



# AGENDA

## Golden Hills School Division No. 75

**Vision:** *Inspiring confident, connected, caring citizens of the world*

**Mission:** *Engaging all learners in achieving their highest levels of academic and personal competence within a caring, innovative environment.*

### Regular Meeting Of The Board Of Trustees

Tuesday, August 27, 2013

Start time 9:30 AM

Boardroom of the Golden Hills School Division No. 75

### AGENDA

1. **ATTENDANCE**
2. **CALL TO ORDER**
3. **IN CAMERA**
4. **APPROVAL OF AGENDA**
5. **WELCOME AND OPENING PRAYER**
6. **PRESENTATION OF MINUTES**
  - 6.1 **REGULAR MEETING OF THE BOARD OF TRUSTEES (2013/06/25)**
7. **REPORTS**
  - 7.1. **CHAIR'S REPORT**
  - 7.2. **BOARD COMMITTEES**
  - 7.3. **BOARD REPRESENTATIVES TO EXTERNAL ORGANIZATIONS**
  - 7.4. **ADMINISTRATION REPORTS**
8. **NEW BUSINESS**
  - 8.1. **ACTION ITEMS**
    - 8.1.1. **WHEATLAND COUNTY RE-DESIGNATION MEETING**
    - 8.1.2. **BOARD LEADERSHIP PLAN**
  - 8.2. **INFORMATION ITEMS**

B.Daverne

B.Daverne

8.2.1. **PUBLIC INTEREST DISCLOSURE ACT (WHISTLEBLOWER PROTECTION)**

B.Daverne

8.2.2. **MONTHLY ENROLMENT MONITORING REPORT (JUNE 2013)**

T.Sabir

8.2.3. **TRANSPORTATION REQUEST**

T.Sabir

9. **ADJOURNMENT**



# MINUTES

## Golden Hills School Division No. 75

### Regular Meeting Of The Board Of Trustees

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, June 25, 2013

Start time : 9:00 AM

Location : Boardroom of the Golden Hills School Division No. 75

### MINUTES

#### ATTENDANCE

Present were:

**a) Chair**

- David Price

**b) Vice-Chair**

- Larry Tucker

**c) Trustee**

- Janet Bolinger
- Karen Haines
- Lawrence Maerz
- Bob McKay

**d) Superintendent of Schools**

- Bevan Daverne

**e) Associate Superintendent**

- Kandace Jordan
- Gordon Welch

**f) Secretary/Treasurer**

- Tahra Sabir

**g) Recording Secretary**

- Brenda Scott

#### CALL TO ORDER

Chair Price called the meeting to order at 9:10 a.m.

#### IN CAMERA

**Resolution #BD20130625.1001**

**MOVED by Trustee Bolinger** that the Board of Trustees go in-camera at 9:11 a.m. to discuss board operations and personnel.

**CARRIED**

**Resolution #BD20130625.1002**

**MOVED by Trustee Bolinger** that the Board of Trustees rise from in-camera at 10:58 a.m.

**CARRIED**

**WELCOME AND  
OPENING PRAYER**

Trustee McKay offered the opening prayer.

**APPROVAL OF  
AGENDA**

**Resolution #BD20130625.1003**

**MOVED by Trustee McKay** that the Board of Trustees approve the agenda as amended:

- Add Bylaw 03/2013 to New Business Action 8.1.7

**CARRIED**

**PRESENTATION OF  
MINUTES**

**Resolution #BD20130625.1004**

**MOVED by Trustee Maerz** that the Board of Trustees approve the minutes of May 28, 2013 as presented.

**CARRIED**

**BOARD COMMITTEES  
(POLICY COMMITTEE -  
MAY 31, 2013)  
(REPORTS)**

Trustee Harries reported on the May 31, 2013 meeting. Policy 7, Board Operations and Policy 15, Program Reduction and/or School Closure was discussed.

**POLICY 7, BOARD  
OPERATIONS  
(ACTION ITEMS)**

**Resolution #BD20130625.1005**

**MOVED by Trustee Harries** that the Board of Trustees approves Policy 7, Board Operations as further amended.

**CARRIED**

**POLICY 15, PROGRAM  
REDUCTION AND/OR  
SCHOOL CLOSURE  
(ACTION ITEMS)**

**Resolution #BD20130625.1006**

**Motion from in-camera portion:**

**MOVED by Trustee Bolinger** that the Board of Trustees approve Policy 15, Program Reduction and/or School Closure as amended.

**CARRIED**

**Resolution #BD20130625.1007**

**MOVED by Trustee Bolinger** to note that the Board of Trustees completed a board self-evaluation of accomplishments and challenges for 2012-2013 and board priorities for 2013-2014.

**CARRIED**

**Resolution #BD20130625.1008**

**Motion from in-camera portion:**

**MOVED by Trustee Bolinger** that the Board Chair, Vice-Chair and Superintendent communicate the Board's accomplishments and challenges for 2012-2013 and communicate board priorities for 2013-2014.

**CARRIED**

**CHAIR'S REPORT  
(REPORTS)**

Chair Price reported on the following items:

- May 27, 2013 letter from D. Scott, QC, Minister of Accountability re: new Public Interest Disclosure (Whistleblower Protection) Act [PIDA]
- May 31, 2013 letter from Honorable J. Johnson, Minister of Education and W. Drysdale, Minister of Infrastructure re: announcement of school capital projects
- June 24, 2013 message from Minister Johnson in respect to impact of flooding
- June 4, 2013 letter from P. Hourihan, Public Interest Commissioner, re: Whistleblower Protection Act
- Thank you to G. Welch for his contribution to the Senior Executive team the past months
- Thank you to all of the team of people that make up the Golden Hills School Division and especially Superintendent Daverne and Secretary-Treasurer Sabir

for the tremendous work done recently around the emergency situation with the river flooding and for dealing with the many different challenges our division has faced this year, both past and present

- Attended "Transformation of School Board Governance Task Force" meeting, discussions re: input to the regulations being developed to support the new Education Act and terms of reference for the task force

## **ADMINISTRATION REPORTS (REPORTS)**

Superintendent Daverne reported on the following items:

- Staff orientation planning for 2013-2014
- Drumheller and flooding potential for school evacuations
- Thank you expressed to G. Welch for his contributions to the Senior Executive team

Associate Superintendent Welch reported on the following items:

- Contracts, hiring for next year
- Thank you expressed to E. Holt for his support in the hiring process

### **Resolution #BD20130625.1009**

**MOVED by Trustee Harries** that the Board of Trustees move agenda items 8.1.5, 8.1.7 and 8.2.3 forward on the agenda.

**CARRIED**

## **THIRD QUARTERLY FINANCIAL REPORT (SEPTEMBER 2012-MAY 2013) (ACTION ITEMS)**

Secretary-Treasurer Sabir presented information on the Third Quarter Financial report (September 2012 - May 2013).

## **BYLAW 04/2013: A BYLAW TO ESTABLISH VOTING HOURS (ACTION ITEMS)**

Secretary-Treasurer Sabir presented background information on election procedures.

## **ELECTIONS - GENERAL INFORMATION (INFORMATION ITEMS)**

Secretary-Treasurer Sabir presented general information on Elections 2013.

## **BYLAW 04/2013: A BYLAW TO ESTABLISH VOTING HOURS (ACTION ITEMS)**

### **Resolution #BD20130625.1010**

**MOVED by Trustee Tucker** that the Board of Trustees give first reading to Bylaw 04/2013.

**CARRIED**

### **Resolution #BD20130625.1011**

**MOVED by Trustee Harries** that the Board of Trustees give second reading to Bylaw 04/2013.

**CARRIED**

### **Resolution #BD20130625.1012**

**MOVED by Trustee Bolinger** that the Board of Trustees give unanimous consent for third and final reading of Bylaw 04/2013.

**CARRIED UNANIMOUSLY**

### **Resolution #BD20130625.1013**

**MOVED by Trustee McKay** that the Board of Trustees give final reading to Bylaw 04/2013.

**CARRIED**

**Resolution #BD20130625.1014**

(As added in approval of agenda: 8.1.7)

**MOVED by Trustee Harries** that the Board of Trustees due to challenges with collaboration with municipalities for elections that Bylaw 03/2013: A Bylaw to Establish Voter Identification Requirements be repealed.

**CARRIED UNANIMOUSLY**

**LOCALLY  
ACQUIRED/DEVELOPED  
COURSES**  
(ACTION ITEMS)

**Resolution #BD20130625.1015**

**MOVED by Trustee Harries** that the Board of Trustees authorizes the use of the acquired locally developed course *Biology 35 (AP) (5 credits)* acquired from Fort McMurray Public School District No. 2833 beginning September 1, 2013 until August 31, 2016 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

**CARRIED**

**Resolution #BD20130625.1016**

**MOVED by Trustee Tucker** that the Board of Trustees authorizes the use of the acquired locally developed course *Chemistry 35 (AP) (5 credits)* acquired from Calgary Public School District No. 19 beginning September 1, 2013 until August 31, 2016 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

**CARRIED**

**Resolution #BD20130625.1017**

**MOVED by Trustee Bolinger** that the Board of Trustees authorizes the use of the acquired locally developed course *Musical Theatre 15/25/35 (3 or 5 credits)* acquired from Calgary Roman Catholic Separate School District No. 1 beginning September 1, 2013 until August 31, 2016 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

**CARRIED**

**REPORT ON  
ADMINISTRATIVE  
APPOINTMENTS**  
(INFORMATION ITEMS)

Superintendent Daverne reported on the Administrative Appointments for 2012-2013.

**BREAK**

**Recessed at 12:15 p.m.**

**Reconvened at 1:00 p.m.**

**MONTHLY ENROLMENT  
MONITORING REPORT**  
(INFORMATION ITEMS)

Secretary-Treasurer Sabir reported on the monthly enrolment monitoring report.

**DRUMHELLER VALLEY  
SECONDARY SCHOOL**  
(SCHOOL MONITORING  
REPORTS)

Superintendent Daverne welcomed C. LaPierre, Principal (Drumheller Valley and Drumheller Outreach schools) who highlighted the schools' Education Plans and results achieved. Chair Price thanked C. LaPierre for the presentation.

**TROCHU VALLEY  
SCHOOL**  
(SCHOOL MONITORING  
REPORTS)

Superintendent Daverne welcomed D. Barkman, Principal (Trochu Valley and Trochu Outreach schools) who highlighted the schools' Education Plans and results achieved. Chair Price thanked D. Barkman for the presentation.

**GREENTREE SCHOOL**  
(SCHOOL MONITORING  
REPORTS)

The school presentation from Greentree has been postponed.

**THREE YEAR  
(2013-2016) EDUCATION  
PLAN AND ANNUAL  
EDUCATION RESULTS  
INTERIM REPORT  
(ACTION ITEMS)**

Superintendent Daverne presented information on the Three Year (2013-2016) Education Plan and Annual Education Results interim report.

**BREAK**

**Recessed at 2:53 p.m.**

**Reconvened at 4:35 p.m.**

**Resolution #BD20130625.1018**

**MOVED by Trustee Harries** that the Board of Trustees extend the meeting to 6:30 p.m.

**CARRIED**

**Resolution #BD20130625.1019**

**MOVED by Trustee Bolinger** that the Board of Trustees go in-camera at 4:36 p.m.

**CARRIED**

**Resolution #BD20130625.1020**

**MOVED by Trustee Maerz** that the Board of Trustees rise from in-camera at 6:12 p.m.

**CARRIED**

**Resolution #BD20130625.1021**

**MOVED by Trustee Tucker** that the Board of Trustees approves the Superintendent's Evaluation Report as developed in the evaluation workshop of June 18, 2013 as an accurate accounting of the Superintendent's performance for the period August 15, 2012 to May 31, 2013; and further, the Board authorizes the Chair to make any technical edits and sign the report on the Board's behalf.

**CARRIED**

**ADJOURNMENT**

**Resolution #BD20130625.1022**

**MOVED by Trustee McKay** that the Board of Trustees adjourn the meeting at 6:14 p.m.

**CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer



### WHEATLAND COUNTY REDESIGNATION MEETING

*"Inspiring confident, connected, caring citizens of the world"*

**August 27, 2013**

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#### **Background:**

The Capital Plan of the Board of Trustees requests that Alberta Education provide a new, centrally located, consolidated K-12 school replacing Central Bow Valley, Hussar, Rockyford and Standard Schools. The replacement school is the Board's preferred solution to challenges associated with declining enrolment, facility needs, and on-going operating costs for several small schools.

Over the past number of years, the communities in East Wheatland of Hussar, Standard, Rockyford and Gleichen have been experiencing challenges with respect to shifting student populations and quality of school facilities. In December 2011, in order to provide solutions to this problem, a working group of parents representing each of those four school communities was formed to explore possible solutions for education in the area. After an involved process of collaboration and consultation that extended broadly to all four communities, this Working Group proposed closure of those four community schools and consolidation of all the students in the area to one K-12 centralized school. The GHSD Board of Trustees endorsed this proposal and with the April 30, 2013 announcement, the province has made the decision to support this area and these four communities with a new consolidated school to support all the students in East Wheatland.

The Board requested that Wheatland County amend a land use bylaw to permit an approximately 12 acre site of land to be designated as municipal reserve for a school.

A Public Hearing will be held Thursday, August 29, 2013 at Standard Community Hall (150 Yorick Avenue, Standard) to review the re-designation application.

#### **Recommendation:**

That the Board of Trustees receives as information.

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Bevan Daverne  
Superintendent





### BOARD ANNUAL LEADERSHIP PLAN

*"Inspiring confident, connected, caring citizens of the world"*

**August 27, 2013**

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#### **Background:**

In the Board's policy handbook at 2. Role of the Board, specifically 9, Selected Responsibilities, (9.1) "The board shall: Establish a comprehensive annual leadership plan with suggested timelines."

The Board's Annual Leadership Plan provides corporate direction and informs leadership flow for the administrative functions. A copy of the Board's Annual Leadership Plan is provided in the trustee's agenda packages for each regular board meeting. It is understood that internal forces as well as external organizations, such as Alberta Education, also establish timelines for various functions and these may result in ongoing changes and updates.

The Board of Trustees is urged to review the attached Annual Leadership Plan, to suggest and discuss any desired changes, and to consider additional opportunities for community engagement. The Board's Annual Leadership Plan is usually approved with the understanding that internal and external factors may necessitate changes as the year progresses.

Since 2013 is election year, the meeting dates will not be established until the Organizational Meeting is held in November, 2013. However, meeting dates up until election may be established by the current board. This will include meeting dates for September and up to October 21, 2013.

#### **Recommendation:**

That the Board of Trustees approves the Board's Annual Leadership Plan subject to the necessity for ongoing changes as a result of internal and external influences.

That the Board of Trustees approves the meeting dates for September and up until October 21, 2013.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent



# Appendix 1 for 8.1.2.: Board Leadership Plan

## GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2012-2013

### August 27, 2013 REGULAR MEETING

**Vision:** *Inspiring confident, connected, caring citizens of the world*

**Mission:** *Engaging all learners in achieving their highest levels of academic and personal competence within a caring, innovative environment*

<b>Board Priorities</b>	<p>The Board developed the following priorities for itself in 2011/12:</p> <ol style="list-style-type: none"> <li>1. Continue to build strong relationships amongst trustees.</li> <li>2. Enhance political advocacy efforts: <ul style="list-style-type: none"> <li>-Establish necessary relationships;</li> <li>-Determine Board positions on relevant issues.</li> </ul> </li> <li>3. Determine resolution for East Wheatland school situation.</li> <li>4. Develop an excellent relationship with the new Superintendent.</li> <li>5. Enhance relationships with the ATA Local.</li> <li>6. Enhance relationships with the neighboring Catholic system.</li> <li>7. Enhance financial understanding amongst trustees.</li> </ol>	
<b>August Regular Meeting AUGUST 27</b>	<p><b>Regular Meeting:</b></p> <ul style="list-style-type: none"> <li>• Monthly Enrolment Monitoring Report</li> <li>• Board Leadership Plan</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> School Organizational Day August</li> <li><input type="checkbox"/> New Teacher Orientation</li> <li><input type="checkbox"/> First day for student – August</li> </ul>
<b>September REGULAR SEPTEMBER 24 AGENDA SETTING</b>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Preliminary Enrolment Monitoring Report</li> <li>• Provincial Exam Results (annual and five year trends – in-camera as per AB ED protocol)</li> <li>• IMR and Capital Projects Report</li> <li>• Professional Development and Action on Inclusion</li> <li>• Advocacy Planning</li> </ul> <p><b>Communications/Consultations:</b></p>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting September</li> </ul>
<b>October ORGANIZATIONAL MEETING OCTOBER 29 AGENDA SETTING</b>	<p><b>ORGANIZATIONAL MEETING</b></p> <p><b>REGULAR MEETING ITEMS</b></p> <p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Enrolment Monitoring Report (September)</li> <li>• Diploma and Provincial Exam Results</li> <li>• Three Year Education and AERR – Draft</li> <li>• Human Resources Staffing Report</li> </ul> <p><b>Presentations/School Reports:</b></p>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting October</li> </ul>



# Appendix 1 for 8.1.2.: Board Leadership Plan

## GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2012-2013

### August 27, 2013 REGULAR MEETING

<p>November</p> <p>ORGANIZATIONAL MEETING</p> <p>REGULAR NOVEMBER 26</p> <p>AGENDA SETTING</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Audited Financial Statements – earlier meeting in month to review prior to the auditors coming</li> <li>Enrolment Monitoring Report (October)</li> <li>Budget Submission</li> <li>Three Year Education and AERR - Final</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting November</li> <li><input type="checkbox"/> ASBA Fall General Meeting, November</li> </ul>
<p>December</p> <p>REGULAR DECEMBER 10</p> <p>AGENDA SETTING 3RD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Locally Developed and/or Acquired Courses Report and Approvals for Semester II</li> <li>AISI Monitoring Report</li> <li>Enrolment Monitoring Report</li> <li>Class Size Report</li> <li>Technology Services Report</li> <li>School Summaries Monitoring Report</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting December</li> </ul>
<p>January</p> <p>REGULAR JANUARY 28</p> <p>AGENDA SETTING</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>First Quarter Financial Report (Sept/Oct/Nov)</li> <li>Enrolment Monitoring Report</li> <li>SHIP/RCS D Report</li> <li>International Services Report (2012-13 Results &amp; 2013-14 Planning)</li> <li>Special Education Report (2012-13 Results &amp; 2013-14 Plans)</li> <li>Policy Review (Transportation)</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting January</li> </ul>
<p>February</p> <p>REGULAR FEBRUARY 25</p> <p>AGENDA SETTING</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Enrolment Monitoring Report (for January)</li> <li>Budget Process Begins – (Principles, Direction, Envelope Review)</li> <li>Policy Review</li> <li>Transportation Monitoring Report</li> </ul> <p><b>Presentations/School Reports:</b></p>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting February</li> <li><input type="checkbox"/> PSBAA Meeting – Feb</li> <li><input type="checkbox"/> Family Day, February</li> <li><input type="checkbox"/> Teachers' Convention, February</li> </ul>
<p>March</p> <p>REGULAR MARCH 25</p> <p>AGENDA SETTING</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Enrolment Monitoring Report (February)</li> <li>School Year Calendar and approval alternate calendars</li> <li>Capital Planning: Asset Management, Review of Facilities, IMR Plans and Capital Priorities Submission</li> </ul> <p><b>Presentations/School Reports:</b></p>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting March</li> </ul>
<p>April</p> <p>REGULAR APRIL 29</p> <p>AGENDA SETTING</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Second Quarter Financial Report (Dec/Jan/Feb)</li> <li>Presentation of Budget</li> </ul> <p><b>Presentations/School Reports:</b></p>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 meeting April</li> <li><input type="checkbox"/> CEPF – Mayor's Showcase and Celebration</li> </ul>



## Appendix 1 for 8.1.2.: Board Leadership Plan

### GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2012-2013

#### August 27, 2013 REGULAR MEETING

May REGULAR MAY 27 AGENDA SETTING	<b><u>Agenda and Monitoring Reports:</u></b> <ul style="list-style-type: none"><li>Locally Developed and/or Acquired Courses Report and Approvals for Semester I</li><li>Enrolment Monitoring Report (April)</li><li>Calgary Educational Partnership Foundation (CEPF) Annual Report</li><li>Policy Review</li></ul> <b><u>Presentations/School Reports:</u></b>	<b><u>Other Events:</u></b> <ul style="list-style-type: none"><li><input type="checkbox"/> ASBA Zone 5 Edwin Parr Teacher Award Recognition</li><li><input type="checkbox"/> ASBA Zone 5 meeting May</li><li><input type="checkbox"/> Employee Retirement and Long Service Recognition Event</li></ul>
June REGULAR JUNE 24 AGENDA SETTING	<b><u>Agenda and Monitoring Reports:</u></b> <ul style="list-style-type: none"><li>Board and CEO Evaluations</li><li>Enrolment Monitoring Report (May)</li><li>Policy Review</li><li>Report on Administrative Appointments</li><li>3<sup>rd</sup> Quarter Financial Report</li><li>Interim Three Year Education Plan for 2014-2017</li></ul> <b><u>Presentations/School Reports:</u></b>	<b><u>Other Events:</u></b> <ul style="list-style-type: none"><li><input type="checkbox"/> ASBA Spring General Meeting, June</li></ul>



## PUBLIC INTEREST DISCLOSURE ACT (WHISTLEBLOWER PROTECTION)

*"Inspiring confident, connected, caring citizens of the world"*

**August 27, 2013**

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### **Background:**

On June 1, 2013 the *Public Interest Disclosure (Whistleblower Protection) Act* ("PIDA") came into force in Alberta. A copy of the Act is available online through the [Queen's Printer](#).

The purpose of PIDA is to:

- a) facilitate the disclosure and investigation of significant and serious matters in public entities, including school boards, that an employee believes may be unlawful, dangerous to the public or injurious to the public interest;
- b) protect employees who make those disclosures;
- c) manage, investigate and make recommendations respecting disclosures of wrongdoings and reprisals; and
- d) promote public confidence in the administration of public entities.

Administration will seek legal advice from Alberta School Boards Association (ASBA) for direction in developing a procedure for Golden Hills School Division No. 75.

### **Recommendation:**

That the Board of Trustees receives as information.

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Bevan Daverne  
Superintendent



## ENROLMENT BACKGROUNDER

*"Inspiring confident, connected, caring citizens of the world"*

**August 27, 2013**

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### **Background:**

The Board of Trustees regularly monitors enrolment and notes trends over time. Funding is primarily enrolment-driven and monitoring and projecting enrolment trends informs the board's budgeting processes.

As per the attached monitoring report, information is provided on June 30, 2013 enrolment of resident funded students, Siksika funded students and International funded students.

Alberta Education calculates funding for Kindergarten to Grade 9 based on the full-time equivalent student count as of September 30, 2012. High school funding is based on the Credit Enrolment Units earned per student.

The Enrolment Monitoring Report indicates current month enrolment as well as 5-year trends.

### **Recommendation:**

That the Board of Trustees receives the Enrolment Monitoring Report for information and for the record.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent

A handwritten signature in blue ink, appearing to read "Tahra Sabir".

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Tahra Sabir  
Secretary-Treasurer



### ENROLMENT MONITORING REPORT

Presented to the Board of Trustees by Bevan Daverne, Superintendent of Schools

Resource Persons:

Tahra Sabir, Secretary-Treasurer

Kandace Jordan, Associate Superintendent of Schools

Norma Emde, Student Records Specialist

**August 27, 2013**

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**REPORTING PERIOD:** June 30, 2013

**OVERVIEW:** Enrolment is critical information which has various implications for funding and staffing levels. Pursuant to Board Governance Policy 2, the Board is responsible for monitoring the fiscal management of the Division. This requires knowledge of how resources are allocated to achieve desired results. The information provided in this report assists the Board in fulfilling its governance role.

#### **SUMMARY & IMPLICATIONS:**

- Alberta Education calculates funding for Kindergarten to Grade 9 based on the full-time equivalent student count as of September 30. High school funding is based on the historical averages of Credit Enrolment units earned per student.
- A comparison is provided for enrolments for a five year trend for September 30 enrolments.

#### **RECOMMENDATION:**

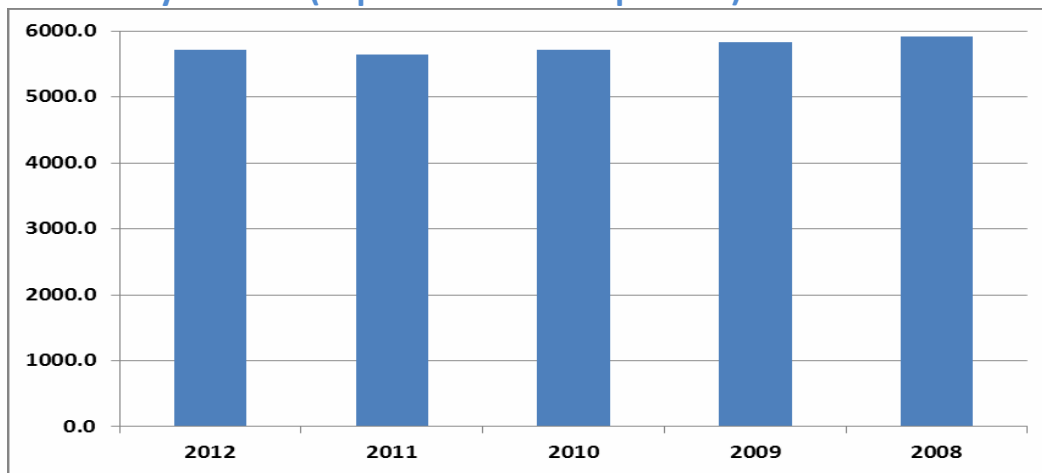
That the Board of Trustees receives the Enrolment Monitoring Report for information and the record.

## Summary of Totals

				5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Funded Total Enrolment</b>								
Provincially Funded Students	5,686.50	5,698.50	-12.00	5,686.50	5,638.00	5,708.00	5,835.50	5,921.00
Siksika Students	175.00	175.00	0.00	178.00	178.00	197.00	245.00	245.00
International Students	143.00	143.00	0.00	158.00	158.00	158.00	185.00	185.00
<b>Total</b>	<b>6,004.50</b>	<b>6,016.50</b>	<b>-12.00</b>	<b>6,022.50</b>	<b>5,974.00</b>	<b>6,063.00</b>	<b>6,265.50</b>	<b>6,351.00</b>

60.5 more than  
last year

## Total Provincially Funded (September 30 Comparison)



Graph includes provincially funded students only

Year	Funded %	Total %
2012	1%	1%
2011	-1%	-1%
2010	-2%	-3%
2009	-1%	-1%

Funded – includes total provincial resident students

Total – includes all students (Resident + Siksika + International)



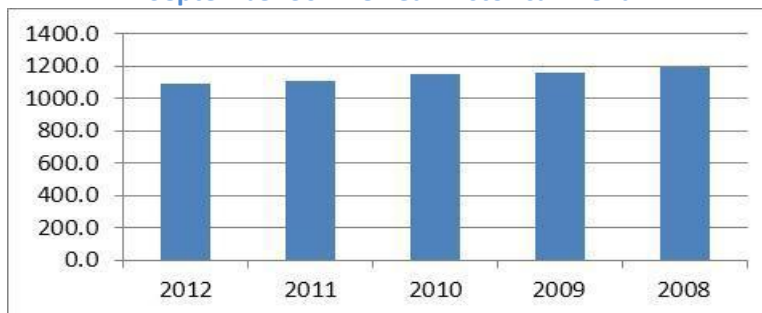
## Appendix 1 for 8.2.2.: Monthly Enrolment Monitoring Report (June 2013)

### Schools

#### Ward #1

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Ward #1 Area Schools</b>								
Prairie Christian Academy	264.5	266.5	-2.0	259.5	286.5	318.0	314.0	342.5
Three Hills School	456.5	461.5	-5.0	458.0	431.0	425.5	443.0	450.0
Trochu Outreach	28.0	28.0	0.0	28.0	27.0	33.0	21.0	26.0
Trochu Valley School	334.5	330.5	4.0	342.5	364.0	371.0	377.0	377.5
<b>Total</b>	<b>1,083.5</b>	<b>1,086.5</b>	<b>-3.0</b>	<b>1,088.0</b>	<b>1,108.5</b>	<b>1,147.5</b>	<b>1,155.0</b>	<b>1,196.0</b>

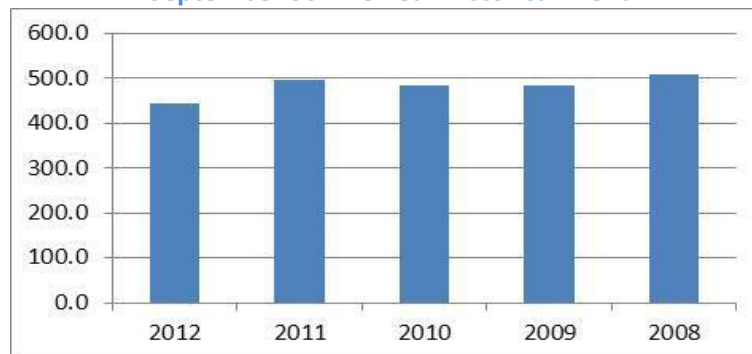
September 30 Five Year Historical Trend



#### Ward #2

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Ward #2 Area Schools</b>								
Acme School	177.5	177.5	0.0	181.5	189.0	186.0	186.5	194.0
Carbon School	97.5	97.5	0.0	100.0	143.5	150.0	153.5	158.5
Dr. Elliott Community School	160.0	161.0	-1.0	162.5	163.5	148.5	144.5	157.5
<b>Total</b>	<b>435.0</b>	<b>436.0</b>	<b>-1.0</b>	<b>444.0</b>	<b>496.0</b>	<b>484.5</b>	<b>484.5</b>	<b>510.0</b>

September 30 Five Year Historical Trend

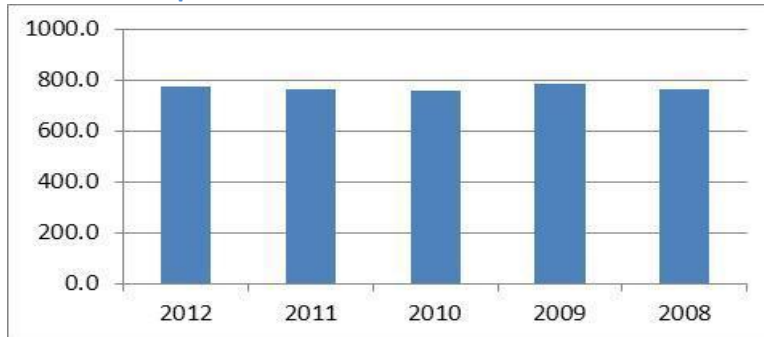


## Appendix 1 for 8.2.2.: Monthly Enrolment Monitoring Report (June 2013)

### Ward #3

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Ward #3 Area Schools</b>								
Drumheller Valley Secondary School	332.0	332.0	0.0	342.0	337.0	360.0	397.0	400.0
Drumheller Outreach	23.0	23.0	0.0	23.0	15.0	16.0	27.0	27.0
Greentree School	404.0	405.0	-1.0	408.5	410.0	385.5	361.5	336.5
<b>Total</b>	<b>759.0</b>	<b>760.0</b>	<b>-1.0</b>	<b>773.5</b>	<b>762.0</b>	<b>761.5</b>	<b>785.5</b>	<b>763.5</b>

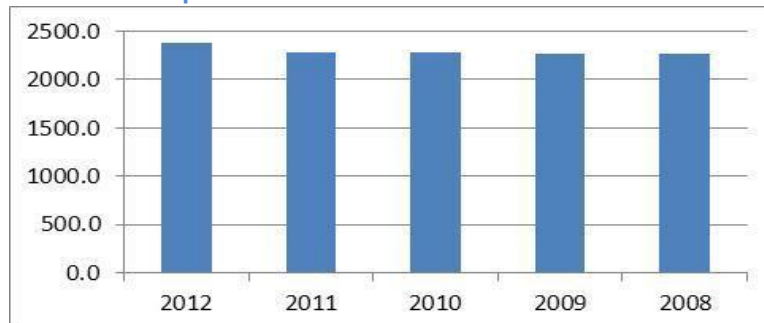
September 30 Five Year Historical Trend



### Ward #4

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Ward #4 Area Schools</b>								
Brentwood School	325.5	327.5	-2.0	320.5	314.5	298.0	285.0	297.0
Crowther Memorial Jr. High School	542.0	548.0	-6.0	533.0	526.0	520.0	529.0	553.0
Strathmore High School	600.0	599.0	1.0	616.0	601.0	609.0	621.0	616.0
Strathmore StoreFront	39.0	39.0	0.0	39.0	34.0	53.0	66.0	80.0
Trinity Christian Academy	97.5	96.5	1.0	90.0	69.0	72.0	91.0	53.0
Westmount School	430.0	430.0	0.0	428.0	381.0	369.5	339.0	354.5
Wheatland School	354.0	354.0	0.0	350.5	355.5	355.0	336.5	314.5
<b>Total</b>	<b>2,388.0</b>	<b>2,394.0</b>	<b>-6.0</b>	<b>2,377.0</b>	<b>2,281.0</b>	<b>2,276.5</b>	<b>2,267.5</b>	<b>2,268.0</b>

September 30 Five Year Historical Trend

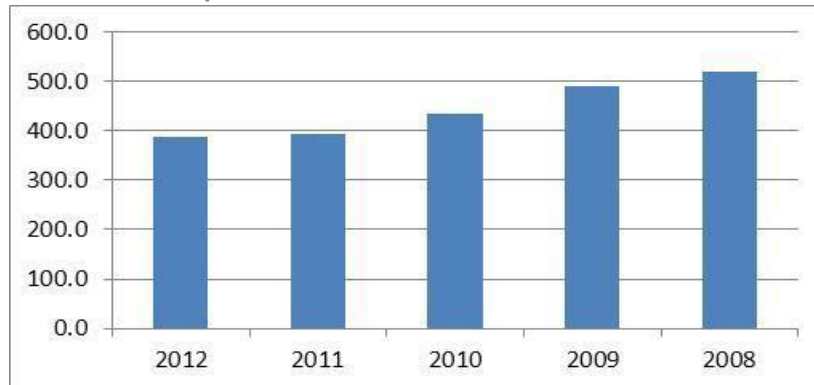


## Appendix 1 for 8.2.2.: Monthly Enrolment Monitoring Report (June 2013)

### Ward #5

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Ward #5 Area Schools</b>								
Carseland School	80.0	80.0	0.0	79.0	88.0	96.0	103.5	105.0
Central Bow Valley School	41.0	42.0	-1.0	41.0	43.5	43.5	45.0	70.0
Hussar School	53.0	53.0	0.0	52.5	49.5	48.5	83.0	107.5
Rockyford School	29.0	29.0	0.0	29.5	35.0	55.5	75.0	91.5
Standard School	196.0	196.0	0.0	186.5	176.0	191.0	182.5	145.5
<b>Total</b>	<b>399.0</b>	<b>400.0</b>	<b>-1.0</b>	<b>388.5</b>	<b>392.0</b>	<b>434.5</b>	<b>489.0</b>	<b>519.5</b>

September 30 Five Year Historical Trend



### Specialty Schools

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Specialty</b>								
Golden Hills Learning Academy	91.0	91.0	0.0	91.0	79.0	89.0	119.0	100.0
NorthStar Academy	163.0	163.0	0.0	163.0	124.0	131.0	151.0	128.0
Sequoia Outreach	20.0	20.0	0.0	20.0	22.0	15.0	7.0	42.0
<b>Total</b>	<b>274.0</b>	<b>274.0</b>	<b>0.0</b>	<b>274.0</b>	<b>225.0</b>	<b>235.0</b>	<b>277.0</b>	<b>270.0</b>

### Colony Schools

	This Year			5 Year Historical Trend				
	30-Jun-13 Funded Enrolment	31-May-13 Funded Enrolment	Difference	30-Sep-12 Funded Enrolment	30-Sep-11 Funded Enrolment	30-Sep-10 Funded Enrolment	30-Sep-09 Funded Enrolment	30-Sep-08 Funded Enrolment
<b>Colony Schools</b>								
Colony Schools	348.0	348.0	0.0	353.5	373.5	368.5	377.0	394.0



## TRANSPORTATION REQUEST

*"Inspiring confident, connected, caring citizens of the world"*

**August 27, 2013**

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### **Background:**

A board establishes school attendance boundaries in accordance with the School Act s.13 (2). Attendance boundaries affect transportation funding which is calculated on the basis of students who reside more than 2.4 km from their designated school.

While attendance boundaries define the catchment area for a local school and determine transportation funding, parents have the right to enrol their children in any school that has the resources and facilities to accommodate them.

Three families have requested transportation services from their designated school, Central Bow Valley to the Standard attendance area. Other families have chosen to transport their children to other schools including schools not in our jurisdiction.

Administration looks at proximity to school of choice versus designated school and the effect on ride times for families attending their designated school.

A package received from J. McArthur requesting transportation for K-8 students to Standard will be distributed at the meeting.

### **Recommendation:**

That the Board of Trustees receives as information.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent

A handwritten signature in blue ink, appearing to read "Tahra Sabir".

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Tahra Sabir  
Secretary-Treasurer