(S):

Not applicable.