



BOARD OF TRUSTEES REGULAR MEETING

Greater St. Albert Roman Catholic Separate School District No. 734
District Office

6 St. Vital Ave., St. Albert, AB T8N 1K2 | Phone: 780-459-7711

AGENDA

Monday, February 27, 2017 | 2:00 P.M. Call to Order
3:30 P.M. – Public Meeting

1. **Call to Order:** Serena Shaw
2. **In-Camera**
3. **Out-of-Camera at 3:30 pm**
4. **Opening Prayer:** Joan Crockett
5. **Acknowledgment of Territories:** Serena Shaw
The Greater St. Albert Catholic School Board acknowledges that it is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation.
6. **Approval of Agenda**
7. **Presentation Delegation**
8. **Approval of Minutes & Summaries**
 - 8.1 Regular Board Meeting Minutes of February 13, 2017 Attached
9. **Approval of Committee & Event Reports from Advocacy Committee Meetings**
10. **Good News (Communication & Community Relations)** Attached
11. **Questions from the Public**
(Questions are submitted in writing on the Thursday prior to meeting. Information and the form can be found on the District website located on the District website at <http://bit.ly/1SLTFSh>.) Attached
12. **Consent Items**
(The Chair will ask for a motion to receive and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request the status of a consent item be changed to an action item.)
13. **Action Items**
 - 13.1 Board Planning Session 2017 (Keohane) Attached
14. **New Business**

15. Information Items

- 15.1 Report from the Chair
 - 15.1.1 Correspondence Attached
 - 15.1.2 Other Items
- 15.2 Report from the Superintendent
 - 15.2.1 Trustee Request for Information
 - Long Service Awards Update (McGuinness)
 - 15.2.2 Educational Leadership – Student Welfare
 - Safe and Caring Schools Report (Keohane) Attached
 - 15.2.3 Fiscal Responsibility
 - Plant Operations and Maintenance (PO&M) and Infrastructure Maintenance and Renewal (IMR) Reports (Schlag) Attached
 - 15.2.4 Organizational Management
 - Transportation Overview (Schlag) Attached

16. Board Commitments Attached

17. Clarification Period for Public & Media

(Related to agenda items, only as deliberated)

18. Trustee Request for Information

19. Closing Prayer: Joan Crockett

20. In-Camera *(if applicable)*

21. Out-of-Camera *(if applicable)*

22. Adjournment



BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 27, 2017

ATTACHMENT FOR AGENDA ITEM 8.1

Regular Board Meeting Minutes of February 13, 2017

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on February 13, 2017 as circulated/as circulated and amended.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF
GREATER ST. ALBERT ROMAN CATHOLIC
SEPARATE SCHOOL DISTRICT NO. 734
HELD on MONDAY, February 13, 2017, 2:00 P.M.
District Office, 6 St. Vital Avenue,
St. Albert, AB**

MEMBERS PRESENT Trustees Becigneul, Crockett, McEvoy, Radford, Proulx, Shaw, and Tremblay

ADMINISTRATION PRESENT

D. Keohane, superintendent, S. McGuinness, assistant superintendent, R. Nixon, assistant superintendent, D. Schlag, secretary-treasurer

CALL TO ORDER Trustee Shaw called the meeting to order at 2:01 p.m.

IN CAMERA

130/17 Trustee Becigneul: **THAT** the Board of Trustees move In Camera at 2:01 p.m.
CARRIED (7/7)

OUT OF CAMERA

131/17 Trustee Crockett: **THAT** the Board of Trustees move Out of Camera at 3:16 p.m.
CARRIED (7/7)

The Board recessed until 3:30 p.m.

OPENING PRAYER Trustee Becigneul offered the Opening Prayer.

ACKNOWLEDGEMENT Trustee Shaw acknowledged the Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation.

APPROVAL OF AGENDA

132/17 Trustee Radford: **THAT** the Board of Trustees approve the agenda as presented.
CARRIED (7/7)

PRESENTATION DELEGATION

There were no presentations.

APPROVAL OF MINUTES & SUMMARIES

133/17 Trustee Becigneul: **THAT** the Board of Trustees approve the minutes of the Regular Meeting of the Board held on January 30, 2017 as amended to replace amend the mover of motion 119/17 from Trustee Radford to Trustee Becigneul.
CARRIED (7/7)

134/17 Trustee McEvoy: **THAT** the Board of Trustees approve the summary of the Board Advocacy Committee meeting held on February 6, 2017 as circulated.
CARRIED (7/7)

135/17 **Trustee Proulx:** **THAT** the Board of Trustees approve the committee report, Alberta School Boards Assn. Zone 2/3 as submitted by Trustee McEvoy, from the Board Advocacy Committee meeting held on February 6, 2017.
CARRIED (7/7)

GOOD NEWS **Trustee Shaw** shared the Good News Report and corrected the printed version of the award presented to Emily Vilscak, which was the Queen Elizabeth II Golden Jubilee Medal.

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

CONSENT ITEMS

Board Policy 13 – Appeals and Hearings Regarding Student Matters and Board Policy 14 – Hearings on Teacher Matters

136/17 **Trustee McEvoy:** **THAT** the Board of Trustees approve the review of Board Policy 13 – Appeals and Hearings Regarding Student Matters and Board Policy 14 – Hearing on Teacher Matters, with no changes.
CARRIED (7/7)

ACTION ITEMS

Electoral Ward Bylaw

Secretary-treasurer Schlag updated the Board with the process for establishing electoral wards and shared information regarding BYLAW No. 01/17 OF THE GREATER ST. ALBERT ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT No. 734 A BY-LAW OF THE BOARD OF TRUSTEES OF THE GREATER ST. ALBERT ROMAN CATHOLIC SEPARATE SCHOOL DISTRICT NO. 734 TO PROVIDE FOR THE NOMINATION AND THE ELECTION OF TRUSTEES

Bylaw 01/17 reflects the addition of the Carbondale and Namao lands resulting from the recent Ministerial Order adjusting the District's boundaries as a result of successful separate school establishments in those two respective areas. Secretary-treasurer Schlag explained that three readings of the bylaw are required, normally held over two or three separate dates, but with unanimous approval on the first two readings, could be all be accomplished in a single date; subsequent to the third and final reading, the adopted bylaw is submitted to the Minister of Education for approval, which presents as a Ministerial Order when complete.

Secretary-treasurer Schlag read in full Bylaw 01/17 of the Greater St. Albert RCSSD No. 734, which provides for the nomination and election of trustees.

137/17 **Trustee Becigneul:** **THAT** the Board of Trustees approve the first reading of Bylaw 01/17 of the Greater St. Albert RCSSD No. 734, which provides for the nomination and election of trustees.
CARRIED (7/7)

Secretary-treasurer Schlag read the preamble for the second reading, since all Trustees had Bylaw 01/17 in print before them.

138/17 **Trustee Proulx:** THAT the Board of Trustees approve the second reading of Bylaw 01/17 of the Greater St. Albert RCSSD No. 734, which provides for the nomination and election of trustees.

CARRIED (7/7)

With unanimous approval on the first two readings, **Trustee Shaw** asked for consent to move to the third reading. **Secretary-treasurer Schlag** presented the third reading.

139/17 **Trustee McEvoy:** THAT the Board of Trustees approve the third reading of Bylaw 01/17 of the Greater St. Albert RCSSD No. 734, which provides for the nomination and election of trustees, and that it is passed as written.

CARRIED (7/7)

Alberta School Council Association Nomination

140/17 **Trustee McEvoy:** THAT the Board of Trustees approve the nomination of Loreen Gomes, school council chair at Richard S. Fowler Catholic Jr. High School for the Alberta School Councils' Association Parent of Distinction Award.

CARRIED (7/7)

Boundary Review Options

Secretary-treasurer Schlag updated the Board on the process to determine a series of boundary options for consideration. Boundaries are determined by the categories of elementary French Immersion, Elementary English and Junior High English.

Elementary French Immersion

141/17 **Trustee Radford:** THAT the Board of Trustees approve the following two options, scenario A1 and scenario A2, as presented, for further public feedback.

CARRIED (7/7)

MOTION TO EXTEND

142/17 **Trustee Radford:** THAT the Board of Trustees extend the meeting until 6:30 p.m.

CARRIED (7/7)

Elementary English

143/17 **Trustee Proulx:** THAT the Board of Trustees approve the following two options, scenario B3 and scenario B4 for further public feedback.

CARRIED (7/7)

Junior High English

144/17 **Trustee Tremblay:** THAT the Board of Trustees approve the following two options, scenario C2 and scenario C3 for further public feedback, noting that in C3 the purple area west of Hwy 2 should be pink and included in the Sister Alphonse Boundary. As well, in C2, the same area west of Hwy 2 (as identified in C3) should be pink (no color on C2 as presented) and included in the Sister Alphonse Boundary.

CARRIED (6 in favour, 1 opposed-Becigneul)

General Election – October 16, 2017

Secretary-treasurer Schlag updated the Board on key important dates associated with the fall General Election. The Board indicated no desire to pass a by-law for disclosure of campaign contributions (required prior to April 15) or the number of types of identification required by a voter to verify their identity (required prior to May 18). Identification requirements will be the responsibility of the respective municipality conducting the election.

145/17

Trustee McEvoy: THAT the Board of trustees appoints Deborah Schlag as the Returning Officer for Greater St. Albert Roman Catholic Separate School District No. 734 for the October 16, 2017 General Election, as related to the seven (7) positions of School Board Trustee for the District.

CARRIED (7/7)

146/17

Trustee Becigneul: THAT the Board of Trustees provides the Superintendent and/or Secretary-Treasurer with the authority to enter into an agreement with the Town of Morinville to conduct the 2017 school board elections for all residents of Greater St. Albert Roman Catholic Separate School District No. 734 that live in the Town of Morinville, within Ward 2.

AND

THAT the Board of Trustees direct Deborah Schlag to appoint the Returning Officer for the Town of Morinville, Jennifer Maskoske, as a Deputy Returning Officer for Greater St. Albert Roman Catholic Separate School District No. 734, in conjunction with the October 16, 2017 General Election for Catholic School Board Trustees, as outlined in the agreement.

CARRIED (7/7)

147/17

Trustee Proulx: THAT the Board of Trustees provides the Superintendent and/or Secretary-Treasurer with the authority to enter into an agreement with the Town of Legal to conduct the 2017 school board elections for all residents of Greater St. Albert Roman Catholic Separate School District No. 734 that live in the Town of Legal, within Ward 3.

AND

THAT the Board of Trustees direct Deborah Schlag to appoint the Returning Officer for the Town of Legal, Wilma Weiss, as a Deputy Returning Officer for Greater St. Albert Roman Catholic Separate School District No. 734, in conjunction with the October 16, 2017 General Election for Catholic School Board Trustee, as outlined in the agreement.

CARRIED (7/7)

148/17

Trustee Radford: THAT the Board of Trustees provides the Superintendent and/or Secretary-Treasurer with the authority to enter into an agreement with the City of St. Albert to conduct the 2017 school board elections for all residents of Greater St. Albert Roman Catholic Separate School District No. 734 that live in the City of St. Albert, within Ward 1.

AND

THAT the Board of Trustees direct Deborah Schlag to appoint the Returning Officer or designate for the City of St. Albert as a Deputy Returning Officer for Greater St. Albert Roman Catholic Separate School District No. 734, in conjunction with the

October 16, 2017 General Election for Catholic School Board Trustees, as outlined in the agreement.

CARRIED (7/7)

149/17

Trustee Tremblay: THAT the Board of Trustees provides the Superintendent and/or Secretary-Treasurer with the authority to enter into an agreement with the County of Sturgeon, to conduct the 2017 school board elections for all residents of Greater St. Albert Roman Catholic Separate School District No. 734, that live in the County of Sturgeon and outside the municipal boundaries of Legal, Morinville, or St. Albert.

AND

THAT the Board of Trustees direct Deborah Schlag to appoint the Returning Officer or designate for the County of Sturgeon as a Deputy Returning Officer for Greater St. Albert Roman Catholic Separate School District No. 734, in conjunction with the October 16, 2017 General Election for Catholic School Board Trustees, as outlined in the agreement.

CARRIED (7/7)

NEW BUSINESS

There was no new business.

INFORMATION ITEMS

Report from the Chair

The Board Chair noted the correspondence received. There were no other items.

Report from the Superintendent

Secretary-treasurer Schlag updated the Board on the absence reporting pilot project with the use of a mobile application, noting the efficiencies of the technology and the schools involved.

Assistant superintendent Nixon updated the Board on the type of programming that will be shared during the Phase II consultation to gather public feedback and finalize programming for the school including Academic Preparatory Programming, Recreational Academy programming and a wide range of Career and Technology options.

Secretary-treasurer Schlag updated the Board on what future projections may look like based on current demographics without adjustment for growth, which will come after comment from schools.

Secretary-treasurer Schlag updated the Board on the assumptions that will provide the basis for the initial work on the 2017-2018 Budget.

Assistant Superintendent McGuinness provided an update on the current student and staffing levels as of the second semester, noting modest growth over the September 30 Count.

Assistant superintendent Nixon and Religious Education & Christian Family Life Consultant Loiselle, updated the Board on the District specific Outcome: Through furthering a culture of evangelization, faith formation, and vocation within our schools, students, staff and parents know, model, and witness Jesus Christ in the District Three Year Education Plan (2016-

2019) by describing progress on key strategies such as:

- Social Justice and Works of Mercy
- Retreats
- Hope, Engagement, and Well-Being
- Animating the District Theme – Opening the Doors of Mercy, Love in Action
- Spontaneous Prayer

MOTION TO EXTEND

150/17

Trustee Crockett: THAT the Board of Trustees extend the meeting until 7:30 p.m.

CARRIED (7/7)

Superintendent Keohane confirmed the requirement for two trustee representatives on the Policy Advisory Committee (PAC), as identified in Board Policy 8 – Board Committees, is outlined in the current ATA Collective Agreement.

Trustee McEvoy was excused from the meeting at 6:35 pm.

151/17

Trustee Crockett: THAT the Board of Trustees receive the superintendent's report as information.

CARRIED (6/6)

Trustee McEvoy returned to the meeting at 6:40 pm.

BOARD COMMITMENTS

152/17

Trustee Becigneul: THAT the Board of Trustees approve the Board Commitments as presented and updated at this meeting.

CARRIED (7/7)

CLARIFICATION PERIOD FOR PUBLIC & MEDIA

Ben Van de Walle, a public member, suggested that a resource, "The Vocation of the Agricultural Leader", may be complementary to many of the topics discussed during the meeting.

TRUSTEE REQUEST FOR INFORMATION

Trustee Radford requested to have Sturgeon County land and area maps and offered to arrange for same directly with Sturgeon County. **Secretary-treasurer Schlag** thanked **Trustee Radford** for looking after the purchase at her own convenience,

CLOSING PRAYER

Trustee Becigneul offered the closing prayer.

Trustee Becigneul departed the meeting at 6:47 p.m.

IN CAMERA

153/17

Trustee Tremblay: THAT the Board of Trustees move In Camera at 6:48 p.m.

CARRIED (6/6)

OUT OF CAMERA

154/17

Trustee Tremblay: THAT the Board of Trustees move Out of Camera at 7:23 p.m.

CARRIED (6/6)

ADJOURNMENT

155/17

Trustee Radford: THAT the Board of Trustees adjourn the regular meeting at 7:23 p.m.

CARRIED (6/6)

Secretary Treasurer

Chair



BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 27, 2017

ATTACHMENT FOR AGENDA ITEM 10

Good News (Communication & Community Relations)

PREPARED BY:

Carol Bruineman, communications manager

BACKGROUND:

Please see attached.

Good News
Regular Board Meeting
February 27, 2017

- Congratulations to the **Most Rev. Frederick Henry**, this year's recipient of the prestigious Justice James Higgins Award which will be presented by the Canadian Catholic School Trustees' Association at their convention in Niagara Falls.

- The opening step of the ThoughtExchange process to engage school communities resulted in over 1,800 participants! We are looking forward to increasing this participation in step two, which is currently underway. Parents, students, staff and community members are welcome to participate in the process and we thank all those who have shared their voice thus far.

School News

- **École Notre Dame** received an award from the Town of Morinville Fire Department recognizing the school for having the most efficient fire evacuation. Well done, Notre Dame!

- Congratulations to **Ms. Wallsten, SACHS** teacher for being recognized by the City of St. Albert with a nomination for an Excellence in Arts Teaching Award! Award winners will be announced at the Mayor's Celebration of the Arts event on March 9, 2017.



BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 27, 2017

ATTACHMENT FOR AGENDA ITEM 13.1

Board Planning Session 2017

PRESENTER:

David Keohane, superintendent of Schools

BACKGROUND:

Please see the attached memo.

RECOMMENDATION:

THAT the Board of Trustees approve the location and scope of the Board's annual planning session as presented.



Greater St. Albert
Catholic Schools

Greater St. Albert Roman Catholic Separate School District No. 734

6 St. Vital Avenue, St. Albert, AB T8N 1K2

Telephone (780) 459-7711

Fax (780) 458-3213

www.gsacrd.ab.ca

Memorandum

DATE: February 27, 2017

TO: Board Annual Planning Session Committee

FROM: David Keohane
Superintendent of Schools

RE: **Board Planning Session 2017**

Thank you for meeting and deliberating upon the location and scope of the Board's annual planning session on February 22, 2017. The following information highlights the recommendations that may now be made to the Board.

Date/Time: April 21, 2017 (12:00 pm – 6:00 pm) – April 22, 2017 (8:00 am – 6:00 pm)

Location: Chateau Lacombe, Edmonton

The agenda topics will include:

- A guest presentation on the Catholic Church and Truth and Reconciliation by Bob McKeon
- Boundary Review Deliberations
- District Faith Goal for 2017/18
- Further deliberations regarding addressing FNMI educational needs
- Future Programming Priorities as Expressed through ThoughtExchange Data
- Future Community Engagement Priorities (as made evident through ThoughtExchange Data)
- Additional 3YEP strategies.

Plans would include participating in the Sunday Eucharist at the 5:00 pm Saturday Night Mass – St. Joseph Basilica.

RECOMMENDATION – That the Board approves the location and scope of the Board's annual planning session as presented.

Faith in Our Students

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE



Greater St. Albert Roman Catholic Separate School District No. 734

Board Chair Correspondence

Attachment for Agenda Item 15.1.1

As reported by the Board Chair

Regular Board Meeting Date: February 27, 2017

	Date of Correspondence	Sender/Recipient	Subject of Correspondence
1.	February 15, 2017		Legal Matter (03-17)



BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 27, 2017

ATTACHMENT FOR AGENDA ITEM 15.2

Report from the Superintendent

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees receive the superintendent's report as information.

**Superintendent's Information Report to the Board
Greater St. Albert Roman Catholic Separate School District No. 734
February 27th, 2017**

***Trustee Request for Information**

Long Service Awards Update

Assistant Superintendent, Sean McGuinness will provide an update regarding GSACRD's Long Service Awards program. The request for information of the program was originally made by Trustee Crockett.

Educational Leadership – Student Welfare

Safe and Caring Schools Report

An Executive Summary of the Annual Safe and Caring Schools Report for this school year is included as an attachment and will serve as a basis for a more detailed presentation through the link provided in the summary. (Attached)

Fiscal Responsibility

Plant Operations and Maintenance (PO&M) and Infrastructure Maintenance and Renewal (IMR)

Secretary-Treasurer, Deb Schlag, will provide updates on Plant Operations and Maintenance (PO&M) and on Infrastructure Maintenance and Renewal (IMR). (Attached)

Organizational Management

Transportation Overview

Secretary-Treasurer, Deb Schlag, will provide an overview of transportation in GSACRD. (Attached)

Recommendation: That the Board receives this report as information.

*This report has been organized according to the categories of responsibilities for the superintendent (outlined in Policy 12), as they would apply to the timing of the report.



Memorandum

DATE: February 27, 2016
TO: The Board of Trustees
FROM: David Keohane
Superintendent of Schools
RE: **Executive Summary - Safe and Caring Schools Annual Report**

Context

Viviane Robinson's 2011 meta-analysis on educational research would determine that the following variables have the most significant impact upon student learning:

- Establishing goals and expectations;
- Resourcing strategically;
- Ensuring quality teaching;
- Leading teacher learning and development;
- Ensuring an Orderly and Safe Environment.

While when isolated for its influence on learning, the quality of an orderly and safe environment has the least influence of all the variables previously outlined, the order and safety of schools cannot be underestimated and must be understood contextually. It is indisputable that none of the other variables listed can have their influence on learning without evidence of an orderly and safe learning environment thriving within schools. From a Catholic perspective, the moral imperative behind this element being intentionally part of a school's culture is strengthened by the fact that all who participate within our schools are deemed to be Children of God, whose dignity and worth must be valued and supported to the highest degree. Perhaps this explains why Catholic Schools are so effective in setting an agenda for quality teaching and learning to take place.

The following conclusions arising from our 2015 – 2016 data associated with order and safety for our students correlates extremely well with GSACRD's success as a provincial leader in its academic formation of students. These conclusions are supported from a more detailed body of statistical evidence, and range of systemic supports that are provided for students and staff that may be viewed at <https://app.emaze.com/@ATFTLQOQ/newspaper-panzoom-copy1?fullscreen&redaolon>. Much of the statistical evidence is examined through comparisons in order to demonstrate more meaningfully the high level of safety and care for students that exists within our schools.



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

Executive Summary

- Suspensions to students continues to reduce while public perception of the quality of safety and care within our schools remains among the highest in the province.
- Our schools are exceptionally safe places to learn, with a strong sense of “duty of care” for students as made evident by the fact that .8% our students receive injuries that could be referred for greater medical attention.
- All schools have addressed solutions to the St. Albert Safe Journeys to Schools recommendations.
- All 10 recommendations of the 2013 Critical Incident / Emergency Response Audit are being addressed with 80% completed at the time of the report, and the remainder to be completed in 2016 – 2017.
- The revised and improved *Gallup Student Poll* represents an excellent opportunity for school leadership to act upon the “student voice” that is evident within the survey results. Evidence suggests that we can *celebrate the following*:

- Students strongly believe that they have a best friend at school, feel safe in their learning, will graduate from school, and will find a job when they graduate.

Evidence also suggests that we now have the opportunity to *focus on the following*:

- Students believing that at school there is an adult who cares about their progress, where they will get to do what they do best every day, and receive positive feedback on their progress. Students have also told us that they are challenged in finding different ways to address problems in their lives.
- Intentional and focused work is being undertaken to address mental health, bullying, and occupational health and safety goals within our schools.

Conclusion

Greater St. Albert Catholic Schools demonstrates evidence within its *Accountability Pillar* that it is the highest achieving choice for public schooling in its region, and within Catholic School jurisdictions in the province. Given what we know about the impact of student safety on quality education, we can celebrate that the previous evidence provides a strong foundation for our enviable track record of success.

Thank you for your attention to this report.

DK



MEMORANDUM

TO: David Keohane, Superintendent

FROM: Deb Schlag, Secretary Treasurer
Ron Gamache, Manager of Operations

DATE: February 21, 2017

RE: 2016-2017 Operations and Maintenance Overview

HIGHLIGHTS AND CHALLENGES:

St. Albert Catholic High Modernization

- Department staff have been required to assist with the project, mainly to dismantle and then reassemble the classrooms, which has rearranged schedules of regular maintenance. The scope of moving requirements has been varied, including desks, chairs, whiteboards, tack boards, smart boards, projectors and millwork, all of which need to be placed either into storage or set up in temporary classroom locations.
- Equipment located in the Gym, Weight Room, CTS Lab, Cosmetology and Home Economics rooms also required relocation.
- The department will continue to be required until the renovation reaches completion, which is anticipated in September 2017.

Vincent J. Maloney Modernization

- This project is in the final stages of design and is expected to go to tender for construction shortly. The VJM renovation will likely place similar demands on the department for another 18 months, as outlined above, around relocation/moving items.



Completed Projects

- In an effort to improve cost efficiency, the department is converting the lighting at all schools. Installation of exterior LED lighting is complete at: Neil M. Ross, Marguerite d'Youville, Marie Poburan, Richard Fowler, Vital Grandin, Albert Lacombe, Father Jan, Bertha Kennedy, JJ Nearing, District Office, Operations, Notre Dame, and Morinville Community High. These changes will help offset increasing energy costs.
- Several sidewalks were installed under the Safe Journeys to School mandate with a few still to be completed in the spring.
- Section 3 of 4, of the GH Primeau roof replacement, has been completed with the final section expected this summer.
- Both boys and girls change room washrooms at Bertha Kennedy were modernized through the replacement of tiled walls and floors, partitions, and the addition of new energy efficient lighting.
- The gym floors at Notre Dame, Bertha Kennedy, and Marie Poburan were deep-sanded and relined.
- Roofing assessments were completed by an independent contractor, verifying the condition of all facility roofs, aiding in the forecast of other repairs.

Projects Underway

- GH Primeau: complete modernization of 5 classrooms, including new T-bar ceiling, LED lighting, painting walls, and removal and replacement of flooring and new millwork.
- Bertha Kennedy: Renovating the change room washrooms, including wall and floor tiles, replacing partitions and energy efficient lighting.
- FJ, NMR and EMY: Painting door frames and corridors
- BK, Legal and MCHS: Painting doors and frames.
- Notre Dame: Installation of a Building Management System for 18 portable classrooms.
- GH Primeau: Installation of 5 new furnaces.

Project Management

- Many IMR projects are handled directly by department staff – 2 plumbers, 1 carpenter, and 1 electrician on staff (summer months are a focus for many IMR



projects) as a result we will be able to shift just over \$100,000 in labour costs from O&M to IMR for 2016-17.

- Other IMR projects, depending on scope, are contracted to external companies.
- Roof repairs continue to be a priority with 10-20% of the IMR budget allocated here.
- New Schools and Modernizations, as previously mentioned, will continue to demand staff attention.

Staffing Changes

- An Area Maintenance employee was hired to help offset the load on the current staff. The new position was filled by a previous summer student with very good experience and work ethic and will be a great addition to the department.

Contracted Custodial Services

- New Custodial Contracts put in place in August of 2016 for 22 months.
- Introduced in the new contract, was a district-wide, eco-friendly, cleaning chemical program which includes training, dispensers and inspections, as well as a consistent cleaning product being used in all facilities, which meet ISSA Cleaning Standards.
- 5 schools (VJM, BK, NMR, ND, and Legal) have new contractors in place.

WORK ORDERS AND GENERAL MAINTENANCE:

As reflected in the following table, there were 72 fewer work orders generated in 2016 compared to 2015.

- Corrective Work Orders are school requests for repairs and maintenance.
- Preventative Work Orders are Operations-directed repairs and maintenance to ensure components do not fail unexpectedly.



The number of requests coming into the office are stable, both corrective and preventative. The efforts put in the past year's preventative maintenance restructuring are paying off.

New Work Orders

Type of Work Order	2015	2016	
Corrective	1,667	1,672	Increase 5
Preventative	1,199	1,122	Decrease 77
Total	2,866	2,794	Decrease 72

Completed Work Orders

Type of Work Order	2015	2016	
Corrective	1,619	1,614	Decrease 5
Preventative	1,180	1,104	Decrease 76
Total	2,799	2,718	Decrease 81

- For 2016, there were 1,672 new CORRECTIVE work orders and 1,614 completed. This means that 96% of the requests were completed (compared to 97% in 2015).
- Similarly for 2016, there were 1,122 new PREVENTATIVE work orders and 1,104 completed. This means that 98% of the requests were completed (compared to 98% in 2015).

VANDALISM

A summary and comparison of vandalism costs for the District over the last four years:

<u>Community</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
St. Albert	\$ 1,464	\$ 1,123	\$ 7,549	\$ 2,521
Morinville	\$ 1,771	\$ 2,627	\$ 3,089	\$ 2,961
Legal	\$ 0	\$ 0	\$ 323	\$ 0
TOTAL	\$3,235	\$3,750	\$10,961	\$5,482

These figures represent glass breakage (repair and replacement) cost; as well as the costs to remove or cover graffiti on our playgrounds and schools. Our expenditures are, for 2015-16 more in line with the annual norm of the past 5 years, last year being an exception with the replacement of the large stain glass window at District Office for \$5,480.00. This year the schools that experienced the largest expenditures are Father Jan \$1,031.00 (glass breakage) and Notre Dame at \$2,084.00 (repairs to exterior portable walls).



PRIOR YEAR GOAL ACHIEVED

Last year, plans were underway to update the existing Work Order System and options were explored. **A new electronic work order system, ASSET PLANNER**, has been purchased and is in the transition phase, expecting exclusive use in March 2017. The new system allows staff to open, close, and create work orders with iPhones and iPads saving time and eliminating paper. The system will allow tracking of assets and deferred maintenance concerns to help the department better manage manpower and resources.

FUTURE GOALS

The department continues to look for new initiatives which can be adopted to improve efficiencies. The department's goal is to provide timely responses/repairs to all sites, with the least amount of interruption to instructional time. Using internal staff for projects, promotes consistency and creates opportunity for budget efficiency, which contribute to keeping district buildings operating in a safe, clean and energy efficient manner.

OPERATIONS AND MAINTENANCE SUMMARY

Submitted by Ron Gamache

Once again, our maintenance team has worked to the very best of their abilities to keep our schools safe and well maintained, using time management skills to the utmost. There is a vast quantity of insight and working knowledge present in the staff; this is irreplaceable and is what allows us the many opportunities to complete projects internally, as opposed to hiring contractors. Internal project work provides two major benefits: reduction of expenditures and improvement in staff experience, all leading to pride in a job well done. With the continuation of the St. Albert High modernization, the addition of the VJ Maloney modernization, as well as 2 new schools, I am confident that the current staff will perform as they have over the past 2 years, which is above and beyond expectation. These are great people with great attitudes and it makes for a great department to work in.

MEMORANDUM



TO: David Keohane, Superintendent
Deb Schlag, Secretary-Treasurer

FROM: Ron Gamache, Manager of Operations

DATE: February 17, 2017

RE: 2016 -17 Overview

Infrastructure Maintenance & Renewal (IMR)

The IMR funding allocation for **2016-17 is \$1,742,348** plus a carry-forward amount of \$409,468 from 2015-16 to deal with unfinished projects, for a total of \$2,151,816 to expend in the 2016-17 school year. As the infrastructure ages the needs continue to grow, thus creating a larger backlog of deferred maintenance.

The 2016-17 IMR project plan has been developed with input from school principals, Government of Alberta Infrastructure personnel, and in-house expertise. There are a total of one hundred and five (105) different projects that have been approved and prioritized at all schools, at various levels of value and scope. The breakdown of the \$2,151,816 being spent is as follows; \$2,015,822 on projects which leaves a small contingency of \$105,994 for additional projects as a result of emergent needs.

It is important to note that District emergent needs take priority over scheduled projects and some projects planned may have to be postponed should an emergency arise or the lack of capacity to manage the work becomes apparent. The following is a list of projects at this time:

School	Project	Cost	In House Labour
Albert Lacombe	Replace front Windows	\$50,000	Yes
Albert Lacombe	Replace Exterior Wall Panels	\$12,000	Yes
Albert Lacombe	Install New Roof Top Unit	\$25,000	Yes
Albert Lacombe	Pour New Sidewalk and Seating Area	\$16,000	Yes
Albert Lacombe	Parking Lot Repair	\$5,108	
Albert Lacombe	Repaint Large Gym Floor Lines	\$6,300	
Albert Lacombe	Replace Classroom (4) Flooring	\$5,800	
Albert Lacombe	Flooring Abatement	\$1,650	
Albert Lacombe	Maintenance Study	\$2,200	
Albert Lacombe	Replace Heating Pumps and Pipes	\$15,000	Yes
Bertha Kennedy	Replace Millwork and Countertop in Main Core	\$15,000	Yes
Bertha Kennedy	Modernize Gym Washroom	\$40,000	Yes

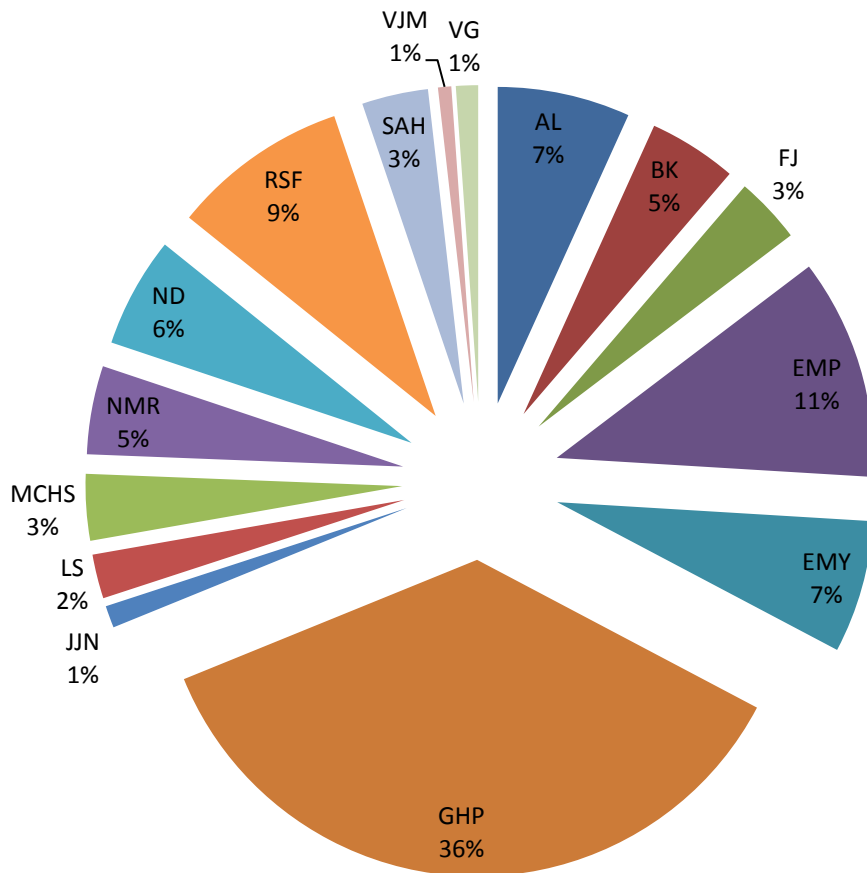
School	Project	Cost	In House Labour
Albert Lacombe	Replace front Windows	\$50,000	Yes
Bertha Kennedy	Parking Lot Repair	\$1,645	
Bertha Kennedy	Paint Doors and Frames	\$14,000	
Bertha Kennedy	Re-Coat Gym Floor	\$5,000	
Bertha Kennedy	Replace Classroom (2) Flooring	\$7,800	
Bertha Kennedy	Flooring Abatement	\$5,000	
Bertha Kennedy	Maintenance Study	\$2,200	
Father Jan	Upgrade Exterior Lighting LED	\$15,000	Yes
Father Jan	Replace Portable Skirting	\$12,080	Yes
Father Jan	Replace Flooring in Library and room 127	\$14,100	
Father Jan	Re-Coat Gym Floor	\$5,000	
Father Jan	Repaint Hallways and Door Frames	\$14,000	
Father Jan	Replace Ceiling Tiles in Portable	\$4,500	Yes
Father Jan	Maintenance Study	\$2,200	
Marie Poburan	Pour Sidewalk	\$12,000	
Marie Poburan	Replace Flooring (7 rooms)	\$9,000	
Marie Poburan	Deep Sand Gym Floor	\$30,000	
Marie Poburan	Replace Portable Roofs	\$170,000	
Marie Poburan	Paint Classrooms (2)	\$5,000	
Marie Poburan	Maintenance Study	\$2,200	
Marguerite d'Youville	Repaint Hallways and Door Frames	\$36,500	
Marguerite d'Youville	Repaint Classroom 157	\$2,000	
Marguerite d'Youville	Replace Countertops in Room 143	\$2,000	
Marguerite d'Youville	Re-Coat Gym Floor	\$5,000	
Marguerite d'Youville	Replace Security System	\$1,885	
Marguerite d'Youville	Parking Lot Repairs	\$59,854	
Marguerite d'Youville	Replace Home Ec. Countertops	\$27,000	
Marguerite d'Youville	Maintenance Study	\$2,200	
Georges Primeau	Re-Roof Final Section	\$260,000	
Georges Primeau	Paint Classrooms (5)	\$10,000	
Georges Primeau	Replace Classroom (5) Flooring	\$11,000	
Georges Primeau	Replace Classroom (5) T-bar Ceiling	\$10,000	
Georges Primeau	Replace Classroom (5) Lighting Grid	\$15,000	
Georges Primeau	Replace Classroom (5) Millwork	\$16,000	

School	Project	Cost	In House Labour
Albert Lacombe	Replace front Windows	\$50,000	Yes
Georges Primeau	Replace Home Ec. Countertops	\$25,200	
Georges Primeau	Maintenance Study	\$2,200	
Georges Primeau	Re-Roof Phase 3	\$276,200	
Georges Primeau	Re-Coat Gym Floor	\$5,000	
Georges Primeau	Flooring Abatement	\$8,500	
Georges Primeau	Upgrade Handicapped Washroom	\$7,000	
Georges Primeau	Replace 5 Furnaces	\$50,000	
JJ Nearing	Upgrade Classroom Lighting LED	\$3,000	Yes
JJ Nearing	Repair Leaking Exterior Windows	\$5,000	Yes
JJ Nearing	Replace Library Flooring	\$10,500	
JJ Nearing	Replace Exterior Lighting LED	\$7,000	Yes
JJ Nearing	Pour Concrete Entrance Pad	\$4,000	
JJ Nearing	Maintenance Study	\$2,200	
Legal	Replace 69 Lockers	\$17,000	
Legal	Repair all Interior Exterior Doors and Frames	\$16,000	
Legal	Replace Classroom (4) Flooring	\$10,500	
Legal	Re-Coat Gym Floor	\$6,000	
Legal	Flooring Abatement	\$7,400	
Leal	Maintenance Study	\$2,200	
Morinville Community	Replace Classroom (4) & Common Area Carpet	\$45,000	
Morinville Community	Replace Shower Valves	\$3,000	Yes
Morinville Community	Repair Gym Curtain	\$5,000	
Morinville Community	Replace Washroom Countertops and Hardware	\$12,000	Yes
Morinville Community	Replace Grease Interceptor	\$3,000	Yes
Morinville Community	Re-Coat Gym Floor	\$7,600	
Morinville Community	Maintenance Study	\$2,200	
Neil M. Ross	Repaint Hallways and Door Frames	\$30,000	
Neil M. Ross	Replace Exterior Lights LED	\$15,000	
Neil M. Ross	Pour Sidewalk and Regrade SE side	\$20,000	
Neil M. Ross	Replace Bathroom Partitions	\$6,000	
Neil M. Ross	Repaint Classroom (4)	\$8,000	
Neil M. Ross	Paint Upper Wall in Gym	\$8,000	
Neil M. Ross	Replace Classroom (2) Flooring	\$2,600	

School	Project	Cost	In House Labour
Albert Lacombe	Replace front Windows	\$50,000	Yes
Neil M. Ross	Maintenance Study	\$2,200	
Neil M. Ross	Flooring Abatement	\$3,200	
Notre Dame	Re-build Boiler #1	\$5,000	
Notre Dame	Redirect Front Roof Drains	\$10,000	
Notre Dame	Install BMS for New Portables	\$52,000	
Notre Dame	Replace Ceiling Tiles	\$4,000	
Notre Dame	Replace Flooring	\$23,000	
Notre Dame	Re-Coat Gym Floor	\$5,000	
Notre Dame	Modernize Washroom	\$5,000	Yes
Notre Dame	Flooring Abatement	\$12,600	
Notre Dame	Maintenance Study	\$2,200	
Richard Fowler	Replace Classroom (10) Flooring	\$16,500	
Richard Fowler	Upgrade Gym Lighting LED	\$13,000	Yes
Richard Fowler	Finish Reroofing Front of School	\$45,000	
Richard Fowler	Replace Fire Alarm System	\$80,000	
Richard Fowler	Re-Coat Gym Floor	\$5,000	
Richard Fowler	Repaint Classroom (4)	\$6,000	
Richard Fowler	Replace Furnace	\$10,000	Yes
Richard Fowler	Maintenance Study	\$2,200	
Richard Fowler	Upgrade Exterior Lighting LED	\$6,000	Yes
Richard Fowler	Replace Portable Flooring (2)	\$7,500	
St. Albert High	Install Hand Dryers	\$3,000	
St. Albert High	Replace Bell and P/A System	\$16,000	
St. Albert High	Replace Classroom (1) Millwork	\$6,000	
St. Albert High	Replace Classroom (1) Flooring	\$11,000	
St. Albert High	Code Compliance - Exhaust Fan	\$20,000	
St. Albert High	Re-Coat Gym Floor	\$8,500	
St. Albert High	Maintenance Study	\$2,200	
VJ Maloney	Re-Coat Gym Floor	\$4,700	
VJ Maloney	Heating Control Upgrade	\$6,100	
VJ Maloney	Maintenance Study	\$2,200	
Vital Grandin	Replace Classroom (5) Millwork	\$7,500	
Vital Grandin	Replace Classroom (5) Flooring	\$8,600	

School	Project	Cost	In House Labour
Albert Lacombe	Replace front Windows	\$50,000	Yes
Vital Grandin	Re-Coat Gym Floor	\$6,000	
Vital Grandin	Upgrade Exterior Lighting LED	\$5,000	
Vital Grandin	Flooring Abatement	\$5,900	
Vital Grandin	Maintenance Study	\$2,200	
	Identified School Projects	\$2,045,822	
Contingency		\$105,994	
Total IMR		\$2,151,816	

% Of IMR Funding Allocated per School





MEMORANDUM

TO: David Keohane, Superintendent

FROM: Deborah Schlag, Secretary-Treasurer
Lauri-Ann Turnbull, Transportation Supervisor

DATE: February 21, 2017

RE: 2016-17 Interim Transportation Overview

Key Highlights of Operations

- The Transportation Assistant position has been increased to a .7 FTE to ensure timely response to parent requests and to ensure coverage at all times during the lunch hour. The new Transportation Assistant started on September 1, 2016 and is a great addition to the office.
- During the current school year, transportation has only experienced minor delays due to weather. To date, no routes have been cancelled this year, due to inclement weather. The District's automated emergency call out system Synvoice, was used to contact all families affected by the delays of these routes or portions thereof. This continues to be an effective mode of communication with parents.
- Transportation received higher than normal calls from the St. Albert parents regarding routing and bus schedule for the months of September to November. These calls can be attributed to the transition period for families living in the City of St. Albert adjusting to the new bus stop locations which are now at City Transit Bus Stop Locations, which came into effect as a result of the Safe Journeys to School Initiative. These calls have now settled down and families have adapted to the new location of their child's bus stop.



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

- The Synrevoice emergency call out system is the primary source for bus cancellation and/or delay notifications and, as previously mentioned, parents are happy with this mode of communication. New this year, the Synrevoice system is receiving all student contacts directly into our routing system from our student information system. This is accomplished by a nightly upload of the contact information for all families accessing transportation services. This process ensures all information is accurate and up to date.
- The additions of GPS & Zonar on busses contracted to GSACRD have been an added level of security for families using District transportation. New this year, is the ability for parents to “live track” through the “Where’s My Bus” tab in the Parent Portal. The GPS allows the District to access and track all routes and busses. The parents now have access to only their child’s bus GPS so that they have this as an added feature. The Zonar “Z-Pass” (scanable passes) has proven to be a very valuable tool for verification of locations and times of student scans. When a student boards and /or departs a bus, the system provides the exact location and time of the student event. This allows Transportation to see an exact location of a child disembarking a bus if the parent is in need of this information. We have requested, in a future update, to have Bus Planner add this feature to the Parent Portal so that his can be accessed directly by the parent. The system maintains information for the current school year only; prior year data is unavailable.
- Complaints received by the Transportation Department have overall decreased in comparison to the past year. The bulk of the complaints were in September and October and were localized around the new stop locations to transit stops in the City of St. Albert. Delay complaints have been kept to a minimum with the use of the emergency call out system (Synrevoice) providing immediate information to parents rather than reliance on direct contact with the Transportation Department. The Secretary-Treasurer has only been involved with 4 issues pertaining to new stop locations in the City of St. Albert this school year.
- An informal conversation regarding 2017-2018 bus pass fees has been held with the Transportation Director of St. Albert Public Schools, however no confirmation of fees is available at this time. Sturgeon has also been contacted but has not yet been available for comment.



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

- GSACRD continues to be open to options for co-operative bussing with neighbouring school districts, however there is still a great deal of work to do to ever realize some level of mutual benefit.
- District communication with contractors has continued to improve over the previous year, except for 1 contractor, who the transportation department is currently working directly with, to improve communication. The Transportation Department continues to stress timely notification as a priority to ensure the Synrevoice can be utilized effectively to notify parents as efficiently as possible.
- Bus Pass Applications and payments continue to be fully automated and available online through the District Website. New this coming year, will be a submission for the 17-18 school year through the Parent Portal or their child's school and District office directly. This process has been very well received by parents and the 24/7 nature of this flexibility has been beneficial to all involved. The online payment process has allowed families to benefit from an extended instalment plan, which has also been very well received. New this year, was the requirement for payment of fees prior to placement of a child on the bus. This could be accomplished by either payment in full or by a payment plan through school cash or directly through the school or District office

Projected Deficit/Surplus for 2016-2017

The Fall Update Budget projected a district deficit of **(\$669,832)**, which included **(\$109,479)** for the Transportation Department, only if the contingency is fully utilized. Transportation will use the \$40,000 contingency for an additional bus to separate the Vital Grandin, Richard S Fowler route in the Sturgeon Valley to reduce ride times. At this point of the year and salaries and benefits are tracking on budget.

Early Dismissal Expenses

Bussing for SACHS/VJM's early dismissal every Friday is an additional cost of \$25,217 for the 2016-2017 year. This is an extra cost for an extra hour of work by the bus driver on early dismissal days. These extra runs cannot be claimed for funding.

Special Education Expenses

Funding for Special Needs Transportation in 2016-17 is projected to be lower than the expected actual expenses, estimated at \$212,562, which are currently tracking slightly under budget at 40.35% in January for the current school year (which is 41.6% of the year).



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

Bus Pass Fee Historical Overview

						(\$10 discount if purchased prior to June 1)	(\$10 discount if purchased prior to June 1)	(\$10 discount if purchased prior to June 1)	No \$10 discount if purchased prior to June 1st	No \$10 discount if purchased prior to June 1st
BUS FEES	PASS	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17
Urban										
	Gr 1 - 12 per pass	\$165	\$165	\$165	\$185	\$195	\$240	\$240	\$270	\$270
	Family Rate	\$575	\$575	\$575	\$647.50	\$685	\$815	\$815	\$845	\$845
	Cross Boundary	\$220	\$220	\$250	\$270	\$280	\$330	\$330	\$360	\$360
Rural										
	Gr 1 - 12 LESS than 2.4 km	\$165	\$165	\$165	\$185	\$195	\$240	\$240	\$270	\$270
	Family Rate	\$575	\$575	\$575	\$647.50	\$685	\$815	\$815	\$845	\$845
	Cross Boundary	\$220	\$220	\$250	\$270	\$280	\$330	\$330	\$360	\$360
	Gr 1 - 12 MORE than 2.4 km	\$110	\$110	\$110	\$130	\$130	\$190	\$190	\$220	\$220
	Family Rate	\$385	\$385	\$385	\$455	\$455	\$640	\$640	\$670	\$670
Cross Boundary		\$220	\$220	\$250	\$270	\$280	\$330	\$330	\$360	\$360
Replacement Passes		\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$15	\$15

Non Funded Noon Hour Kindergarten Routes

Currently there are 4 kindergarten noon hour runs in St. Albert. As of April 1, 2017 the number of runs will be reduced to 3, as a result of the transition of the Progressive Kindergarten Program students to full day kindergarten at École Marie Poburan. The Town of Morinville has 2 runs and the Town of Legal has 1 run.



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

New Software

The Department is just competing the first year with GEOREF Systems Ltd., a fully Canadian company out of Waterloo, Ontario. The new software is called **BusPlanner** and is improving service to families. We are noticing that the processes for parents are being streamlined and is improving functionality of services to parents.

New Features for Families

With the addition of new software many new features have been added to enhance a family's access to information and reducing calls received in the office.

1. Parent Portal
 - a. Transportation tab - access to the routing information for their child including route number, contractor and contractor phone number.
 - b. Properties – displays the current student information we have on file as well as student AB ED ID.
 - c. Forms tab – Access to Bus Application, Bus Pass replacement form, Route Concern & Bus stop change request.
 - d. Where's My Bus? A moment in time GPS location of a bus a student is registered to while the bus is in motion. With a refresh button to update the GPS location when needed.
 - e. Map tab allows a map view of bus stop in comparison to home location. This is a great feature for parents who are new to the City or are not current subscribers to the transit system.

Department Goals 2016-17

1. Revise the existing Parent Transportation Guidelines (to be completed by Dec 2015). Currently completed and in review. The goal is to have the Guidelines and a "Frequently Asked Questions" section, posted to the website by June 2016.

Results:

All Transportation guidelines are now available online and will be continued to be reviewed on a yearly basis.

2. Fully implement Bus Planner and ensure training for all department personnel and school support personnel.

Results:

Implementation was completed as of April 31st, 2016. We began using the software right away in the planning for the 2016-17 school year. With full transition completed by June 30, 2016. Transportation office staff have been trained and continue to expand their knowledge of the full capabilities of the software.



Greater St. Albert
Catholic Schools

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE

Department Goals 2017-18

1. To continue training on Bus Planner and use the Optimization tool to see if further changes can be made to optimize run times, distance, and costs associated with Transportation.
2. Hold a training session in early August for all interested parents to ensure they are using the Parent Portal to its fullest capability.

Summary

In summary, the department is anticipating to be **over budget** on the initial projection of **(\$109,479)** for the current school year. The overage can be attributed to the newly formed area of Namao and the requirement to provide transportation to the new resident families we are now serving. Alberta Education has indicated that funding will commence in September 2017 for the new areas. Plans are currently underway for services in the new area of Namao and service is expected to be in place prior to Spring Break. Access to transportation for all Carbondale residents has been completed. The department is always looking for ways to improve service to families while keeping costs and concerns to a minimum.



BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 27, 2017

ATTACHMENT FOR AGENDA ITEM 16

Board Commitments

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the Board Commitments as presented and updated at this meeting.

Greater St. Albert Catholic Schools Board Commitments 2016-2017

Month	Date	Event	Location Time	Attending
FEBRUARY				
	February 8, 2017	St. Albert State of the City Address	Enjoy Centre - Moonlight Room (11:30 am - 1:30 pm)	Becigneul, Crockett, McEvoy, Keohane, Tremblay, Nixon, Radford
	February 10, 2017	ATA Convention Luncheon	Westin Hotel, (11:30 am)	Proulx, McEvoy, Radford, Crockett, Keohane, Nixon, McGuinness
	February 24-26, 2017	Religious Education Congress	Anaheim	Shaw, Proulx
MARCH				
	March 5-7, 2017	Rural Symposium	Fantasyland Hotel, Edmonton	
	March 15, 2017	Phase 2 New School Open House	JJN (3:00 pm - 7:00 pm)	
	March 21, 2017	Phase 2 New School Open House	NMR (3:00 pm - 7:00 pm)	
	March 25-27, 2017	NSBA Annual Conference and Exposition	Denver Colorado	
APRIL				
	April 21-22, 2017	Board Planning Session	Edmonton	
	April 28-30, 2017	ASCA Conference & AGM	Delta Edmonton South	
MAY				
	May 2-5, 2017	Provincial Blueprints	Kananaskis	
	May 12, 2017	ESSMY Graduation	St. Albert Parish (1:00 pm)	
	May 25, 2017	SACHS Grad Mass	St. Albert Parish (7:00 pm)	
	May 26, 2017	SACHS Graduation	Agricom (1:00 pm)	
	May 26, 2017	Edwin Parr Banquest	Executive Royal Inn (6:00 pm)	
JUNE				
	June 5/6, 2017	ASBA SGM	Sheraton Red Deer	Keohane, McEvoy, Shaw, Becigneul, Proulx, Radford, Tremblay
	June 1/3, 2017	CCSTA Conference	Niagra Falls	Crockett
	June 9, 2017	St. Gabes Graduation	12:00 pm - 3:00 pm	
	June 13, 2017	Annual Joint School Boards/City Meeting	École Alexandre-Taché (5:30 pm)	Keohane, Schlag, Shaw, Tremblay, Becigneul, Crockett, Proulx, McEvoy, Radford
	June 29, 2017	MCHS Graduation	Jubilée (6:00 pm)	