



Date: May 22, 2024 **Agenda Item:** 8.3

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Shawna Warren, Superintendent

Governance Policy: [Board Policy 700: Superintendent of Schools](#)

Additional Reference: [Board Policy 220: Appendix A - Code of Ethics](#)
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's Discretionary budget.

During the October 25, 2023, Public Board meeting, it was reported that the Superintendent's 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's 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's Discretionary spending for the period of December 14, 2023 - January 17, 2024, included an 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.

During the February 28, 2024, Public Board meeting, it was reported that the Superintendent's Discretionary spending for the period of January 18 to February 21 included resources for Therapeutic Crisis Intervention in Schools (TCIS), additional funding



for STEAM PD, funding to support Division Drumline Jr. High Training Camp, 1.0 teacher FTE at Redwater School and 1.0 FTE allocation for an EA at BACS.

During the March 20, 2024, Public Board meeting, it was reported that the Superintendent's Discretionary spending for the period of February 22 to March 13 included a refund of \$599 returned to the budget.

During the April 24, 2024, Public Board meeting, it was reported that the Superintendent's Discretionary spending for the period of March 14, 2024, to April 17, 2024, included a 1.0 Teacher FTE at Ochre Park for one month coverage and 1.0 EA FTE at Namao School for the remainder of the school year.

Update:

April 17, 2024, to May 15, 2024, the following additional staffing FTE and resources have been allocated to schools using Superintendent Discretionary Fund dollars:

- \$68,505.00 to cover the top up costs of Therapeutic Crisis Intervention for Schools training for Sturgeon Public Staff for the 2023-2024 school year.

| 2023 -2024 Superintendent Discretionary | | | | | | Total Budget | \$600,000 |
|---|---------------------|--------|----------------|-------------------|-------------------|------------------------------------|-----------|
| As at April 20, 2024 | | | | | | Total Committed to Student Success | \$600,000 |
| | | | | | | Total Available | \$0 |
| Budget Item Description | Date | # FTE | # of months | Cost | Budgeted | Available | |
| Direct staffing to schools (K-12) | | | | \$ 245,856 | \$ 500,000 | \$ 254,144 | |
| Teachers | Avg Cost: \$110,000 | | Totals: | 3.08 | 8.50 | \$ 152,240 | |
| Guthrie School | Oct10, 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 | | | |
| OP | Apr 08, 2024 | 1.00 | 1.00 | \$ 11,000 | | | |
| CUPE | | | | 4.31 | 10.00 | \$ 93,616 | |
| 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 | | | |
| EA at Namao | Apr 08, 2024 | 1.00 | 2.50 | \$ 9,743 | | | |
| Other (Emergent Priorities staff, non-staff and resources) | | | | \$ 354,144 | \$ 100,000 | \$ (254,144) | |
| 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 | | | |
| STEAM Refund | Mar 11, 2024 | | | \$ (599) | | | |
| TCIS Resources | Jan 19, 2024 | | | \$ 839 | | | |
| SPS Division Drumline Jr High Training Camps | Jan 30, 2024 | | | \$ 2,500 | | | |
| TCIS Implementation 2023-2024 | Apr 20, 2024 | | | \$ 68,505 | | | |



As of the May 22, 2024, Public Board meeting, the Superintendent Discretionary Fund for the 2023-2024 school year has been fully utilized. Therefore, this report will no longer come forward for the remainder of the 2023-2024 school year, indicating that the Division has exhausted the allocated budget for this purpose.

Administration is prepared to respond to questions at the May 22, 2024, Public Board meeting.

Attachment(s):

Not applicable.