



Date: February 28, 2024 **Agenda Item:** 8.2

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.

During the January 24, 2024, Public Board meeting, it was reported that the Superintendent Discretionary spending for the period of December 14, 2023 - January 17, 2024 included 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 with 0.3FTE coming out of the Specialized Learning Supports (SLS) Grant Budget and funding of STEAM PD to build capacity for STEAM programming across the Division; supporting 10 teacher leaders across the Division to attend.



Update:

January 18, 2024 to February 21, 2024, the following additional staffing FTE and resources have been allocated to schools using Superintendent Discretionary Fund dollars:

- \$839.20 for resources for Therapeutic Crisis Intervention in Schools (TCIS).
- Additional 1.0FTE Teacher at Redwater School for the remainder of the 2023-2024 school year to support a large Grade 9 class.
- \$2,500 to support Division Drumline Jr High Training Camp. Two-day Training Camp after school/evening offered to students in Grades 8 & 9. Second night to coincide with STRIDES.
- Additional \$1,381 required for STEAM PD. Updated costs for all 11 individuals originally included in the proposal and adding the STEAM Lead Team members who were not initially included on the proposal.
- 1.0EA FTE allocated to an Educational Assistant position at BACS for the remainder of the 2023-2024 school year (Jordan's Principle funding followed the student who moved out of the Division).

2023 -2024 Superintendent Discretionary					Total Budget	\$	600,000
As at February 15, 2024					Total Committed to Student Success		\$ 511,351
					Total Available		\$ 88,649
Budget Item Description	Date	# FTE	# of months	Cost	Budgeted	Available	
Direct staffing to schools (K- 12)					\$ 225,113	\$ 500,000	\$ 274,887
Teachers	Avg Cost: \$110,000		Totals:	2.08	8.50	\$ 141,240	
Guthrie School	Oct 10, 2023	0.20	8.50	\$ 18,700			
Namao School	Nov 01, 2023	0.38	8.00	\$ 33,440			
Landing Trail School	Nov 01, 2023	0.10	8.00	\$ 8,800			
Landing Trail School	Dec 11, 2023	0.40	7.00	\$ 30,800			
Redwater School	Jan 29, 2024	1.00	4.50	\$ 49,500			
CUPE					Avg Cost: \$43,300		Totals:
EA Colony	May 16, 2023	1.00	10.00	\$ 43,300			
Vocational EA at SCHS	May 25, 2023	-1.00	10.00	\$ (43,300)			
EA at SCHS	Nov 16, 2023	0.61	7.00	\$ 18,490			
EA at LT	Dec 11, 2023	0.50	7.00	\$ 15,155			
EA at BACS	Dec 22, 2023	1.00	6.00	\$ 25,980			
EA at LPS	Jan 11, 2024	0.20	5.50	\$ 4,763			
EA at BACS	Feb 15, 2024	1.00	4.50	\$ 19,485			
Other (Emergent Priorities staff, non-staff and resources)					\$ 286,238	\$ 100,000	\$ (186,238)
Social Worker SCHS Success Centre	Sep 28, 2023	0.60		\$ 36,498			
Child and Youthcare Workers	Aug 31, 2023	7.00		\$ 78,470			
Child and Youthcare Worker	Dec 11, 2023	1.00		\$ 39,830			
Child and Youthcare Worker	Dec 11, 2023	1.00		\$ 39,830			
Child and Youthcare Worker	Dec 11, 2023	1.00		\$ 9,520			
Child and Youthcare Worker	Dec 11, 2023	1.00		\$ 9,520			
Social Worker Division-Wide	Dec 11, 2023	1.00		\$ 56,200			
STEAM Professional Development	Jan 09, 2024			\$ 13,031			
TCIS Resources	Jan 19, 2024			\$ 839			
SPS Division Drumline Jr High Training Camps	Jan 30, 2024			\$ 2,500			



Administration is prepared to respond to questions at the February 28, 2024, Public Board meeting.

Attachment(s):

Not applicable.