



BOARD OF TRUSTEES STURGEON PUBLIC SCHOOLS

Public Board Meeting

AGENDA

Date: May 24, 2023 **Start Time:** 9:00 a.m.

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

1. Call to Order

2. Land Acknowledgement

3. Consideration of Agenda

3.1 Additions/Deletions to Agenda

3.2 Approval of Agenda

4. Appointments

5. Reading and Approving of Minutes

5.1 Approval of the Minutes of the Regular Meeting of April 26, 2023

5.2 Approval of the Minutes of the Organizational Meeting of May 8, 2023

6. Presentations

7. Reports from Senior Executive

7.1 Alberta School Boards' Association (ASBA) Honouring Spirit: Indigenous Student Awards

7.2 School Resource Officer Award Recipient – Building Blocks of the Community

7.3 Communications Report – May 2023

7.4 Monthly Financial Report – April 2023

7.5 Monthly IT Report – May 2023

8. Reports from Trustees and Standing Committees

8.1 Chair's Report

8.2 Trustees' Report

8.3 Advocacy Committee

8.4 Audit, Finance, and Human Resources Committee

8.5 Building and Maintenance Committee

8.6 Policy Committee

8.7 Transportation Committee

9. Reports from Special Committees/Task Groups

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

10. New Business

- 10.1 2023-2024 Draft Budget
- 10.2 Sturgeon Public Schools DRAFT Education Plan 2023-2026
- 10.3 2023-2024 Council of School Councils' Meetings
- 10.4 Superintendent Evaluation Report

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 April 26, 2023**

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**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on April 26, 2023**

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* (*arrived at 9:08 a.m.; left at 11:17 a.m.*)
Mrs. Michelle Wilde, Executive Assistant
**Electronic Attendance*

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

Trustee Trish Murray-Elliott read the Land Acknowledgement Statement.

APPROVAL OF AGENDA

Added: 6.1 SCHS Drumline – Virtual Presentation

#022/2023 – Moved by Mrs. Cindy Briggs that the agenda be approved as amended.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF MINUTES

#023/2023 – Moved by Mrs. Tasha Oatway-McLay that the minutes of the Regular Meeting of March 22, 2023, be approved as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

SCHS Drumline – Virtual Presentation

REPORTS FROM SENIOR EXECUTIVE

Education Planning Assurance Report

Mr. Jonathan Konrad, Deputy Superintendent, brought forward as information, the Education Planning Assurance Report.

The areas of Indigenous Education, Curriculum and Instruction, Educational Technology and Professional Learning are supported by the Director of Education Planning. The Education Planning team is responsible to provide the following assurance to stakeholders and the public:

Public assurance occurs when:

- Sturgeon Public students demonstrate strong achievement across provincial learning outcomes, engage critically and continuously progress as learners;
- Sturgeon Public teachers and principals demonstrate all dimensions of the Teaching or Leadership Quality Standard in a collaborative culture of learning; and
- All students belong and learn in environments that support their needs. Public confidence is built when system resources are used to ensure optimum learning for all.

Modular Classroom Update

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on the Modular Classroom Update.

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

Alberta Education has recently reviewed Sturgeon Public School Division's submission as part of the 2022/2023 Modular Classroom Program and the Division has been informed that the following modular classroom requests have been approved:

1. Demolition and site restoration of two modular/portable classrooms at Redwater School. These modulars 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 have been sealed off from the building to contain the cross-contamination with the rest of the school. The demolition will bring the space utilization of Redwater School to 69%.
2. Demolition and site restoration of two modular/portable classrooms at Landing Trail School. These modulars were installed in 1982, are in poor condition and are the cause of health complaints from staff and students. The school does not require this additional instructional space, and the demolition of these two units will improve the space utilization for the school from 76% to 84%.

The Division did not receive approval for the addition of two modular units at Namao School.

Pre-Planning Grant Update

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the Pre-Planning Grant Update.

On April 4, 2022, The Sturgeon Public School Division sent a letter to Alberta Education with the objective to seek support toward achieving accommodation planning for six aging schools. The accommodation planning is intended to address appropriate school capacities, improve program excellence and opportunities, efficient and effective use of facilities, develop a modular classroom strategy, and explore closure and consolidation opportunities and partnership opportunities.

On March 29, 2023, The Sturgeon Public School Division received a letter of approval from Alberta Education for up to \$50,000 of pre-planning funding to cover the costs for the Value Scoping exercise held November 29 and December 1, 2022, for schools in Gibbons, Morinville, St. Albert, Redwater, and Bon Accord.

Communications Report – April 2023

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Communications Report for April 2023.

Monthly Financial Report – March 2023

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the Monthly Financial Report – March 2023.

Monthly IT Report – April 2023

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Monthly IT Report – April 2023.

2022-2023 Superintendent Discretionary Fund

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

Based on the information gathered in previous Superintendent Discretionary Fund updates, it can be seen that the Superintendent Discretionary Fund is an important resource that the Division uses to support schools with additional staffing requirements that arise after the budget has been approved. For the 2022-2023 school year, the budget dollar amount allocated in the fund was \$800,000.

Monthly, at each Public Board meeting held throughout the school year, the Superintendent reported on the Superintendent Discretionary Fund spending. The spending to date has included additional teacher FTE, CUPE FTE, and GEC FTE, as well as resources and salary cost adjustments. The Division also received Supplemental Enrolment Growth Funding, which was added to the Superintendent Discretionary Budget.

However, as of the March 22, 2023, Public Board meeting, the Superintendent Discretionary Fund for the 2022-2023 school year has been fully utilized. Therefore, this report will no longer come forward for the remainder of the 2022-2023 school year, indicating that the Division has exhausted the allocated budget for this purpose.

The Superintendent Discretionary Fund has been an essential resource for the Division, helping to address unforeseen staffing requirements and ensuring that schools have the necessary resources to provide a quality education to Sturgeon Public students. The regular reporting of the spending provided transparency and accountability to ensure resources were allocated in the best interests of students and in alignment with the Division's goals and priorities.

REPORTS FROM TRUSTEES AND STANDING COMMITTEES

Chair's Report

A verbal and written report was provided.

Sturgeon Public School Division Trustee Handbook – Guide to Effective Governance 2022-2023

The Board of Trustees has developed a new Trustee Handbook that outlines the beliefs, policies, and practices related to Board Governance. The Trustees' Handbook is a crucial tool to help Trustees lead by example in all decisions and activities, ultimately benefiting public education and the students at Sturgeon Public Schools.

An excellent governance culture is characterized by a Board that consistently operates in an environment of trust, respect, and professional demeanor. The Board sets the tone for the entire division in how it carries out its governance responsibilities, and the handbook contains clear statements and explanations of the connections between policy and application and the process where the direction of the organization is set that guides the Board's decision-making processes.

The handbook includes expectations and procedures for individual trustees, both as members of the Board and as representatives of the communities that elected them. Trustees are expected to govern themselves accordingly. As per policy 225, the Board evaluates itself annually against Board effectiveness in meeting policies, norms, principles, protocols, and expectations contained in this handbook to continually improve its governance practices.

The Board of Trustees believes that transparency and accountability are essential in ensuring public confidence in its operations and conduct. That is why the handbook has been shared on the Division website.

Chair Dwyer (Alcomdale/Villeneuve Area)

Chair Dwyer reported that he attended:

- Building and Maintenance Committee Meeting (*April 26*)
- Committee of the Whole Meeting (*April 12*)
- Danielle Smith Event in Gibbons (*April 11*)
- Government Announcement on MELT Program (*April 13*)
- Guthrie Military Day (*April 14*)
- Provincial Candidate Meeting (*April 26*)
- Public Board Meeting (*April 26*)
- Rotary Meeting (*April 5 & 12*)

TRUSTEES' REPORTS

Verbal and written reports were provided.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School Council and Program Support Society Meetings (*April 25*)
- Building and Maintenance Committee Meeting (*April 26*)
- Committee of the Whole Meeting (*April 12*)
- Gibbons Town Hall Danielle Smith Event (*April 11*)
- Grip and Grin Media Release at Landing Trail School (*April 17*)
- Lilian Schick School Council and Room Parent Association Meetings (*April 17*)

- Lillian Schick School Visit AM (*April 17*)
- Provincial Candidate Meeting (*April 26*)
- Public Board Meeting (*April 26*)
- St. Albert Chamber of Commerce Danielle Smith Event (*April 12*)
- Sturgeon Night of Music and Fine Arts (*April 24*)
- Superintendent Evaluation Interview (*April 13*)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Alternative Learning School Council Meeting (*April 11*)
- ATA Negotiations Committee Meetings (*April 4 & 5*)
- Backpack Full of Cash (*April 20*)
- Building and Maintenance Committee Meeting (*April 26*)
- Committee of the Whole Meeting (*April 12*)
- Edwin Parr Meetings (*April 18, 19, 24 & 25*)
- ÉMPS School Council Meeting (*April 3*)
- Four Winds Public School Open House (*April 13*)
- Grip and Grin Media Release at Landing Trail School (*April 17*)
- Inclusion Alberta Conference (*April 14 & 15*)
- Meeting with the Superintendent re: citizenship speech (*April 21*)
- Morinville Chamber of Commerce Luncheon (*April 5*)
- Policy Committee Meeting (*April 6*)
- Provincial Candidate Meeting (*April 26*)
- Public Board Meeting (*April 26*)
- Sturgeon Night of Music and Fine Arts (*April 24*)
- Superintendent Evaluation Interview – Virtual (*April 13*)
- Suze Casey Presentation (*April 13*)

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- An Evening with Premiere Danielle Smith, Gibbons Community Cultural Centre (*April 11*)
- ATA Negotiations Committee Meetings (*April 4 & 5*)
- Board Agenda Review – Committee of the Whole (*April 12*)
- Board Agenda Review – Public Board Meeting (*April 21*)
- Committee of the Whole Meeting (*April 12*)
- Inclusion Alberta Conference (*April 14 & 15*)
- Landing Trail 40th Anniversary Committee Meeting (*April 13*)
- Landing Trail School Council Meeting (*April 13*)
- Matilda Play Gibbons School (*April 28*)
- Media Release with Town of Gibbons (*April 17*)
- Meeting with Provincial Candidate (*April 26*)
- Policy Committee Meeting (*April 6*)

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

Trustee Murray-Elliott reported that she attended:

- Building and Maintenance Committee Meeting (*April 26*)
- Committee of the Whole Meeting (*April 12*)
- Meeting with Provincial Election Candidate (*April 26*)

- Partnership with Town of Gibbons Announcement (*April 17*)
- Policy Committee Meeting (*April 6*)
- PSBAA PD Film Presentation, Backpack Full of Cash (*April 20*)
- PSBC Business Meeting (*April 14*)
- PSBC PD Day, Dinner with guest speaker Janet Brown (*April 13*)
- Public Board Meeting (*April 26*)
- School Council Meeting, Sturgeon Composite High School (*April 12*)
- School Council Meeting, Sturgeon Heights School (*April 17*)
- St. Albert Chamber of Commerce Luncheon, guest speaker Danielle Smith (*April 12*)
- Sturgeon Heights School Open House (*April 20*)
- Sturgeon Night of Music and Fine Arts (*April 24*)
- Superintendent Evaluation Interview (*April 11*)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- St. Albert Chamber of Commerce Luncheon, guest speaker Danielle Smith (*April 12*)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Redwater Mayor's Breakfast (*April 6*)
- Policy Committee Meeting (*April 6*)
- Committee of the Whole Meeting (*April 12*)
- Superintendent Evaluation Interview (*April 13*)
- Guthrie School Teal Up (*April 14*)
- Grip and Grin with the Town of Gibbons (*April 17*)
- Public Board Meeting (*April 26*)
- Provincial Candidate Meeting (*April 26*)
- Redwater School Council Meeting (*April 26*)

Meeting recessed for a break at 10:34 a.m.

Meeting resumed at 10:43 a.m.

ADVOCACY COMMITTEE

A verbal report was provided.

A Student Advisory Committee meeting is scheduled for May 16, 2023.

AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE

A verbal report was provided.

BUILDING AND MAINTENANCE COMMITTEE

The Building and Maintenance Committee held a meeting on March 22, 2023. The following is a summary of that meeting:

- The following Camilla School updates were discussed
 - Update on the solutions regarding drainage issues;
 - Plan number 3 was submitted to the County, and the Division is waiting for feedback from the County;
 - The site is being monitored; and
 - Gym floor deficiency is still outstanding.
- A detailed list of the projects was provided by Facility Services pertaining to the interim Spring Break Projects.
- Maintenance of older structures are being prioritized based on urgency and conditions. O&M shop asbestos abatement is done, and interior reconfiguration continues.
- There was a discussion around school roof deficiencies for Ochre Park School and other schools' roofs. All work is under warranty.

There are insufficient funds provided by Alberta Education for a self-sustained Operations and Maintenance Department, CMR, and IMR, requiring other financial contributions such as instructional dollars and board funded capital reserve.

POLICY COMMITTEE

The Policy Committee held a meeting on April 6, 2023. The following is a summary of that meeting:

- *Policy 110 – Welcoming Inclusive, Safe and Healthy Environments* was reviewed with an additional clause amended to address the importance of celebrating student and staff cultures and collaborating with community and cultural leaders to build connections to those cultures.
 - The Policy Committee has referred this policy to the April 26, 2023, Public Board meeting for review and approval.
- *Policy 115 – Sexual Orientation and Gender Identities* was reviewed.
 - The Policy Committee has referred this policy to the April 26, 2023, Public Board meeting for review and approval.
- *Policy 125 – Advocacy Plan* was reviewed.
 - The Policy Committee has referred this policy to the April 26, 2023, Public Board meeting for review and approval.
- *Policy 905 – Awards Policy – Students* was reviewed.
 - The Policy Committee had requested Administration to bring *Administrative Procedure 860 – Student Division Awards, Scholarships and Bursaries* with amendments to help clarify how changes to this Policy would affect operations. Administration will bring Policy 905 back to the next Policy Committee on May 3, 2023, for further review.

The next Policy Committee meeting is scheduled for May 3, 2023, at 1:30 p.m.

TRANSPORTATION COMMITTEE

The Transportation Committee held a meeting on March 22, 2023. The following is a summary of that meeting:

- The 2022-2023 budget review and projections.
- Training Costs (MELT and 2–S) were discussed and it was shared that the 2023-2024 Funding Manual allows for training costs to be submitted for payment to Alberta Education effective April 2023, on a quarterly basis. The first submission deadline is July 14, 2023, and it is based on actual costs incurred.
- Bus Driver Appreciation Lunch May 3, 2023. The event has been finalized and invites/RSVPs have been sent out.
- Budget for 2023-2024 was briefly discussed. An updated financial viability and needs assessment review of noon transportation is ongoing. The Division will implement the 1 & 2 KM funding rules for the 2023-2024 Budget.
- Fuel Price Contingency will continue during the 2023-2024 school year, and the contractor rate does not require adjustment, as the market price is built into the new model for contractor payment.
- Two new bus routes have been added. One for Sturgeon Heights to alleviate ride times and the other for Gibbons/Landing Trail to alleviate congestion.
- The Division is currently investigating the advantages/disadvantages of using a new system for bus pass scanning and tracking. Two opportunities are being evaluated: Tyler Drives and Bus Planner.
- Communication to families will be provided to support the implementation of the new funding model.
- *Drivafy* Training has had almost 100% participation in the Division-sponsored PD for contractors and operators. The training session focused mainly on mitigation strategies to address misbehaviors during bus ridership.

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

Policy 110 – Welcoming Inclusive, Safe and Healthy Environments

Administration has reviewed and updated *Policy 110 – Welcoming Inclusive, Safe and Healthy Environments* as part of its review of policies that fall under Education Services. *Policy 110 – Welcoming Inclusive, Safe and Healthy Environments* is to be reviewed on an annual basis.

The Policy Committee reviewed and updated *Policy 110 – Welcoming Inclusive, Safe and Healthy Environments* at their April 6, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

- The additional clause addresses the importance of celebrating student and staff cultures and collaborating with community and cultural leaders to build connections to those cultures.

#024/2023 – Moved by Mrs. Janine Pequin that the Board of Trustees approve *Policy 110 – Welcoming Inclusive, Safe and Healthy Environments* as presented at the April 26, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 115 – Sexual Orientation and Gender Identities

Administration has reviewed *Policy 115 – Sexual Orientation and Gender Identities* as part of its review of policies that fall under Education Services. *Policy 115 – Sexual Orientation and Gender Identities* is to be reviewed on an annual basis.

The Policy Committee reviewed *Policy 115 – Sexual Orientation and Gender Identities* at their April 6, 2023, committee meeting with no amendments brought forward, and has recommended it to the Public Board meeting for approval.

#025/2023 – Moved by Ms. Irene Gibbons that the Board of Trustees approve *Policy 115 – Sexual Orientation and Gender Identities* as presented at the April 26, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 125 – Advocacy Plan

Administration has reviewed *Policy 125 – Advocacy Plan* as part of its review of policies that fall under the Office of the Superintendent. There are no changes recommended.

The Policy Committee reviewed *Policy 125 – Advocacy Plan* at the April 6, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

#026/2023 – Moved by Mrs. Stacey Buga that the Board of Trustees approve *Policy 125 – Advocacy Plan* as presented at the April 26, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 430 – Trustee Remuneration and Expense Reimbursement

A board, as a partner in education, has the responsibility to ensure effective stewardship of the board's resources (*Education Act 33.1(i)*). The Board of Trustees ensure transparency to the public for the dollars spent in the school authority, therefore, *Policy 430 – Trustee Remuneration and Expense Reimbursement* underwent a thorough review process at multiple Committee of the Whole meetings, including February 8, 2023, March 8, 2023, and April 12, 2023.

One significant change made to the policy is the update of Exhibit A, which now provides a clear and concise definition of what is covered under the basic honorarium for trustees and the per diem allowance.

#027/2023 – Moved by Mrs. Cindy Briggs that the Board of Trustees approve *Policy 430 – Trustee Remuneration and Expense Reimbursement* as presented at the April 26, 2023, 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

Jayce Cornelius, Student Advisory Committee co-chair, provided a verbal update.

MEDIA

Not in attendance.

REQUESTS FOR INFORMATION

IN CAMERA

#028/2023 – 11:11 a.m. – Moved by Mrs. Tasha Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

Meeting recessed for lunch at 11:58 a.m.

Meeting resumed at 12:27 p.m.

#029/2023 – 2:12 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 2:13 p.m.

Chair

Date

Associate Superintendent,
Corporate Services



**Sturgeon
Public Schools**

**Organizational Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on May 8, 2023**

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**Sturgeon
Public Schools**

**Organizational Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on May 8, 2023**

CALL TO ORDER

This being the Organizational Meeting, the Acting Secretary Treasurer called the meeting to order at 3:09 p.m.

ROLL CALL

Present were Trustees: Mrs. Cindy Briggs, Ms. Irene Gibbons, Mrs. Janine Pequin, Mr. Joe Dwyer, Mrs. Stacey Buga, Mrs. Tasha Oatway-McLay, Ms. Trish Murray-Elliott; Mrs. Shawna Warren (Superintendent); Mrs. Lisa Lacroix (Associate Superintendent, Human Resources); Mrs. Liliana LeVesconte (Secretary Treasurer); and Mrs. Michelle Wilde (Executive Assistant)

TREATY 6 ACKNOWLEDGEMENT STATEMENT

The Secretary Treasurer read the Treaty 6 Acknowledgement Statement.

RESIGNATION OF CHAIR

S-01/2023 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees accept the resignation of Mr. Joe Dwyer from the position of Board Chair.

CARRIED UNANIMOUSLY

ELECTION OF CHAIR

The Secretary Treasurer called for nominations for the office of the Chair of the Board of Trustees. Mrs. Stacey Buga nominated Ms. Irene Gibbons.

The Secretary Treasurer called for nominations for the office of the Chair of the Board of Trustees a second time.

The Secretary Treasurer called for nominations for the office of the Chair of the Board of Trustees a third time.

S-02/2023 – Moved by Mrs. Oatway-McLay that nominations for the office of the Chair of the Board of Trustees cease, and that Ms. Irene Gibbons be declared elected Chair.

CARRIED UNANIMOUSLY

Ms. Irene Gibbons assumed the chair.

ELECTION OF VICE CHAIR

The Chair called for nominations for the office of Vice Chair of the Board of Trustees. Mrs. Tasha Oatway-McLay nominated Mrs. Janine Pequin.

The Chair called for nominations for the office of Vice Chair of the Board of Trustees a second time. Ms. Irene Gibbons nominated Mrs. Trish Murray-Elliott

The Chair called for nominations for the office of Vice Chair of the Board of Trustees a third time.

S-03/2023 – Moved by Mrs. Stacey Buga that the nominations for the office of the Vice Chair of the Board of Trustees cease.

CARRIED UNANIMOUSLY

By special ballot, Mrs. Janine Pequin was declared elected Vice Chair of the Board of Trustees.

S-04/2023 – Moved by Mrs. Tasha Oatway-McLay that Mrs. Janine Pequin be declared Vice Chair.

CARRIED UNANIMOUSLY

S-05/2023 – Moved by Mrs. Janine Pequin that the ballots for the Vice Chair be destroyed.

CARRIED UNANIMOUSLY

CLOSE OF THE MEETING

The meeting adjourned at 3:19 p.m.

Chair

Date

Associate Superintendent,
Corporate Services



DATE: May 24, 2023

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Kristin Lapierre, Acting Principal, Sturgeon Public Virtual Academy
Sherri Devolder, Principal, Sturgeon Composite High School
Alberta School Boards' Association

GOVERNANCE POLICY: [Policy 905 – Awards Policy - Students](#)

ADDITIONAL REFERENCE: Assurance Domain – [Local & Societal](#)

SUBJECT: Alberta School Boards' Association (ASBA) Honouring Spirit:
Indigenous Student Awards

PURPOSE:

For information.

BACKGROUND:

The Alberta School Boards' Association (ASBA) Honouring Spirit: Indigenous Student Awards are intended to recognize First Nations, Métis and Inuit students who model strength and commitment in the pursuit of their personal education paths and embrace their own gifts, strengths and potential while celebrating the ways of their people.

Sturgeon Public Virtual Academy (SPVA) school counsellor, Kristen Lapierre, nominated Grade 8 student, Sierra Balkwill for the 2022-2023 Honouring Spirit: Indigenous Student Awards. “Sierra has modeled leadership qualities and empowers others to be their best and achieve their own dreams and goals”, states Ms. Lapierre in her Letter of Support. Although Ms. Balkwill was not a selected recipient of the award, she was recognized as an Honourable Mention. She will be publicly recognized at the SPVA Awards Ceremony in June. The Board Chair will also send a congratulatory letter on behalf of the Board of Trustees.

Sturgeon Composite High School (SCHS) First Nations, Métis and Inuit Student Success Coach, John Valliere, nominated Grade 12 student, Tristan Poitras for the 2022-2023 Honouring Spirit: Indigenous Student Awards. “All told, I believe Tristan is a young man of talent and character. He is growing to become a committed learner and a natural leader. I have every confidence that his future is very bright”, states Mr. Valliere in his Letter of Support. Although Mr. Poitras was not a selected recipient of the award, he was recognized as an Honourable Mention. He will be publicly recognized at the SCHS Fall Awards. The Board Chair will also send a congratulatory letter on behalf of the Board of Trustees,

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: May 24, 2023
TO: Board of Trustees
FROM: Shawna Warren, Superintendent
ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services
GOVERNANCE POLICY: [Policy 700 – Superintendent of Schools](#)
[Policy 910 – School Resource Officer](#)
ADDITIONAL REFERENCE: Assurance Domain – [Local and Societal Context](#)
SUBJECT: School Resource Officer Award Recipient – Building Blocks of the Community

PURPOSE:

For information.

BACKGROUND:

The 2023 Building Blocks of the Community Award recognizes an individual that has contributed to the continued growth of youth within Sturgeon County. The Neighbourhood Development Coordinator of Sturgeon County shared with Sturgeon Public School Division that the Student Resource Officer, of Sturgeon Composite High School, Constable Simon Lajoie, was nominated by members of the Youth Leadership Team, Sturgeon County, and was selected as the recipient of the 2023 Building Blocks of the Community Award.

Constable Simon Lajoie, was invited to be recognized and received his award at the Sturgeon County Volunteer Appreciation Celebration on April 19, 2023 at the Morinville Rendez Vous Centre.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

Morinville News. (2023, April 20). Sturgeon County honours its volunteers. Retrieved from <https://morinvilnews.com/2023/04/20/sturgeon-county-honours-its-volunteers-2>

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MAY 17, 2023

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Sturgeon County honours its volunteers



🕒 Apr 20, 2023 📁 People, Regional News, Sturgeon County 💬 Comments Off





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photos by Lucie Roy

The Sturgeon County Volunteer Appreciation Celebration was held Wednesday night at the Morinville Community Cultural Center.

The event featured information on some of the 40 community organizations on a PowerPoint with photos they submitted along with their accomplishments, plans and projects for the upcoming year.

Sturgeon County Family & Community Support Services Manager Tim Osborne was emcee for the event, with a thank you to all volunteers from Mayor Alanna Hnatiw and CAO Reegan McCullough.

Neighbourhood Development Coordinator Chantal Firmaniuk, with members of the Youth Leadership Group presented the Building Blocks of the Community Award to Sherri Demerais and Constable Simon Lajoie.

Library Clerk Job Posting

Morinville Community Library is looking for an outgoing, efficient, organized and self-motivated individual to join our fantastic customer service team.

Terms of Employment

- Permanent position, working 18 hours on average, 4 days a week, shift work, days, evenings and weekends, must be flexible.

Job Requirements

- High School Diploma
- Keen interest in library services for all ages, experience an asset.

Skill Set

- Good customer services & inter-personal skills, experience an asset.
- Excellent oral & written communication skills in English, French as asset.
- Good research skills
- Good math skills, able to accurately receive payments and give change, experience an asset.
- Knowledge & practical experience with computers, Microsoft suite, internet and on-line resources.

Other Requirements

- Ability to lift & carry up to 25 lbs. and to perform repeated hand & arm movements.
- Ability to bend, kneel, crouch repeatedly during shelving duties.
- Ability to multitask & work in a fast paced environment.
- Ability to stand or sit for long periods of time.
- Valid driver's license.

Only the successful applicants will be contacted for interviews.

To apply, submit your cover letter and resume no later than Wednesday, May 31st by mail, fax, email or in person to:
Isabelle Cramp
 Library Director

Mail:
 10119 - 100 Avenue
 Morinville, AB T8R 1P8

Location:
 10125 - 100 Avenue
 Morinville
 Phone: 780-939-3292
 Fax: 780-939-2757
 Email: icramp@morinvillelibrary.ca

LATEST MORINVILLE NEWS



Four Winds to perform Annie Jr.



Two-day holistic wellness retreat planned for June



Home Hardware donation and Urban Ag volunteers help Community Gardens help the Food Bank



Rotary of Morinville Sturgeon present donation cheque to Teen Time

The entertainment for the event was presented by the students and one teacher of Morinville Community High School (MCHS).

The Light Refreshments were prepared by the students in the Culinary Arts Program at MCHS.



MCHS performers included teacher Jordan Weeres and students Angele St. Laurent, Nate Boulanger, Dalice Brown, Avry Thompson and Sofiya Chvojka.



LATEST PROVINCIAL NEWS STORIES



Alberta Chief Firearms Officer issues statement on firearms program



Every Kid Can Play program to receive \$8 million in funding



Small Business Owners Work 8-Day Workweek to Cover Labour Shortages, Reports CFIB



Total of \$50 million available to help reshape province's energy systems

NEVER MISS A NEWS STORY

Chantal Firmaniuk with members of the Youth Leadership Group and two award recipients.



Riviere Qui Barre Rockers Senior Society- Ed and Laraine Bourque. They are a small group with a big heart. They provide a place for seniors to gather, play games. One member works with wood, making and donating game boards to the group. Another is a musician who guides them in sing-alongs. Each person contributes in her or his own way, whether supplying coffee, baking and ideas at a meeting or organizing movie nights. They meet with other seniors in Mearns, Morinville, Villeneuve for group activities such as floor curling.



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Members of the Morinville Seniors Rendez Vous Club.



Namao Senior Citizen Museum & Archive Society



St. Albert Bereavement who serve areas in the surrounding community



Ursula Schnelle and John Dowler- Cardiff Community Association



Villeneuve Happy Sixties Club.



Gibbons Twilight Club



**UN NATO Veterans Sturgeon Crew
and the Morinville Lions Club**

MR.MTR

MEMORIAL POKER RUN

SATURDAY 3 JUNE 2023

Registration: \$30, Passenger \$20
(includes 1 poker card each)
*Pre-registration is \$25 per participant
\$20 per passenger.
To pre-register, contact Technical
Automotives at
780-939-3976

Registration: 08:00-09:45
Start at Gibbons Legion: 5027-50 st Gibbons
Kickstands Up: 10:00
Post Ride BBQ included with registration, 50/50 draw and door prizes.

Additional Poker Cards: \$20 each
(You do not need to be on the run to purchase a poker card)
Best Hand: \$250

**Proceeds to be donated to the Veterans Association Food Bank
in Edmonton**

Registration # 719859480



Mayor Hnatiw



Tim Osborne, Manager Family & Community Support Services



CAO Reagan McCullough



Dalice Brown.



Nate Boulanger.



Sofiya Chvojka.



Angele St. Laurent



Jordan Weeres



Avry Thompson



[ABOUT US](#)

[EDITORIAL TEAM](#)

[OUR POLICIES](#)

[PUBLICATION OWNERSHIP & FUNDING](#)

[CONTACT MORINVILLE ONLINE](#)

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DATE: May 24, 2023

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 – May 2023

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 the month of May is included for Trustee information.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

1. Communications Report – May 2023

Board Memorandum

April 2023 & May 2023



**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.

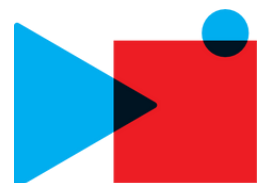


4. SOCIAL MEDIA

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

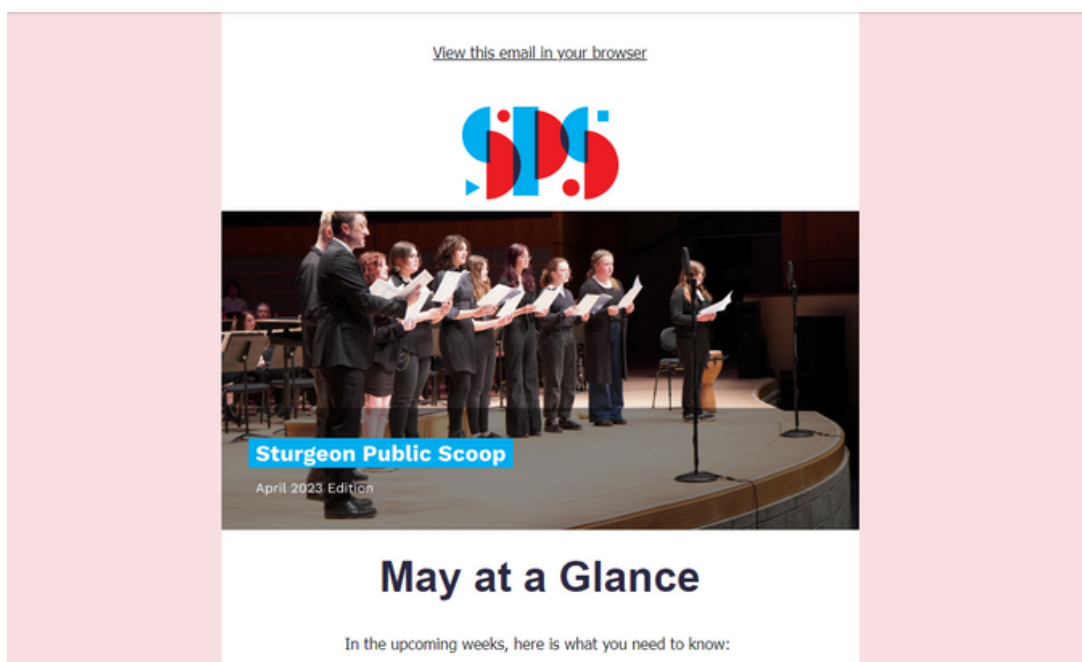
The social media platforms we will be utilizing are:



Communications in April & May has been focused on:

- The April edition of the Division Newsletter. This edition included: a reminder to register for Summer School, information on our collaborative partnership with the Town of Gibbons, details on the Legal Public School Carnival, a recap of the Sturgeon Night of Music and Fine Arts, and other exciting updates.

Aligns with Marketing Goal 1



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

Communications in April & May has been focused on:

- Continuing to promote registration for Summer School, 2023. To encourage enrolment, Communications:
 1. Created social media infographics that were circulated on the Division's social media platforms as well as the platforms of individual schools.
 2. Sent out an email marketing campaign to families with information on all courses.
 3. Purchased newspaper advertisements that included course details and the benefits of registering for Summer School.

The collective efforts to promote Summer School programming have successfully increased enrolment (as of May 17th) by more than 58.8% from last year. May 17th of 2022, there were 158 students enrolled. As of May 17th of this year, there were 251.

Aligns with all Marketing Goals



Show me



Show me

Communications in April & May has been focused on:

- Showcasing important and/or exciting events and initiatives throughout the Division. Via social media, the Division website, and email marketing, we have been highlighting: The Morinville Public Learning Farm, Bus Driver Appreciation Day, Hats on for Mental Health Day, Red Dress Day, Administrative Professionals' Day, and Education Week 2023.

Aligns with Marketing Goals 1, 3 & 4



Show me



Show me



Show me



Show me

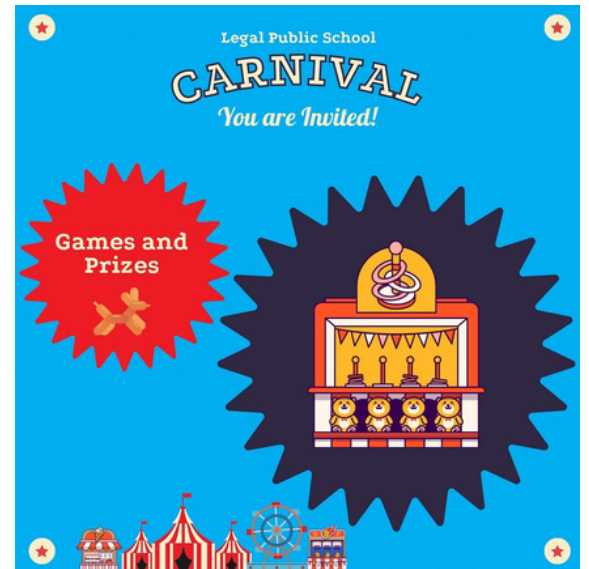


Show me

Communications in April & May has been focused on:

- Promoting the Legal Public School Spring Carnival. Our print, website, billboard, and social media marketing efforts resulted in more than 200 residents of the Legal Area attending the Spring Carnival.

Aligns with Marketing Goals 1, 3 & 4

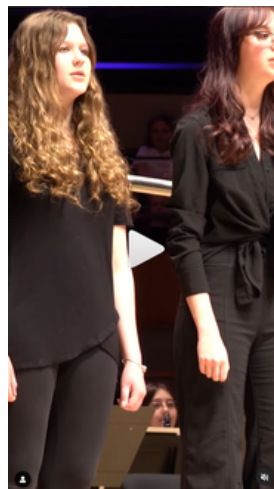


Show me

- Highlighting the Sturgeon Night of Music and Fine Arts. Leading up to the event, our efforts to promote the 50/50 raffle fundraiser on social media and via email marketing resulted in the tickets being 91% sold out prior to the start of the event. After the event concluded, we shared short form video clips from of the various performances to our Division social media platforms. Noteworthy is that one of the videos that featured the Elementary Mass Choir - West's performance received more than 14,000 views.



Show me



Show me



Show me

Communications in March and April has been focused on:

- Promoting the Suze Casey Seminar for parents and guardians. To encourage parents to attend this seminar, multiple promotional graphics and videos were created for social media, sent an email with the event details to all Sturgeon Public families, and created promotional material to be circulated by individual schools. These efforts resulted in more than 80 parents and guardians registering for the event.

Aligns with Marketing Goals 1 & 4



Show me



Show me

- Promoting the upcoming Transition to Adulthood Fair. To provide interested families with more information on the event, Communications created a webpage outlining all of the important information as well as a list of the vendors attending the event. Additionally, a promotional poster was created and circulated to both Redwater School and Sturgeon Composite High School.

Aligns with Marketing Goals 3 & 4



Transition to Adulthood Fair

Event Details

This event takes place on May 25th, 2023 from 5:00PM to 8:00PM at Sturgeon Composite High School.

Overview

Join us for an informative and empowering event focused on supporting life after high school for students with developmental disabilities and their families.

This event is designed to provide valuable resources and guidance on post-secondary education, employment, and independent living. Our guest speakers are experts in the field and will offer practical advice and strategies for navigating the transition to adulthood. In addition to expert speakers, we are excited to have vendors from various industries joining us to share information about employment opportunities. This is a unique opportunity to connect with supports to gain employment and learn about job training programs that can help your child achieve their career goals. Don't miss out on this chance to discover new possibilities and support your child's future success.

Featuring Presentations from:

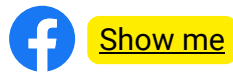


Show me

Communications in March and April has been focused on:

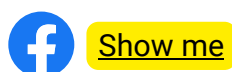
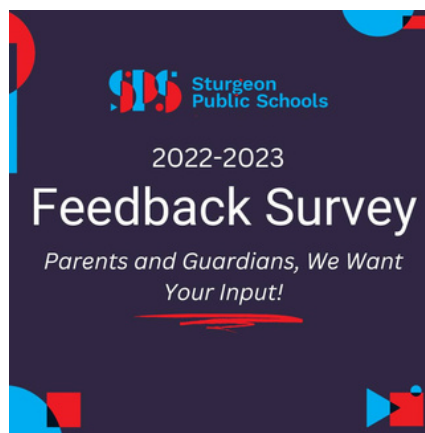
- Sharing the news of the Division's new collaborative partnership with the Town of Gibbons. This news was shared to multiple local news outlets, to all Sturgeon Public families via email, and to all Division social media outlets.

Aligns with Marketing Goals 1, 3 & 4



-
- Encouraging Sturgeon Public families to complete the Parent Feedback Survey. Multiple email reminders were sent to families in addition to sharing social media posts to both the Division platforms, and the platforms of individual schools. Collective efforts resulted in more than 440 responses from parents and guardians.

Aligns with Marketing Goals 3 & 4



Sturgeon Public in the Media

Aligns with Marketing Goal 2

- May 10, 2023 — Rock of Ages Rocked
Morinville Online
- April 24, 2023 — Sturgeon Composite holding a walkathon and show and shine
Morinville Online
- April 18, 2023 — Rotary donation helps support Camilla School's upcoming theatrical production
Morinville Online
- May 17, 2023 — Young authors present their works at the Redwater Public Library
Redwater Review
- May 3, 2023 — Music students perform at Winspear Centre
Redwater Review

Upcoming Events

- National Indigenous History Month - All of June
- Pride Month - All of June
- Pride Week - June 4 to 10
- National Indigenous Peoples Day - June 21
- Last Day of Classes - June 29



DATE: May 24, 2023

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- April 2023

PURPOSE:

For information.

BACKGROUND:

The Board Financial Report for April 2023 is included for Trustee information.

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

The Monthly Budget Report includes a column for Instructional Centralized Supports. In addition, a Non-budgeted Additional Grants column for amounts received after the approved budget is tracked outside the approved budget. The Instructional Centralized Supports include Information Technology, Education Planning, Community Engagement, Curriculum Development, Specialized Learning Support, Program Unit Funding (PUF), Human Resources, Student Health and Wellness, Divisional PD, Divisional Principal and Evergreening.

As of the end of April 2023, the Division’s deficit is \$1.9M, due to:

1. Unbudgeted grants released, totalling \$925,944 (unspent balance to date \$440k) offsetting our anticipated deficit:

Alberta School Councils Engagement (includes unspent funds from prior year)	\$12,416
Dual Credit Programming (includes unspent funds from prior year)	\$186,109
Learning Disruption Support (includes unspent funds from prior year)	\$178,794
Low Incidence Support Services (LISS)	\$40,902
Support for Ukrainian Students	\$63,250
Curriculum Planning (unspent funds from prior year)	\$230,465
French as a Second Language	\$59,758
Mental Health in Schools	\$154,250

2. Higher than budgeted interest revenue on deposit accounts (\$529K).
3. Timing of certain revenues and expenses, such as fee collection, insurance and utilities, as well as accelerated spending during the first 10 months of the fiscal year.
4. The Division expensed \$411k on unbudgeted capital equipment (Loft Boards, Gym displays, etc.) using operating dollars.
5. Higher than budgeted amortization for unsupported capital assets due to asset classification at the end of 2021-2022 (144k).

When excluding the above noted temporary surplus, the Division would have a deficit of \$2.76M, as opposed to a deficit of \$1.57M as planned as of April 30, 2023. The Targeted Deficit for 2022-2023 is \$2,337,972, however, the ministerial approval reduced that deficit to \$2,037,417. The Division will be required to meet the access to the Unrestricted Surplus as approved by the Minister, by adding to our operating statement a portion of the PUF Deferred funds, and/or offset our capital expenditures costs from the capital reserve, and/or reduce the planned Capital Contribution to Reserves.

There have been a few unbudgeted expenses, which are detailed below.

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

- Pre-K - 12
 - Revenues are higher than budgeted by \$1.15M, due to ATA Salary Settlement top up (\$360k), Student Enrolment Growth grant (\$138k), the timing of fee collection, higher than anticipated donations (\$167k), mostly related to graduation, and fundraising revenues (\$62k) and a number of smaller revenues sources.
 - Expenses are higher than budgeted by \$1.46M, mainly due to accelerated timing of instructional expenses over the first 10 months of the fiscal year, and the ATA Salary Settlement (360k).
- Centralized Instructional Services
 - Revenues are higher than budgeted by \$218k due to the timing of additional Indigenous student funding for Learning Services; a portion of the interest revenue was allocated to supporting technology upgrades (\$159k).
 - Expenses are \$324k higher due to Learning Services and Supports expenses taking place over the first 10 months of the year but anticipating to track closer to budget by the end of the year, and additional amortization for the Loft Boards that were capitalized at year end, but not budgeted (\$163k for the entire year). The amortization is anticipated to affect the year end deficit.
- Operations & Maintenance
 - Revenue includes additional, unbudgeted Alberta Education funding of \$85k to cover the rent for Legal Public School and a settlement from the liquidation of assets under the ASBIE old insurance of \$95k and 275K of additional interest revenue has been transferred to offset the loss incurred due to disposal of assets.
 - Expenses are higher than budgeted by \$954k due to \$176k for the SCHS Flood while the insurance funds were received in the 2021-2022 school year, higher than budgeted snow clearing costs (\$197k), and the loss on disposal of obsolete surveillance equipment (\$255k), higher than budgeted salaries and benefits expense due to unbudgeted positions (\$120k), all anticipated to affect the year end deficit. Utility costs are higher during the winter season, and the timing of insurance premiums will level out by the end of the year (~\$250k).
- Transportation Services
 - Revenue is higher than budgeted due to Transportation fees being collected at the beginning of the year, and additional revenue received for the fuel subsidy program.



- Expenses are higher than budgeted mainly due to fuel subsidy received being paid out to the bus contractors, contractors' cost taking place over 10 months as opposed to 12.
- System Administration
 - Revenue is higher than budgeted due to additional interest earned on the deposit accounts (\$20k), and unbudgeted \$45k for ASBIE property equity final payout.
 - Expenses are tracking slightly below budget (\$65k) mainly due to the timing of expenses.
- External Services
 - Revenues are lower than budgeted due to less Alberta Education Interchange Program (secondments).
 - Expenses are lower than budgeted due to less Alberta Education Interchange Program (secondments) and less subs budgeted under this category.
- Non-Budgeted Additional Grants
 - Grants were received later in the year and continue to come but are anticipated to be spent by the end of the year.
- Capital Investment to April 30, 2023, adds up to \$411k, and it will reduce the overall unrestricted surplus.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

1. April 2023 Monthly Financial Report

The Sturgeon Public School Division
2022-2023 School Year

Target Percent - 67%

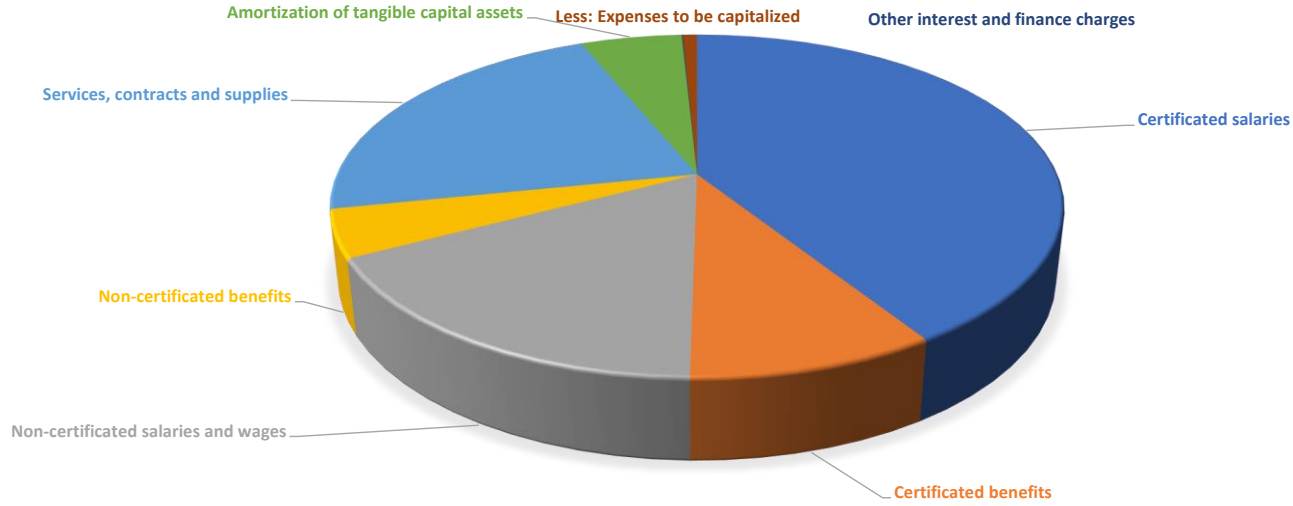
REVENUES	Pre-K to Grade 12	Instructional Centralized Supports	Operations & Maintenance	Transportation	System Administration	External Services	TOTAL	Non budgeted Additional Grants
Alberta Education	\$ 27,363,236	\$ 8,648,260	\$ 3,575,616	\$ 3,325,683	\$ 1,792,683	\$ 137,578	\$ 44,843,058	\$ 925,945
Alberta Infrastructure & Amortization	\$ -	\$ -	\$ 2,609,496				\$ 2,609,496	
Other - Government of Alberta	\$ 744,230	\$ -					\$ 744,230	
Federal Government and First Nations	\$ 412,529	\$ 295,058					\$ 707,587	
Fees	\$ 891,965	\$ -		\$ 718,468		\$ 1,954	\$ 1,612,387	
Sales of services and products	\$ 179,079	\$ 495		\$ 950	\$ 1,412	\$ 70,246	\$ 252,182	
Investment income	\$ 75,000	\$ 159,018	\$ 275,535		\$ 139,407		\$ 648,960	
Gifts and donations	\$ 240,432	\$ -					\$ 240,432	
Rental of facilities	\$ 28,529	\$ 13,073	\$ -			\$ 17,976	\$ 59,577	
Fundraising	\$ 134,307	\$ -					\$ 134,307	
Other	\$ 237	\$ 723	\$ 176,030		\$ 47,687		\$ 224,677	
TOTAL REVENUES	\$ 30,069,543	\$ 9,116,627	\$ 6,636,677	\$ 4,045,101	\$ 1,981,190	\$ 227,755	\$ 52,076,892	\$ 925,945
Approved Budget Revenues	\$ 43,158,454	\$ 13,348,236	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 372,178	\$ 74,653,111	
Percent Collected of Budget Received	69.67%	68.30%	71.43%	71.04%	71.03%	61.20%	69.76%	

EXPENSES

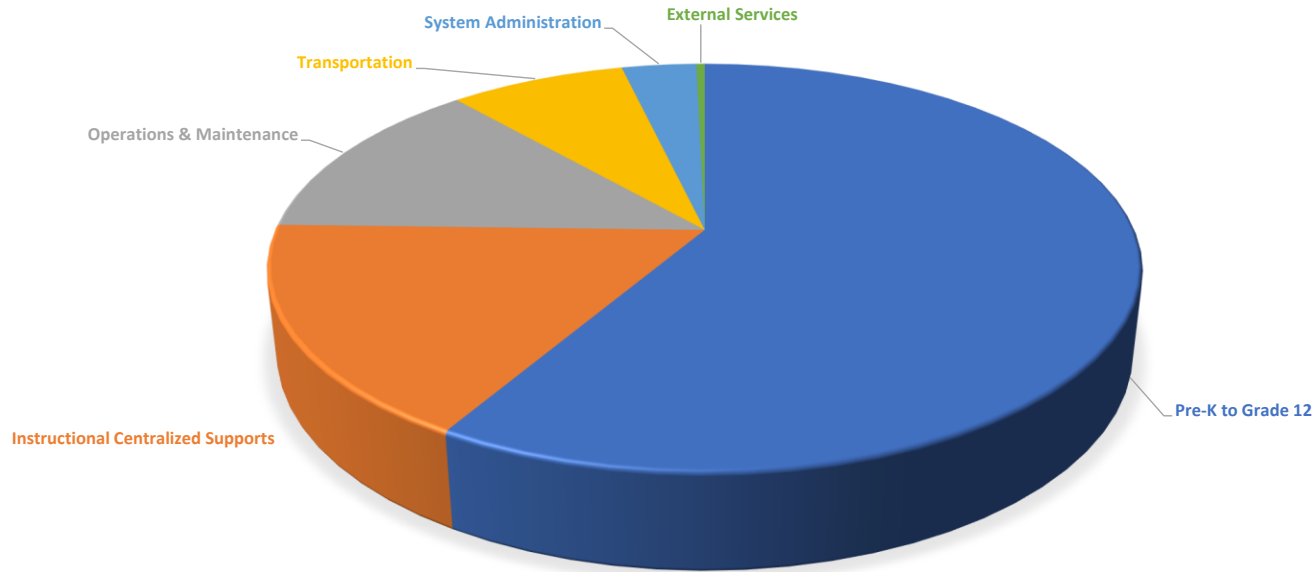
Certificated salaries	\$ 20,598,226	\$ 1,646,165			\$ 232,889	\$ 166,429	\$ 22,643,710	\$ 149,793
Certificated benefits	\$ 4,881,242	\$ 198,436			\$ 26,400	\$ 19,794	\$ 5,125,872	\$ 16,235
Non-certificated salaries and wages	\$ 2,458,832	\$ 4,653,397	\$ 1,352,399	\$ 115,946	\$ 829,040	\$ 12,310	\$ 9,421,924	\$ 117,133
Non-certificated benefits	\$ 586,033	\$ 1,280,721	\$ 369,578	\$ 29,427	\$ 205,408	\$ 4,787	\$ 2,475,954	\$ 23,337
Services, contracts and supplies	\$ 3,301,374	\$ 1,515,662	\$ 2,820,530	\$ 4,077,178	\$ 478,951		\$ 12,193,694	\$ 179,017
Amortization of tangible capital assets	\$ 149,825	\$ 127,731	\$ 2,653,689	\$ 1,862	\$ 20,830		\$ 2,953,937	\$ -
Other interest and finance charges	\$ 15,738	\$ -		\$ 15,864	\$ 436		\$ 32,038	\$ -
Less: Expenses to be capitalized	\$ (158,155)	\$ (199,410)	\$ (47,684)	\$ (5,851)			\$ (411,100)	\$ -
TOTAL EXPENSES	\$ 31,833,116	\$ 9,222,701	\$ 7,148,512	\$ 4,234,426	\$ 1,793,955	\$ 203,320	\$ 54,436,029	\$ 485,514
Approved Budget Expenses	\$ 45,556,346	\$ 13,348,236	\$ 9,291,157	\$ 5,693,792	\$ 2,789,294	\$ 372,178	\$ 77,051,003	
Percent Spent of Budget	69.88%	69.09%	76.94%	74.37%	64.32%	54.63%	70.65%	

OPERATING SURPLUS (DEFICIT)	\$ (1,763,572)	\$ (106,074)	\$ (511,835)	\$ (189,325)	\$ 187,235	\$ 24,434	\$ (2,359,136)	\$ 440,431
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ACTUAL EXPENSES BY OBJECT



ACTUAL EXPENSES BY PROGRAM





DATE: May 24, 2023
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
Assurance Domain – Governance
SUBJECT: Monthly IT Report – May 2023

PURPOSE:

For information.

BACKGROUND:

In preparation for the summer deployment of new electronic displays (Loft Boards), the technical team has been visiting schools and meeting with principals to document the locations for the devices. This is done to coordinate with the vendors and create a feasible schedule.

Additionally, the technical team has been initiating discussions with various departments within the division to explore potential technology solutions (whether through purchasing or creating) that can enhance workflow between different groups.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

1. Monthly IT Report – May 2023



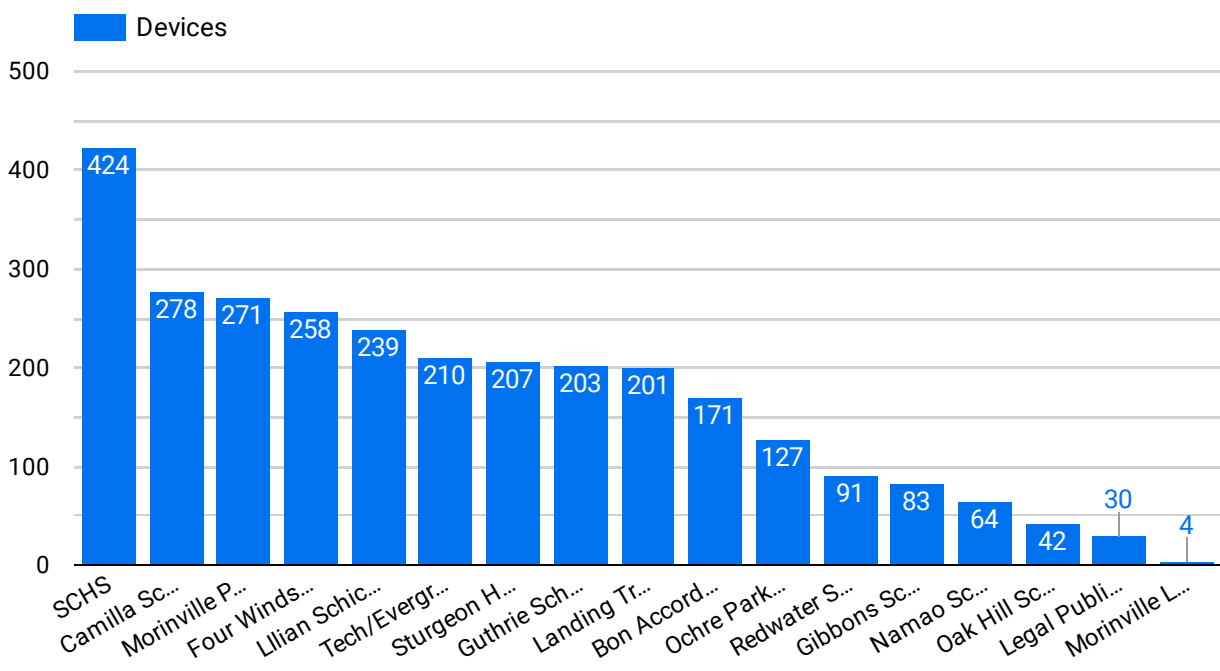
Monthly Board Report - April Data

Primary System Availability

99.9% uptime is considered very good, and is what our suppliers support

Google **100 %** Microsoft **100 %** PowerSchool **100 %** SuperNet **100 %**

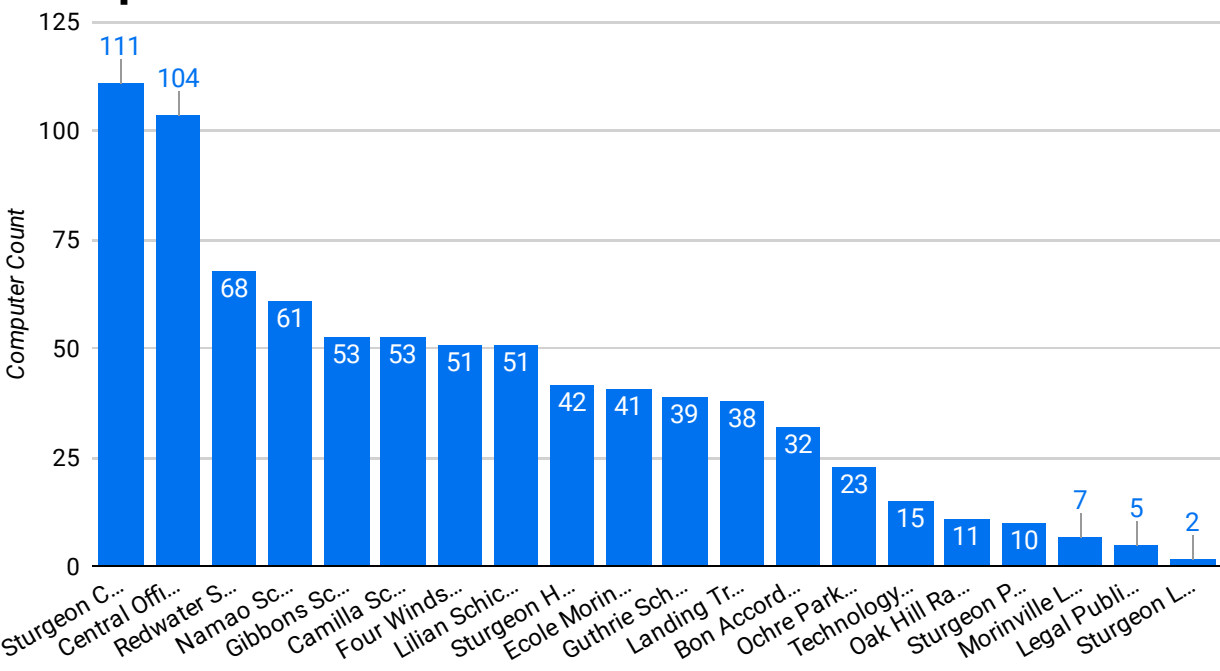
ChromeBook Fleet



Items listed under Tech/Evergreen consist of repair replacement stock, evergreen replacement stock and stock that has yet to be deployed

Evergreen (Year) ^	Devices
2022	139
2023	111
2024	416
2025	600
2026	649
2027	991

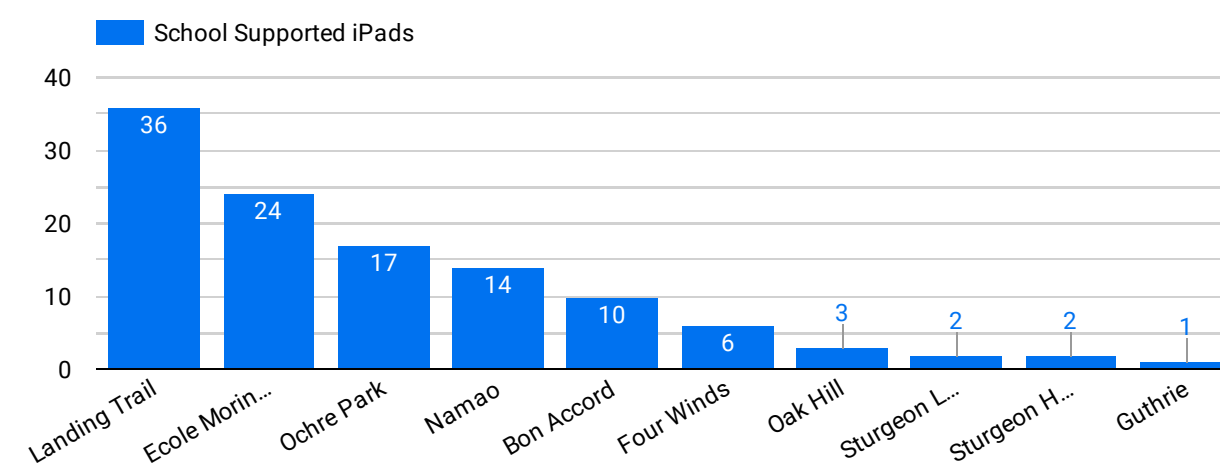
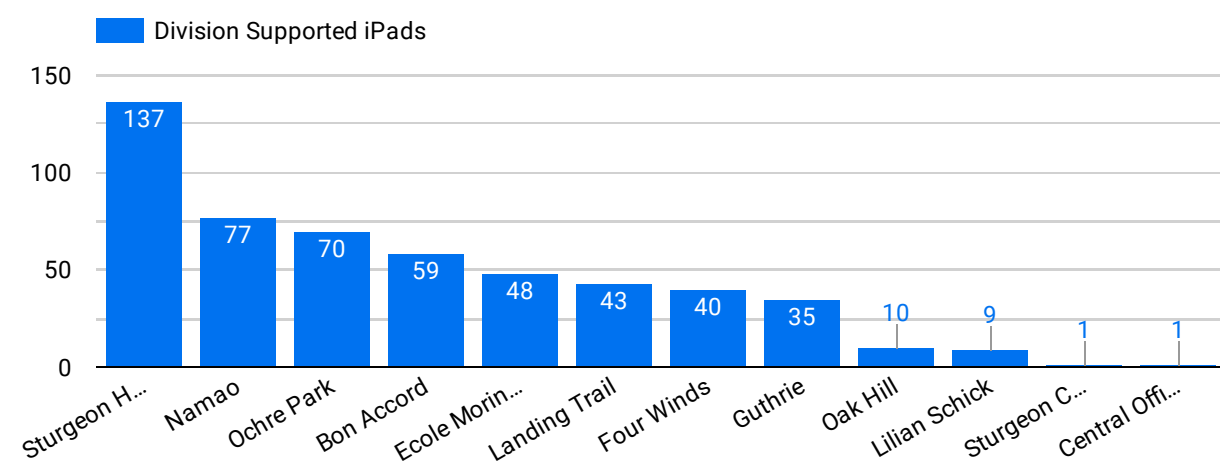
Computer Fleet



Items listed under Central Office consist of devices used by CO staff, repair replacement stock, evergreen replacement stock and stock that has yet to be deployed

Evergreen (Year) ^	Record Count
2022	11
2023	41
2024	305
2025	165
2026	276
2027	90

iPad Fleet



Evergreen (Year) ^	Record Count
2023	431
2025	5
2026	94

Printer Fleet

Printer Group ^	Total Printed Pages	Percentage Colour	Single Sided	Double Sided	Print Jobs
Sturgeon Heights	45,265	2.85%	11,567	33,698	837
Sturgeon Composite	40,351	2.16%	5,137	35,214	614
Redwater	25,767	3.36%	6,231	19,536	596
Ochre Park	28,351	17.81%	13,989	14,362	1,373
Oak Hill	2,851	45.02%	451	2,400	127
Namao	31,274	2.51%	10,872	20,402	737
Lilian Schick	16,372	6.25%	4,806	11,566	860
Leaning Centers	36,215	0.31%	9,857	26,358	599
Guthrie	25,361	1.95%	9,471	15,890	616
Gibbons	26,332	7.43%	3,298	23,034	468
Ecole Morinville	37,243	1.45%	12,403	24,840	742
Central Office	4,190	6.35%	670	3,520	159
Camilla	44,783	3.11%	11,453	33,330	856
Bon Accord	22,406	3.85%	9,898	12,508	932

Note: Four Winds School is excluded from the printer report as it is managed separately

Trees Consumed
52.41

CO2 Produced (kg)
5,546.6

Equivalent Bulb Hours
347,282.7



DATE: May 24, 2023
TO: Board of Trustees
FROM: Janine Pequin, Trustee
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – May 2023

PURPOSE:

For information.

BACKGROUND:

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

- May 1 ASBA Zone 2/3
- May 3 Hats on for Mental Health Redwater School
- May 3 TEBA
- May 3 Bus Drivers Appreciation Lunch
- May 3 Audit, Finance, and Human Resources Committee Meeting
- May 5 Volunteer Tea, Ochre Park School
- May 8 Superintendant Evaluation Meeting
- May 8 Organizational Meeting
- May 10 Committee of the Whole Meeting
- May 15 Policy Committee Meeting
- May 15 Redwater School, School Council Meeting
- May 15 Ochre Park School, School Council Meeting
- May 16 Student Advisory Committee Meeting
- May 18 Mental Health Morning Redwater School
- May 19 Staff Recognition Event
- May 23 Board Agenda Review Meeting
- May 24 Public Board Meeting
- May 26 ASBA Zone 2/3
- May 26 Awards Ceremony Ochre Park School



DATE: May 24, 2023
TO: Board of Trustees
FROM: Cindy Briggs, Trustee
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – May 2023

PURPOSE:

For information.

BACKGROUND:

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

- May 3,2023- Bus Driver Appreciation Lunch
- May 8,2023- Superintendent Evaluation Meeting
- May 8, 2023- Organizational Meeting
- May 9,2023- Rock Of Ages Morinville Community Cultural Centre
- May 10,2023- Sturgeon County Meeting
- May 10,2023- Committee Of the Whole Meeting
- May 11,2023- Landing Trail Art Show
- May 13,2023- Legal School Carnival
- May 19,2023- Staff Recognition 2023
- May 23,2023- Bon Accord Community School Council and Program Support Society Meeting
- May 24,2023- Public Board Meeting and Transportation Committee Meeting
- May 29, 2023 – Lilian Schick School Council and Room Parent Association Meeting



DATE: May 24, 2023
TO: Board of Trustees
FROM: Joe Dwyer, Trustee
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – May 2023

PURPOSE:

For information.

BACKGROUND:

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

- May 3 Bus Driver Appreciation Lunch
- May 8 Superintendent Evaluation Meeting
- May 8 Organizational Meeting
- May 10 Sturgeon County Meeting
- May 10 Committee of the Whole Meeting
- May 16 Camilla School Council
- May 19 Staff Recognition
- May 24 Public Board Meeting
- May 24 Transportation Committee Meeting
- May 31 Rotary Meetings May 3,10,17,24,31



DATE: May 24, 2023
TO: Board of Trustees
FROM: Trish Murray-Elliott, Trustee
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – May 2023

PURPOSE:

For information.

BACKGROUND:

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

- Bus Driver Appreciation Luncheon, May 3
- Audit, Finance and Human Resources Committee Meeting, May 3
- Superintendent Evaluation Meeting, May 8
- Organizational Meeting, May 8
- Rock of Ages presented by Camilla School, May 8
- Committee of the Whole Meeting, May 10
- Meeting with Sturgeon County, May 10
- Policy Committee Meeting, May 15
- School Council, Sturgeon Heights School, May 15
- Student Advisory Committee Meeting, May 16
- School Council Meeting, SCHS, May 16
- Sturgeon Strides, SCHS, May 18
- Staff Recognition, May 19
- Public Board Meeting, May 24
- Transportation Committee Meeting, May 24



DATE: May 24, 2023
TO: Board of Trustees
FROM: Stacey Buga, Trustee
GOVERNANCE POLICY: [Policy 235 – Conduct of Board Meetings](#)

SUBJECT: Trustee Report – May 2023

PURPOSE:

For information.

BACKGROUND:

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

- May 1, 2023 École Morinville Public School Council
- May 3, 2023 Bus Driver Appreciation Lunch
- May 3, 2023 Audit, Finance, and Human Resources Committee Meeting
- May 4, 2023 Four Winds School Council
- May 5, 2023 École Morinville Public School Literacy Day
- May 8, 2023 Superintendent Evaluation Meeting
- May 8, 2023 Organizational Meeting
- May 8, 2023 CASA Open House
- May 9, 2023 Rock of Ages
- May 9, 2023 Alternative Learning School Council
- May 10, 2023 Committee of the Whole Meeting
- May 10, 2023 Meeting with Sturgeon County
- May 11, 2023 École Morinville Public School Moosehide Walk
- May 11, 2023 Landing Trail Art Night
- May 13, 2023 Legal Public School Carnival
- May 16, 2023 Student Advisory Committee Meeting
- May 18, 2023 Sturgeon Strides
- May 18, 2023 Inspire Banquet at Four Winds Public School
- May 19, 2023 Staff Recognition Event
- May 23, 2023 ASBA Speaker's Corner
- May 24, 2023 Public Board Meeting
- May 24, 2023 Transportation Committee
- May 26, 2023 ASBA Zone 2/3 Meeting
- May 26, 2023 ASBA Zone 2/3 Awards Banquet



DATE: May 24, 2023

TO: Board of Trustees

FROM: Trish Murray-Elliott, Committee Chair

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

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

SUBJECT: Audit, Finance and Human Resources Committee

PURPOSE:

For information.

BACKGROUND:

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

REPORT SUMMARY:

On May 3, 2023, the Audit, Finance, and Human Resources Committee convened for a meeting. Here is a revised summary of the proceedings:

- External members of the Audit Committee were introduced through a written introduction. The primary focus of the meeting revolved around the review and in-depth discussion of the 2023-2024 Draft Budget.

The Committee Chair is prepared to respond to questions at the May 24, 2023, Public Board meeting.



DATE: May 24, 2023

TO: Board of Trustees

FROM: Cindy Briggs, Committee Chair

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

ADDITIONAL REFERENCE: [Policy 225 – Board Responsibility and Conduct](#)
[Policy 405 – Budget Development and Transparency](#)
[Administrative Procedure 600 – Capital Plan Development](#)
[Administrative Procedure 605 – Site and Playground Development Procedures](#)
[Administrative Procedure 615 – School Facilities and Equipment Maintenance](#)
Board Procedures Regulation 82/2019
Education Act: Section 34, 51, 52(1)(b)
Assurance Domain - [Governance](#)

SUBJECT: Building and Maintenance Committee

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 make recommendations to the Board.

REPORT SUMMARY:

The Building and Maintenance Committee held a meeting on April 26, 2023. The following is a summary of that meeting:

- Old Business:
 - The interim spring break project list was successfully completed, including the installation of urinals at Four Winds Public School and the replacement of hot water tanks.
 - To ensure the upkeep of older structures, facility management is currently completing the semi-annual cleaning of ducts, including filter replacements.
 - Snow was cleared from the Ochre Park roof, and water drainage has been accomplished. The contractor will revisit the site for a warranty assessment review.
 - The Division and Sturgeon County have mutually agreed to a proposal for Camilla School permitting the release of water drainage into the pond.
- New Business:
 - The Division has received a letter from Alberta Education extending the JUPA (Joint Use & Planning Agreement) deadline to June 2025. Drafts for Morinville, the City of St. Albert, and Sturgeon County are presently being drafted.



- Facilities personnel have been diligently working during evenings and weekends since mid-April to complete the cleaning of parking lots and the repair of potholes. Ground maintenance schedules have already commenced for each school.
- The issue of AEDs (Automated External Defibrillators) at Bon Accord School and Lilian Schick School will be escalated to the HR department for further action.

The Committee Chair is prepared to respond to questions at the May 24, 2023, Public Board meeting.



DATE: May 24, 2023

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 cycle 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 as needed. 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 May 15, 2023. The following is a summary of that meeting:

- *Policy 100 – History of Sturgeon Public Schools* was reviewed.
 - The Policy Committee agreed to have a clear policy, with the historic content captured as an Appendix that is to be amended for consistency. Administration will bring Policy 100 back to the next Policy Committee meeting on June 7, 2023, for further review.
- *Policy 230 – Board Committees* was reviewed.
 - The Policy Committee requested that Administration provide further information with respect to Joint Use and Joint Use and Planning (JUPA) and the opportunities for Trustee involvement with them. Administration will bring Policy 230 back to the next Policy Committee on June 7, 2023, for further review.



- *Policy 245 – Appeals Regarding Student Matters* was reviewed.
 - The Policy Committee requires more time to review the policy as it underwent a significant rewrite. Administration will bring Policy 245 back to the next Policy Committee meeting on June 7, 2023, for further review.

- *Policy 320 – Inclement Weather* was reviewed.
 - The Policy Committee recommended that the policy capture both raw temperature and raw temperature with wind chill. Administration is to forward the amended policy to the next Transportation Committee on May 24, 2023, for further review.

- *Policy 905 – Awards Policy – Students* was reviewed.
 - The Policy Committee has referred Policy 905 to the June 28, 2023, Public Board meeting for review and approval.

- *Administrative Procedure 900 – Student Conduct* was brought forward for information.

The next Policy Committee meeting is scheduled for June 7, 2023, at 9:00 a.m.

The Policy Committee Chair is prepared to respond to questions at the May 24, 2023, Public Board meeting.



DATE: May 24, 2023

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: *Education Act*: Sections 139(1)(2), 143,180,183,184
Assurance Domain - [Governance](#)

SUBJECT: 2023-2024 Draft Budget

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

- a) That the Board of Trustees approve the 2023-2024 Budget as presented at the May 24, 2023, Public Board meeting.

BACKGROUND:

In line with Policy 405 *Budget Development and Transparency*, Administration engages in a consultative process with Division stakeholders to develop and draft the system budget and bring it forward to the Board of Trustees for review and approval. Section 139 of the *Education Act* outlines the expectations for financial reporting for school boards. Sub-section 2 requires school boards to annually prepare and submit to the Minister, a budget for the upcoming fiscal year on or before May 31.

Sturgeon Public School Division’s Budget is the fiscal plan intended to achieve the stated goals and objectives of the Board in accordance with the Division’s Vision, Mission and Values, Education Plan Priorities, and Board Priorities.

Vision, Mission and Values

Vision: Sturgeon Public School Division: where, through a well-rounded education, students are motivated and supported to pursue their unique path to future success.

Mission: Working together as a team of trustees, parents, community, staff and students, we create safe, respectful and collaborative learning environments where students are prepared to meet and excel at, the challenges presented by the global community.

Values: Excellence in teaching. Shared responsibility. Mutual respect. Belonging. Learning choices. Communication.



The Board believes that the annual system budget and the Education Plan, together with annual school budgets, are key planning documents for the continuous improvement of the quality of education for students (Policy 405 – Budget Development and Transparency).

The 2023-2024 Budget Report, Presentation and Alberta Education Budget Submission Templates are included for review and approval.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

1. 2023-2024 Draft Budget Report
2. 2023-2024 Alberta Education Budget Submission Template
3. 2023-2024 Budget Presentation



The Sturgeon Public School Division 2023-2024 Budget

Presented to the Board of Trustees
May 24, 2023

Budget Report Summary 2023-2024

On May 3, 2023 the Audit, Finance and Human Resources Committee reviewed the 2023-2024 budget.



Annual Budget Process

December - January

Initial enrolment projections prepared

February - March

Expected grant announcements from Alberta Education

March - April

Budgets prepared by site administrators

May

Budget approved by the Board

Budget sent to Alberta Education

September - October

Adjust school allocations based on actual September 30th enrolments

January

Enrolment Projections sent to Alberta Education

February - April

Review allocation model

Preliminary budget assumptions reviewed by the Board

April

Preliminary draft budget and assumptions reviewed by the Board

November - June

Monthly Financial Reports and Forecasts prepared by site administrators



Annual Budget Process

Guiding Principles

- Fair and Equitable Allocation Model
- Collaborative Decision Making Principles
- Based on Budget Assumptions



Annual Budget Process

Key Budget Assumptions

- Alberta Education Grant for 2023-2024 anticipated at similar levels, with Funding Profile release during March
- 23-24 Enrolment projections are up by 247 headcounts compared to last year's projections at the same time, but only 82 higher than Sep 29, 2022 count
- Total Full Time Equivalent (FTE) staff for 23-24 at 704, which is slightly higher than the current number at 698
- Class sizes are the same as the current year, except for Grades 10-12, which have been reduced from 30 to 28.95
- Cost of Operations and Maintenance, Transportation and Information Technology are continuing to rise due to inflationary pressures
- Reserves will be slightly above the allowed cap/level by \$507k by the end of 23-24
- Interest Revenue continues to support the emergent needs of the Division



Funding Profile

	2023-2024	2022-2023	Change
Alberta Education Annual Grant Funding	\$64,993,669	\$62,876,518	\$2,117,151

2023-2024 to 2022-2023 increase between profiles of \$2.1M is the result of:

- Basic Instruction **increase** of \$2.7M;
- Services and Supports **increase** of \$686k;
- Operations & Maintenance **increase** of \$370k;
- Transportation **increase** of \$402k;
- System Administration **increase** of \$78k;
- Teacher Settlement **increase** of \$1.2M; and
- Bridge/Stabilization Funding **decrease** of \$3.7M.

2023-2024 to 2022-2023 increase for the Division's budget of \$6.6M is the result of:

- Pre K - 12 Instruction **increase** of \$5.9M;
- Operations & Maintenance **increase** of \$545k;
- Transportation **increase** of \$131k;
- System Administration **increase** of \$53k;
- A **draw** on operating reserves for \$3.4M; and
- A **draw** on deferred grants for \$1.5M.



Enrolments

Enrolment Projections (Head Count)

	2023-2024 Budget	2022-2023 Budget	Difference	2022-2023 Actual
Pre-kindergarten and kindergarten	563	639	(76)	564
Grades 1 to 3	1,213	1,163	50	1,200
Grades 4 to 6	1,274	1,193	81	1,242
Grades 7 to 9	1,173	1,133	40	1,170
Grades 10 to 12	1,015	894	121	996
Total	5,238	4,991	247	5,156

- Includes all students (Home Education, Outreach, Virtual, etc.)
- 2022-2023 Actual Enrolment #'s are from March 31, 2023

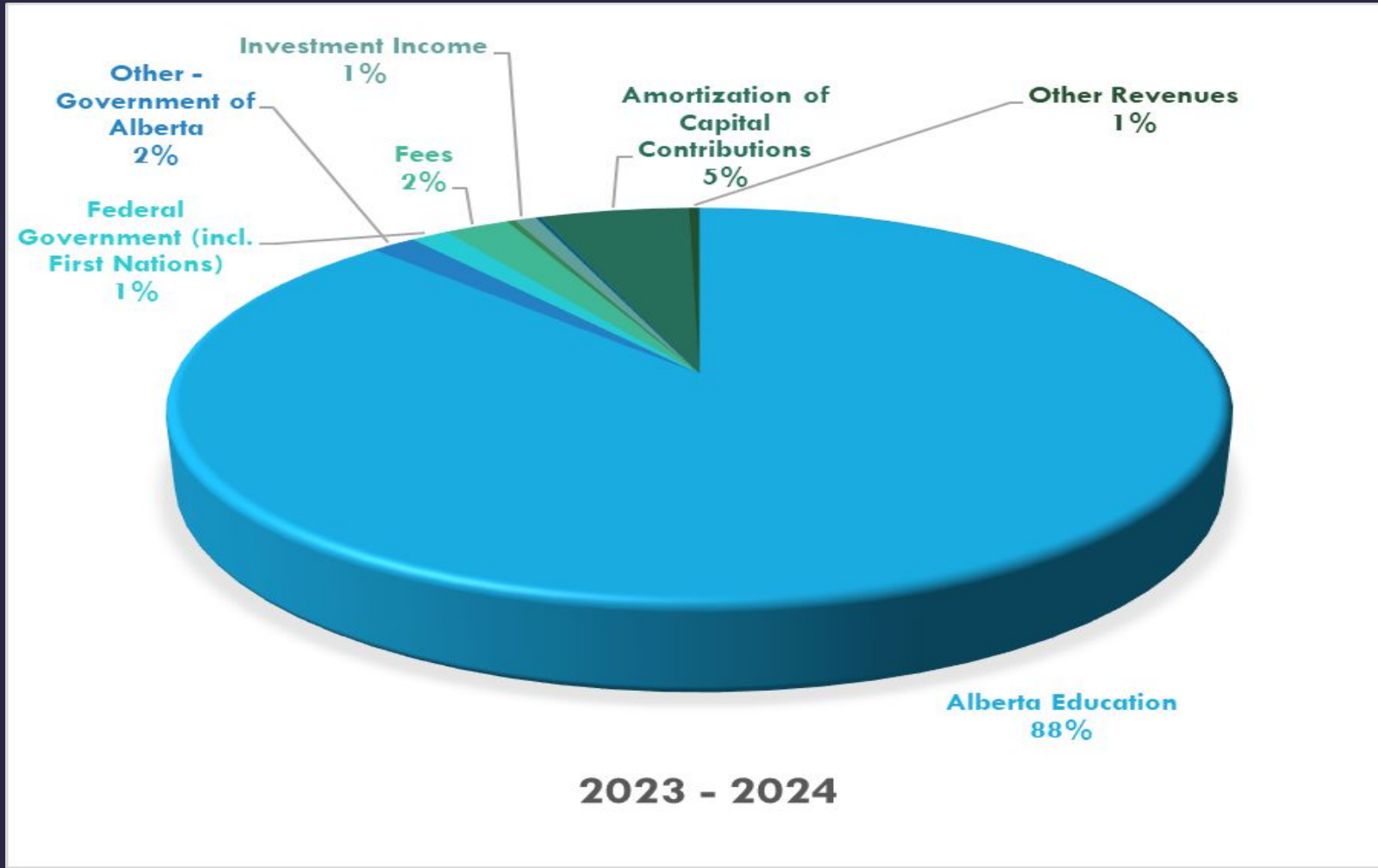


Budget Summary

	2023-2024 Budget	2022-2023 Budget	Difference	%
 Revenues	\$80,047,970	\$75,353,479	\$4,694,491	6.2%
 Expenditures	\$84,264,162	\$77,691,451	\$6,572,711	8.4%
Surplus (Deficit)	(\$4,216,192)	(\$2,337,972)	\$1,933,926	



Revenues



Revenues

	2023-2024	2022-2023
Enrolments	5253	5060
Alberta Education Grant*	\$48,391,332	\$47,500,926
Per Student Instructional Funding	\$ 9,212	\$ 9,388
*Instructional		

Alberta Education instructional funding is revenue deemed instructional as per the schedule of program operations.

Enrolments are calculated based on total enrolments projected for the year less federally funded students.



Revenues

		2023-2024 Budget	2022-2023 Budget	Difference	%
Government of Alberta	↑	\$75,792,224	\$71,392,704	\$4,402,520	6%
Federal Government	↑	\$1,086,100	\$515,000	\$571,100	111%
School & Transportation Fees	↓	\$1,845,075	\$2,579,642	(\$724,567)	-28%
Other Revenues	↓	\$349,962	\$403,258	(\$171,345)	-42%
Other Sales	↑	\$233,159	\$203,645	\$29,514	14%
Donations and Fundraising	↓	\$121,450	\$139,230	(\$17,780)	-13%
Investment Income	↑	\$620,000	\$120,000	\$500,000	417%
Total		\$80,047,970	\$75,353,479	\$4,694,491	6%



Transportation Fees

	2023-2024 Budget	2022-2023 Budget	Difference	%
Eligible Rider Grade 1 - 12	\$130	\$259	(\$129)	-50%
Pre-K & K Eligible (part time)	\$75	\$150	(\$75)	-50%
Choice Rider (School of Choice)	\$276	\$345	(\$69)	-20%
PreK & K Choice Rider	\$152	\$190	(\$38)	-20%
Ineligible Grade 1 - 12 Rider (students residing within less than funded distance)	\$345	N/A	New	New
Ineligible PreK & K Rider (students/children residing within less than funded distance, part time)	\$190	N/A	New	New
Supplemental Bus	\$180	\$180	\$0	0%
Outside Boundary Rider	\$489	\$489	\$0	0%
PreK & K Outside Boundary	\$431	\$431	\$0	0%
Replacement Bus Pass	\$20	\$20	\$0	0%



Revenues

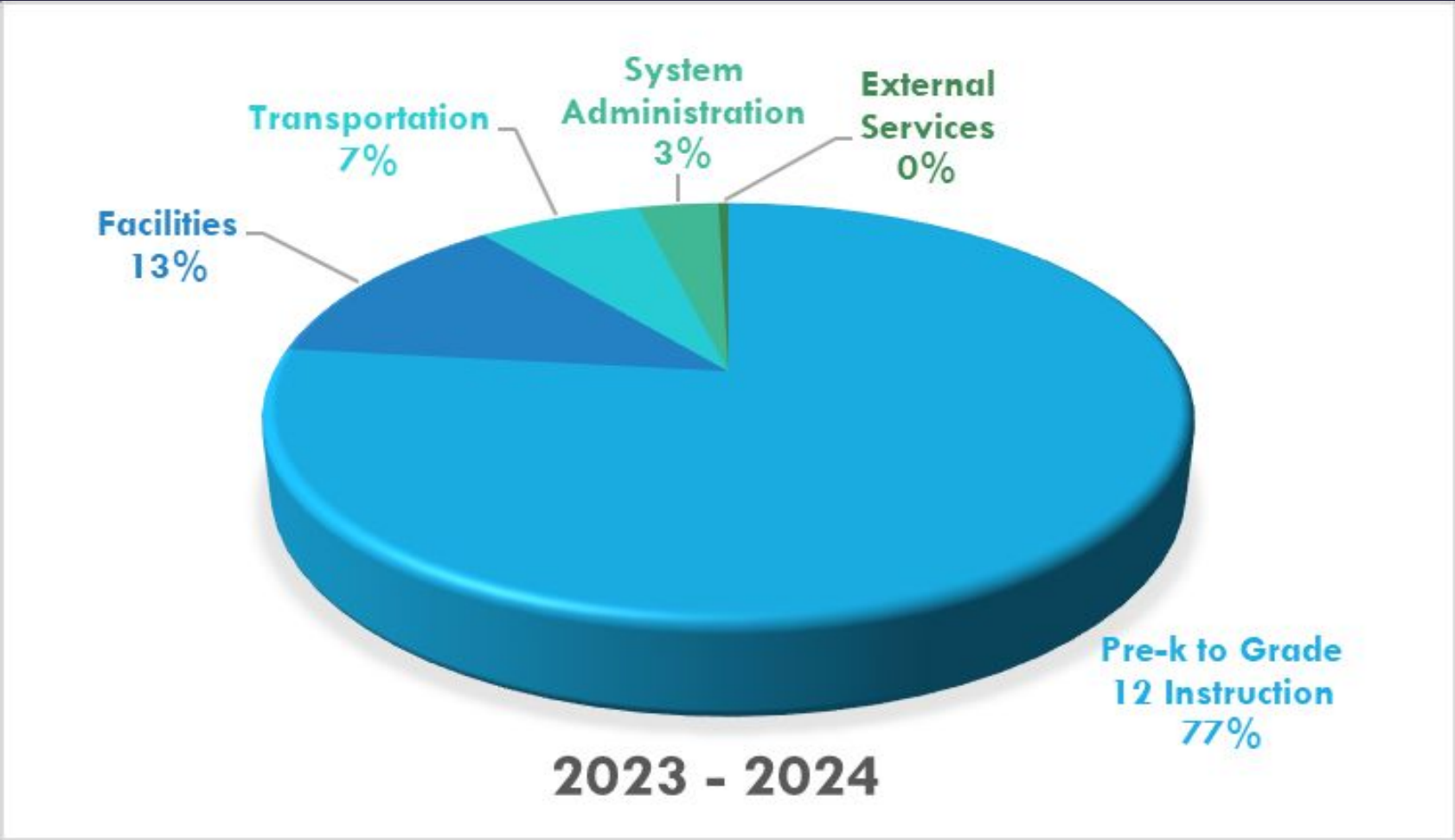
Revenue Differences

Changes to Government of Alberta revenues compared to the prior year budget include:

- Base funding for instruction increased by \$2.7M due to increase in rates and increase in enrolments;
- Services & Supports increased by \$687K. This includes an increase to specialized learning supports, indigenous funding, and Kindergarten Severe grants, offset by the reduction of PUF funding related to the number of students and moderate language delay;
- Operations & Maintenance funding increased by \$377K and IMR funding decreased by \$5K;
- Transportation funding increased by \$402K or 8.6% due to a new funding model;
- Bridge/Stabilization funding decreased by \$3.7M; and
- Spent deferred capital allocations recognized as revenue increased by \$179K.



Expenditures



Expenditures

By Category		2023-2024 Budget	2022-2023 Budget	Difference	%
Base Instruction	↑	\$47,297,802	\$41,961,365	\$5,336,437	13%
Services & Learning Supports	↑	\$11,344,343	\$10,442,696	\$901,647	9%
Schools Supports	↑	\$12,279,751	\$11,701,383	\$578,368	5%
System Administration	↑	\$2,842,693	\$2,789,294	\$53,399	2%
Amortization & ARO	↑	\$4,081,800	\$3,999,474	\$82,326	2%
Other Supports	↓	\$6,417,773	\$6,797,239	(\$323,760)	7%
Total		\$84,264,161	\$77,691,451	\$6,628,416	9%



Expenditures

Expenditure Differences

- Salaries, wages and benefits increased by \$4.8M primarily due to:
 - Certificated staff increased by 20.5 FTE due to new positions added to support growth, a change in ATA Salary Settlement, increase in ASEBP premium rates, and increases in employer payroll taxes
- School-based Support Staff increased by \$517K (10.6 FTE) primarily due to:
 - Additional support staff in schools
 - Increased cost of ASEBP premiums, and increase in employer payroll taxes
- Supports and Services staff increased by \$1.8M (38.15) primarily due to:
 - Additional Educational Assistant positions to support classroom complexity
 - Increased cost of ASEBP premiums, and increase in employer payroll taxes



IMR and CMR

- Infrastructure Maintenance Renewal (IMR) funding is operational funding used to maintain school facilities
- Capital Maintenance and Renewal (CMR) funding must be capitalized and are funded by project. Projects must be approved by Alberta Infrastructure
- Deferred Maintenance currently at \$58M

Capital Funding	2023-2024	2022-2023
IMR Operating	\$695,683	\$700,368
CMR	\$355,263	\$483,829
	\$1,050,946	\$1,184,197
% Capital	34%	41%



Staffing

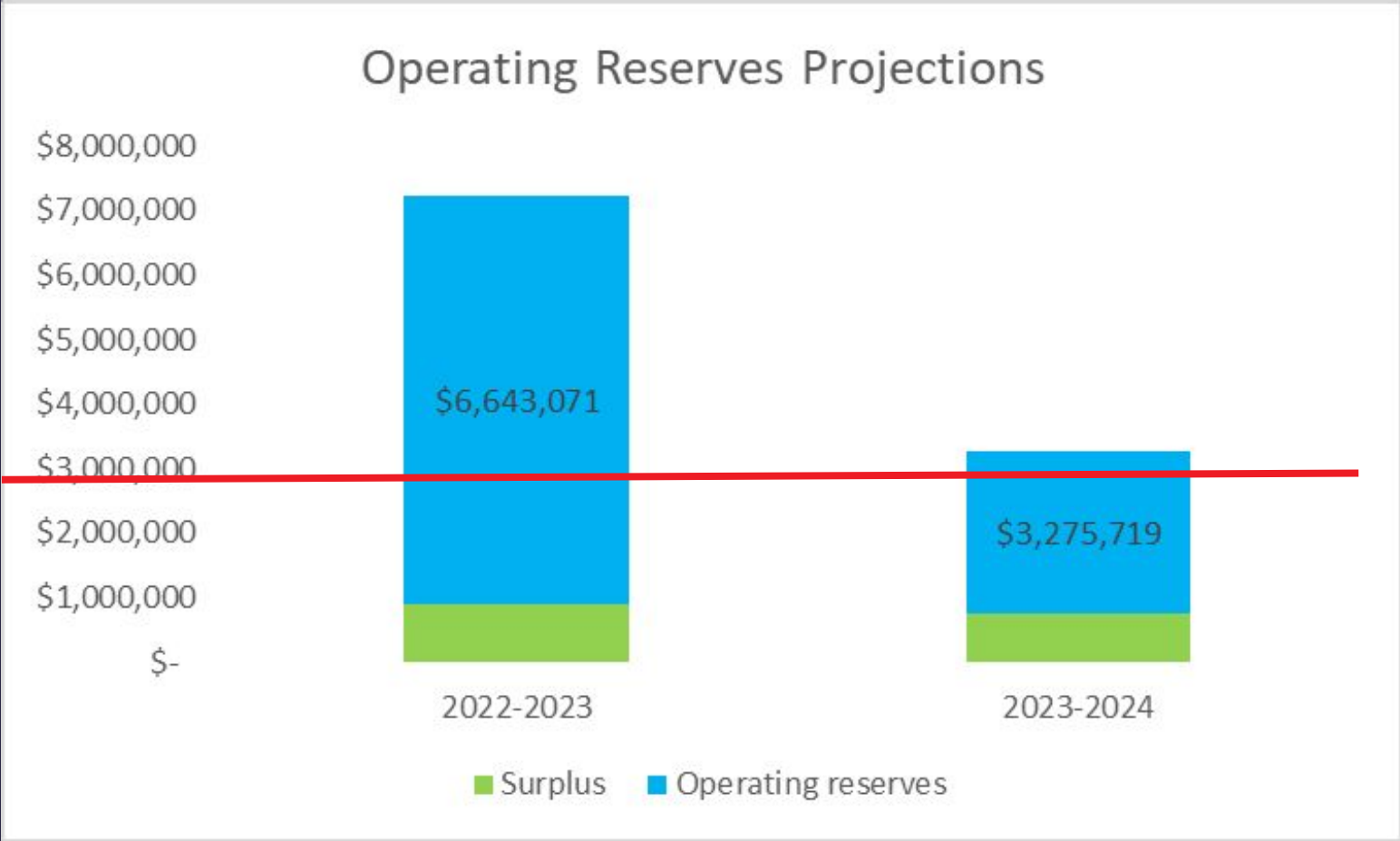


	2023-2024 FTE	2022-2023 FTE	Total Change	Instruction Schools	Instruction Central	Admin	Maintenance	Transportation
Certificated	377.48	344.65	32.83	31.68	1.15			
Support	325.75	264.56	61.19	50.79	1.95	-0.6	9.55	

- Increase in certificated positions:
 - Additional teacher FTE and 1 additional Division Principal position
- Increase in support positions:
 - Additional educational assistants, 2.8 Business Managers, a new HR Advisor, a new Help Desk Support, to support growth and student well being, partially offset by a transition to contracted services for classroom complexity
 - Increase in Operations & Maintenance is due to an increase in apprentice electrician, 2 caretakers positions, and increased permanent staff offset by less casual hires



Operating Reserves



Budget Highlights

Operating Reserves

- The Minister may, on any conditions that the Minister prescribes, permit or require a board to make a payment, or transfer money, from an accumulated surplus fund, including the operating reserve
- In line with the Alberta Education Business Plan for 2023-2026, Outcome 1 and 4, we have focused our efforts on curriculum development, supporting the assessment process to identify learning challenges and monitor student success, expanding targeted interventions to increase specialized learning supports to address learning loss and complex learning needs, fostering positive student mental health and well being, and continuing to efficiently manage all resources to meet financial, governance and administrative needs

Risks to Sturgeon Public School Division

- Projected operating reserves are estimated in April and actuals are not known until November in the following fiscal year
- This means the budget reserve numbers could be different from actuals
- In addition, our operating reserve in 2024-2025 is anticipated to be at around \$1.4M, which is less than half of our allowable reserve cap



Questions



The Sturgeon Public School Division

Budget Report 2023-2024



**Sturgeon
Public Schools**

*Prepared by: Shawna Warren, Superintendent
Jonathan Konrad, Deputy Superintendent
Liliana LeVesconte, Associate Superintendent,
Corporate Services
Lisa Lacroix, Associate Superintendent,
Human Resources
May 24, 2023*

Note: The information presented in this document is summary information only. Please see the Sturgeon Public Schools website (www.sturgeon.ab.ca) for the document after Budget approval on May 24, 2023.

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Executive Summary

The Sturgeon Public School Division has a total operating budget of \$84.3 million, an increase of \$6.6 million from the 2022-2023 budget. Sturgeon Public Schools provide quality rural public education in Sturgeon County and bordering municipalities. Sitting on Treaty 6 Territory and starting in a two-classroom school house, the division has grown to serve 5,000+ students in 17 schools, encompassing Pre-K and grades K-12.

The executive summary presents highlights of the budget and organizational information of the school division.

Governance

Sturgeon Public School Division Board of Trustees represents electoral wards in Sturgeon County and bordering municipalities. The Board is charged with the responsibility of providing for its stakeholders, an education system organized and operated in their best interests. It exercises this responsibility through setting of local educational policy and allocation of resources to meet its goals.

The Board has one main purpose, to provide educational services as required by the Education Act. There are seven Trustees that represent Sturgeon County and surrounding area, the Town of Morinville, the Town of Bon Accord, the Town of Gibbons and the Town of Redwater.

Governance Priorities

Governance refers to the processes by which our trustees engage stakeholders within our local context, provide assurance that quality learning is occurring, demonstrate fiscal responsibility, strategically plan for improvement and foster community relationships.

Public assurance occurs when the public has trust and confidence that our Board of Trustees demonstrates stewardship of system resources with an emphasis on student success, generative community engagement, transparency and accountability.

Our Governance Priorities support our mission as we progress toward our vision for education:

Vision:

Sturgeon Public Schools: where, through a well-rounded education, students are motivated and supported to pursue their unique path to future success.

Mission:

Working together as a team of trustees, parents, community, staff and students, we create safe, respectful and collaborative learning environments where students are prepared to meet and excel at the challenges presented by the global community.

The following Assurance Elements provide stakeholders with trust and confidence that Sturgeon Public School Division is well-aligned to the [Alberta Business Plan for Education](#):

Outcome 1: Alberta's students are successful;

Outcome 2: First Nation, Métis and Inuit students in Alberta are successful;

Outcome 3: Alberta has excellent teachers, school leaders and school authority leaders; and

Outcome 4: Alberta's K-12 education system is well-governed and managed.

Sturgeon Public School Division's Governance Domain includes the following key assurance elements in support of a well-governed and well-managed system:

Student Growth and Achievement

Public assurance occurs when Sturgeon Public students demonstrate strong achievement across provincial learning outcomes, engage critically and continuously progress as learners.

Teaching and Leading

Public assurance occurs when Sturgeon Public teachers and principals demonstrate all dimensions of the Teaching or Leadership Quality Standard in a collaborative culture of learning.

Learning Supports

Public assurance occurs when all students belong and learn in environments that support their needs. Public confidence is built when system resources are used to ensure optimum learning for all.

Governance

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

Local and Societal Context

Public assurance occurs when Sturgeon Public Schools respond proactively to local and societal contexts or concerns. Learning in Sturgeon Public Schools includes local context in educational programming.

Students, staff, parents and community representatives continued to affirm the Board’s priorities through stakeholder engagements throughout the 2022-2023 school year and throughout the formation of the Board’s 2023-2026 Education Plan. Sturgeon Public School Division’s stakeholders are confident that our assurance elements will deliver increased student success and well-being.

Domain	Assurance Outcomes		
Student Growth and Achievement	Students achieve provincial learning outcomes and solve problems with real-world applications.		Students use assessment feedback to identify strengths and areas of need and set learning goals.
Teaching and Leading	Teachers and principals use a range of data and evidence to co-create student specific learning activities to build achievement.		Teachers and leaders attend to individual student learning and local school needs with skill and competence in leadership.
Learning Supports	Public School Communities are safe, caring, respectful and inclusive.	First Nations, Métis and Inuit students achieve and succeed as part of a community committed to understanding foundational Indigenous perspectives and knowledge.	Partnerships with external agencies are in place and used to enhance the conditions required for student achievement.
Governance	Students, families, staff and community members are committed to a shared vision for student achievement.		Resources are allocated and managed in the interests of ensuring student success.
Local and Societal Context	Students demonstrate respect for themselves and others and show pride in their accomplishments and in their community.		Schools implement student volunteer opportunities in their communities and encourage participation in division-wide events.

Trustees, with school and system leaders, establish priorities, goals, strategies and performance measures to ensure that success for all students is obtained. The budget allocates resources to assist in achieving this end.

The Board of Trustees plans to promote further discussion and improvement of the Provincial Funding Model for education and ensure that stakeholders have a clear understanding of the provincial process restrictions and subsequent challenges that impact the Board’s ability to act on fiscal priorities for the Division.

The assurance elements are defined in detail in the Board’s [2023-2026 Education Plan](#). The plan includes specific avenues for development and performance measures.

Budget Process

The budget was developed based on funding and expenditure assumptions. Revenues are allocated in accordance with the equitable allocation model and distributed decision-making principles. The Division allocation model was developed in collaboration with School Administrators, Directors and Senior Executives. Assumptions used to prepare the budget are approved by the Board. The budget was sent out to school-based administrators for completion, review and compilation. The budget is presented to the Board for approval on May 24, 2023, at the regular public board meeting.

Enrolment

Sturgeon Public Schools is forecasted to have 5,238 students enrolled in Early Childhood Services (ECS = Pre-Kindergarten + Kindergarten) through Grade twelve in the 2023-2024 school year, which is an increase of 247 students over the previous year's budget enrolment numbers and an increase of 82 students from the September 29, 2022, enrolment count. Projected enrolments for the 2023-2024 school year and comparative figures for the 2022-2023 budget are shown on Schedule A.

Funding Sources

Sturgeon Public School Division is financially dependent on funding from the Province of Alberta and receives 95% of its funding from government sources (see Schedule B). The Division has other revenues such as school fees, school generated funds, external grants and investment revenues which comprise only 5% of the total revenue.

Total budgeted revenues for 2023-2024 are \$80.0 million. Total revenues for the Division increased by 6.2% or \$4.7 million from the 2022-2023 budget.

Instruction

The 2023-2024 budget is based on the Alberta government funding model which uses the three-year weighted moving average (WMA) enrolment to allocate funding grants. The WMA formula is based on 20% of the actual enrolments for the 2021-22 school year, 30% of estimated enrolments for the 2022-2023 school year and 50% of the projected enrolments for the 2023-2024 school year. Using the WMA allocation, growth is not fully funded for three years. A Stabilization Funding Grant, which replaced the Bridge Funding Grant from 2022-2023, of \$5.7 million is included in the 2023-2024 budget, however, it is unknown if this grant will continue beyond 2023-2024. The WMA model is having an impact on instruction funding per student. The 2022-2023 funding per student was \$9,388 per student and the 2023-24 funding per student is under

\$9,212 per student. Alberta Education instructional funding includes Alberta Education revenue from the schedule of program operations for pre-kindergarten to grade 12.

Operations & Maintenance

Operations & Maintenance is up a total of \$453K from the 2022-2023 budget. The increase consists of a \$377K increase in the Operations & Maintenance grant. Operations & Maintenance is intended to operate within its funding envelope, however, the increase in inflationary and market costs have not supported all cost escalations.

The IMR grant which provides operational funds for school and facility upgrading projects, is \$696K. Funding provided under the existing Infrastructure and Maintenance Renewal (IMR) program is no longer subject to the 30% capitalization requirement since Capital Maintenance Renewal (CMR) funding is now allocated for specific maintenance and renewal capital projects. The CMR program was introduced in the 2021-2022 budget to provide funding for specific maintenance and renewal projects identified by school divisions and approved in accordance with treasury board and finance criteria. CMR funding may only be used for the purpose for which it is approved. Completed projects must be capitalized unless otherwise stated and are allocated based on the government fiscal year (April 1 – March 30th).

Board & System Administration

Administration is a targeted grant based on a percentage of total operating expenses. The Administration grant was increased by 0.05% in 2023-2024, however, it was a fixed amount for three years beginning in 2020-2021.

Transportation

Transportation funding increased by 8.6% (\$402K) and will operate within its funding envelope. Most of the increased funding is offsetting student paid fees, with a reduction of 50% for resident riders, and 20% reduction for school of choice riders. Ineligible riders' fees remain unchanged from the 2022-2023 school year.

Amortization

Amortization of supported buildings utilized through external services is recognized as revenue.

External Services

External services include services offered outside the Division's regular education programs for students who are served by the Division. Some examples of external

services include after school care and services provided to external organizations and the Alberta Education Interchange Program (secondments).

Spending by Program

Funding is allocated to Division programs and services to ensure that programs meet the needs of students and schools remain viable. The \$84 million is allocated to four major program areas. The four major programs include Instruction, Operations and Maintenance, Transportation and Board & System Administration.

Instruction

Instruction is the allocation to all schools and other instructional programs and services that provide educational opportunities to students within the school division. Some of the instructional programs include Early Childhood Services (Pre-Kindergarten + Kindergarten), Special Education and Outreach Programs. Instructional services provided centrally are included in the Instruction program.

Operations & Maintenance

The Operations and Maintenance activities relate to the Division's responsibility for the construction, operation, maintenance, insurance, safety and security of all school buildings.

Transportation

Transportation relates to all activities of transporting students to, from and between schools. The funding model, which has been based on a fixed allocation since the 2019-20 school year, has been updated for the 2023-2024 school year by Alberta Education. Transportation received a funding increase of 8.6%.

Board & System Administration

System Administration includes Board Governance, Office of the Superintendent, Office of the Deputy Superintendent, Corporate Services Department, Human Resources Department and Communications Department.

Expenditures by Category

Sturgeon Public Schools will spend approximately \$38.3 million on school-based human resources, which is about 65% of the Division's total instructional budget.

The Canadian Union of Public Employees (CUPE) has a collective agreement with a term of September 1, 2019 to August 31, 2020. Currently negotiations are on-going.

The Central Table of the Alberta Teachers Association (ATA) collective agreement was ratified on June 10, 2022 with a collective agreement term of September 1, 2020 to August 31, 2024. Local bargaining continues.

Financial Impact

The 2023-2024 budget includes a proposal to the Minister of Education to access \$3.4 million from operating reserves. The Division requires Ministerial approval to use operating reserves, this approval process for accessing operating reserves was introduced in 2020-2021. The Division's Accumulated Operating Reserves, before School Generated Funds, is projected to be \$7.2 million as of August 31, 2023 based on the current year Q2 forecast. The 2023-2024 budget leaves operating reserves at \$3.3 million or 3.89% of operating expenses.

Financial Risk and Impact

One of the risks to the Division is that funding is based on WMA enrolments and the Division only receives 50% of the funding for new students. When there is an increase in enrolment, as predicted in the 2023-2024 enrolment projection, this is detrimental to the Division because we will only receive 50% of funding for these new students in 2023-2024. However, if enrolment decreases, this would leave more money with the Division. The three year weighted moving average allocation model has some risk because the Division will allocate resources to all schools based on projected enrolments and then may have to allocate additional resources after September 30 if enrolments increase. The government requires enrolment projection submissions at the beginning of January prior to the budget year.

The risk to the Division is if one or more of these events happens within a short period of time (1-2 years) resulting in reserves being depleted very quickly. As communities mature, grow and change, we are experiencing different demands for student spaces in our schools. The Board is committed in its efforts to hear from the community. Trustees continue to connect with stakeholders through public engagement. The Division will need to monitor Accumulated Operating Reserves in future operating budgets to ensure that it maintains an appropriate balance to meet the needs of students and maintain the financial health of the Division. The amount of reserves will be dependent on future financial resources and expenditure decisions along with the funding manual stipulations that require the Division to get ministerial approval before it is able to utilize operating reserves.

A cap on operating reserves was introduced in the 2022-2023 budget by Alberta Education. The maximum operating reserve percentage for the Division is equivalent to the Division's System Administration percentage of 3.64% multiplied by the prior year Audited Financial Statements (AFS) operating expenses. The Board prepared a

Reserve Mitigation Strategy letter for the 2022-2023 school year, which was approved by the Minister. This letter also contained a Reserve Mitigation Plan for the 2023-2024 school year that was also approved in principle by the Minister, however, the Division is required to provide an updated letter to the Minister to be submitted with the Board's approved 2023-2024 budget submission. The Minister will again review the proposal and respond within the next few weeks. An Election outcome may delay this process, and/or have an impact on our Reserve Mitigation Plan.

A summary of Sturgeon Public School Division budgeted revenues, expenditures and operating reserves is shown in Schedule C.

Human Resources

Division staffing has the greatest impact on the educational opportunities provided to students within Sturgeon Public Schools and consequently makes up 75% of the Division's budget. Total salaries and benefits for the Division increased by \$6.9 million or 12.2% over the 2022-2023 budget. The increase in staffing is the result of new positions, increases in benefit costs including employer payroll taxes, an increase in Worker Compensation Board (WCB) costs and changes in standard rates cost.

The Division will employ 377.48 full time equivalent teaching (FTE) and 325.75 full time equivalent support staff FTE in 2023-2024 which is an increase of 32.83 FTE teaching staff and an increase of 61.19 FTE support staff over the 2022-2023 budget. Overall, staffing increased 93 FTE or 15%. The increase in teaching positions in 2023-2024 consists of an increase in school-based teachers and central instructional positions. The increase in support staff is primarily due to the increase in the number of educational assistants positions to support students.

Asset Retirement Obligation

A new accounting standard comes into effect for all public sector reporting entities with Fiscal years beginning April 1, 2022 or later. The accounting standard PS3280 – Asset Retirement Obligations (ARO) addresses the reporting of legal obligations associated with the retirement of tangible capital assets including the removal of hazardous materials such as asbestos. Although Alberta Infrastructure normally funds this work, the Division is required to account for it until agreements are in place during the modernization or replacement of a school. The Division will record offsetting revenues at the time the work is done if the work is supported by the government. The total ARO estimated for the Division is \$6.7M. In 1991, legislation was put in place on asbestos to ban the use of hazardous materials in building construction, however, materials in inventory may have continued to be used until approximately 1995.

This results in \$3.1M of past amortization up to the end of 2023 that is recorded against the Division's Accumulated Operating Surplus. Expenses related to ARO in the 2023-2024 budget are \$135K. The ARO within the accumulated operating surplus is not included in calculating the Division's operating reserves that are available to the Division and caps imposed by government.

Capital Plan

All new school facilities are funded by the Province of Alberta in consultation with the Department of Infrastructure. Each year, school divisions submit facility needs for the next three years and await funding and approval from the province.

Priority one of the Board approved three year Capital Plan is the solution for a replacement of Gibbons School. Priority two is a solution for the replacement of the École Morinville Public School. Priority three is the modernization of the Sturgeon Heights School.

The Capital Plan for 2023-2026 is referenced for information purposes only, and does not form part of Sturgeon Public Schools' operating budget.

Budget Submission

The board-approved 2023-2024 Budget is required to be submitted to Alberta Education on or before May 31, 2023 (see Schedule D). The Division anticipates hearing back from the Minister by late Summer 2023.

Schedule A

Sturgeon Public School Division	2023-2024 Projected Student Enrollment Count												TOTAL SR HI	TOTAL 1-12	Home Education	Spec. Ed	GRAND TOTAL	Sep 29 2022 Funded	Budget 22-23	Percent Change	
	Pre-K	K	I	II	III	IV	V	VI	TOTAL FTE	VII	VIII	IX									TOTAL JR
BACS	28	35	46	34	42	50		235					0				235	238	217	8.3%	
Camilla	28	36	44	51	43	43	54	48	347	52	55	54	161				508	493	471	7.9%	
Four Winds							88	105	193	92	95	87	274			3	470	454	419	12.2%	
Gibbons							63	72	135	50	48	50	148				283	274	257	10.1%	
Guthrie	25	19	21	30	13	21	18	22	169	17	24	27	68				237	257	271	-12.5%	
L. Trail	34	60	59	73	74	63		363					0				363	367	360	0.8%	
Legal/Public	4	6	4	4	6	6		30					0				30	14	6	100.0%	
L. Schick							58	43	101	38	43	53	134				235	221	231	1.7%	
EMPS	67	94	77	95	92	119		544					0				544	530	563	-3.4%	
Namao	0	32	39	32	43	36	51	37	270	46	35	47	128				398	406	407	-0.2%	
O. Park	17	22	42	32	34	28		175					0				175	191	180	-2.2%	
Redwater							40	33	73	34	38	25	97	32	38	39	109	279	227	28.2%	
SCHS								0					0	282	270	262	814	827	715	15.7%	
SPVA							3	4	3	20	8	9	23				43	43	54	-20.4%	
Sturgeon Hts.	0	52	43	60	59	44	36	64	358	34	35	40	109				467	461	450	4.2%	
SUB TOTAL	203	356	378	415	409	413	412	427	3013	371	382	389	1142	314	308	301	923	5078	4,828		
Oak Hill							0	3	5	1	9	3	7	17			0	26	24	22	18.2%
Colony	0	4	2	4	5	3	5	5	28	4	5	5	14	1			1	43	43	43	0.0%
SUB TOTAL	0	4	2	4	5	6	10	6	37	7	12	12	31	1	0	0	1	69	65		
Outreach																					
MLC														4	7	33	44	44	47	47	-6.4%
SLC														0	0	3	8	47	54	51	-7.8%
SUB TOTAL														0	0	7	15	91	98		
TOTAL	203	360	380	419	414	419	422	433	3,050	378	394	401	1,173	322	323	370	1,015	5,238	4,991		
FTEs																		4,957			
Home Education																				20	49
AFN																				34	31
Adjusted Total																				5,210	5,071

Schedule B

The Sturgeon School Division		Budget 2023
Projected Operational Funding - as of April 2023		
	Funding Framework Grants	
Base Instruction	Grade ECS	\$1,880,767
	Grades 1 - 9	\$23,445,642
	High Schools	\$7,048,935
	Rural Small Schools	\$26,500
	Home Education & Shared Responsibility ¹	\$43,077
	Outreach Programs	\$150,000
	Distance Education (Non-Primary)	\$13,500
	Sub-Total	\$32,608,421
Services & Supports	ECS Pre-K Program Unit Funding (PUF)	\$1,384,493
	Moderate Language Delay Grant (Pre-K & SLS K) ¹	\$101,200
	Specialized Learning Support	\$4,171,562
	Specialized Learning Support - Kindergarten (Severe)	\$798,974
	First Nations, Métis, and Inuit Education	\$1,016,247
	English as an Additional Language	\$86,592
	Francisation	\$0
	Refugee Student	\$0
	Institutional Programs (EPI)	\$994,814
	Classroom complexity	\$293,572
Schools	Operations & Maintenance Grant	\$5,149,662
	SuperNet	\$163,200
	Transportation	\$5,068,247
	Infrastructure Maintenance Renewal (Operating)	\$695,683
Community	Socio-Economic Status	\$658,116
	Geographic	\$1,878,352
	Fort McMurray Allowance	\$0
	School Nutrition Program	\$183,000
	Francophone Equivalency	\$0
Jurisdictions	System Administration	\$2,767,693
	Teacher Salary Settlement	\$1,222,200
	Supplemental Enrolment Growth	\$38,385
	Stabilization Funding (if applicable)	\$5,713,257
A	Budget 2023 - Projected Operational Funding²	\$64,993,669
B	2022/23 school year - Estimated Operational Funding ²	\$63,153,849
C	2022/23 Funding Adjustment	-\$277,330
D = B + C	2022/23 Total Operational Funding	\$62,876,518
E = A - D	\$ Increase/Decrease compared to 2022/23 Level	\$2,117,151

Schedule C

Statement of Operations Sturgeon Public School Division Draft Budget 2023-2024

	2023 - 2024 Draft Budget	2022 - 2023 Budget	Variance
<u>Revenues</u>			
Alberta Education	\$ 70,277,532	\$ 66,265,230	\$ 4,012,302
Other - Government of Alberta	1,299,797	1,128,000	171,797
Federal Government (incl. First Nations)	1,086,100	515,000	571,100
Fees	1,845,075	2,579,642	(734,567)
Other Sales and Services	233,159	203,645	29,514
Investment Income	620,000	120,000	500,000
Gifts and Donations	67,450	74,950	(7,500)
Rentals	55,706	31,080	24,626
Fundraising	54,000	64,280	(10,280)
Amortization of Capital Contributions	4,214,895	3,999,474	215,421
Other Revenues	294,256	372,178	(77,922)
	\$ 80,047,970	\$ 75,353,479	\$ 4,694,491
<u>Expenses by Program</u>			
Pre-k to Grade 12 Instruction	\$ 64,765,662	\$ 58,829,122.0	\$ 5,936,540.0
Facilities	10,536,442	10,007,065	529,377
Transportation	5,825,109	5,693,792	131,317
System Administration	2,842,693	2,789,294	53,399
External Services	294,256	372,178	(77,922)
	\$ 84,264,161	\$ 77,691,451	\$ 6,572,710
<u>Surplus (Deficit) Carry Forward</u>	\$ (4,216,192)	\$ (2,337,972)	\$ (1,878,220)

Statement of Expenditures (Detailed)
Sturgeon Public School Division
Draft Budget 2023-2024

	2023 - 2024 Draft Budget	2022 - 2023 Budget	Variance
Base Instruction			
Centrally Administered School Expenses			
Salaries and Benefits Certificated Staff	\$ 34,574,000	\$ 30,725,838	\$ 3,848,162
Salaries and Benefits non-Certificated Staff	2,035,957	1,956,842	79,115
Salaries and Benefits LA's (not PUF/SLS)	30,000	-	30,000
Salaries and Benefits Subs	1,140,000	882,640	257,360
Salaries and Benefits Other School Staff	515,508	335,000	180,508
School Services and Support	649,637	669,477	(19,840)
Total Centrally Administered School Expenses	\$ 38,945,102	\$ 34,569,797	\$ 4,375,305
Central Instruction Support Services			
Education Planning Department	\$ 356,821	\$ 482,447	\$ (125,626)
Divisional PD	110,000	90,000	20,000
Student Wellness and Mental Health Initiative	1,500,941	1,493,687	7,254
Division Principal Department	631,419	473,500	157,919
Dual Credit Program	70,000	-	70,000
Classroom Complexity Program	375,000	-	375,000
Human Resources & Health and Wellness Department	434,232	340,331	93,901
Technology Department	1,476,739	1,296,811	179,928
Evergreening	585,000	650,000	(65,000)
Home Education Resources	27,030	15,300	11,730
Summer School Program	197,308	10,000	187,308
Community Engagement Department	163,255	97,000	66,255
Other Grants (Curriculum Implementation)	275,405	-	275,405
Superintendent Discretionary	500,000	800,000	(300,000)
Emergent Priorities (non-staff)	100,000	-	100,000
Total Central Instruction Support Services	\$ 6,803,150	\$ 5,749,076	\$ 1,054,074
Schools			
Bon Accord Community School	\$ 52,526	\$ 42,533	\$ 9,993
Camilla School	111,392	192,771	(81,379)
Ecole Morinville Public School	100,851	66,954	33,897
Four Winds Public School	113,444	139,691	(26,247)
Gibbons School	75,072	114,693	(39,621)
Guthrie School	58,861	54,523	4,338
Landing Trail School	74,021	82,419	(8,398)
Legal Public School	18,617	-	18,617
Lilian Schick School	65,222	75,394	(10,172)
Morinville Colony School	8,259	5,566	2,693
Namao School	95,386	80,022	15,364
Ochre Park School	44,113	32,565	11,548
Redwater School	132,305	103,336	28,969
Sturgeon Composite High School	425,746	450,290	(24,544)
Sturgeon Heights School	105,236	79,949	25,287
Sturgeon Public Virtual Academy & LC's	46,165	91,186	(45,021)
Oak Hill	22,335	30,600	(8,265)
Total Schools	\$ 1,549,551	\$ 1,642,492	\$ (92,941)
Total Base Instruction	\$ 47,297,802	\$ 41,961,365	\$ 5,336,437

Statement of Expenditures (Detailed)
Sturgeon Public School Division
Draft Budget 2023-2024

	2023 - 2024 Draft Budget	2022 - 2023 Budget	Variance
<u>Services and Supports</u>			
Program Unit Funding (PUF) Department	\$ 2,425,891	\$ 2,839,575	\$ (413,684)
Inclusive Education Department	6,704,912	5,584,885	1,120,027
Indigenous Student Success Department	1,016,247	873,422	142,825
Oak Hill School	1,014,293	994,814	19,479
Nutrition Program	183,000	150,000	33,000
	\$ 11,344,343	\$ 10,442,696	\$ 901,647
Subtotal Instruction Expenditures			
	\$ 58,642,145	\$ 52,404,061	\$ 6,238,084
<u>School Supports</u>			
Facilities Department	\$ 5,739,959	\$ 5,287,223	\$ 452,736
Infrastructure Maintenance Renewal (IMR)	714,683	720,368	(5,685)
Transportation Department	5,825,109	5,693,792	131,317
	\$ 12,279,751	\$ 11,701,383	\$ 578,368
<u>System Administration</u>			
Office of the Board of Trustees	\$ 386,544	\$ 350,743	\$ 35,801
Office of the Superintendent	306,005	292,267	13,738
Communications Department	67,349	76,800	(9,451)
Office of the Associate Superintendent - Education Services	230,210	192,297	37,913
Office of the Associate Superintendent - Human Resources	295,333	246,178	49,155
Office of the Associate Superintendent - Corporate Services	1,557,252	1,631,009	(73,757)
	\$ 2,842,693	\$ 2,789,294	\$ 53,399
Total Expenditures Before Other Sources			
	73,764,589	66,894,738	6,869,851
<u>Additional Supports not funded through Alberta Education</u>			
Disability Services/ SHINE Department	\$ 1,017,284	\$ 801,000	\$ 216,284
Mental Health Capacity Building Program	323,657	317,000	6,657
Building Amortization	4,081,800	3,999,474	82,326
External Services	294,256	372,178	(77,922)
School Based Fees	1,060,326	1,989,934	(929,608)
Extra-Curricular Activities/ SGF allocations	552,654	176,855	375,799
Adult School	9,800	28,840	(19,040)
Other Sales	40,300	-	40,300
ATRF	3,119,496	3,111,432	8,064
	10,499,573	10,796,713	(297,140)
Grand Total of Expenditures			
	\$ 84,264,161	\$ 77,691,451	\$ 6,572,710

Schedule of Reserves for the Year Ending August 31, 2023

	INTERNALLY RESTRICTED				INTERNALLY RESTRICTED RESERVES BY PROGRAM							
	UNRESTRICTED SURPLUS	TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		
				Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	
1 AFS Balance at August 31, 2022	\$ 6,240,894	\$ 6,341,158	\$ 4,461,103	\$ 98,200	\$ -	\$ 686,875	\$ 600,000	\$ 3,644,222	\$ -	\$ -	\$ -	\$ 31,806
2 Operating surplus (deficit)	\$ (2,337,972)											
3 Board funded tangible capital asset additions	\$ (1,584,462)	\$ -	\$ (3,610,360)	\$ -	\$ -	\$ (600,000)	\$ -	\$ (3,010,360)	\$ -	\$ -	\$ -	\$ -
4 Amortization of tangible capital assets	\$ 4,370,347											
6 Capital revenue recognized	\$ (3,886,984)											
Budgeted amortization of ARO tangible capital asset	\$ 83,920											
Estimated disposal, tangible capital assets	\$ 505,038											
7 Net transfers to operating reserves	\$ -	\$ -	\$ 2,500,000	\$ (98,200)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 Net transfers to capital reserves	\$ (2,500,000)											
9 Balance at August 31, 2023	\$ 890,871	\$ 6,341,158	\$ 3,350,743	\$ 5,741,158	\$ -	\$ 86,875	\$ 600,000	\$ 3,232,062	\$ -	\$ -	\$ -	\$ 31,806

Schedule of Reserves for the Year Ending August 31, 2024

	INTERNALLY RESTRICTED				INTERNALLY RESTRICTED RESERVES BY PROGRAM							
	UNRESTRICTED SURPLUS	TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		
				Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	
10 Balance at August 31, 2023	\$ 890,871	\$ 6,341,158	\$ 3,350,743	\$ 5,741,158	\$ -	\$ 86,875	\$ 600,000	\$ 3,232,062	\$ -	\$ -	\$ -	\$ 31,806
11 Operating surplus (deficit)	\$ (4,216,192)											
12 Board funded tangible capital asset additions	\$ -	\$ -	\$ (1,100,000)	\$ -	\$ -	\$ -	\$ -	\$ (1,100,000)	\$ -	\$ -	\$ -	\$ -
13 Amortization of tangible capital assets	\$ 4,630,586											
14 Capital revenue recognized	\$ (4,081,799)											
15 Net transfers to/from operating reserves	\$ 3,400,000	\$ (3,400,000)		\$ (3,400,000)			\$ -					
16 Budgeted amortization of ARO tangible capital asset	\$ 133,095											
17 Net transfers to capital reserves	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ (600,000)					
18 Balance at August 31, 2024	\$ 756,561	\$ 2,941,158	\$ 2,250,743	\$ 2,941,158	\$ -	\$ 86,875	\$ -	\$ 2,132,062	\$ -	\$ -	\$ -	\$ 31,806
Less SGF 22-23	\$ -	\$ (422,000)		\$ (422,000)								
Adjusted Balance	\$ 756,561	\$ 2,519,158	\$ 2,250,743	\$ 2,519,158	\$ -	\$ 86,875	\$ -	\$ 2,132,062	\$ -	\$ -	\$ -	\$ 31,806

Total Unrestricted Surplus and Operating Reserves	\$ 3,275,719
Reserves Cap Allowed	\$ 2,768,392
Surplus (Available Room)	\$ 507,327

Commitments

20 Year 4 Mental Health 24-25	\$ (500,000)											
21 Classroom Complexity top up 24-25	\$ (1,000,000)			\$ (500,000)								
22 Adjusted Balance	\$ 756,561	\$ 1,019,158	\$ 2,250,743	\$ 1,019,158	\$ -	\$ 86,875	\$ -	\$ 2,132,062	\$ -	\$ -	\$ -	\$ 31,806

Schedule D

School Jurisdiction Code: 1110

BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2024

[Education Act, Sections 139(2)(a) and 244]

1110 The Sturgeon School Division

Legal Name of School Jurisdiction

9820 104 Street NW Morinville AB AB T8R 1L8; 780-939-4341; liliana.levesconte@sturgeon.ab.ca

Contact Address, Telephone & Email Address

BOARD CHAIR

Irene Gibbons

Name

Signature

SUPERINTENDENT

Mrs. Shawna Warren

Name

Signature

SECRETARY TREASURER or TREASURER

Liliana Levesconte

Name

Signature

Certified as an accurate summary of the year's budget as approved by the Board
of Trustees at its meeting held on May 24, 2023
Date

HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2023/2024 BUDGET REPORT

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

Budget Highlights, Plans & Assumptions:

A multi-year approach to fiscal planning and accountability;
Sturgeon's Vision, Mission and Values;
Keeping resources in our classrooms;
Lack of funding for approved (by the government) CMR projects and Three-Year Capital Plan;
Financial Risk Analysis to ensure future financial sustainability of the Division and the programs that our children access;
Enrolment projections are trending up;
Future years (past 2023-2024) access to Stabilization Funding remains unknown;
Underfunding for Inclusive Education remains a concern;
Decreased IMR funding put additional pressure on addressing Deferred Maintenance;
Operations and Maintenance funding reduced, despite increased costs with maintenance, custodial and utilities. There is an increased underfunding gap, and misalignment due to funding being partly calculated using the WMA, while costs remain mostly unaffected by enrolment fluctuations;
The deficit budget adequately addresses the essential requirements for supporting classroom complexity, addressing the rising mental health and wellness challenges, and ensuring student learning and success, as detailed in the appendices below. To eliminate the deficit budget in 2024-2025, additional funding will be necessary to meet these ongoing needs.

Significant Business and Financial Risks:

The classroom complexity and rising mental health and wellness challenges will continue to escalate. These pressures have used up all the reserves the Division had, and going forward the funding needs to be realigned to meet the essential requirements.

BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2023/2024	Approved Budget 2022/2023	Actual Audited 2021/2022
REVENUES			
Government of Alberta	\$ 76,034,135	\$71,764,882	\$73,359,607
Federal Government and First Nations	\$ 1,086,100	\$515,000	\$560,515
Property taxes	\$ -	\$0	\$0
Fees	\$ 1,940,675	\$2,550,802	\$1,526,932
Sales of services and products	\$ 189,904	\$232,485	\$335,952
Investment income	\$ 620,000	\$120,000	\$222,372
Donations and other contributions	\$ 121,450	\$139,230	\$291,152
Other revenue	\$ 55,706	\$31,080	\$375,520
TOTAL REVENUES	\$80,047,970	\$75,353,479	\$76,672,050
EXPENSES			
Instruction - ECS	\$ 3,716,986	\$5,625,510	\$4,051,681
Instruction - Grade 1 to 12	\$ 60,983,170	\$53,159,232	\$49,618,208
Operations & maintenance	\$ 10,536,442	\$9,991,525	\$11,244,191
Transportation	\$ 5,825,109	\$5,693,792	\$5,318,343
System Administration	\$ 2,842,693	\$2,789,295	\$2,697,974
External Services	\$ 359,762	\$432,098	\$501,759
TOTAL EXPENSES	\$84,264,162	\$77,691,451	\$73,432,156
ANNUAL SURPLUS (DEFICIT)	(\$4,216,192)	(\$2,337,972)	\$3,239,894

BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)
for the Year Ending August 31

	Approved Budget 2023/2024	Approved Budget 2022/2023	Actual Audited 2021/2022
EXPENSES			
Certificated salaries	\$ 35,129,694	\$30,700,540	\$30,733,997
Certificated benefits	\$ 8,318,174	\$7,908,711	\$7,253,833
Non-certificated salaries and wages	\$ 15,156,319	\$12,903,898	\$11,631,440
Non-certificated benefits	\$ 4,401,939	\$4,731,229	\$3,111,197
Services, contracts, and supplies	\$ 16,437,644	\$17,021,680	\$16,466,395
Capital and debt services			
Amortization of capital assets			
Supported	\$ 4,084,112	\$3,999,474	\$3,900,732
Unsupported	\$ 681,881	\$413,819	\$259,733
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
Other interest and finance charges	\$ 54,300	\$12,100	\$40,521
Losses on disposal of capital assets	\$ -	\$0	\$34,308
Other expenses	\$ 100	\$0	\$0
TOTAL EXPENSES	\$84,264,162	\$77,691,451	\$73,432,156

BUDGETED SCHEDULE OF PROGRAM OPERATIONS
for the Year Ending August 31

REVENUES		Approved Budget 2023/2024							Actual Audited
		Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
		ECS	Grade 1 to 12						
(1)	Alberta Education	\$ 2,574,248	\$ 53,546,846	\$ 6,019,333	\$ 5,369,412	\$ 2,767,693	\$ 241,911	\$ 70,519,443	\$ 68,802,549
(2)	Alberta Infrastructure - non remediation	\$ -	\$ 4,081,800	\$ 4,081,800	\$ -	\$ -	\$ -	\$ 4,081,800	\$ 3,436,572
(3)	Alberta Infrastructure - remediation	\$ -	\$ 133,095	\$ 133,095	\$ -	\$ -	\$ -	\$ 133,095	\$ -
(4)	Other - Government of Alberta	\$ -	\$ 1,299,797	\$ -	\$ -	\$ -	\$ -	\$ 1,299,797	\$ 1,120,486
(5)	Federal Government and First Nations	\$ -	\$ 1,086,100	\$ -	\$ -	\$ -	\$ -	\$ 1,086,100	\$ 560,515
(6)	Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7)	Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8)	Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9)	Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10)	Fees	\$ 202,540	\$ 1,306,931	\$ -	\$ 431,204	\$ -	\$ -	\$ 1,940,675	\$ 1,526,932
(11)	Sales of services and products	\$ -	\$ 127,759	\$ -	\$ -	\$ -	\$ 62,145	\$ 189,904	\$ 335,952
(12)	Investment income	\$ -	\$ 325,000	\$ 220,000	\$ -	\$ 75,000	\$ -	\$ 620,000	\$ 222,372
(13)	Gifts and donations	\$ -	\$ 67,450	\$ -	\$ -	\$ -	\$ -	\$ 67,450	\$ 179,200
(14)	Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,706	\$ 55,706	\$ 46,497
(15)	Fundraising	\$ -	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ 54,000	\$ 111,952
(16)	Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(17)	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 329,023
(18)	TOTAL REVENUES	\$ 2,776,788	\$ 57,813,883	\$ 10,454,228	\$ 5,800,616	\$ 2,842,693	\$ 359,762	\$ 80,047,970	\$ 76,872,050
EXPENSES									
(19)	Certificated salaries	\$ 1,304,601	\$ 33,242,717	\$ -	\$ -	\$ 324,500	\$ 257,875	\$ 35,129,694	\$ 30,733,997
(20)	Certificated benefits	\$ 193,788	\$ 8,022,438	\$ -	\$ -	\$ 65,587	\$ 36,381	\$ 8,318,174	\$ 7,253,833
(21)	Non-certificated salaries and wages	\$ 1,423,878	\$ 10,332,145	\$ 1,936,730	\$ 185,120	\$ 1,278,447	\$ -	\$ 15,156,319	\$ 11,631,440
(22)	Non-certificated benefits	\$ 620,459	\$ 2,745,162	\$ 594,175	\$ 50,485	\$ 391,658	\$ -	\$ 4,401,939	\$ 3,111,197
(23)	SUB - TOTAL	\$ 3,542,706	\$ 54,342,462	\$ 2,530,905	\$ 235,605	\$ 2,080,192	\$ 294,256	\$ 63,006,126	\$ 52,730,467
(24)	Services, contracts and supplies	\$ 174,280	\$ 6,322,865	\$ 3,572,843	\$ 5,563,749	\$ 738,401	\$ 65,506	\$ 16,437,644	\$ 16,466,395
(25)	Amortization of supported tangible capital assets	\$ -	\$ -	\$ 4,081,800	\$ -	\$ -	\$ -	\$ 4,081,800	\$ 3,900,732
(26)	Amortization of unsupported tangible capital assets	\$ -	\$ 297,844	\$ 215,487	\$ 3,455	\$ 32,000	\$ -	\$ 548,786	\$ 259,733
(27)	Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ 2,312	\$ -	\$ -	\$ -	\$ 2,312	\$ -
(28)	Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 133,095	\$ -	\$ -	\$ -	\$ 133,095	\$ -
(29)	Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(30)	Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(31)	Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(32)	Other interest and finance charges	\$ -	\$ 20,000	\$ -	\$ 22,300	\$ 12,000	\$ -	\$ 54,300	\$ 40,521
(33)	Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,308
(34)	Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ -
(35)	TOTAL EXPENSES	\$ 3,716,986	\$ 60,983,170	\$ 10,536,442	\$ 5,825,109	\$ 2,842,693	\$ 359,762	\$ 84,264,162	\$ 73,432,156
(36)	OPERATING SURPLUS (DEFICIT)	\$ (940,198)	\$ (3,169,287)	\$ (82,214)	\$ (24,493)	\$ -	\$ -	\$ (4,216,192)	\$ 3,239,894

**BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31**

	Approved Budget 2023/2024	Approved Budget 2022/2023	Actual 2021/2022
FEEs			
TRANSPORTATION	\$431,204	\$726,888	\$531,719
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$3,945	\$15,530	\$3,207
Alternative program fees	\$260,250	\$250,350	\$168,660
Fees for optional courses	\$345,094	\$377,784	\$262,712
ECS enhanced program fees	\$105,400	\$131,200	\$105,690
ACTIVITY FEES	\$451,037	\$695,305	\$153,591
Other fees to enhance education (Describe here)	\$0	\$0	\$0
NON-CURRICULAR FEES			
Extra-curricular fees	\$343,745	\$348,795	\$219,916
Non-curricular goods and services	\$0	\$0	\$44,891
NON-CURRICULAR TRAVEL	\$0	\$4,950	\$0
OTHER FEES (Describe here)	\$0	\$0	\$4,843
TOTAL FEES	\$1,940,675	\$2,550,802	\$1,495,229

PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2023/2024	Approved Budget 2022/2023	Actual 2021/2022
Cafeteria sales, hot lunch, milk programs	\$0	\$7,000	\$0
Special events	\$29,670	\$39,021	\$45,257
Sales or rentals of other supplies/services	\$50,239	\$119,971	\$72,765
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$9,800	\$28,800	\$10,360
Preschool	\$0	\$0	\$3,546
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$200	\$28	\$3,645
Other (describe) Facility Rentals	\$0	\$0	\$0
Other (describe) Fundraising	\$0	\$0	\$48,786
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$89,909	\$194,820	\$184,359

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)

for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS/DEFICITS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED OPERATING RESERVES	CAPITAL RESERVES
Actual balances per AFS at August 31, 2022	\$24,972,700	\$7,929,445	\$0	\$12,582,152	\$6,240,994	\$6,341,158	\$4,461,103
2022/2023 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Opening balance adjustment due to adoption of PS 3280 (ARO)	\$86,232	\$0		\$86,232	\$86,232		
Estimated surplus/(deficit)	(\$2,337,972)			(\$2,337,972)	(\$2,337,972)		
Estimated board funded capital asset additions		\$5,194,822		(\$1,584,462)	(\$1,584,462)		(\$3,610,360)
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$505,038	\$0		\$505,038	\$505,038		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$4,370,347)		\$4,370,347	\$4,370,347		
Estimated capital revenue recognized - Alberta Education		\$3,062,896		(\$3,062,896)	(\$3,062,896)		
Estimated capital revenue recognized - Alberta Infrastructure		\$824,098		(\$824,098)	(\$824,098)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted amortization of ARO tangible capital assets		\$135,407		(\$135,407)	(\$135,407)		
Budgeted amortization of supported ARO tangible capital assets		(\$133,095)		\$133,095	\$133,095		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0		\$0
Estimated reserve transfers (net) MINISTERIAL APPROVAL REQUIRED				(\$2,500,000)	(\$2,500,000)		\$2,500,000
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2023	\$23,225,998	\$12,643,226	\$0	\$7,232,029	\$890,871	\$6,341,158	\$3,350,743
2023/24 Budget projections for:							
Budgeted surplus/(deficit)	(\$4,216,192)			(\$4,216,192)	(\$4,216,192)		
Projected board funded tangible capital asset additions		\$1,100,000		\$0	\$0	\$0	(\$1,100,000)
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$4,630,586)		\$4,630,586	\$4,630,586		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$4,081,800		(\$4,081,800)	(\$4,081,800)		
Budgeted amortization of ARO tangible capital assets		(\$135,407)		\$135,407	\$135,407		
Budgeted amortization of supported ARO tangible capital assets		\$2,312		(\$2,312)	(\$2,312)		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		\$0
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		\$0
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		\$0
Projected reserve transfers (net) MINISTERIAL APPROVAL REQUIRED				(\$3,400,000)	(\$3,400,000)		\$0
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2024	\$19,009,806	\$13,061,345	\$0	\$3,697,718	\$756,560	\$2,941,158	\$2,250,743

**SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES
for the Year Ending August 31**

	Unrestricted Surplus Usage		Operating Reserves Usage		Capital Reserves Usage	
	31-Aug-2024	Year Ended 31-Aug-2025	31-Aug-2024	Year Ended 31-Aug-2025	31-Aug-2024	Year Ended 31-Aug-2025
Projected opening balance	\$890,871	\$756,560	\$6,341,158	\$2,941,158	\$3,350,743	\$2,250,743
Projected excess of revenues over expenses (surplus only)	\$0	\$0				
Budgeted disposal of board funded TCA and ARO TCA	\$0	\$0		\$0	\$0	\$0
Budgeted amortization of capital assets (expenses)	\$4,765,993	\$0		\$0	\$0	\$0
Budgeted capital revenue recognized, including ARO assets amortization	(\$4,084,112)	\$0		\$0	\$0	\$0
Budgeted changes in Endowments	\$0	\$0		\$0	\$0	\$0
Budgeted board funded ARO liabilities - recognition	\$0	\$0		\$0	\$0	\$0
Budgeted board funded ARO liabilities - remediation	\$0	\$0		\$0	\$0	\$0
Budgeted unsupported debt principal repayment	\$0	\$0		\$0	\$0	\$0
Projected reserves transfers (net)	\$3,400,000	\$0	(\$3,400,000)	(\$1,500,000)	\$0	\$1,500,000
Projected assumptions/transfers of operations	\$0	\$0		\$0	\$0	\$0
Increase in (use of) school generated funds	\$0	\$0		\$0	\$0	\$0
New school start-up costs	\$0	\$0		\$0	\$0	\$0
Decentralized school reserves	\$0	\$0		\$0	\$0	\$0
Non-recurring certificated remuneration	\$0	\$0		\$0	\$0	\$0
Non-recurring non-certificated remuneration	\$0	\$0		\$0	\$0	\$0
Non-recurring contracts, supplies & services	\$0	\$0		\$0	\$0	\$0
Professional development, training & support	\$0	\$0		\$0	\$0	\$0
Transportation Expenses	(\$24,493)	\$0		\$0	\$0	\$0
Operations & maintenance	(\$62,214)	\$0		\$0	\$0	\$0
English language learners	\$0	\$0		\$0	\$0	\$0
System Administration	\$0	\$0		\$0	\$0	\$0
OH&S / wellness programs	(\$4,109,485)	\$0		\$0	\$0	\$0
B & S administration organization / reorganization	\$0	\$0		\$0	\$0	\$0
Debt repayment	\$0	\$0		\$0	\$0	\$0
POM expenses	\$0	\$0		\$0	\$0	\$0
Non-staff related programming costs (explain)	\$0	\$0		\$0	\$0	\$0
Repairs & maintenance - School building & land	\$0	\$0		\$0	\$0	\$0
Repairs & maintenance - Vehicle & transportation	\$0	\$0		\$0	\$0	\$0
Repairs & maintenance - Administration building	\$0	\$0		\$0	\$0	\$0
Repairs & maintenance - POM building & equipment	\$0	\$0		\$0	\$0	\$0
Repairs & maintenance - Other (explain)	\$0	\$0		\$0	\$0	\$0
Capital costs - School land & building	\$0	\$0		\$0	\$0	\$0
Capital costs - School modernization	\$0	\$0		\$0	\$0	\$0
Capital costs - School modular & additions	\$0	\$0		\$0	\$0	\$0
Capital costs - School building partnership projects	\$0	\$0		\$0	\$0	\$0
Capital costs - Technology	\$0	\$0		\$0	\$0	\$0
Capital costs - Vehicle & transportation	\$0	\$0		\$0	\$0	\$0
Capital costs - Administration building	\$0	\$0		\$0	\$0	\$0
Capital costs - POM building & equipment	\$0	\$0		\$0	\$0	\$0
Capital costs - Furniture & Equipment	\$0	\$0		\$0	\$0	\$0
Capital costs - Other	\$0	\$0		\$0	(\$1,100,000)	\$0
Building leases	\$0	\$0		\$0	\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0		\$0	\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0		\$0	\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0		\$0	\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0		\$0	\$0	\$0
Estimated closing balance for operating contingency	\$756,560	\$756,560	\$2,941,158	\$1,441,158	\$2,250,743	\$3,750,743

	Out of Balance	
Total surplus as a percentage of 2024 Expenses	7.06%	7.06%
ASO as a percentage of 2024 Expenses	4.39%	2.61%



DATE: May 24, 2023

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services

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

ADDITIONAL REFERENCE: [Policy 221 – Role of the Trustee](#)
[Policy 405 – Budget Development and Transparency](#)
[AP241 – Annual Education Results Report](#)
[AP242 – Three-Year Education Plan](#)
[AP243 – School Education Plans and Annual Results Report](#)
Assurance Domain – Learning Supports

SUBJECT: Sturgeon Public Schools DRAFT Education Plan 2023 – 2026

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

That the Board of Trustees approve the DRAFT Sturgeon Public School Division Education Plan for 2023 – 2026 as presented at the May 24, 2023, Public Board meeting.

BACKGROUND:

At the May 10, 2023, Committee of the Whole Meeting, the Board of Trustees reviewed the DRAFT Education Plan 2023 - 2026. Following that meeting Trustees had the opportunity to provide comments and revision requests to Administration which have been reviewed and incorporated into the current DRAFT.

The Education Plan must be approved by the Board of Trustees and posted on the Division website by May 31st of each year.

The Division’s Education Plan articulates the Board’s approved outcomes, measures, and strategies to meet our priority of optimal student learning. The Education Plan uses key insights from the 2022 Annual Education Results Report, along with consideration of contextual information and input from stakeholder engagement. The key priority, outcomes and strategies direct the work in schools and at a system level to advance Sturgeon Public School’s Mission, Vision, and Values.

The Education Plan outlines 14 outcomes and 19 strategies in the following Assurance Domains:

1. Student Growth and Achievement
2. Teaching and Leading
3. Learning Supports



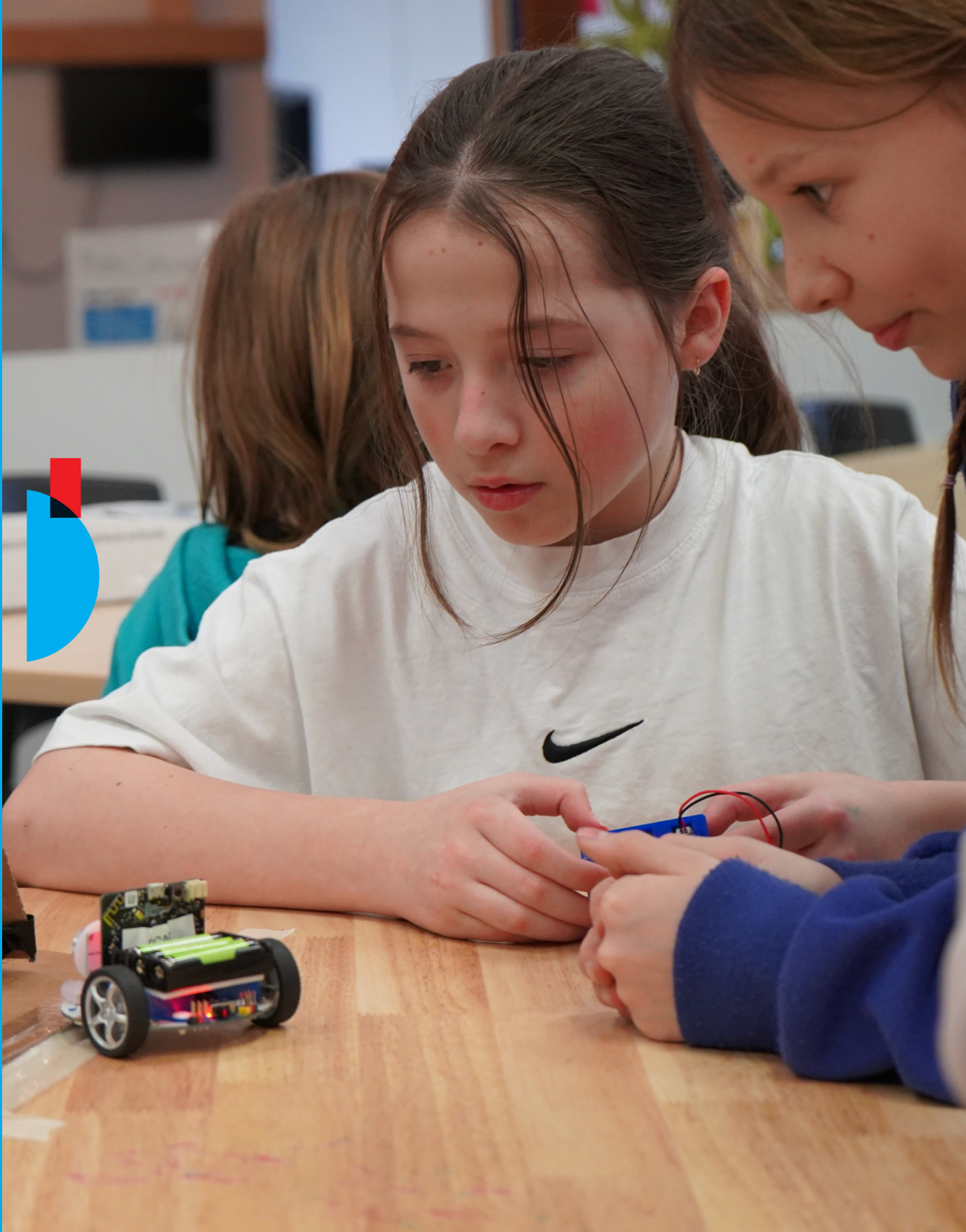
4. Governance; and,

5. Local and Societal Context

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

1. Sturgeon Public Schools DRAFT Education Plan 2023 – 2026



**Sturgeon
Public Schools**

Dare to reimagine learning

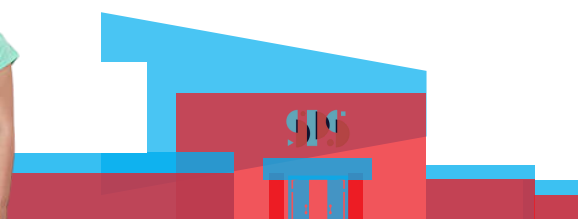


Draft Education Plan 2023-2026

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Dare to
Reimagine
Learning



Message from the Board

The Board of Trustees is pleased to share with our stakeholders the Education Plan for 2023 to 2026. We are proud of our staff as they consistently demonstrate professionalism, dedication, and hard work in their commitment to our Mission, Vision, and Values. We applaud and celebrate the successes we have achieved together.

One of the key strengths of our Division is the positive working relationship we have established with our parents, staff, students, and the wider community. We believe that collaboration and cooperation are essential in creating a supportive and enriching educational experience for our students. We value the input and involvement of all stakeholders.

Furthermore, we are committed to providing innovative and diverse educational opportunities for growth and development to prepare our students for a bright and successful future.

-Irene Gibbons,
Chair
Board of Trustees,
Sturgeon Public
Schools



Trustees for Sturgeon Public Schools. (L to R, Janine Pequin, Irene Gibbons, Tasha Oatway-McLay, Joe Dwyer, Cindy Briggs, Trish Murray-Elliott, Stacey Buga.)

Accountability Statement

The Education Plan for Sturgeon Public Schools commencing August 31, 2023 was prepared under the direction of the Board in accordance with the responsibilities under the Education Act and the Fiscal Planning and Transparency Act. This plan was developed in the context of the provincial government's business and fiscal plans. The Board has used its performance results to develop the plan and is committed to implementing the strategies contained within the plan to improve student learning and results.

The Board approved the Education Plan for 2023 - 2026 on May _____

Foundational Statements

WHO WE ARE

Our Mission

Working together as a team of trustees, parents, community, staff and students, we create safe, respectful and collaborative learning environments where students are prepared to meet and excel at the challenges presented by the global community.



WHAT WE STRIVE FOR

Our Vision

Sturgeon Public Schools: where, through a well-rounded education, students are motivated and supported to pursue their unique path to future success.



GUIDING PRINCIPLES

Our Values

Excellence in Teaching

We know that magic can happen when students are engaged, excited and feel connected to their learning and their teachers.

Shared Responsibility

We all have an important part to play in the education process. Working together, we strive for excellence so we can build a stronger future for us all.

Mutual Respect

Students, staff and parents all deserve to be treated with respect. By fostering reciprocal respect within our system, we will all be able to reach our full potential.

Belonging

Students must be able to learn in healthy environments where they feel safe; have strong connections; are free from bullying; and where their physical, intellectual and emotional needs are met. We are a school division and a family.

Learning Choice

One size does not fit all. We recognize that to prepare students for their future, we must meet their diverse needs along the way.

Communication

To do the challenging work of educating the next generation, we must keep the communication channels open. We value open, honest and timely communications.

Division Profile



Largest Employer

Sturgeon Public Schools is the largest employer in Sturgeon County with more than 320 teachers and 250 support staff.



5,060 Students

Pre-Kindergarten to Grade 12.



Rural Public Schools

Sturgeon Public School Division has a total of 17 schools.



Unique Programming

Specialized, innovative programs tailored to meet the diverse needs of our students.



Animal Wellness Academy

Highlights the mental, social, and emotional benefits of working with animals and learning in nature.



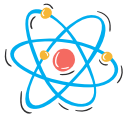
Fine Arts Academy

Grants students the freedom to explore their creative selves through painting, sculptures, architecture, drama, digital arts, music and dance.



Hockey Academy

Offers students the opportunity to have hockey training and skills development within the school environment.



STEAM Academy

Hands-on learning opportunities and specialized instruction in the areas of Science, Technology, Engineering, Art & Mathematics.

Academies



Dance Academy

Develops students as athletes using the technical aspects of various styles of dance.



Innovate 360 Academy

Allows students to explore their own interests and ideas with collaboration and project based learning.



Sport & Recreation Academies

Provides students a range of diverse and exciting sports-related opportunities.

Programs

Elementary & Junior High School

Pre-Kindergarten

Supports developmental needs of children aged 2 years 8 months to 4 years 7 months, laying the foundation for future success.

Kindergarten

Helps children prepare for the transition to school and grade 1. Many schools now offer Open Air Kindergarten to encourage healthy experiences and connection to our environment.

LOGOS

Non-denominational Christian program that teaches the Alberta curriculum in a faith-based environment to students in Kindergarten to Grade 9.

Learning Farm

ÉMPS raises chickens and sells the eggs to develop understanding of animal science, connect with our agricultural community and develop financial literacy.

Breakfast/Nutrition Programs

Provides our students with healthy and nutritious food choices.

Virtual Academy

Offering regular, teacher to student instruction online, grades 7 to 9 students can excel in their learning from any location.

High School

Dual Credit

Students have the opportunity to earn both high school and post-secondary credits for the same course.

Work Experience

Students gain practical workplace experience related to life skills and career opportunities by participating in off-campus education learning experiences delivered through school-community partnerships.

Registered Apprenticeship

Allows high school students to begin apprenticeship training while completing high school course work.

Green Certificate

Students interested in agriculture business, with courses on field crops, bee keeping and much more.

Paving Healthy Pathways

Students work toward post-secondary certification in occupations including healthcare, daycare and sports medicine.

All Grades

French Immersion

Teaches fluency in a second language while achieving all the objectives of the regular school program. Available from Kindergarten to Grade 12.

Inclusive Learning & Supports

1 Differentiated Learning

Inclusive education practice based on the Universal Design for Learning (UDL) which ensures all children can access the curriculum, and demonstrate their learning.

3 Social Emotional Learning

Social emotional learning competencies are an important part of education and human development. One of the programs implemented is the Kimochis program (Primary) which is an interactive approach that aids students in developing emotional management skills, which are crucial social-emotional learning competencies.

2 Specialized Programming

Specialized Programming is a flexible model designed to support students with complex learning needs related to significant cognitive delays. Specialized Programming is accessible across all schools in the division but also has congregated settings to offer tier 2 and 3 support as needed.

4 CASA Mental Health Classrooms

Sturgeon Public Schools is leading the way provincially and working alongside CASA to provide two CASA classrooms within Sturgeon to assist with meeting the Mental Health needs of students.

Measures and Stakeholder Voice

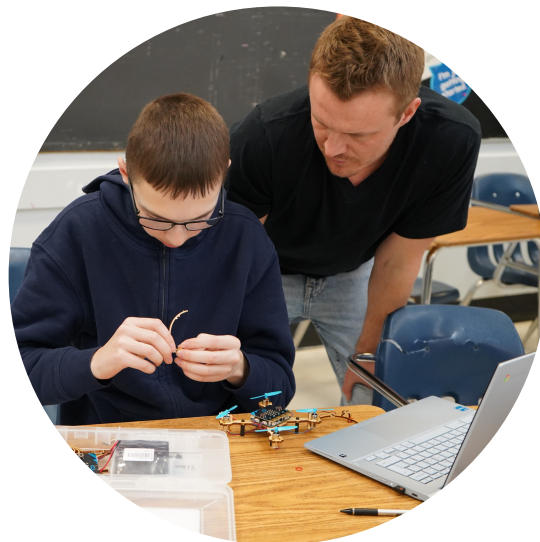
The following Provincial and local engagements were utilized to support the development of the Education Plan. Detailed results can be found in the [2022 Annual Education Results Report \(AERR\)](#) report.

Provincial

- Alberta Education Assurance (AEA) Survey
- Provincial Achievement Tests and Diploma Exam Results
- High School Completion, Drop Out, and Rutherford Rates

Local and School

- OurSchool Student Survey
- Parent/Guardian Stakeholder Engagement Survey
- Student Led Student Engagement Conversations
- Professional Learning Survey and Requests
- School Education Plans
- Leadership Development Opportunities and Feedback



Primary measures and data are reported in the 2022 AERR. Data from early analysis of feedback from engagements in the spring of 2023 has also been considered.

Alignment with Ministry Business Plan - Education

The Sturgeon Public School Division Education Plan was developed in alignment with the Alberta Education 2023 - 2026 Business Plan, including the following provincial outcomes:



Outcome 1

Alberta's students are successful

Outcome 2

First Nations, Métis, and Inuit students in Alberta are successful

Outcome 3

Alberta has excellent teachers, school leaders and school authority leaders

Outcome 4

Alberta's K-12 education system is well governed and managed

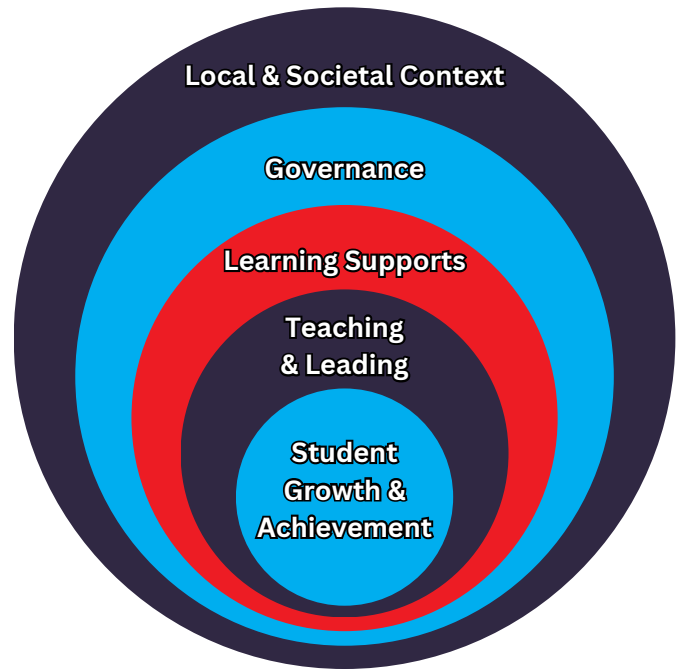
Priority - Optimal Student Learning

Assurance Domains and Student Success

Assurance in the education system occurs when community members, system stakeholders and education partners engage across five domains:

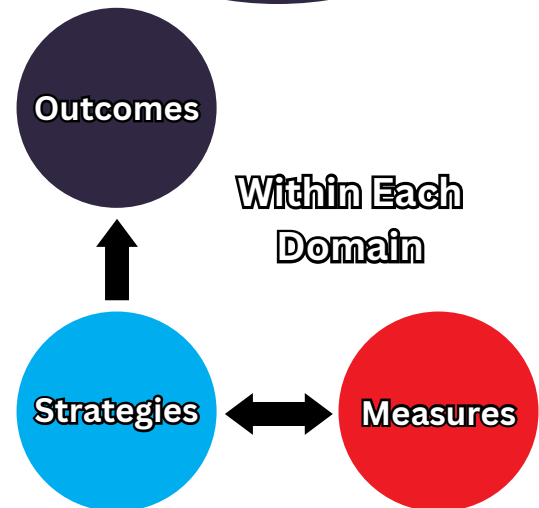
- Student Growth and Achievement;
- Teaching and Leading;
- Learning Supports;
- Governance; and
- Local and Societal Context.

Optimal Learning for all Students is the priority for Sturgeon Public Schools. The domains of Teaching and Leading, Learning Supports and Governance support this priority and integrate local context to ensure students of Sturgeon Public Schools meet, and excel at, the challenges presented by the global community.



Domains and Outcomes

Each domain is interconnected and part of a complete system supporting student success. Within each domain outcomes are identified to illustrate what will be happening consistently and strategies are outlined to describe how Sturgeon Public Schools will reach those outcomes. Measures are used and communicated to all stakeholders as part of our Annual Education Results Report (AERR) to illustrate success and inform the next cycle of improvement.




Sturgeon Public School Outcomes



Student Growth & Achievement

AB Ed.
Outcome
1 & 2


1. Students achieve provincial learning outcomes, demonstrating strength in literacy and numeracy within real-world applications.
2. Students demonstrate citizenship and respect the uniqueness of all learners.
3. First Nations, Métis and Inuit students experience academic achievement at rates comparable to non-indigenous peers.



Learning Supports

AB Ed.
Outcome
1

7. Public School Communities are safe, caring, respectful and inclusive.
8. Mental Health supports are recognized as critical components to overall student success and wellbeing.
9. All students achieve within communities committed to truth and reconciliation with understanding of foundational Indigenous knowledge.



Teaching & Leading

AB Ed.
Outcome
3

4. Teachers and leaders use a range of data to implement effective assessment and evaluation practices.
5. Teachers and leaders believe in their ability to impact student learning, plan effectively, and design inclusive environments.
6. Continuous leadership development is prioritized division wide.



Governance

AB Ed.
Outcome
4

10. Students, families, staff and community are committed to a shared vision for optimal learning, with opportunities for all to be involved.
11. Resources are allocated and managed in the interests of ensuring student success.



Local & Societal

12. Students demonstrate respect for themselves and others and show pride in their accomplishments and in their community.
13. Schools implement student volunteer opportunities in their communities and encourage participation in division wide events.
14. Partnerships with external agencies are in place and used to enhance the conditions required for student achievement.

Domain: Student Growth & Achievement

Assurance:

Public assurance occurs when Sturgeon Public students demonstrate strong achievement across provincial learning outcomes, engage critically and continuously progress as learners.

Key Measures and Data

2022 AERR Highlighted Results for Growth	2018	2019	2020	2021	2022
Provincial Achievement Tests: Acceptable Standard	78.0	76.3	n/a		67.3
Provincial Achievement Tests: Standard of Excellence	18.9	17.0			14.5
Diploma Examinations: Acceptable Standard	75.3	84.6			70.5
Diploma Examinations: Standard of Excellence	11.7	17.3			8.5
Indigenous Students PAT: Acceptable Standard	65.9	64.0	n/a		51.5
Indigenous Students PAT: Standard of Excellence	11.3	11.0			9.2
Indigenous Students Diploma: Acceptable Standard	82.4	69.1			66.7
Indigenous Students Diploma: Standard of Excellence	18.7	10.6			10.3
Learning Engagement: Student	n/a			66.9	68.2
OurSchool: Interest and Motivation 4-6	82	80	81	77	73
OurSchool: Interest and Motivation 7-12	36	32	35	32	31
Citizenship: Overall	77.6	79.4	82.2	80.5	79.5

2022 AERR Highlighted Results for Growth	2017	2018	2019	2020	2021
3 Year High School Completion Rate	82.0	78.5	76.3	83.5	76.2
Indigenous 3 Year Completion Rate	92.0	73.4	71.0	74.9	70.2

"We need parent volunteers at all levels. It is important to have parents in the school. It shows we are open, transparent and people can see the good work we do with students."



-Staff Survey, 2023

Outcome 1

Students achieve provincial learning outcomes, demonstrating strength in literacy and numeracy within real-world applications.

Outcome 2

Students demonstrate citizenship and respect the uniqueness of all learners.

Outcome 3

First Nations, Métis and Inuit students experience academic achievement at rates comparable to non-indigenous peers.

Strategies:

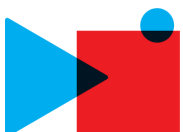
- Teachers will co-create programming with parents, students and leadership to meet student's individual needs in engaging, responsive and active learning environments.
- Learning Coaches and Learning Support Leads will work with teachers to apply in-depth curriculum knowledge and support equitable and inclusive instruction.
- Teachers, Learning Coaches, and division leaders will leverage classroom-based evidence to develop learning environments, rich in evidence-based literacy and numeracy instruction, across subjects and grade levels.
- Teachers, school staff, Mental Health and Wellness Coaches, Counselors, Mental Health Therapists, and school leadership will support students in comprehending and displaying the attributes of good citizenship
- Student Success Coaches, Indigenous School Counsellor, and Lead teachers will work directly with students to support holistic success, family engagement and academic achievement.

2023 - 2026 Implementation

Students learn best when the learning is relevant to their lives and builds on their interests. Educators in Sturgeon Public Schools will increase student engagement with real-life, relevant activities that include hands-on projects and outdoor learning experiences through community partnerships. Learning Coaches will continue to support this work by supporting Professional Learning Communities in their school that focus on understanding Universal Design for Learning as a tool for boosting student engagement.

Students in Sturgeon Public Schools benefit from a divisional focus on numeracy and literacy development. The division will develop numeracy and literacy frameworks, based on research, to provide proven teaching methods across schools. This will support optimal learning and foster stronger skills and understanding in students, which will result in improved achievement in provincial measures.

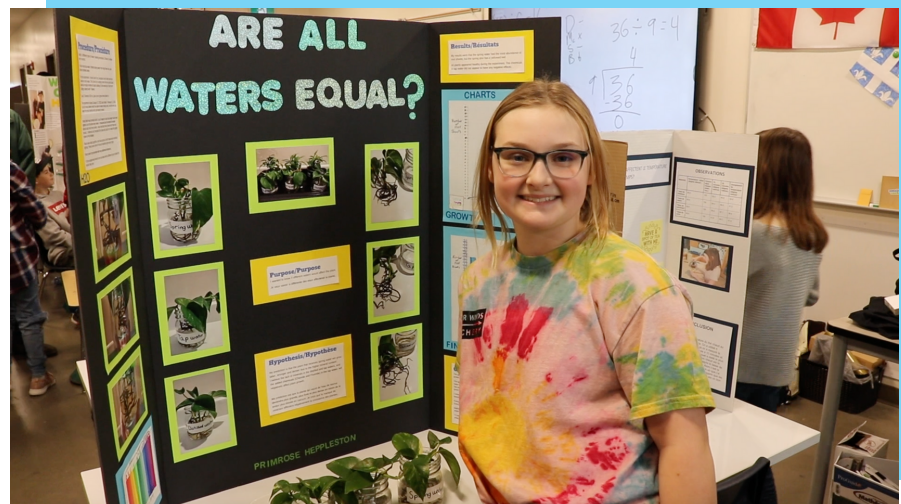
In classrooms, students benefit from learning opportunities that meet their specific learning needs. Effective literacy and numeracy instruction incorporates learning progressions and high-impact, evidence-based learning activities. In-class, small group instruction is a focus for students in kindergarten to grade three and allows teachers to address diverse learning needs within complex classrooms. Divisional foci for literacy instruction will include phonics



instruction, phonological awareness, a comprehensive word study, and continued focus on comprehension and fluency through guided reading. In division 3 & 4, disciplinary literacy will be used as a model to grow literacy practices across disciplines. Divisional Mathematics instruction will continue to incorporate visible learning and thinking classrooms and will introduce Graham Fletcher's progressions of learning and Fact Fluency kits.

Optimal learning in schools is achievable when students respect each other, the school, and participate in the school community. Through collaboration between teachers, counselors, Mental Health and Wellness Coaches, and school leadership, a whole school approach to understanding the attributes of good citizenship will be promoted. This collaboration will emphasize strength building and resilience, and lead to positive mental health within respectful school environments.

By employing staff members that work directly with First Nation, Métis, and Inuit students, students and families are supported through relationships. Individualized support is designed based on specific needs and students' individual contexts are recognized and celebrated.



Domain: Teaching and Leading

Assurance:

Public assurance occurs when Sturgeon Public teachers and leaders demonstrate all dimensions of the Teaching or Leadership Quality Standard in a collaborative culture of learning.

Key Measures and Data

2022 AERR Highlighted Results for Growth	2018	2019	2020	2021	2022
Education Quality: Overall	87.0	90.5	89.9	86.8	88.0
Student: Grade 10 "Students at your school clearly understand what they are expected to learn at school"	88.0	86.0	88.0	84.0	81.0
Student: Grade 10 "My School work is interesting"	70.0	70.0	60.0	56.0	57.0
Teacher Survey PD Priority: Support the mental health and wellness of students					61.5% Vote
Teacher Survey PD Priority: Engaging programming and learning activities for all students					46.2% Vote

Outcome 4

Continuous leadership development prioritized division-wide.

Strategies:

- Continuous leadership development will be sustained through formal mentorship, division principal support, and focused professional development for all levels of leadership.
- Instructional leaders will engage all stakeholders annually, create meaningful, measurable school goals, and use data to inform progress towards identified goals.
- Teachers will use a range of student data to inform effective assessment practices including co-create learning goals, responding to individualized needs, and providing effective feedback.
- Staff will participate in meaningful professional development and collaboration to build learning environments, rich in evidence-based literacy and numeracy instruction, across subjects and grade levels.
- Early successful experiences (mastery experiences) for teachers, staff and students will be planned for and celebrated.

Outcome 5

Teachers and leaders believe in their ability to impact student learning, plan effectively, and design inclusive environments.

Outcome 6

Teachers and leaders use a range of data to implement effective assessment and evaluation practices.

2023 - 2026 Implementation

To guarantee high-quality education and robust instructional leadership, Sturgeon Public Schools will establish the Sturgeon Public Schools Leadership Development Continuum. The continuum includes professional learning for Learning Coaches as informal instructional leaders. Prospective leaders will continue to have the opportunity to develop through the Sturgeon Aspiring Leadership Team (SALT). This cohort includes a two year rotation and is focused on developing the key characteristics for leaders in Sturgeon Public Schools. From SALT, the continuum focuses on the Vice Principals. Designed around the Leadership Quality Standard (LQS), this cohort focuses on the practices and procedures that are required for effective leadership. The final step in the continuum is Principal / Division Leader Professional Learning. This stage of the continuum serves to strengthen support and collaboration between leaders. This group focuses on both emergent leadership themes and foundational leadership skills. Sturgeon Public School's Leadership development continuum will scaffold leadership succession from within the school division. This continuum will ensure aspiring, new and seasoned leaders build skills, form effective relationships and create opportunities for optimum learning.

School leaders will be provided support to design and implement School Education Plans that identify specific, measurable goals and are aligned with high-impact learning strategies and leverage inter-school collaboration to measure and support students' academic growth and improve graduation rates. Divisional and school-based professional development plans explicitly address literacy, numeracy and Indigenous student success while recognizing individual school contexts and needs.

An assessment lead team will be assembled to guide division work around promoting progressive, evidence-based, responsive assessment practice. Teachers and leaders will create an overview that will guide growth and development in assessment practice division-wide. Effective assessment practices create clarity around student learning outcomes and will positively impact our results around learning expectations.

Sturgeon Public Schools recognizes the value of shared learning experiences and the value of early successful experiences in building powerful learning environments for students and teachers. Teachers in Sturgeon Public Schools will continue to benefit from opportunities to gather together to engage in collective learning and grade level collaboration. Collective learning will ground teaching practices in highly engaging, evidence-based, literacy and numeracy rich experiences, while collaboration time allows teachers to celebrate the successes and share methods that will allow other teachers to experience similar successes. In addition, each grade level will continue to look at shared resources across subjects. These resources will create a shared language between schools and allow for increased collaboration between schools. Sharing best practice will directly positively impact students' perspectives of engagement and rigor and teachers' skills around offering active and visible learning activities. New curriculum is a focus of all educators kindergarten

"There (are) some excellent teachers and administrators within the Division; it feels like they really care and help us feel like we're in a collaborative partnership.



-Parent Survey, 2023

to grade 6 and is an opportunity to engage in new learning for educators. Therefore, Learning Coaches in Sturgeon Public Schools will collaborate with grade teams to build optimal learning environments that include strong foundational teaching practices in all curriculum, with a focus in literacy and numeracy across the disciplines. Data will be used as an effective tool to drive planning while using evidence based best practices to continue to ensure that all students make academic gains throughout the year.



Domain: Learning Supports

Assurance:

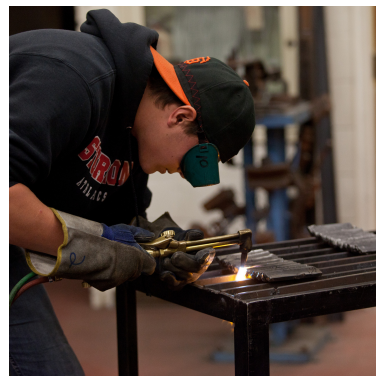
Public assurance occurs when Sturgeon Public teachers and leaders demonstrate all dimensions of the Teaching or Leadership Quality Standard in a collaborative culture of learning.

Key Measures and Data

2022 AERR Highlighted Results for Growth	2018	2019	2020	2021	2022
Welcoming, Caring, Respectful and Safe Learning Envi.	n/a			84.9	84.9
Parent: Access to Supports and Services	n/a			73.6	71.4
OurSchool: Anxiety 4-6	27.0	27.0	27.0	29.0	36.0
OurSchool: Anxiety 7-12	27.0	32.0	39.0	40.0	41.0
At 44%, Elementary girls were a demographic that reported the highest number of students who have intense feelings of fear, intense anxiety, or worry about particular events or social situations in elementary school					
OurSchool: Advocate 4-6	6.2	6.3	5.9	6.3	6.0
OurSchool: Advocate 7-12	2.6	2.8	2.7	2.8	2.8
Teacher Survey PD Priority: Support the mental health and wellness of students				61.5% Vote	
Teacher Survey PD Priority: Indigenous Foundational Knowledge into all Classrooms				47.3% Vote	

2023 Early Stakeholder Feedback | Parent Survey

The support and resources available at my child's school meet the diverse needs of all students	Strongly or somewhat disagree	23.6%
Discipline matters are dealt with in a reasonable and timely manner by school staff	Strongly or somewhat disagree	17.6%



Outcome 7

Public School Communities are safe, caring, respectful and inclusive.

Outcome 8

Mental Health Supports are recognized as critical components to student success and wellbeing.

Outcome 9

All students achieve within communities committed to truth and reconciliation with understanding of foundational Indigenous Knowledge.

Strategies:

- Schools will foster welcoming learning environments and implement supports for physical, social, mental and emotional wellness in students with the support of Learning Support Leads.
- Schools will provide diverse programming to ensure the success of all students in an inclusive learning environment.
- Schools will communicate available programming and school supports clearly with parents and collaborate to build effective learning plans to meet student needs.
- Sturgeon Public Schools will ensure that partnerships are developed and maintained to support student health and wellness.
- Schools will implement and improve strategic plans to ensure understanding of Indigenous perspectives and knowledge.

"Our climate & culture is changing back to one of transparency, support, collaboration and community. It hasn't been an instant change, but the efforts to repair the relationship between CO & teachers & families is a noticeable, and appreciated one."



-Staff Survey, 2023

2023 - 2026 Implementation

Students in Sturgeon Public Schools benefit from experienced and knowledgeable staff who have a foundation in Collaborative Proactive Solutions (CPS), Positive Behaviour Supports (PBS), Neurosequential Model in Education (NME), Webs of Support and Therapeutic Crisis Intervention (TCI). Through these best practices schools will foster welcoming learning environments and provide physical, social, mental and emotional wellness to students. We will continue to provide our staff with access to the most current and up to date research based information and tools that support the work they do and align with current best practices. Building on the foundational understanding that all students will do well if they can, will allow staff to meet students where they are at and provide our students and families with the support needed to ensure a feeling of safety and belonging. Strategies Support Classrooms will reflect this work and provide students with teaching and support around regulation, meeting social emotional needs of students.

Learning Services recognizes the value in providing students with programming that is at each student's individual level and meets their academic, social, emotional, and physical needs. Sturgeon Public Schools is committed, through differentiation, Universal Design for Learning (UDL) and inclusive opportunities, to offer a robust and comprehensive level of programming that aims to provide meaningful inclusion, independence, build relationships and create opportunities for strategic and explicit instruction. Specialized Programming will continue to be a

flexible model that is responsive to support students with complex learning needs related to significant cognitive delays. Specialized Programming will be accessible across all schools in the division but will also have congregated settings to offer tier 2 and 3 support as needed. Programming and goals will be determined based on the individual student, the family priorities and work towards inclusion and independence.

Sturgeon Public Schools will continue to support the mental health and wellness of both staff and students. Using the SEL framework, School Counsellors, Mental Health Coaches, Mental Health Therapists and Social Workers will aim to provide our students and families with the necessary tools, knowledge and skills to help them to overcome and thrive in today's society. Through a partnership with CASA, Sturgeon Public Schools has introduced two CASA classrooms to deliver mental health care within the classroom and will continue to address the need for services closer to students by bridging a child's mental health and school needs.

Indigenous Education and Student Success

Sturgeon Public Schools continues its commitment to Indigenous student success, deepening Indigenous foundational knowledge, and taking action towards truth and reconciliation. The Indigenous Lead Teacher and Métis Learning Coaches work with teaching staff and school administrators to honour and naturalize Indigenous approaches to learning within all classrooms and schools. In addition to division-wide acknowledgement of Truth and Reconciliation Week, Métis Week, and National Indigenous Peoples Day, staff are supported with vetted and timely resources throughout the school year. By focusing on monthly themes, continuous and robust support is organized and accessible to all teachers. Support for students and staff to access outdoor learning and land based learning sites continues through our partnership with local, historically relevant, outdoor learning opportunities. Staff and students continue to have opportunities to participate in blanket exercises, and cultural learning experiences.

Indigenous student success continues to be a divisional priority. Indigenous Student Success Coaches, Indigenous School Counselor, and six Educational Assistants work to reduce barriers for students and families and improve drivers of student achievement. By focusing on strengthening belonging, seeing Indigenous worldview and role models in their learning, and creating supports for academic success and graduation, all students benefit. The introduction of Indigenous Family Nights was well received, and will continue next year to further build welcoming and connected relationships with students and their families. With support from our Student Success Coach, an Indigenous Student Chief and Council has been established. Student leaders are celebrated and given opportunities to hone their leadership skills. Students have chosen to engage in organizing events and creating opportunities to build awareness and connection within their school community. Additionally, we have engaged in a Research Project,

supported by Alberta Education and led by Dr. Emily Milne, to examine First Nations, Métis, and Inuit student course selection and academic pathways within Sturgeon Public Schools. Learning from the perspectives of Indigenous students and their families, and meaningfully engaging with their feedback, guides effective support for student success.

We continue to host a Call to Action Cohort for Staff. Leaders at each school site attend bimonthly meetings to build foundational knowledge and worldview, understand historical context, learn from elders and knowledge keepers and build learning opportunities that support equity and diversity. Leads share their learning using a cascade model during school-based professional learning opportunities. They are also available to support staff and teachers throughout the school year. Teachers will have the opportunity to attend the Treaty 6, 8, and 9 First Nations Educators Conference and the CASS First Nations, Métis & Inuit Education Gathering.



Domain: Governance

Assurance:

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

Key Measures and Data

2022 AERR Highlighted Results for Growth	2018	2019	2020	2021	2022
Overall: Parental Involvement in Education	77.0	81.7	82.5	77.4	78.2
Thoughtexchange: "Maintain reasonable class sizes. Reduce demands on teachers time"					
Thoughtexchange: "Staffing. We need more staff allocated to each school. VP time and EA time"					

2023 Early Stakeholder Feedback Parent Survey	
How to involve parents?	Continue to improve and streamline communication
What does involvement look like?	Provide additional opportunities for parents to volunteer in classrooms and at school

Outcome 10

Students, families, staff and community are committed to a shared vision for optimal learning, with opportunities for all to be involved.

Outcome 11

Resources are allocated and managed in the interests of ensuring student success.

Strategies

- Division leadership, in partnership with schools, will plan and implement annual stakeholder engagement to assess progress and inform decision-making.
- The Board of Trustees approves a budget advancing the Mission, Vision and Values of Sturgeon Public Schools, in accordance with all statutory, regulatory and disclosure requirements.

"Continue to be transparent. SPS have come a long way in the last year or 2 to be more transparent, which is nice to see."



-Parent Survey, 2023

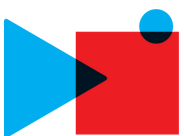
2023 - 2026 Implementation

It is important to hear from everyone involved in our children's education in order to work together within our community to ensure students succeed. In 2023, Sturgeon Public Schools will reach out to stakeholders through surveys and events or opportunities to talk in-person. Survey data, moving forward, will be more closely aligned with our Mission, Vision and Values and the Outcomes expressed in the Education Plan. We will continue the direct Parent survey started this year, and seek opportunities through School Councils or events to have direct conversations for

growth. Active student voice is critical in ensuring our values of belonging, respect, and shared responsibility in education are supported. The Board continues to support our Student Advocacy Committee made up of grade 7 to 12 students from schools across the division. This student leadership group will meet three times each year, bringing together student leaders from across the division. Students participate in leadership activities, provide feedback directly to School Board Trustees and engage in planning around school-based activities that promote connection, wellbeing and school spirit.

Optimal student learning occurs within supportive, inclusive and equitable environments. The findings of the 2022 ThoughtExchange clearly indicate financial resources should prioritize classroom learning and school oriented events. Central leadership will continue to collaborate with school administration to ensure the distribution of programs and staffing aligns with the needs of each school and community.

Sturgeon Public Schools will continue to provide chances for parents/guardians and members of the community to volunteer in schools and participate in school events or activities. Historically, parents have shared with students on career days, read to classes during literacy week, and played card games or logic games with students during numeracy challenges. Attending events hosted at school also helps build relationships and a positive community. This coming year schools will continue to support parents with information and discussion evenings on current needs, such as Online safety, and building Mental health in children. Collaborating with families and parents will guarantee that students receive support, recognition, and inspiration to pursue lifelong learning.



Domain: Local and Societal Context

Assurance:

Public assurance occurs when Sturgeon Public Schools respond proactively to local and societal contexts or concerns. Learning in Sturgeon Public Schools includes local context in educational programming.

Key Measures and Data

2022 AERR Highlighted Results for Growth

Thoughtexchange:
"Re-establish connections and communication between teachers, students, and parents"

Thoughtexchange:
"Positive events that will motivate students - science fairs, outdoor classrooms, etc."

Outcome 12

Students demonstrate respect for themselves and others and show pride in their accomplishments and in their community.

Strategies

- Schools celebrate student and community achievement in local, division-wide, and regional events such as Indigenous celebrations, athletic finals, Band Festivals, STEAM and CTS Skills competitions.
- Schools implement student volunteer opportunities in their communities and encourage participation in division-wide events.

Outcome 13

Schools implement student volunteer opportunities in their communities and encourage participation in division-wide events.

2023 - 2026 Implementation

Schools are engaging students in a variety of Science, Technology, Engineering, Art, and Math (STEAM) challenges throughout the year. Students and teacher coaches work together to create projects that meet specific challenge criteria. #SPS Maker Month allows students and staff to share their work and celebrate the accomplishments of all students involved. This activity allows students to participate in activities that showcase their learning and collaboration skills.

Outcome 14

Partnerships with external agencies are in place and used to enhance the conditions required for student achievement.

Based on insight from the Student Advisory Committee, new events around Literacy and Numeracy across the division will be promoted. These events will be anchored in existing school events, and seek ways to bring students together across schools. Sturgeon Public has a proud history of competition and collaboration within athletics. Student athletes, student leaders, and student volunteers work together to support sporting events. These students build skills that support growth across educational and interpersonal dimensions. Schools receive support from the Manager of Marketing and Communications to create and share school

celebrations in a way that is relevant to today's youth and families. In-person events are captured and shared through pictures and video to connect our communities to the great work that is happening within Sturgeon Public Schools.

Schools are working toward strengthening community partnerships and developing opportunities for students to volunteer and support local activities. Schools connect with community organizations and have students actively participate in local markets, celebrations, and other community events.

SPS receives excellent support from the business community throughout the school division, hiring our students in both Work Experience and Registered Apprenticeship Programs (RAP). Students can receive credit toward high school graduation through working with these employers. Students may also receive their first year apprenticeship in the trades while working through RAP.

"Parental involvement means parents being aware of their child's grades and feelings throughout the school year."



-Student, 2023



Sturgeon Public Schools Community Partnerships

Sturgeon Public Schools values its many partnerships that develop student entrepreneurship, cultural understanding and sustain wellness. This value permeates through Sturgeon Public Schools as individual schools develop local connections to encourage students to understand local contexts. Getting involved with local businesses, community groups and government helps to build ethical citizens, expands opportunities for supporting students and parents and creates diverse and resilient communities.

- Fearless in the Forest and Pioneer Trails North Foundation to improve and promote outdoor education.
- Alberta Schools' Athletic Association for High Schools to provide the opportunity for teams to compete provincially.
- SOGI 123 to support sexual and gender diverse students and staff.
- Alberta Health Services, Military Family Resources Centre (MFRC) and Sturgeon County in sustaining a comprehensive school health program in all schools.
- Alberta Health Services, Probations, Children and Family Services, RCMP, City of St. Albert, Towns of Gibbons, Bon Accord, Redwater, Morinville, Sturgeon County and CFB Lancaster Park, to participate in the Violence Threat Risk Assessment (VTRA) protocol and ensure the safety and well-being of the schools' communities.
- Organizations and businesses in Redwater and Alberta Health Services to promote better mental health and wellness in the community and in our schools through the creation of HYPE (Helping Young People Excel).
- S.H.I.N.E (Supporting Hope and Independence in Natural Environments) provide a wealth of community connection related to Families Support for Children with Disabilities – connecting parents to community partners, therapists, and consultants within Sturgeon County who can provide families with a variety of supports or avenues for further assessment. This group also connects with Sturgeon Public School therapists to provide consistent and appropriate support to children across their environments.
- Dr. Chandra Lebenhagen founder of Including Autism supports our staff by bringing the most relevant and evidence based research to support our Autistic Students.
- CASA Mental Health to deliver mental health care in classrooms to address the need for services closer to students by bridging a child's mental health and school needs.

- Therapeutic Crisis Intervention (TCI) through Cornell University to create a trauma-sensitive environment where students and adults are safe and feel safe.
- Qi Creative provides Speech Language Therapy, Occupational Therapy and Trauma Supports to some of our most complex students. Sturgeon Public Schools work together to address one or more of the 5 areas of need: Cognitive Development, Communication and Socialization, Physical Motor, Behaviour, and Self-Help and Adaptive Functioning, to overcome challenges and create success.
- Kipohtakaw Education Center, and partners at Alexander First Nation Education are close educational allies. We value and honor their leadership and insight and work together to support all students including those supported through our education services agreement.
- Alberta Education, MacEwan University, Dr. Emily Milne is leading a research project to uncover insights around course selection and course pathways for First Nations, Métis, and Inuit students in Sturgeon Public Schools.
- Agreements with several post secondary institutions for high school students to achieve dual credit in courses prior to graduation. Students receive high school credit as well as credit for the course at the post secondary level. Currently, students from across the school division are working with NAIT in their welding program.
- Schools work in collaboration with Sturgeon County recruiting students for the summer JET program - Job Experience Training. High School students may receive work experience credits for this training.
- Numerous local businesses provide work experience placements and partner with schools in Registered Apprenticeship Programs.

Sturgeon Public Schools' Budget and Capital Plans

Budget Report Documents

For information on Sturgeon Public School's Budget and Financial Statements, see our website at:

www.sturgeon.ab.ca/division/plans-reports-documents

Capital Planning

For Information on Sturgeon Public School's IMR and Capital Plan see our website at:

www.sturgeon.ab.ca/division/plans-reports-documents

For Additional Information,
Please Contact:

**Corporate
Services**

780-939-4341





DATE: May 24, 2023

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Jonathan Konrad, Deputy Superintendent, Education Services

GOVERNANCE POLICY: [Policy 225 - Board Responsibility and Conduct](#)
[Policy 305 – School Councils](#)

ADDITIONAL REFERENCE: [School Councils Regulation 94/2019](#)
[Alberta School Councils’ Association School Council Resource Guide](#)
Assurance Domain – [Local and Societal Context](#)

SUBJECT: 2023-2024 Council of School Councils’ Meetings

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

- a) That the Board of Trustees approve that the 2023-2024 Council of School Councils’ meetings will take place in person on Wednesday, November 15, 2023 and Thursday, March 7, 2024.

BACKGROUND:

The Council of School Councils’ (COSC) is an informal gathering of the chair and/or vice chair of each school council for the purpose of sharing information, building connections between the school councils and facilitating communication between the Board of Trustees, school councils and the Division’s administrative team.

As per policy 225: *Board Responsibility and Conduct* section 2.2.3, the Board of Trustees must meet “at least annually with the Council of School Councils or School Council Chairs”. Each year, the Board of Trustees hosts the first meeting of the Sturgeon Public Schools’ Council of School Councils. The first meeting is usually held in late October or early November in order to give all Sturgeon Public schools the opportunity to have their first school council meeting to elect their chair and vice chair positions. In addition, there are no individual school council meetings on the dates provided, and consideration has also been given to avoid Parent Teacher Interview evenings.

Administration will bring a Memo before the Board in the Fall of 2023, requesting further direction regarding venue location and choice of meals or refreshments.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

Not applicable.



DATE: May 24, 2022

TO: Board of Trustees

FROM: Shawna Warren, Superintendent

ORIGINATOR: Board of Trustees
Christopher Smeaton, Board Consultant

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

ADDITIONAL REFERENCE: [Policy 700 – Superintendent of Schools](#)
Education Act: Sections 8, 11(1), 52-53, 222, 223, 224
Superintendent of Schools Regulation 98/2019
Superintendent Leadership Quality Standard
Assurance Domain – [Governance](#)

SUBJECT: Superintendent Evaluation Report

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

- a) That the Board of Trustees approve the Superintendent Evaluation Report, as developed in the evaluation workshop of May 8, 2023, as an accurate accounting of the Superintendent’s performance for the period of November 4, 2021, to May 1, 2023; AND FURTHER,

That the Board of Trustees authorize the Board Chair to make any required technical edits and sign the report on the Board’s behalf.

BACKGROUND:

The Superintendent Evaluation Report is an assessment of the performance of the Superintendent of Sturgeon Public Schools over the past 18 months. The report is based on a set of evaluation criteria that have been established by the Superintendent Leadership Quality Standard (SLQs).

It is important to keep in mind that the Superintendent Evaluation Report is intended solely for the use of the Sturgeon Public Schools Board of Trustees and will not be shared publicly as it contains information related to the evaluation of an employees’ performance.

Administration is prepared to respond to questions at the May 24, 2023, Public Board meeting.

ATTACHMENT(S):

Not applicable.