



Date: January 24, 2024 **Agenda Item:** 8.6

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Shawna Warren, Superintendent

Governance Policy: [Board Policy 405: Budget Development and Transparency](#)
[Board Policy 700: Superintendent of Schools](#)

Additional Reference: *Education Act: Section 139(1)(2)*
Freedom of Information and Protection of Privacy Act

Assurance Domain: Learning Supports
Governance

Superintendent Leadership Quality Standard (SLQS)

SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):
School Authority Operations and Resources

Subject: **2023-2024 Superintendent Discretionary Fund**

Purpose:

For information.

Background:

The expenditure of school funds is a public trust and the Board must ensure that all such funds are expended efficiently, economically and in the best interest of the students and electors of the Division (Policy 220: Appendix A - Code of Ethics).

The Superintendent strategically allocates resources in the interests of all students and ensures effective alignment of human resources with the Division’s goals and priorities (SLQS #6).

As part of the budget process, a certain amount of dollars are allocated annually in a budget section titled “Superintendent Discretionary”. For the 2023-2024 school year, the total budgeted dollar amount allocated in the Superintendent’s Discretionary Fund is \$600,000; \$500,000 for staffing and \$100,000 for non-staffing emergent priorities.

The Superintendent Discretionary Fund is a dollar amount set aside to support schools with additional staffing and/or resource requirements that arise after the budget has been approved. At the August 23, 2023, Public Board meeting, May 2023 to July 2023 Superintendent Discretionary spending was reported which included recovering 1.0 FTE

Educational Assistant from Sturgeon Composite High School and allocating 1.0 FTE Educational Assistant to Morinville Colony school. Allocated budget remained at \$600,000.

During the September 27, 2023, Public Board meeting, it was reported that Superintendent Discretionary spending for the period of August 16 to September 20 included the addition of 0.5FTE Social Worker at Sturgeon Composite High School to support the Student Success Centre. This is a full-time position which includes 0.5FTE being funded by the Mental Health Capacity Building (MHCB) Grant (HYPE), with a total cost of \$28,256 against the Superintendent Discretionary budget.

During the October 25, 2023, Public Board meeting, it was reported that the Superintendent Discretionary spending for the period of September 20 to October 18 included the addition of 0.1FTE to the full time Social Worker position at Sturgeon Composite High School to support the Student Success Centre at an additional cost of \$8,242 against the budget.

During the November 29, 2023, Public Board meeting, it was reported that the Superintendent Discretionary spending for the period of October 19 to November 22 included additional funds (retroactive to August 31) required to cover the actual cost of the 7.0FTE Child and Youthcare Workers for the 2023-2024 school year and additional teacher FTEs at Guthrie School, Namao School and Landing School for an additional cost of \$139,410 against the budget.

During the December 20, 2023, Public Board meeting, it was reported that the Superintendent Discretionary spending for the period of November 23 to December 13 included 1.1FTE for Educational Assistants at SCHS and Landing Trail, 4.0FTE for Child and Youthcare Workers at Lilian Schick and Redwater (2 full time and 2 positions requiring cost top up funds), 0.4FTE Teacher at Landing Trail and 1.0FTE Social Worker Division wide for an additional cost of \$200k against the budget.

Update:

December 14, 2023 - January 17, 2024, the following additional staffing FTE and resources have been allocated to schools using Superintendent Discretionary Fund dollars:

- Additional 1.0FTE for an Educational Assistant to support two grade 1 classes at Bon Accord Community School.
- Additional 0.2FTE for an Educational Assistant at Legal Public School for a new pre-kindergarten student with complex needs. 0.3FTE coming out of the Specialized Learning Supports (SLS) Grant Budget.
- Funding of STEAM PD to build capacity for STEAM programming across the Division. Supporting 10 teacher leaders across the Division to attend.



2023 -2024 Superintendent Discretionary				Total \$600,00.00	
	\$ 500,000				
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
Direct staffing to schools (K- 12)					
Teachers		\$ 110,000.00			
Guthrie School	0.20		\$ 18,700	Tuesday, October 10, 2023	
Namao School	0.38		\$ 33,440	Wednesday, November 1, 2023	
Landing Trail School	0.10		\$ 8,800	Wednesday, November 1, 2023	
Landing Trail School	0.40		\$ 30,800	Monday, December 11, 2023	
Total	1.08				\$91,740.00
Direct staffing to schools (K- 12)					
CUPE (EA Avg \$43,300)		\$ 43,300.00			
EA Colony	1.0		\$ 43,300.00	Tuesday, May 16, 2023	
Vocational EA at SCHS	-1.0		\$ (43,300.00)	Thursday, May 25, 2023	
EA at SCHS	0.6		\$ 18,489.10	Thursday, November 16, 2023	
EA at LT	0.5		\$ 15,155.00	Monday, December 11, 2023	
EA at BACS	1.0		\$ 25,980.00	Friday, December 22, 2023	
EA at LPS	0.2		\$ 4,763.00	Thursday, January 11, 2024	
Total	2.31				\$64,387.10
Other (Emergent Priorities staff, non-staff and resources)					
	\$ 100,000				
Social Worker SCHS Success Centre	0.60		\$ 36,498.00	Thursday, September 28, 2023 updated	
Child and Youthcare Workers	7.00		\$ 78,470.00	Thursday, August 31, 2023	
Child and Youthcare Worker	1.00		\$ 39,830.00	Monday, December 11, 2023	
Child and Youthcare Worker	1.00		\$ 39,830.00	Monday, December 11, 2023	
Child and Youthcare Worker	1.00		\$ 9,520.00	Monday, December 11, 2023	
Child and Youthcare Worker	1.00		\$ 9,520.00	Monday, December 11, 2023	
Social Worker Division-Wide	1.00		\$ 56,200.00	Monday, December 11, 2023	
STEAM Professional Development			\$11,650.00	Tuesday, January 9, 2024	
Total	12.60				\$281,518.00
Total Costs					\$437,645.10
Total budget remaining					\$162,354.90

Administration is prepared to respond to questions at the January 24, 2024, Public Board meeting.

Attachment(s):

Not applicable.