



Date: September 23, 2024 **Agenda Item:** 8.4
To: Board of Trustees
From: Shawna Warren, Superintendent
Originator(s): Shawna Warren, Superintendent
Subject: **2024-2025 Superintendent Discretionary Fund**

Background:

As part of the budget process, a certain amount of dollars are allocated annually in a budget section titled “Superintendent Discretionary”. For the 2024-2025 school year, the total budgeted dollar amount allocated in the Superintendent’s Discretionary Fund is \$312,510 for staffing and 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 28, 2024, Public Board meeting, June 2024 to August 2024 Superintendent Discretionary spending was reported which included additional administrative allowance funding to add a second VP at Four Winds Public School and 0.17FTE Learning Support Lead teacher at BACS.

Update:

August 21, 2024, to September 16, 2024, the following additional staffing FTE and resources have been allocated to schools using the Superintendent Discretionary Fund:

- 0.5FTE Educational Assistant (EA2) at Legal Public School - to be reviewed in December.
- Corrected office staff allocation for an Administrative Assistant (AA) at Sturgeon Heights School and both AAs returned to original work hours due to unintended consequences of additional pressures.
- Additional teacher FTE at Sturgeon Heights to cover partial leave.
- 1.0FTE Education Assistant at Namao School for the 2024-2025 school year to support additional student needs.
- Tuition and Transportation costs for a new resident student who requires specialized supports and services that cannot be met through programming in our Division schools.

Governance Implications:**Education Act**

Board responsibilities

33(1) A board, as a partner in education, has the responsibility to

- (i) ensure effective stewardship of the board's resources,
- (j) recruit the superintendent and entrust the day-to-day management of the school division to the staff through the superintendent,

Superintendent of schools

(4) The superintendent shall carry out the duties assigned to the superintendent by the board.

(5) The superintendent shall supervise the operation of schools and the provision of education programs in the school division, including, but not limited to, the following:

- (c) ensuring that the fiscal management of the school division by the treasurer or secretary-treasurer is in accordance with the terms or conditions of any grants received by the board under this Act or any other Act;

Policy 220: Appendix A - Code of Ethics

2.0 I will recognize that the expenditure of school funds is a public trust and I will support policies and practices which ensure that all such funds are expended efficiently, economically and in the best interest of the students and electors of the Division.

Policy 700: Superintendent of Schools

6.1 The Superintendent directs school division operations and strategically allocates resources in the interests of all students and in alignment with the school division's goals and priorities.

Policy 701: Board Delegation of Authority

The Superintendent plays a critical collaborative role in supporting the leadership of the Board by advising, informing, and supporting the Board by recommending actions to address current and emerging issues in alignment with the mission, vision, and value statements of the Division.

Administration is prepared to respond to questions at the September 23, 2024, Public Board meeting.

Attachment(s):

Not applicable.