



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, March 20 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:** Cathy Proulx
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 27, 2017 Attached
 - 8.2 Board Advocacy Committee Meeting Summary of March 6, 2017 Attached
9. **Approval of Committee & Event Reports from Advocacy Committee Meetings**
 - 9.1 Alberta Catholic School Trustees Association Committee Report (Shaw) Attached
 - 9.2 Alberta School Boards Association Committee Report (Becigneul) Attached
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.)
 - 12.1 Review of Board Policy 10 – Policy Making and Board Policy 15 – School Closure (Keohane) Attached
13. **Action Items**
 - 13.1 2018-2021 Capital Plan (Schlag) 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 Educational Leadership – Student Welfare

- Field Trip Activity Report (McGuinness)

Attached

15.2.2 Fiscal Responsibility

- Provincial Budget Update (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: Cathy Proulx

20. In-Camera *(if applicable)*

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

22. Adjournment



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 2017

ATTACHMENT FOR AGENDA ITEM 8.1

Regular Board Meeting Minutes of February 27, 2017

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on February 27, 2017 as circulated or 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 27, 2017, 2:00 P.M.
District Office, 6 St. Vital Avenue,
St. Albert, AB**

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

MEMBERS ABSENT Trustees Crockett and Proulx

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

S. McGuinness, assistant superintendent

CALL TO ORDER Trustee Shaw called the meeting to order at 2:00 p.m.

IN CAMERA

156/17 Trustee Becigneul: **THAT** the Board of Trustees move In Camera at 2:00 p.m.

CARRIED (5/5)

OUT OF CAMERA

157/17 Trustee Tremblay: **THAT** the Board of Trustees move Out of Camera at 3:16 p.m.

CARRIED (5/5)

Assistant superintendent Nixon departed the meeting at 3:16 p.m.

The Board recessed until 3:30 p.m.

OPENING PRAYER Trustee Shaw offered the Opening Prayer.

ACKNOWLEDGEMENT Trustee Shaw acknowledged that 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

158/17 Trustee Radford: **THAT** the Board of Trustees approve the agenda as amended with the addition of New Business: 14.1 Leaders of Tomorrow – Citizen of the Year and 14.2 Mental Health Evening, March 22, 2017 hosted by the St. Albert Community Foundation.

CARRIED (5/5)

PRESENTATION DELEGATION

There were no presentations.

APPROVAL OF MINUTES & SUMMARIES

159/17

Trustee McEvoy: THAT the Board of Trustees approve the minutes of the Regular Meeting of the Board held on February 13, 2017 as circulated.

CARRIED (5/5)

GOOD NEWS

Trustee Shaw shared the Good News Report and added two additional items: congratulations to Peggy Dugan, teacher at G.H. Primeau who was recognized as February's Rotary Teacher of the Month and recognized Champion Pet Foods for their generous donations in support of the Morinville Community High School Media Design and Urban Agriculture programs.

Trustee Radford shared the news regarding the opportunity for new local grants available from the Morinville Foundation and the success of all the MCHS basketball teams receiving medals
Congratulations to all!

Trustee Radford also commended Ms. Sage Arcand for her nomination by the Baha'is of St. Albert. Baha'is emphasizes the United Nations International Women's Day because it recognizes and promotes the contribution of women to the betterment of societies all around the world.

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

CONSENT ITEMS

There were no consent items.

ACTION ITEMS

Board Planning Session 2017

Trustee McEvoy updated the Board on the annual planning session, including dates (April 21-22, 2017), venue (Chateau Lacombe in Edmonton) and agenda topics. The meeting will also include Mass at St. Joesph's Basilica on Saturday at 5:00 pm.

160/17

Trustee Becigneul: THAT the Board of Trustees approve the location of the Chateau Lacombe, in Edmonton, and scope of the Board's annual planning session as presented.

CARRIED (5/5)

NEW BUSINESS

Leaders of Tomorrow, Citizens of the Year Update.

Trustee Becigneul updated the Board on the consolidation of awards for Mayor's recognition of community volunteers and Leaders of Tomorrow under a single event, the Annual Celebration of Volunteers, to be held May 16, 2017. He mentioned the importance of sharing this change in format and encouraged Trustees to bring the information to School Councils in anticipation of potential nominations.

St. Albert Community Foundation Mental Health Evening, March 22, 2017

Trustee McEvoy shared correspondence with the Board requesting support of this session on mental health featuring Sheldon Kennedy.

161/17

Trustee Radford: THAT the Board of Trustees support the March 22, 2017 event featuring Sheldon Kennedy, sponsored by the St. Albert Community Foundation with a donation of \$500.00 for a Bronze Sponsorship.

CARRIED (5/5)

INFORMATION ITEMS

Report from the Chair

The Chair shared the Correspondence file and that she had attended and just returned from the Religious Education Congress in Anaheim, a report would be submitted at a later date.

There were no other items to report.

Report from the Superintendent

Long Service Awards Update

Secretary-Treasurer Schlag provided a brief update on behalf of assistant superintendent McGuinness on the results of the survey that was open from February 8-22, 2017. 205 employees responded to the questions. The response rate of 35% +/- was excellent. Most respondents indicated that they were satisfied with the structure but 57% indicated that the District should consider revising the gifts offered at each level of service. The committee will consider these responses at their next meeting.

Safe and Caring Schools Report

Superintendent Keohane updated the Board on the district's progress and performance related to the Safe & Caring Schools mandate, along with the governance and accountability for providing this. It was highlighted that Alberta captures the best data on this and that Catholic Schools further "A World of Worth." District data collected has confirmed that suspensions continue to decline while the perception of the quality of safety and care within our schools remains among the highest in the province; half of district schools had no school suspensions in the past year. The report highlights the District emergency response protocols, including the Incident Command Model that is in place across the District, which continues to strengthen. In addition, a new Administration Procedure is in development to enhance how the district will address bullying behavior. The District's implementation of the Safe Journeys to School recommendations was noted.

MOTION TO EXTEND

162/17

Trustee Becigneul: THAT the Board of Trustees extend the meeting until 5:45 p.m.

CARRIED (5/5)

Plant Operations and Maintenance (PO&M) and

Infrastructure Maintenance and Renewal (IMR) Reports

Secretary-Treasurer Schlag updated the Board on Plant Operations & Maintenance's key initiatives to improve efficiencies, safety, and to provide service across the District. In addition, the Infrastructure, Maintenance, and Renewal report highlights projects planned, those in progress and how the contingency addresses priorities that may arise.

Transportation Overview

Secretary-Treasurer Schlag updated the Board on the key

highlights of operations in the transportation department, provided a historical summary of bus pass fees since 2008-09, updated the Board on the new software and the "Where's My Bus?" feature that will provide up-to-date information on bus location, while the bus is in motion. She noted that this is available through the Parent Portal and that it is a goal of the department to hold a training session for parents in early August to ensure the parent portal is being maximized.

163/17

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

CARRIED (5/5)

BOARD COMMITMENTS

164/17

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

CARRIED (5/5)

CLARIFICATION PERIOD FOR PUBLIC & MEDIA

There were no questions.

TRUSTEE REQUEST FOR INFORMATION

There were no requests for information.

CLOSING PRAYER

Trustee Shaw offered the closing prayer.

ADJOURNMENT

165/17

Trustee Tremblay: THAT the Board of Trustees adjourn the regular meeting at 5:30 p.m.

CARRIED (5/5)

Secretary Treasurer

Chair



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 2017

ATTACHMENT FOR AGENDA ITEM 8.2

Board Advocacy Committee Meeting Summary of March 6, 2017

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the summary of the Board Advocacy Committee meeting held on March 6, 2017 as circulated or as circulated and amended.

**SUMMARY OF THE BOARD ADVOCACY COMMITTEE MEETING OF
GREATER ST. ALBERT RCSSD NO. 734
MONDAY, MARCH 6, 2017**

COMMITTEE MEMBERS PRESENT

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

ADMINISTRATION PRESENT

D Keohane, superintendent; D Schlag, secretary-treasurer; R Nixon, assistant superintendent

CALL TO ORDER

Trustee Becigneul called the meeting to order at 7:30 p.m. and Trustee McEvoy offered the opening prayer.

ACKNOWLEDGMENT OF TERRITORIES

Trustee Becigneul acknowledged that the Greater St. Albert Catholic School Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation.

ADDITIONS TO THE AGENDA

Trustee Crockett requested a brief discussion on the recent Rotary presentation on "Porn Addiction".

TRUSTEE COMMITTEE REPORTS

Trustee Shaw provided a written report from her attendance at the February 3, 2017 ACSTA Director's meeting, noting that ACSTA had been successful in their bid to host the 2019 CCSTA AGM. Trustee Becigneul provided a written report from his attendance at the February 24, 2017 ASBA Zone 2/3 Meeting, highlighting the Northland Board will be part of the October 2017 General Election.

TRUSTEE EVENT UPDATES

Trustee Crockett had attended a Rotary Meeting where a presentation on "Porn Addiction" and impacts on teenagers was made, which she found both interesting and alarming and wondered how to share it with parents. Trustees briefly discussed avenues that might work and agreed that other organizations are already offering this information to parents so the Board would not pursue advocating for the topic at this time.

TRUSTEE DEVELOPMENT / BOARD ADVOCACY

Restorative Practices – R. Nixon and B. Brochu

Trustees were presented with a three page overview of the Restorative Practice philosophy, along with possible indicators on a continuum of Mental Health Issues. Trustees were provided information on how the training might look for staff, students, and parents and left with a handbook, *When Something's Wrong: Strategies for Teachers*, as a reference. The handbook could be used as a resource for teachers when lesson planning or in the classroom. There was opportunity for questions and answers.

Overview of Sr. Alphonse Academy Phase 2 Consultation Process Update

Communications Manager Bruineman & Assistant Superintendent Nixon

Trustees were presented with an overview of the entire two-phase consultation process, beginning with the approval of the Guiding Principles to the first round of open houses, to the second round of planned open houses. The second round will elicit public feedback on the boundary options, the Board will make the final decision about boundaries at the April 24, 2017 Regular Meeting. Proposed programming will also be part of the feedback gathered on March 15 and 21 at the Open Houses.

Laura Bird Memorial Beacon of Hope Award – Promotional Timeline & Budget

Superintendent Keohane & Communications Manager Bruineman

Trustees were presented with an overview of the communication plan and promotional budget around the first time nominations would be open for the Laura Bird Memorial Beacon of Hope Award. Since the Award was new and May 15 is the deadline for nomination submissions, it was thought that a robust campaign was appropriate to begin with. There was opportunity for questions and to gain a better understanding of the planned activities and the associated costs. As nominations are able to come from community members, Trustees advised that the Parish Bulletins, along with a note to respective Parish Councils, should be included as additional ways to distribute the information.

2017-18 Board Meeting Schedule Discussion

Trustees discussed the possibilities of moving to a once-per-month, all-day meeting to conduct their business, commencing in the 2017-18 school year, after the Organizational Meeting scheduled for October 30, 2017. The last Wednesday of the month was suggested as a possibility for the single

meeting. After a brief discussion, Trustee Shaw indicated that she may ask for another discussion on the topic after Trustees had a chance to think about the suggested change.

Trustee McEvoy offered the closing prayer. The meeting was adjourned at 9:43 p.m.

Meeting chaired by Trustee Becigneul



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 2017

ATTACHMENT FOR AGENDA ITEM 9

Committee & Event Reports

PREPARED BY:

- | | |
|--|----------|
| 9.1 Alberta Catholic School Trustees' Association (Shaw) | Attached |
| 9.2 Alberta School Boards Association Zone 2/3 (Becigneul) | Attached |

RECOMMENDATION:

THAT the Board of Trustees approve the committee reports from the Board Advocacy Committee meeting held on March 6, 2017



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 6, 2017

Submitted by Trustee: Serena Shaw

Committee/Event Name: ACSTA

Committee Meeting Date & Time: Feb. 3, 2017

Summary of Agenda Items:

Highlights of Items Relevant to GSACRD:

The president thanked Boards for sharing how they celebrated Catholic Education Sunday. This is a great way to share best practice.

ACSTA will be undergoing a rebrand with ACSTA. This work will be taken on largely by the Advocacy committee.

ACSTA will consider intervener status in the Western University case.

Directors are encouraged to attend and promote Spice and Blueprints. Event held in Kananaskis in April.

Continued partnership with Dev and Peace for more resources to help teachers educate on the Gospel call for justice.

Committee assignments for the upcoming year.

The new election poster was shared to be used and distributed. Could we have a insert for parish bulletins about the this?

ACSTA had been successful in their bid to host the CCSTA AGM in 2019.



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 6th, 2017

Submitted by Trustee: Joe Becigneul

Committee/Event Name: ASBA Zone 2/3

Committee Meeting Date & Time: February 24th, 2017 @ 9:30 a.m.

Summary of Agenda Items:

- Standing item—ASBA Issues/Directives for Action
- Chair's Report—Cheryl gave an overview of her Report
- The Zone Financial Report was presented
- By-Election for vacant Edwin Parr Committee member

Highlights of Items Relevant to GSACRD:

The PD session, which normally takes place in the afternoon was moved to the beginning of the morning. All present took part in an indigenous smudging prayer circle, led by a very passionate Elder, Russell Auger. It was a very moving experience, which took almost two hours.

The Zone Financial Report was presented with no changes.

Rebecca Islander from Black Gold School Division was nominated and acclaimed for the Edwin Parr Committee.

Jennifer Tuininga, Zone Director, gave a Synopsis of the ASBA Board of Directors' Meeting. Attached.

The Northlands School Division School Board has been given the go ahead for reinstatement in the October elections to an elected School Board.

There is a "Window of Opportunity" to make changes to the Capital Plan, if necessary, between September 30 and October 14/2017.

Questions re Excellence in Teaching criteria are currently being reviewed.

The Edwin Parr Committee is still looking for a superintendent to oversee the nominations. As participation requires at least two days during a very busy part of the year, no one has as yet stepped forward.

Further Action Recommended to the Board for Consideration:



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 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
March 20, 2017

- Congratulations to **Marianne Khoury**, grade 10 student at **SACHS**, who was awarded a \$2000 scholarship to Campus Saint-Jean after participating in a national writing contest. The contest, held by the organization Français pour l'avenir, required participants to write a letter to themselves to be read ten years later. Marianne's letter talked about her life experience and recent move to Canada. Students nationally participated in the contest, two of them from **SACHS (Marianne Khoury and Christiane Bilodeau)**.
- The District is pleased to report that more than 3,000 participants took part in this year's ThoughtExchange and that the student voice in the process was significant and critically important. Results are being compiled and will be shared publicly.

School News

- Congratulations to **Jack McDougall**, **SACHS** student who is the 2016/2017 Provincial High School Wrestling Champion! He will be heading to National's; we are cheering!
- **École Marie Poburan** received a \$2,600 environmental grant from the City of St. Albert to expand their school garden. Last year they harvested 84 lbs of fresh produce donated to the St. Albert Foodbank during Thanksgiving!
- **École Father Jan** was pleased to host a Mime Festival last month for two weeks with the support of Roonie & Punie, an Artists in Residence Program, that was enjoyed by all.
- **SACHS Drama Team** put on a fantastic High School Musical at the Arden Theatre. Congratulations to all those who participated.
- **École Notre Dame School** Community has been busy collecting socks for Hope Mission and have received 686 pairs in total!
- **Bertha Kennedy School Community** celebrated their namesake's 108th birthday to honor the legacy of Bertha Kennedy who would often bring cookies to school to celebrate. Her granddaughters are now carrying on the tradition as they delivered cookies to students and staff to honor their late grandmother!
- The Tier 1 SAPEC Girl's Basketball Champion Banner went to **R.S. Fowler** this season. The final game was against **V.J. Maloney**, highlighting the success and depth of talent in our junior high athletics. Congratulations to the teams and their coaches for a fabulous season!
- The **Bertha Kennedy Wrestling Team** will be heading to Cochrane to compete in the provincial championship. Their coach, **Scott Johnston**, has been awarded Coach of the Year! Congratulations!

Development & Peace Initiatives

Schools continue to raise funds in support of building the Pope Francis School in Tacloban City in the Philippines. The area was devastated by Super Typhoon Haiyan in 2013.

- **J.J. Nearing** was pleased to pass along \$1,700 from their recent fundraisers.
- **G.H. Primeau** held a fabulous Box Lunch Social & a Pie-Throwing Contest!
- **Vital Grandin** is looking forward to their Dodgeball competition to raised funds.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 2017

ATTACHMENT FOR AGENDA ITEM 12.1

Board Policy Review

PRESENTERS:

David Keohane, superintendent of schools

BACKGROUND:

The Board in cooperation with the Superintendent shall review board policies each year in order to determine whether or not the policy is meeting its intended purpose.

Board Policy 10 – Policy Making was reviewed in September 2015 and Board Policy 15 – School Closure was reviewed in April 2016.

No changes for either policy are recommended at this time.

RECOMMENDATION:

THAT the Board of Trustees approve the review of Board Policy 10 – Policy Making and Board Policy 15 – School Closure with no changes.

POLICY MAKING

The Board is responsible for the development of policies in keeping with the requirements of government legislation and the values of the electorate. In order to meet its responsibility, the Board shall establish and maintain written policies which express its philosophical beliefs in support of public education and provide effective direction and guidelines for the action of the Board, the Superintendent, staff, students, electors and other agencies. Policies also serve as sources of information and guidance to all who may be interested in, or connected with, the operation of the District. Board policies constitute the will of the Board in determining how the District will be operated.

The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with the School Act and provincial legislation. Further, the Board believes that the development and review of policies are enhanced when the process allows for the ongoing participation of staff. The Board considers the Policy Advisory Committee a principal advisor in policy development and revision.

Board policies shall provide an appropriate balance between the responsibility of the Board to develop the broad guidelines to guide the District and to provide the opportunity for the Superintendent to exercise professional judgment in the administration of the District.

The Board shall adhere to the following stages in its approach to policy making:

1. Planning

The Board, in cooperation with the Superintendent, shall assess the need for a policy, as a result of its own monitoring activities or on the suggestion of others, and identify the critical attributes of each policy to be developed.

2. Development

The Board may develop the policy itself or could delegate the responsibility for development to the Superintendent or to a Board committee. The process for the development and review of policies should allow for the participation of interested and concerned groups and individuals as appropriate to their circumstances.

3. Implementation

The Board is responsible for the implementation of policies governing its own processes. The Board and Superintendent share the responsibility for implementation of policies relating to the Board-Superintendent relationship. The Superintendent is responsible for the implementation of all other policies.

4. Evaluation

The Board, in cooperation with the Superintendent, shall evaluate each policy in a timely manner in order to determine whether or not it is meeting its intended purpose.

Specifically:

1. The Board, staff members, the Policy Advisory Committee, Alberta Learning, administration, parents, community members, school councils and other affected groups may make suggestions regarding the possible development of a policy or the need for policy revisions on any matter, by presenting a proposal for a policy or revisions in writing to the Superintendent. The proposal shall contain a brief statement of purpose or rationale.
2. Policy development or revision may also be initiated by the results of a public consultation, survey, needs assessment, or policy evaluation.
3. The Superintendent shall present the proposal to the Board for initial consideration. Should the Board determine the need for policy development or revision, the Board will direct the Superintendent to initiate the development process.
4. The Board may also request the Superintendent to change an administrative procedure to a draft Board policy, and will provide the rationale for same.
5. The Superintendent shall submit proposed policy or policy revision related to school operations to the Policy Advisory Committee for discussion and additional input. Input may also be requested from government, community leaders, other Boards or agencies, and contractors.
6. The Superintendent shall submit the proposed policy to the Board for information and discussion.
7. Suggestions for change are reviewed and modifications may be incorporated into a second draft policy. The initiator of the proposed policy or revision should be consulted when substantive modifications have been incorporated.
8. The Superintendent shall submit the second draft of pertinent policies to the Policy Advisory Committee for additional discussion and input.
9. The policy, as amended by the Board, must be adopted by resolution at a regular or special meeting of the Board. Normally, final resolutions by the Board are not made at the same meeting as initial proposals are being considered.
10. The formal adoption of policies shall be recorded in the minutes of the meeting of the Board and a copy thereof shall be appended to the official minutes. The approval of policy is the sole responsibility of the Board.
11. The Board, on matters of unusual urgency, may waive the foregoing procedures and take immediate action in dealing with a policy matter.

12. In approving policy, the Board will always work from the broadest, most general statement of policy, and will proceed to develop progressively more specific policies until it is satisfied that it has achieved the degrees of definition necessary in the policy area under consideration.
13. The Superintendent shall be responsible for the establishment and maintenance of an orderly plan to ensure that trustees, employees, students and any other interested individuals or groups have convenient access to current Board policy, and administrative procedures. Copies are available at rates which may be established from time to time by the Board.
14. The Superintendent must develop administrative procedures as specified in Policy 12 and may develop such other procedures as deemed necessary for the effective operation of the District; these must be in accordance with Board policies.
15. The Board may direct the Superintendent to change a Board policy to an administrative procedure. As with other administrative procedures, these procedures may then be modified at the Superintendent's discretion.
16. The Board shall review each policy annually.

Legal Reference: Section 60, 61, School Act

SCHOOL CLOSURE/REALIGNMENT

The Board recognizes that the closure of a school or a portion thereof, or realignment of attendance areas, is a necessary consideration in ensuring the equitable use of the resources placed in its trust.

1. In the event of a possible school closure or realignment of attendance areas affecting three or more grades, the Board will communicate the proposed changes to staff, parents and students and other affected ratepayers prior to any decision being made.
2. The process for the closure of schools is outlined in the Closure of School Regulation, Alberta Regulation 238/97. Prior to any decision on a school closure or a realignment of attendance areas, the superintendent shall review the Regulation to ensure that the process to be followed by the Board is in compliance with provincial requirements.
3. The Board, upon receiving a referral from the Superintendent of Schools regarding the possible closure of a school, shall determine whether or not to proceed with further study.
4. Should the Board wish to proceed with a consideration of closure, the Board will have the matter raised as a notice of motion at a regular meeting of the Board, and details will be provided which will identify the specific school or portion of the school affected.
5. Following the notice of motion, a letter will be sent to the parents of every child in the school(s) affected, notifying them of the fact and the implications of the notice of motion. The letter must address questions relating to how a specific closure or realignment of grade would affect the following:
 - 5.1 Attendance area(s) for affected school(s).
 - 5.2 Relevant information as outlined in the Board's Long Range Capital Plan.
 - 5.3 Attendance at other school by students relocated because of the school closure or realignment.
 - 5.4 The need for, and extent of, busing.
 - 5.5 The effect on the social environment of the community.
 - 5.6 Program implications for the students when they are attending other schools.
 - 5.7 Program implications for other schools.

- 5.8 The educational and financial impact of closing the school or realignment of the grades including the effect on operational costs and the capital implications.
 - 5.9 The financial and educational impact of not closing the school or realigning the grade structure.
 - 5.10 The capital needs of other schools that may have increased enrolment as a result of the closure.
 - 5.11 Proposed disposal or use for the school that is to be closed.
6. Following the notice of motion and written notice to parents, a public meeting will be organized by the Board for the purpose of discussing the proposed resolution, its implications for the students and the system, its implementation and possible alternatives. The date and the place of the public meeting shall be:
 - 6.1 Advertised in 5 or more conspicuous places in the area of the school or schools affected by the closure for at least two weeks prior to the date of the public meeting.
 - 6.2 Published in a newspaper circulating within the area or areas of the school or schools affected by the proposed closure, once per week for at least two weeks prior to the date of the public meeting.
 7. On the date set for the public meeting; the Board will convene at the time and place specified to discuss:
 - 7.1 the possible closure;
 - 7.2 the implication for the students, the community, and for the school system;
 - 7.3 possible implementation plans; and
 - 7.4 possible alternatives.
 8. At the public meeting, the Board shall provide an opportunity for the council(s) of the municipality in which the school is located to provide a statement to the Board of the impact the closure may have on the community.
 9. A minimum of two trustees shall attend the public meeting.
 10. Following the public meeting, there shall be a minimum period of three weeks for electors to make written representation to the Board regarding the possible closure.
 11. A public hearing will provide for representatives of concerned electors to present their reactions to the Board, to comment upon the response and to answer questions.
 12. Following the public hearing, the debate and vote on the motion will take place at a regular meeting of the Board.

13. Subsequent to the final debate and vote on the motion, and if the vote is in favour of school closure, the Board shall request approval from the Minister forthwith in order to proceed with the closure.

Reference: Section 58, 2000, School Act
Alberta Regulation (Closure of Schools Regulation) 238/1997



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 2017

ATTACHMENT FOR AGENDA ITEM 13.1

2018-2021 Capital Plan

PRESENTER: Deb Schlag, secretary treasurer

BACKGROUND:

The fiscal year for Capital Plans is April 1 to March 31. The Three-Year Capital Plan must be submitted by April 1st of the year prior to the commencing year of the plan. The process is being revised to accommodate situations where circumstances or board priorities change after the capital plan has been submitted.

Beginning in 2017, jurisdictions will have the opportunity to request revisions to submitted capital plan priorities between September 30 and October 15 of the submission year. Any requested change must be accompanied by a rationale, including supporting documentation such as enrolment data, a facility condition report, etc., and a record of the board motion approving the change. Education staff are available to answer questions and to support a jurisdiction in developing capital priorities and supporting documentation, including the submission of changes to the existing plan.

Ron Gamache, Manager of Operations, will be responsible for the electronic submission.

Following are the requirements for this year's submission:

- The submission deadline is April 1, 2017.
- All components of a project must be included in a single submission (e.g., a modernization with a small addition and a partial demolition of a school is one project)
- All projects, regardless of category, must be prioritized into a single list from highest to lowest priority.

It is recommended that the Board maintain the projects and priorities identified in the 2017-2020 Capital Plan and resubmit with no changes at this time. Should changes become necessary, adjustments could be made between September 30 and October 15, 2017.

RECOMMENDATION:

THAT the Board of Trustees approve the Three-Year Capital Plan for 2018-2021 with the following two projects and ranked priorities, MCHS (1) and BK (2), with electronic submission to follow on or before the April 1, 2017 submission deadline.



GREATER ST. ALBERT CATHOLIC SCHOOLS

Capital Plan 2018-2021

Presented to the Board of Trustees

March 20, 2017

Previously Approved for 2017-2020
on March 21, 2016

Deb Schlag, Secretary-Treasurer
dschlag@gsacrd.ab.ca

Capital Plan 2018-2021 – Project 1

Capital Plan Submission 2018-2021

Year:

Capital Program: School Facilities

Title: Modernization to meet School Program Needs

Key Driver(s): Technological changes

Alberta Infrastructure & Morinville Community High School

Transportation Asset Name:

Location: Morinville

Cost: \$1.85 M

Morinville Community High School (MCHS) is a Catholic School in the community of Morinville serving approximately 550 students from grades 9 to 12. MCHS is currently seeking a renovation of the career and technology studies areas. Specifically, an upgrade to the current food studies area, cosmetology area, fashion studies area, and student gathering space is required to address student needs.

The current Food Studies lab is over-taxed and out-dated for the demands expressed by students for the course at the high school level. There are two kitchen spaces that serve the 200+ students enrolled in our Food Studies program. With class sizes between 25 and 28 students, two kitchen spaces allows for less than half the students to participate in the foods labs per block. When not in the lab, the other students work on the foods modules while the classroom instructor moves from space to space monitoring the students. The renovation will move the Food Studies lab into a consolidated area where the rest of the CTS courses take place and provide enough kitchen space for more students to participate in the foods labs during class time.

The cosmetology area in MCHS has an annual enrollment of 75 - 90 students. The current location of the cosmetology lab is not conducive to effective student instruction. The classroom space cannot accommodate the salon sinks. The sinks are across the CTS area within the Fashion Studies lab. Students that need to use the sinks are not in the lab where the other students are working. This creates both supervision and instruction chaos in the class for the students and instructor.

The overall effect of moving the foods lab and the renovating the cosmetology lab has some residual effects on the school. The foods lab move would relocate the fashion area to the proposed mezzanine space, which would also serve as a student gathering space for lunch time, which is currently non-existent. The movement of the sinks within the cosmetology teaching space would benefit both the program and the students due to supervision and functionality consideration.

The building envelope would be impacted by these renovations, and modifications to plumbing, HVAC, electrical and fire protection would also be required, as would an elevator and lifts to the mezzanine area to provide barrier free access for students.

As the final destination in Morinville and Legal for K-12 Catholic Education, MCHS students would benefit from the proposed CTS renovations.

ONPA Architects have been engaged to supply a preliminary study and drawings are attached as well as a preliminary costing of \$1.85 Million.

Capital Plan 2018-2021 – Project 2

Capital Plan Submission 2018-2021

Year:

Capital Program: School Facilities

Title: Modernization to meet Health & Safety Needs

Key Driver(s): Environmental changes – Health & Safety

Alberta Infrastructure & Bertha Kennedy Catholic Elementary School

Transportation Asset Name:

Location: St. Albert

Cost: \$1.4 M

Bertha Kennedy Catholic Elementary School was built in 1976 and still operates with the original heating and ventilation system. Over the past few years there have been several complaints from the teaching staff regarding air quality throughout the school. Independent testing has been performed on several occasions with negative results each time, but the air quality concern remains suspect.

The current ventilation system consists of four (4) separate gas fired, air handling units which supply fresh tempered air to the building. Due to the age and design of the gas fired units, they can occasionally omit a flue gas smell into the school causing concern for staff members. Although the levels are undetectable on a carbon monoxide monitor, it is still a foul odor that affects more sensitive people, which may result headaches.

It is Operations recommendation, and fully supported by the Secretary-Treasurer, to remove the four (4) gas fired, air handling units and replace them with a fan coil unit that uses hot water with a glycol heat exchanger to heat the school, eliminating the flue gas smell and any chance of carbon monoxide build up within the building.

Along with the replacement of the four (4) air handling units, the boiler system would also have to be replaced in order to increase capacity to handle the extra heat load placed on them. Bertha Kennedy is also one of the few schools not to have an Automated Building Management System for heating and ventilation, and that should be added at the same time.

The total estimated cost for these improvements is approximately \$1.4 Million. It is extremely unlikely that the district can support this magnitude of a project through IMR, as this would consume more than one year of IMR funding, leaving all other facilities with no funding at all.

If the project is approved, the District would manage it by hiring an engineering consulting firm to draw up specifications and project costs and have the consultant tender and manage the project.



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: March 20, 2017

	Date of Correspondence	Sender/Recipient	Subject of Correspondence
1.	February 15, 2017	Board Chair to M.P.	Questions from the Public Response: Attendance Areas and Transportation for New Namao District
2.	February 15, 2017	Board Chair to E.C.	Questions from the Public Response: Re: Transportation for Edmonton Garrison Families
3.	February 15, 2017	Board Chair to A.J.	Questions from the Public Response: Transportation for Carbondale



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 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
March 20th, 2017**

Educational Leadership – Student Welfare

Field Trip Activity Report

Assistant Superintendent, Sean McGuinness, will provide and update on field trip activity in the District. (Attached)

Fiscal Responsibility

Provincial Budget Update

Secretary-Treasurer, Deb Schlag, will provide an update regarding the recent release of the provincial budget.

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.



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

DATE: March 15, 2017
TO: David Keohane
Superintendent of Schools
FROM: Sean McGuinness
Assistant Superintendent of HR & Leadership Services
RE: Out-of-Province Field Trip Report for 2016/2017

Please find attached, the current Out-of-Province Field Trip Report for the 2016/2017 school year. Nine (9) field trip requests have been submitted in total with six (6) being received since June 30, 2016. In total two (2) field trip requests have been received for the 2017-2018 school year.

The report details the stage of the approval process as of March 15, 2017.

Respectfully,

Sean McGuinness
Assistant Superintendent,
Human Resources/Leadership

Faith in Our Students

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE



GREATER ST. ALBERT CATHOLIC SCHOOLS

Out-of-Province Field Trip Committee Report

In fulfillment of Administrative Procedure 260 – Field Trips and Excursions, the District Out-of-Province Field Trip Committee provides the following report of approved field trips that have met the requirements of Administrative Procedures 260 – Field Trips and Excursions:

Date: March 15, 2017

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
ESSMY	Iceland	March 24- April 2, 2017	✓	✓	10-12	ESSMY High School students will travel to Iceland to participate in a once-in-a-lifetime experience of walking in the land of Fire and Ice. Iceland is located between North America and Europe and at the confluence of the Atlantic and Arctic Oceans. The meeting of the European and Atlantic tectonic plates is situated beneath Thingvellir National Park.
SACHS	Saskatoon, Saskatchewan	October 20 - October 23, 2016	✓	✓	10-12	Participation in Mount Royal Collegiate Senior Men's and Women's Volleyball tournament (M.R.I.T). 24 teams from within Saskatchewan, Alberta and potentially out of the country will be in attendance. Each team is guaranteed a minimum of seven (7) matches.
SACHS	Victoria, British Columbia	December 7 - 11, 2016	✓	✓	10-12	Participation in Victoria Christmas Senior Girls basketball Tournament in Victoria, BC. 32 teams in 2 divisions. Top teams in Victoria and mainland British Columbia will be in attendance. Spectrum Secondary School and other local high school in Victoria, BC will be venues.
MCHS	Italy and Switzerland	March 24, 2017 – April 6, 2017	✓	✓	10-12	This field trip serves the three sister graces of international travel: imagination, memory, hope. The purpose is to explore the culture, history, and spiritual ethos of Italy and Switzerland. Moreover, mindful awareness of other cultures serves our curriculum mandates of developing empathy and fostering altruistic values. Between the fascination and the raw experience lives the beauty of personal growth. Between

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2017



GREATER ST. ALBERT CATHOLIC SCHOOLS

Out-of-Province Field Trip Committee Report

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
						the planning and the reflection lived the bounty of human growth.
SACHS	New Orleans	April 22, 2017 – April 28, 2017	✓	✓	10-12	This seven day international excursion to New Orleans will allow students to experience the Cajun culture while reaching out and helping in a community devastated by multiple hurricanes and still recovering from Hurricane Katrina, over 11 years ago. This service project includes house repairs, yard clean ups, work in the food bank, as well as feeding the poor and working with the youth at different schools. Students will grow spiritually as we work with the parish, attend Sunday liturgy and join parishioners for a pot luck following mass. Experiencing the gospel music and rich culture will enhance the student’s worldly views and give them opportunity to further explore their faith and appreciate diversity.
ESSMY	Toronto, Niagara Falls, Ottawa, Montreal, Quebec	May 13, 2017 - May 19, 2017	✓	✓	8-9	This seven day tour is a mix of interactive, sightseeing and historical activities. We will start our trip by visiting 2 locations in Toronto. We will then move on to Niagara Falls to visit its historical sites and famous falls. Our visit will take us to Ottawa to visit museums and historical establishments Diefenbunker, the Supreme Court and the Parliament. We will travel to Montreal to visit two locations. Our trip will finally take us to Quebec City to visit the fortified city, Place Royal, interactive theatrical presentation and a visit at a Sugar Shack.
GHP	Nova Scotia, New Brunswick, PEI	May 29, 2017 - June 5, 2017	✓		8	City tours of Halifax, Charlottetown, Moncton and various locations in cape Breton. Guided tours of educational opportunities including but not limited to: museums, art galleries, attractions and historical sites. The opportunity to

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2017



GREATER ST. ALBERT CATHOLIC SCHOOLS

Out-of-Province Field Trip Committee Report

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
						enjoy both English and French/Acadian cultures, cuisines and faith activities.
Essmy	Costa Rica	October 2-11 2017	✓		10-12	ESSMY students will journey to Costa Rica to learn about and contribute to the humanitarian work being done in San Jose, in particular at orphanages. All orphanages and day care facilities in Costa Rica are supervised by the PANI, a government institution that supervises childcare in community groups. As such they often struggle just to meet their basic operating costs and the repair maintenance of their facilities are frequently re-prioritized. Over time, these centres can find themselves in need of considerable repair. This trip is considered a Mission Trip whose primary goal is to help students further develop their relationship with God, with self and with others.
ESSMY	Toronto, Niagara Falls, Ottawa, Montreal, Quebec	November 9-15, 2017			8-9	This seven day tour is a mix of interactive, sightseeing and historical activities. We will start our trip by visiting 2 locations in Toronto. We will then move on to Niagara Falls to visit its historical sites and famous falls. Our visit will take us to Ottawa to visit museums and historical establishments Diefenbunker, the Supreme Court and the Parliament. We will also take part of the Remembrance Day ceremony at Parliament Hill. We will travel to Montreal to visit two locations. Our trip will finally take us to Quebec City to visit the fortified city, Place Royal, interactive theatrical presentation and a visit at a Sugar Shack.

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2017



MEMORANDUM

TO: David Keohane, superintendent of schools

FROM: Deb Schlag, secretary -treasurer

DATE: March 16, 2017

RE: 2017-2018 Provincial Budget Update (released March 16, 2017)

Generally Budget 2017 was a good news budget that maintains funding for enrollment growth and maintains the funding rates of 2016-17.

Jurisdictional Funding Profiles for 2017-18 can be found at the following link:
<https://education.alberta.ca/projected-funding/operational-funding/>

A few things to keep in mind:

1) NEW funding, as a result of Bill 1: **School and Transportation Fees Reduction Grant** - anticipated funding - found mid-page of the profile.

For the initial year of implementation (the 2017/2018 school year), funding to school boards for the elimination of instructional supplies or materials fees will be based on fee revenues reported by boards in the Basic Instruction Fee category of the 2015/2016 financial statements.

It was very fair of the government to use 2015-16 information due to the fact that several boards suspended fees in this category for the 2016/2017 school year. While the decision on the allocation method for 2017/2018 is final, the method of allocation will be revisited for the 2018/2019

2) The **Financial Health** section of the Profile, reporting Accumulated Surplus from Operations (ASO), should match the NOTE on Accumulated Surplus in your 2016 AFS (for my Board, that was Note 10), which identifies the Accumulated Surplus from Operations **LESS** SGF included in Accumulated Surplus.

3) **Funding Rates** (Part 9 - Funding Manual) are the same as 2016-17, with the exception of 3 marked NEW.

It is my understanding that Budgets for 2017-18 are due to AB ED by **May 31, 2017**.

Attachments:

1. GSACRD Funding Profile
2. Note 10 – 2016 Financial Statements
3. Schedule 8 – Fee Revenues, 2016 Financial Statements
4. 2017-18 Funding Rates

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

As of February 2017

Funding for the 2017/2018 school year is projection only and may not reflect the amount paid to the school authority. Payments will be based on the authority's actual student enrolment and courses taken by high school students in the 2017/2018 school year.

School Year	Estimates 2016/2017 ¹		Projected Enrolment %	Projections 2017/2018 ²
Enrolment				
Enrolment for Early Childhood Services	534		-0.5%	531
Enrolment for Grades 1 - 12	5,225		-0.9%	5,180
Funding Framework Estimates				
Base Funding	Estimates 2016/2017 ¹	Grant Rate % Change	Projected Enrolment %	Projections 2017/2018 ²
Early Childhood Services Base Funding	\$1,787,000	0.0%	-0.5%	\$1,778,000
Base Funding (Grades 1 - 9)	\$27,187,000	0.0%	-0.9%	\$26,945,000
Base Funding (Grades 10 - 12)	\$9,571,000	0.0%	-0.7%	\$9,494,000
Class Size - Early Childhood Services to Grade 3	\$2,318,000	0.0%	-0.8%	\$2,299,000
Class Size - Career Technology Studies	\$143,000	0.0%	-0.7%	\$142,000
Sub -Total	\$41,006,000			\$40,658,000
Additional Funding For Differential Cost Factors				
ECS Program Unit	\$2,444,000	0.0%	0.0%	\$2,444,000
English as a Second Language	\$276,000	0.0%	0.0%	\$276,000
Equity of Opportunity	\$560,000	0.0%	-0.8%	\$555,000
First Nations, Metis and Inuit Education	\$429,000	0.0%	0.0%	\$429,000
Inclusive Education	\$3,089,000	0.0%	-0.8%	\$3,063,000
Outreach Programs	\$63,000	0.0%		\$63,000
Plant Operations & Maintenance	\$4,737,000	0.0%		\$4,681,000
Small Schools By Necessity	\$246,000	0.0%		\$162,000
Socio-Economic Status	\$427,000	0.0%	-0.8%	\$423,000
Transportation	\$2,241,000	0.0%	-0.8%	\$2,222,000
School and Transportation Fees Reduction Grant				\$1,223,000
Narrowing Teachers' Salary Gap	\$163,000			\$163,000
Other Provincial Support Funding				
SuperNet	\$173,000	0.0%		\$173,000
Reduction in School Boards Administration Spending	-\$294,000			-\$294,000
TOTAL FUNDING		\$55,560,000		\$56,241,000
Increase (Decrease) in Total Funding				\$681,000
Percentage Increase (Decrease) in Total Funding				1.2%
Financial Health				
	August 2013	August 2014	August 2015	August 2016
Accumulated Surplus from Operations (ASO)	\$1,517,000	\$733,000	\$856,000	\$1,014,000
ASO as a % of Operating Expenses	2.1%	1.1%	1.2%	1.5%
Capital Reserves	\$519,000	\$519,000	\$219,000	\$419,000
ASO - Provincial Total	\$413,304,000	\$460,905,000	\$467,856,000	\$490,137,000
ASO as a % of Operating Expenses	6.1%	6.6%	6.5%	6.5%
Capital Reserves -Provincial Total	\$136,156,000	\$147,162,000	\$199,341,000	\$ 232,159,000
IMR & Targeted Funding for Provincial Initiatives		Estimates 2016/17 ¹		Projections 2017/18 ²
Infrastructure Maintenance Renewal		\$1,742,000		\$1,964,000
Regional Collaborative Service Delivery	} Provincial Totals	\$65,716,000		\$66,953,000
Regional Consortium		\$4,344,000		\$4,422,000
School Nutrition Pilot Program		\$3,250,000		\$10,000,000

Notes: ¹ Funding Estimates for 2016/17 school year is based on the actual enrolment of 2016/17 school year as of February, 2017.

² Enrolment projections for the 2017/18 school year is based on Work Force Planning Model.



10. ACCUMULATED SURPLUS

The District's accumulated surplus is summarized as follows:

	2016	2015
Unrestricted surplus	\$ 845,505	\$ 755,377
Operating reserves	458,545	226,974
<i>Accumulated surplus from operations</i>	<u>\$ 1,304,050</u>	<u>\$ 982,351</u>
Capital reserves	419,119	219,119
Investment in tangible capital assets	4,230,073	4,290,201
Accumulated surplus	<u>\$ 5,953,242</u>	<u>\$ 5,491,671</u>

Included in Accumulated surplus from operations are school generated funds to which the District has no claim. Adjusted accumulated surplus represents funds owned by the District.

	2016	2015
Accumulated surplus from operations	\$ 1,304,050	\$ 982,351
Deduct: School generated funds included in accumulated surplus (Note 14)	290,071	136,974
Adjusted accumulated surplus from operations ⁽¹⁾	<u>\$ 1,013,979</u>	<u>\$ 845,377</u>

⁽¹⁾ Accumulated surplus represents funding available for use by the District after deducting funds committed for use by the schools.

11. CONTRACTUAL OBLIGATIONS

	2016	2015
Building Projects ⁽¹⁾	\$ -	\$ -
Building Leases ⁽²⁾	216,779	340,653
Service Providers ⁽³⁾	5,017,378	4,296,531
Total Contractual Obligations	<u>\$ 5,234,157</u>	<u>\$ 4,637,184</u>

⁽¹⁾ Building Projects: Current building projects are managed by Government of Alberta.

⁽²⁾ Building Leases: The District is committed to lease office space for the outreach program.

⁽³⁾ Service Providers: As at August 31, 2016, the District has \$5,017,378 (2015 - \$4,296,531) in commitments relating to service and grant contracts.

Estimated payment requirements for each of the next four years are as follows:

	Building Leases	Service Providers
2016-2017	\$ 123,874	\$ 2,625,602
2017-2018	92,905	2,047,176
2018-2019	-	335,694
2019-2020	-	8,906
Total Debt	<u>\$ 216,779</u>	<u>\$ 5,017,378</u>

SCHEDULE 8



UNAUDITED SCHEDULE OF FEE REVENUES
for the Year Ending August 31, 2016 (in dollars)

	Actual 2016	Actual 2015
FEES		
Transportation fees	\$658,826	\$599,909
Basic instruction supplies (text books, including lost or replacement fees, course materials)	\$728,916	\$735,102
Technology user fees	\$73,605	\$87,903
Alternative program fees	\$485,736	\$501,000
Fees for optional courses (band, art, etc.)	\$213,053	\$260,782
Fees for students from other boards	\$0	\$9,375
Tuition fees (international & out of province)	\$0	\$3,788
Kindergarten & preschool	\$44,104	\$48,454
Extracurricular fees (sports teams and clubs)	\$219,148	\$228,820
Field trips (related to curriculum)	\$392,379	\$412,777
Lunch supervision fees (Mandatory & Optional)	\$77,741	\$71,875
Locker rental; locks; student ID; uniforms; library, student union, and fitness fees	\$59,449	\$172,292
Other (describe)* Summer School Fees	\$14,150	\$84,725
Other (describe)* All Day Every Day Kindergarten Fees	\$158,923	\$255,960
Other (describe)* Progressive Kindergarten Fees	\$48,849	\$58,468
TOTAL FEES	\$3,174,879	\$3,531,230

**PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY*

Please disclose amounts paid by parents of students that are recorded as "Other sales and services" or "Other revenue" (rather than fee revenue):	Actual 2016	Actual 2015
Cafeteria sales, hot lunch, milk programs	\$191,996	\$239,209
Special events, graduation, tickets	\$182,182	\$134,560
Student travel (international, recognition trips, non-curricular)	\$12,786	\$118,080
Sales or rentals of other supplies/services (clothing, agendas, yearbooks)	\$341,856	\$380,022
Adult education revenue	\$0	\$0
Child care & before and after school care	\$0	\$0
Other (describe) Clubs & Teams: Fees, Tournaments, Wrapups	\$219,440	\$96,393
Other (describe)	\$0	\$0
Other (describe)	\$0	\$0
TOTAL	\$948,260	\$968,264

Part 9 — Payments to School Authorities

Section 9.1 School Jurisdiction Funding Rates

School Jurisdiction Funding Rates	2016/2017	2017/2018
For the 2017/2018 school year, funding rates remain the same as for the 2016/2017 school year.		
Base Instruction Funding		
ECS (per funded child)		
ECS Base Instruction Rate	\$3,339.90	\$3,339.90
ECS Class Size Base Rate	\$ 760.84	\$ 760.84
ECS Basic Child Grant	\$4,100.74	\$4,100.74
Grades 1 to 3 (per funded student)		
Grades 1 to 3 Base Instruction Rate	\$6,679.79	\$6,679.79
Grades 1 to 3 Class Size Base Rate	\$1,521.68	\$1,521.68
Grades 1 to 3 Basic Student Grant	\$8,201.47	\$8,201.47
Grades 4 to 6 Base Instruction Rate (per funded student)	\$6,679.79	\$6,679.79
Grades 7 to 9 Base Instruction Rate (per funded student)	\$6,679.79	\$6,679.79
Grades 10 to 12 (per CEU to a maximum of 45 CEUs per year per funded student)		
See section 10.1, CEU Funding Tiers list		
Tier 1 CEU Rate	\$190.85	\$190.85
Tier 2 CEU Rate (includes \$12.83 per CEU Class Size rate)	\$203.68	\$203.68
Tier 3 CEU Rate (includes \$36.18 per CEU Class Size rate)	\$227.03	\$227.03
Tier 4 CEU Rate (Work Experience and Special Projects)	\$114.50	\$114.50
ADLC course CEUs funded at 44% of the Tier 1 CEU Rate		
High School Base Rate = 35 Tier 1 CEUs (special needs, 550 & 640)	\$6,679.79	\$6,679.79
Building Collaboration and Capacity in Education (per eligible First Nations child/student attending a provincial school with an education services agreement)	\$335.00	\$335.00
ECS Program Unit Funding (PUF)		
Maximum per eligible funded child	\$25,051.20	\$25,051.20
Maximum for each additional funded child in a unit	\$6,215.88	\$6,215.88
Education Program in an Institution (see section 7.1)	net cost of program for eligible students	
English as a Second Language (per eligible FTE funded child/student)	\$1,178.10	\$1,178.10

REVISED

School Jurisdiction Funding Rates	2016/2017	2017/2018
Equity of Opportunity Per Student (per FTE funded enrolment) Density and Distance	\$101.00 per formula	\$101.00 per formula
Fort McMurray Allowance (per eligible FTE employee)	\$1,040.00	\$1,040.00
First Nations, Métis and Inuit Education (per eligible FTE FNMI funded child/student)	\$1,178.10	\$1,178.10
Francisation (per eligible FTE funded child/student)	\$1,178.10	\$1,178.10
Francophone Equivalency Access (per eligible funded student)	\$624.24	\$624.24
Francophone Regional Collaborative Service Delivery (see section 6.2)	per formula	
Home Education (per eligible funded student) + 50% of the cost of ADLC courses for Gr. 7-12 to a maximum of: + additional funding for Grades 1 - 6 ADLC courses (section 1.3)	\$1,670.81 \$1,670.81 per formula	\$1,670.81 \$1,670.81 per formula
Hutterite Colony Schools (per colony school)	\$11,541.30	\$11,541.30
Inclusive Education (see section 1.10) Supports and Services (per FTE funded enrolment) Differential Modifiers and Program Equity Additional Per Student (per FTE funded enrolment)	\$466.49 per formula \$57.22	\$466.49 per formula \$57.22
Northern Allowance Lower Zone (per FTE funded enrolment) Intermediate Zone (per FTE funded enrolment) Upper Zone (per FTE funded enrolment)	\$471.24 \$705.84 \$1,060.80	\$471.24 \$705.84 \$1,060.80
Outreach (per approved Outreach Program)	\$62,972.76	\$62,972.76
Plant Operations & Maintenance (see section 1.17) Gr. K-6 (per FTE funded child/student) per formula Gr. 7-9 (per FTE funded student) per formula Gr. 10-12 (per FTE funded student) per formula	\$795.30 \$751.18 \$755.38	\$795.30 \$751.18 \$755.38
Regional Collaborative Service Delivery (see sections 4.3, 6.1 and 6.2)	per formula	per formula
Regional Consortium (per consortium) Maintenance & Infrastructure	\$191,987	\$191,987
Regional Consortium (per consortium) Curriculum Implementation Support	per formula	per formula
School Fees	N/A	2015/16 related rev from AFS
School Nutrition Pilot Program	See section 6.6	
School Transportation Fees	N/A	Per formula

NEW

NEW

NEW

School Jurisdiction Funding Rates								2016/2017	2017/2018
Small Board Administration								per formula	
Charter School (per school) (see section 1.13)								\$470,825.88	\$470,825.88
School jurisdiction FTE funded enrolment < 2000								sliding scale reducing to zero	
School jurisdiction FTE funded enrolment > 2000 but < 3000									
Small Schools by Necessity: Base Allocation									
Schools with ≤ 150 FTE funded enrolment								\$88,281.00	\$88,281.00
Schools with > 150 but < 226 FTE funded enrolment								sliding scale reducing to zero	
Small Schools by Necessity: Variable Allocation									
School Type	Peak Enrolment			Enrolment Limit					
K – 3	40			80			\$588.54	\$588.54	
K – 6	80			150			\$1,650.36	\$1,650.36	
K – 9	80			220			\$1,884.96	\$1,884.96	
K – 12	80			290			\$2,943.72	\$2,943.72	
Socio-Economic Status (per FTE funded enrolment)								\$471.24	\$471.24
SuperNet Services (max. per month per approved site)								\$800.00	\$800.00
Transportation Funding:									
1. Urban Transportation									
10,000-29,999 population (per eligible passenger/eligible transported ECS child)								\$507	\$507
30,000-49,999 population (per eligible passenger/eligible transported ECS child)								\$487	\$487
50,000 + population (per eligible passenger/transported child)								\$466	\$466
Distance (km)	2.4 - 6.0	6.01 - 10	10.01 - 14	14.01 - 18	18.01 - 26	26.01 - 38	> 38		
Rate per km	\$10.58	\$15.48	\$18.52	\$21.30	\$26.12	\$28.56	\$31.45		
Parent-provided ECS Transportation (including children with a disability/delay)								\$549	\$549
ECS Special Transportation (per round trip per child with a disability/delay -max. of 185 trips)								\$18.24	\$18.24
Special Transportation (per eligible student with a disability)								\$3,374	\$3,374
Weekend Transportation (per eligible funded student)								\$4,743	\$4,743
Boarding Transportation (per eligible funded student)								\$4,263	\$4,263
Inter-school Transportation (per km for two-way distance between schools for eligible programs)								\$1.09	\$1.09
2. Metro Urban Transportation									
Regular Transportation (per expected eligible passenger)								\$549	\$549
Parent-provided ECS Transportation (including children with a disability/delay)								\$549	\$549
ECS Special Transportation (per round trip per child with a disability/delay - max. of 185 trips)								\$18.24	\$18.24
Special Transportation (per funded student based on severe profile)								\$3,374	\$3,374

School Jurisdictions Funding Rates		2016/2017	2017/2018										
3. Urban Francophone Transportation													
10,000-19,999 population (per eligible passenger/eligible transported ECS child)		\$642	\$642										
20,000-29,999 population (per eligible passenger/eligible transported ECS child)		\$595	\$595										
30,000 + population (per eligible passenger/eligible transported ECS child)		\$549	\$549										
Parent-provided ECS Transportation (including children with a disability/delay)		\$549	\$549										
ECS Special Transportation (per round trip per child with a disability/delay - max. of 185 trips)		\$18.24	\$18.24										
Special Transportation (per eligible student with a disability)		\$3,374	\$3,374										
Weekend Transportation (per eligible funded student)		\$4,743	\$4,743										
Boarding Transportation (per eligible funded student)		\$4,263	\$4,263										
Inter-school Transportation (per km for two-way distance between schools for eligible programs)		\$1.09	\$1.09										
4. Rural Transportation													
Regular Transportation (per eligible passenger/eligible transported ECS child) (see section 1.20)		Per formula based on grid below											
Rural Transportation Rate													
Density of Effective Transportation Service Area													
Weighted Passengers	0-.29	.30-.35	.36-.57	.58-.76	.77-.95	.96-1.14	1.15-1.30	1.31-1.45	1.46-3.01	3.02+			
0-700	\$682	\$779	\$847	\$863	\$872	\$940	\$1086	\$1259	\$1767	\$2030			
701 – 1400	\$682	\$752	\$836	\$853	\$866	\$930	\$1064	\$1135	\$1418	\$1886			
1401 – 2100	\$682	\$744	\$831	\$847	\$856	\$872	\$1056	\$1121	\$1371	\$1824			
2101 – 2800	\$682	\$705	\$819	\$834	\$851	\$869	\$973	\$1115	\$1221	\$1738			
2801 – 3500	\$682	\$701	\$803	\$822	\$836	\$862	\$911	\$1025	\$1178	\$1382			
3501 – 4200	\$682	\$693	\$741	\$810	\$824	\$859	\$903	\$1000	\$1080	\$1270			
4201 – 4900	\$675	\$682	\$725	\$745	\$812	\$853	\$896	\$941	\$1004	\$1164			
4901 – 5600	\$675	\$675	\$683	\$730	\$755	\$830	\$856	\$905	\$965	\$1063			
5601 – 6300	\$675	\$675	\$675	\$693	\$735	\$765	\$845	\$876	\$931	\$1000			
6301 +	\$675	\$675	\$675	\$675	\$693	\$746	\$768	\$857	\$893	\$952			
Distance (km)	2.4 - 6		6.01 - 10		10.01 - 14		14.01 - 18		18.01 - 26		26.01 - 38		> 38
Rate per km	\$10.58		\$15.48		\$18.52		\$21.30		\$26.12		\$28.56		\$31.45
Parent-provided ECS Transportation (including children with a disability/delay)		\$549		\$549									
ECS Special Transportation (per round trip per child with a disability/delay - max. of 185 trips)		\$18.24		\$18.24									
Special Transportation (per eligible student with a disability)		\$6,748		\$6,748									
Weekend Transportation (per eligible funded student)		\$4,743		\$4,743									
Boarding Transportation (per eligible funded student)		\$4,263		\$4,263									
Inter-School Transportation (per km for two-way distance between schools for eligible programs)		\$1.09		\$1.09									

Section 9.2 — Private ECS Operators Funding Rates

ECS Funding for Private ECS Operators and Accredited Funded Private Schools with ECS Programs	2016/2017	2017/2018
For the 2017/2018 school year, funding rates remain the same as for the 2016/2017 school year.		
ECS Administration (See section 2.6)	5.4% of ECS funding	5.4% of ECS funding
ECS Base Instruction Funding (per funded child)	\$3,339.90	\$3,339.90
ECS Regular Transportation (per eligible transported child) Also Parent-provided ECS Transportation (including children with a disability/delay)	\$549.00	\$549.00
ECS Special Transportation (per round trip per child with a disability/delay - max of 185 trips)	\$18.24	\$18.24
English as a Second Language (ESL) (per eligible funded child)	\$589.05	\$589.05
Equity of Opportunity (per funded child) (see section 1.14)	\$50.50	\$50.50
Mild/Moderate Disabilities/Delays, Gifted and Talented (per eligible funded child)	\$2,486.76	\$2,486.76
Plant Operations and Maintenance (per funded child)	\$397.66	\$397.66
Program Unit Funding (PUF) Maximum per eligible funded child Maximum for each additional funded child in a unit	\$25,051.20 \$6,215.88	\$25,051.20 \$6,215.88
Regional Collaborative Service Delivery (see sections 4.3, 6.1 and 6.2)	per formula	
SuperNet Service Funding (maximum per month per approved site.)	\$400.00	\$400.00



BOARD OF TRUSTEES REGULAR MEETING

MARCH 20, 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
MARCH				
	March 2, 2017	Francophone Day - Morinville		Radford
	March 4, 2017	Mayor's Prayer Breakfast		
	March 5-7, 2017	Rural Symposium	Fantasyland Hotel, Edmonton	
	March 13, 2017	FNMI Leadership Committee	District Office (1:00 pm)	Crockett, Tremblay, Radford
	March 13, 2017	Council of Councils Meeting	District Office (7:00 pm)	Radford, Shaw, Rosaleen
	March 15, 2017	Phase 2 New School Open House	JJN (3:00 pm - 7:00 pm)	Shaw, Crockett, McEvoy, Proulx, Becigneul, Radford
	March 21, 2017	Phase 2 New School Open House	NMR (3:00 pm - 7:00 pm)	Tremblay, Shaw, Becigneul
	March 25-27, 2017	NSBA Annual Conference and Exposition	Denver Colorado	
APRIL				
	April 21-22, 2017	Board Planning Session	Chateau Lacombe (12:00 pm April 21 - 6 pm April 22)	Crockett, Shaw, Becigneul, McEvoy, Proulx, Radford, Tremblay, Keohane, McGuinness, Nixon, Schalg, Bruineman, Turnbull (April 21 only)
	April 25, 2017	Volunteer Appreciation Luncheon	Alliance Church	
	April 25, 2017	FNMI Leadership Committee Meeting	District Office (1:00 pm)	Crockett, Tremblay, Radford
	April 28-30, 2017	ASCA Conference & AGM	Delta Edmonton South	
MAY				
	May 2-5, 2017	Provincial Blueprints	Kananaskis	Shaw, Keohane
	May 12, 2017	ESSMY Graduation	St. Albert Parish (1:00 pm)	
	May 16, 2017	Mayor's Annual Celebration of Volunteers	Alliance Church	
	May 25, 2017	FNMI Leadership Committee Meeting	District Office (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 Banquet	Executive Royal Inn (6:00 pm)	
	May 30, 2017	Council of Council's Meeting	District Office (7:00 pm)	
JUNE				
	June 5/6, 2017	ASBA SGM	Sheraton Red Deer	Keohane, McEvoy, Shaw, Becigneul, Tremblay
	June 1/3, 2017	CCSTA Conference	Niagra Falls	Crockett, McEvoy, Radford, Proulx
	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 15, 2017	SAM Celebration	Location TBD (3:00 pm)	
	June 29, 2017	MCHS Graduation	Jubilée (6:00 pm)	
JULY				
	July 5-8, 2017	CSBA National Congress	Whistler BC	Tremblay, McEvoy