



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, May 27, 2014

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 PUBLIC, VISION AND MISSION STATEMENTS
6. PRESENTATION OF MINUTES
 - 6.1 REGULAR MEETING OF THE BOARD OF TRUSTEES (2014/04/29)
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 CALENDAR (2014-2015 PILOT) B. Daverne
 - 8.1.2 ALTERNATIVE SCHOOL YEAR CALENDAR (HUSSAR/ROCKYFORD) B. Daverne
 - 8.1.3 LOCALLY DEVELOPED AND/OR ACQUIRED COURSES W. Miskiman
 - 8.1.4 2014-2015 BUDGET SUBMISSION TO ALBERTA EDUCATION T. Sabir

8.1.5. **BOUNDARY CHANGE REQUEST**

T. Sabir

8.1.6. **TASK FORCE REPORT RESPONSE TO PSBAA AND ASBA**

B. Daverne

8.2. **INFORMATION ITEMS**

8.2.1. **MONTHLY ENROLMENT MONITORING REPORT**

T. Sabir

8.2.2. **CALGARY EDUCATIONAL PARTNERSHIP FOUNDATION (CEPF) ANNUAL REPORT**

B. Daverne

8.2.3. **AP412 - LOCAL AUTHORITIES PENSION PLAN (LAPP)**

W.
Miskiman

9. **ADJOURNMENT**

Draft



MINUTES

Golden Hills School Division No. 75

Regular Meeting Of The Board Of Trustees

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, April 29, 2014

Start time : 1:00 PM

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

- Alan Larsen
- Joyce Bazant
- Barry Kletke
- Sherri Nielsen

d) Superintendent of Schools

- Bevan Daverne

e) Associate Superintendent

- Kandace Jordan
- Wes Miskiman

f) Secretary/Treasurer

- Tahra Sabir

g) Recording Secretary

- Brenda Scott

CALL TO ORDER

Chair Price called the meeting to order at 9:35 a.m.

Chair Initials _____ Secretary Treasurer Initials: _____

IN CAMERA

Resolution #BD20140429.1001

MOVED by Trustee Larsen that the Board of Trustees go in-camera at 9:36 a.m. to discuss personnel and legal issues.

CARRIED

Resolution #BD20140429.1002

MOVED by Trustee Bazant that the Board of Trustees rise from in-camera at 1:15 p.m.

CARRIED

**WELCOME AND
OPENING PRAYER**

Trustee Larsen offered the opening prayer.

**APPROVAL OF
AGENDA**

Resolution #BD20140429.1003

MOVED by Trustee Larsen that the Board of Trustees approve the agenda, as presented.

CARRIED

**PRESENTATION OF
MINUTES**

Resolution #BD20140429.1004

MOVED by Trustee Nielsen that the Board of Trustees approve the minutes of March 25, 2014, as presented.

CARRIED

IN CAMERA

Resolution #BD20140429.1005

MOVED by Trustee Larsen that the Board of Trustees approve the benefit and salary package dated April 29, 2014 for the Director of Student Assessment and Curriculum Support effective August 15, 2014.

CARRIED

**CHAIR'S REPORT
(REPORTS)**

Chair Price presented information on the following:

- Information on Prairie Christian Academy and media event

**BOARD
REPRESENTATIVES
TO EXTERNAL
ORGANIZATIONS
(ASBA ZONE 5 AND
PSBAA)
(REPORTS)**

Trustee Bazant presented information on the April 4, 2014 Alberta School Boards Association Zone 5 meeting.

Trustee Kletke presented information on the April 10-12, 2014 Public School Boards Association meeting.

**ADMINISTRATION
REPORTS
(REPORTS)**

Superintendent Daverne presented information on the following items:

- Parent engagements with Councils - Parent Survey - to obtain feedback and provide information on:
 - No Zero Policy
 - Curriculum Redesign (Math)
 - Video on Schools Today in Golden Hills
<https://www.youtube.com/watch?v=muF2hrokKZU>
- Liaise with Strathmore realtors to provide information on Strathmore schools
- Siksika Education Agreement review
- Tour with Town of Strathmore councillors and management re: space issues within Strathmore schools

Associate Superintendent Jordan presented information on the following items:

- Regional Collaborative Services Department (previously SHIP)
- New Assessment for Learning implementation for 2014-2015 and impact on

- Hutterite schools
- Flood Recovery project for Strathmore and area

Associate Superintendent Miskiman presented information on the following items:

- Alberta Education for Colony schools - Hours Exemption from Ministry of Education
- Retirement session hosted by Golden Hills and ATA, April 15
- Dual credit proposal in partnership with Olds College and partnerships with businesses for an Agricultural program for an on-site greenhouse
- Standard School wellness initiative grant approved for 2014-2015
- Excellence in Teaching Awards update

Secretary-Treasurer Sabir presented information on the following items:

- PCA Request for Proposal - 7 submissions received; Group 2 Architects selected for the project

BREAK

Recessed 12:05 pm

Reconvened 12:40 pm

PUBLIC SCHOOL BOARDS ASSOCIATION MEMBERSHIP REVIEW

(ACTION ITEMS)

Resolution #BD20140429.1006

MOVED by Trustee Larsen that the Board of Trustees continue with membership in the Public School Boards Association with a review of membership in April 2015.

CARRIED

MONTHLY ENROLMENT MONITORING REPORT

(INFORMATION ITEMS)

Secretary-Treasurer Sabir presented information on the monthly enrolment report (March 31, 2014).

SECOND QUARTER FINANCIAL REPORT

(INFORMATION ITEMS)

Secretary-Treasurer Sabir presented information on the 2nd Quarter Financial Report (September 2013 - February 2014).

BUDGET DEVELOPMENT PROCESS UPDATE

(INFORMATION ITEMS)

Secretary-Treasurer presented information on budget development.

ADMINISTRATIVE PROCEDURE 411, JOB SHARING - TEACHERS

(INFORMATION ITEMS)

Associate Superintendent Miskiman presented information on AP 411, Job Sharing - Teachers.

ADJOURNMENT

Resolution #BD20140429.1007

MOVED by Trustee Bazant that the meeting adjourn at 4:14 p.m.

CARRIED

Chair

Secretary-Treasurer

Draft

Chair Initials _____ Secretary Treasurer Initials: _____



CALENDAR 2014/15

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

May 27, 2014

Background:

In accordance with Administrative Procedure 130, *School Year and School Day*, the Board shall approve all school year calendars. The criteria for the development of this calendar is established through this same Administrative Procedure.

Over the past number of years parents have suggested changes to the school year calendar. As a district we have also experienced increased pressure to provide more collaborative time for staff in order to facilitate work towards our Educational Plan goals. After a series of consultations with school administration, staff and school councils, a pilot calendar for the 2014/2015 school year has been developed for the Board's consideration.

Context for parents for this proposed change:

- We have had parent feedback over the past few years about specific concerns on our current calendar:
 - Parents are uncomfortable with an August school start for their children
 - Parents do not like having to come back to school for two days during Family day week
 - We get mixed feedback in regard to an Easter holiday vs spring break

Context for teachers for this proposed change:

- We have some challenges with our existing calendar for teachers:
 - Teachers do not work the same way as they did 20 years ago. Then, they planned alone, taught alone and their classroom was separate from every other classroom. Today, they plan together, they develop common assessments and share best practices between classrooms – they need to be much more connected to be effective.
 - We need more collaborative time for teachers to be able to accomplish this. The option of substitute teachers for release time is not the preferred solution from the perspectives of the school, the teachers or the parents.
 - Our recent C2 committee survey results indicated in addition to instructional coach support, teachers would appreciate more time to collaborate on district and school initiatives with their peers.

We have considered a calendar that would work for us in this new educational reality and also be appreciated by parents and responsive to feedback we have received from all stakeholders.

Proposed criteria for developing a new calendar:

- This is pilot calendar for the 2014/15 school year
- No reduction in annual instructional hours for students
- Students do not start school before September 1
- Same Christmas vacation
- Family day week is now a week off for students
- Easter holiday is still set for 2014/15, but may be under consideration to look at a spring break in future years if the pilot is successful
- We move from 181 instructional days to a maximum of 177 and capture 4 collaborative days (all still work days for staff)
- We will need to add about 8-10 minutes on to the instructional day - this could mean slightly earlier school starts, break and lunch time changes and dismissal time adjustments. As a result, it may be necessary to adjust busing schedules

Provincial context

- Over the last few years, more than half of school districts in the province have made calendar adjustments in order to accommodate collaborative days to support staff capacity building and the success of district goals.
- To date, districts that have made this adjustment have reported positive feedback.

Additional considerations

- The attached proposed pilot calendar is exceptional in regard to our existing calendar criteria.
 - Our current AP 130 indicates that a calendar shall be submitted for Board approval at least 6 months in advance
 - Our current AP 130 indicates that a calendar shall include 181 instructional days
- There has been significant school administration and staff consultation as well as sharing and feedback through recent school council meetings. All feedback has been positive for a potential pilot year in 2014/2015.

Recommendation:

That the Board of Trustees approves the proposed School Year Calendar for 2014-15 as a pilot for the 2014/2015 school year.



Bevan Daverne
Superintendent of Schools

Golden Hills School Division No. 75
2014 – 2015 SCHOOL YEAR DRAFT

AUGUST 2014							SEPTEMBER 2014							OCTOBER 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15	16	17	18	19+	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
24/31	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	

NOVEMBER 2014							DECEMBER 2014							JANUARY 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6					1	2	3
2	3T	4T	5T	6T	7T	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13T	14T	15T	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20T	21T	22T	23T	24
23/30	24	25	26	27	28)	29	28	29	30	31				25	26T	27T	28T	29T	30+	31

FEBRUARY 2015							MARCH 2015							APRIL 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2→	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	8	9	10	11	12	13)	14	5	6	7	8T	9T	10T	11
15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13T	14T	15	16	17	18
22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25
							29	30	31					26	27	28	29	30		

MAY 2015							JUNE 2015							JULY 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6				1	2	3	4
3	4	5	6	7	8+	9	7	8	9	10	11	12T	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15T	16T	17T	18T	19T	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22T	23T	24T	25T	26T	27	19	20	21	22	23	24	25
24/31	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	

Student Instructional Days				Instructional				176				Day in lieu of Parent/Teacher Interview							
Aug.	0	Feb.	15	Non-Instructional				14				Organizational Professional				♣			
Sept.	19	March	20	School Instructional Time: Elementary – Minimum - 960 hours (Provincial Requirement – 950 hours) Junior High – Minimum – 1010 hours (Provincial Requirement – 950 hours) Senior High – Minimum – 1010 hours (Provincial Requirement – 1000 hours)								Teachers' Convention				♦			
Oct.	20	April	16									Professional Development				+			
Nov.	17	May	18									Collaborative P.D				♥			
Dec.	14	June	19									School Closure				■			
Jan.	18																		
Total				88				Total				88							
												Diploma Exam Days				T			
												First Day of Semester				→			

The Regular Board of Trustees meetings are normally held on the fourth Tuesday of each month except for July and August

****Recommended Parent/Teacher Interview Day – Alternate day may be designated**

May 20, 2014 DRAFT

Appendix 1 for 8.1.2.: Alternative School Year Calendar (Hussar/Rockyford)



ALTERNATIVE SCHOOL YEAR CALENDAR REQUEST – HUSSAR/ROCKYFORD SCHOOL

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

May 27, 2014

Background:

Hussar and Rockyford Schools, in correspondence from Principal K. Smith, requests an extension of their alternate [from the Division's] school year calendars for 2014-2015. For the past year, 2013-2014, the schools operated under Board approval for an alternate school year which is popular with the school and community.

Most weeks consisted of four instructional days with each day extended to ensure compliance with the instructional hours required by the *School Act* s. 39 (1) (c) and Ministerial Regulation as noted in both the *Funding Manual* and *Guide to Education* (pp. 29-38):

School authorities must provide students with access to:

- a) up to 950 hours of instruction for Grade 1;
- b) a minimum of 950 hours of instruction for Grades 2 to 9;
- c) a minimum of 1000 hours of instruction for Grades 10 to 12; and
- d) a minimum of 25 hours of instruction per high school credit timetabled for both the student and teacher in the same time period.

Governance Policy 2, *Role of the Board* at 9 Selected Responsibilities notes the Board approves, up to three years in advance, the school year calendar for the Division. Further, Administrative Procedure 130 *School Year and School Day* specifies the additional instructional hours required by Golden Hills and the opportunity for the Board to consider alternate school year calendars.

The alternate school year calendar extended the instructional day at Hussar and Rockyford and supported a more efficient transportation service for grades 7-12 students who accessed an express bus from Hussar to the designated school - Standard.

According to the Principal, parents strongly support the extension of a four-day attendance week and believe the alternate calendar supported student learning and family life. The calendar "did not have any negative effects on learning and students returned each week more rested," in part, it seems, due to one less day of riding a school bus.

Recommendation:

That the Board of Trustees approves the alternate school year calendar for Hussar and Rockyford Schools for 2014-15 as aligned with the proposed pilot district calendar.

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

Bevan Daverne
Superintendent of Schools

Appendix 1 for 8.1.2.: Alternative School Year Calendar (Hussar/Rockyford)

Golden Hills School Division No. 75 – HUSSAR and ROCKYFORD SCHOOLS - 2014 – 2015 SCHOOL YEAR																			Alternate			
AUGUST 2014							SEPTEMBER 2014							OCTOBER 2014								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2		1	2→	3	4	5	6				1	2	3	4		
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10■	11		
10	11	12	13	14	15	16	14	15	16	17	18	19+	20	12	13	14	15	16	17	18		
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24♥	25		
24/31	25	26♠	27♠	28♥	29	30	28	29	30					26	27	28	29	30	31			
NOVEMBER 2014							DECEMBER 2014							JANUARY 2015								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
						1		1	2	3	4	5	6					1	2	3		
2	3T	4T	5T	6T	7T	8	7	8	9	10	11	12■	13	4	5	6	7	8	9	10		
9	10■	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13T	14T	15T	16■	17		
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20T	21T	22T	23T	24		
23/30	24	25	26	27	28)	29	28	29	30	31				25	26T	27T	28T	29T	30+	31		
FEBRUARY 2015							MARCH 2015							APRIL 2015								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
1	2→	3	4	5	6	7	1	2	3	4	5	6■	7				1	2	3	4		
8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8T	9T	10T	11		
15	16	17♥	18♥	19♦	20♦	21	15	16	17	18	19	20)	21	12	13T	14T	15	16	17	18		
22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25		
							29	30	31					26	27	28	29	30				
MAY 2015							JUNE 2015							JULY 2015								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2		1	2	3	4	5■	6				1	2	3	4		
3	4	5	6	7	8+	9	7	8	9	10	11	12T	13	5	6	7	8	9	10	11		
10	11	12	13	14	15■	16	14	15T	16T	17T	18T	19T	20	12	13	14	15	16	17	18		
17	18	19	20	21	22	23	21	22T	23T	24T	25T	26T	27	19	20	21	22	23	24	25		
24/31	25	26	27	28	29	30	28	29♠	30■					26	27	28	29	30	31			
Student Instructional Days				Instructional 157				Non-Instructional 10				Day in lieu of Parent/Teacher Interview) 2						
				Feb. 12								Organizational Professional				♠ 3						
Sept. 18				March 18								Teachers' Convention				♦ 2						
Oct. 18				April 14				School Instructional Time:				Professional Development				+ 3						
Nov. 16				May 16				Elementary – Minimum - 960 hours				Collaborative P.D.				♥ 4						
Dec. 12				June 17				(Provincial Requirement – 950 hours)				Non-Instructional Days				■ 10						
Jan. 16								Junior High – Minimum – 1010 hours														
								(Provincial Requirement – 950 hours)														
Total 80				Total 77				Senior High – Minimum – 1010 hours				Diploma Exam Days										
								(Provincial Requirement – 1000 hours)				First Day of Semester				T→						
The Regular Board of Trustees meetings are normally held on the fourth Tuesday of each month except for July and August.											Students start classes											
											Semester break											
Golden Hills Calendar: April 10, 2014 DRAFT																						
Hussar/ RockyfordCalendar: 6 hours & 10 min. per day = 370 min/day; 370 x 157 =58,090/60 = 968.16 hours																						

Appendix 1 for 8.1.3.: Locally Developed and/or Acquired Courses



LOCALLY DEVELOPED/ACQUIRED COURSES

"Inspiring confident, caring citizens of the world"

May 27, 2014

Background:

Alberta Education supports the local development and authorization of senior high school complementary courses which do not duplicate provincially authorized courses. The opportunity to authorize complementary courses allows boards to respond to the unique interests and abilities of its students and to foster educational improvement and excellence through innovation at the local level. Authorization for locally developed/acquired courses "shall be by board motion and shall be for a maximum of three years" (Alberta Education Policy 1.2.1, Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses).

The following locally acquired courses have been forwarded to Alberta Education for review and are being submitted for the Board's consideration.

Abnormal Psychology 35 (3 credits)	Acquired from Pembina Hills Regional Division No. 7
Advanced Dance 15/25/35 (3 or 5 credits)	Acquired from Lethbridge School District No. 51
Arabic Language & Culture 15/25/35 (5 credits)	Acquired from Northern Lights School Division No. 69
Chemistry (AP) 35 (3 or 5 credits)	Acquired from Calgary School District No. 19
Encore: Engaging Learning 15 (3 credits)	Acquired from Calgary School District No. 19
ESL Introduction to Canadian Studies 25 (5 credits)	Acquired from Calgary School District No. 19
ESL Introduction to Science 15 (5 credits)	Acquired from Calgary School District No. 19
Forensic Science 25/35 (3 credits)	Acquired from Edmonton School District No. 7
Freedom to Succeed 15 (3 credits)	Acquired from Calgary Roman Catholic School District No. 1
Intercultural Studies 35 (3 credits)	Acquired from Calgary School District No. 19
Learning Strategies 15/25/35 (3 or 5 credits)	Acquired from Calgary Roman Catholic School District No. 1
Speech and Debate 15 (3 credits)	Acquired from Edmonton School District No. 7
Technical Theatre 15/25/35 (3 or 5 credits)	Acquired from Calgary School District No. 19

Recommendation:

That the Board of Trustees authorizes the use of the acquired locally developed course *Abnormal Psychology 35 (3 credits)* acquired from Pembina Hills Regional Division No. 7 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Advanced Dance 15/25/35 (3 or 5 credits)* acquired from Lethbridge School District No. 51 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

Appendix 1 for 8.1.3.: Locally Developed and/or Acquired Courses

That the Board of Trustees authorizes the use of the acquired locally developed course *Arabic Language and Culture 15/25/35 (5 credits)* acquired from Northern Lights School Division No. 69 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Chemistry (AP) 35 (3 or 5 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Encore: Engaging Learning 15 (3 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2016 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *ESL Introduction to Canadian Studies 25 (5 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *ESL Introduction to Science 15 (5 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Forensic Science 25/35 (3 credits)* acquired from Edmonton School District No. 7 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Freedom to Success 15 (3 credits)* acquired from Calgary Roman Catholic School District No. 1 beginning September 1, 2014 until August 31, 2015 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Intercultural Studies 35 (3 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Learning Strategies 15/25/35 (3 or 5 credits)* acquired from Calgary Roman Catholic School District No. 1 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Speech and Debate 15 (3 credits)* acquired from Edmonton School District No. 7 beginning September 1, 2014 until August 31,

Appendix 1 for 8.1.3.: Locally Developed and/or Acquired Courses

2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

That the Board of Trustees authorizes the use of the acquired locally developed course *Technical Theatre 15/25/35 (3 or 5 credits)* acquired from Calgary School District No. 19 beginning September 1, 2014 until August 31, 2018 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.



Bevan Daverne
Superintendent



Wes Miskiman
Associate Superintendent/Human Resources

Draft



BUDGET 2014-2015

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

May 27, 2014

Background:

Pursuant to the recommendations of the Auditor General and in accordance to School Act S. 147(1)(b) the Board of Trustees is required to submit an annual budget (attached) to the Minister on or before May 31, for the fiscal year beginning on the following September 1.

Final budget, following enrolment confirmation (September 30th) is due by November 30, 2014.

On March 6th, 2014 Honorable Minister of Education, Jeff Johnson announced a budget for 2014/2015. For 2014/2015, no funding envelopes have been eliminated and there are slight increases to Inclusive Education, Small Class Size, and Infrastructure and Maintenance Renewal. There were no increases in the Per Student Base or Plant Operations and Maintenance. The Fuel Price Contingency and Alberta Initiative for School Improvement have not been reinstated.

Golden Hills' straight line projected enrolment is anticipated to decline by 3% for 2014/2015. There are 510 students graduating with only 387 students entering Kindergarten. This creates an enrolment short fall of 123 students. Based on the projections made by Administrators the enrolment decline is anticipated at 87.5 students (1.5%).

The overarching goals for Golden Hills are to continue to support:

1. Student achievement.
2. System initiatives.
3. Programming at the school level.
4. Teacher efficiency and capacity.

Despite the various challenges and pressure points Golden Hills continues to strive to be the Preferred Choice.

Budget Challenges and Pressure points:

- Enrolment Projections.
- Change in Demographics, increase in Inclusive Education students with high needs (44% increase in 3 years)
- Funding uncertainty re: leasing, Infrastructure Maintenance Renewal Grant.
- Escalation and uncertainty of fuel prices.

Appendix 1 for 8.1.4.: 2014-2015 Budget Submission to Alberta Education

- Facilities funding shortfall, revenue is decreasing while expenses such as utilities, gas prices and insurance are increasing at a rapid rate.

Due to the volatility of annual funding, system and school level reserves will be reduced to:

- Maintain program continuity and sustainability.
- Sustain teaching and support positions.
- Maintain buildings as safe education spaces.
- Sustain transportation's current level of service including bus routes and ride times.

We expect a potential shift to the 2015/2016 budget as our proposed budget is supported with reserves and not sustainable with funding cuts and cost increases we have experienced in recent years. Budget 2015/16 will look very different as dipping into savings (reserves) without a replenishment plan is not sustainable.

Potential Advocacy Efforts

- Funding to support Alberta Education Initiatives like Inspiring Education.
- Inclusive Ed needs growing but current funding does not meet the needs or costs for these changes.
- Fully funded leases or approval of capital projects and then leased buildings are not required.
- Appropriate funding to maintain our facilities (Industry Standard would say we should receive \$4M annually vs what we actually received in 2013/2014 \$800K).
- Reinstate the Fuel Price Contingency as diesel is at \$1.40 per litre. In the past the fuel price contingency was triggered for anything over \$0.60 per litre.
- Funding to be predictable and less volatile.

The budget presentation will be available at the board meeting and then posted online subsequent to the meeting.

Recommendations:

That the Board of Trustees approves the attached 2014/2015 budget for submission to Alberta Education, subject to the Board being advised of any minor adjustments which may be necessary before the budget is submitted to Alberta Education.

That the Board of Trustees approves use of restricted reserves to sustain staffing positions and other initiatives.

That the Board of Trustees approves the use of unrestricted reserves to maintain the safety of students and continue to maintain the School Facilities.

Appendix 1 for 8.1.4.: 2014-2015 Budget Submission to Alberta Education

That the Board of Trustees approves use of unrestricted reserves to sustain transportation's current level of service which includes bus routes and ride times.



Bevan Daverne
Superintendent



Tahra Sabir
Secretary-Treasurer

Draft

School Jurisdiction Code: 2155

**BUDGET
REPORT
FOR THE YEAR ENDING AUGUST 31, 2015**

[School Act, Sections 147(2)(b) and 276]

Golden Hills School Division #75

Legal Name of School Jurisdiction

403-934-5121

Telephone and Fax Numbers

BOARD CHAIR

David Price

Name

Signature

SUPERINTENDENT

Bevan Daverne

Name

Signature

SECRETARY TREASURER or TREASURER

Tahra Sabir

Name

Signature

**Certified as an accurate summary of the year's budget as approved by the Board
of Trustees at its meeting held on**

May 27, 2014

Date

c.c. Alberta Education
c/o Robert Mah, Financial Reporting & Accountability Branch
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5

E-MAIL: Robert.Mah@gov.ab.ca (780-427-3855)

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Color coded cells:

blue cells: require the input of data/descriptors wherever applicable.
salmon cells: contain referenced juris. information - protected

Grey cells: data not applicable - protected
white cells: within text boxes REQUIRE the input of points and data.

HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2014/2015 BUDGET REPORT

The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will support the jurisdiction's plans.

Budget Highlights, Plans & Assumptions:

Golden Hills' straight line projected enrolment is anticipated to decline by 1.5% for 2014/2015

There are 510 students graduating with only 387 students entering Kindergarten. This creates an enrolment short fall of 123 students.

Golden Hills is striving to increase the participation rate through these various initiatives:

1. Powerful Learning through Student Engagement – Strategic Instruction – Global Leadership.
2. Enhanced access to technology – one on one computers.
3. Reduced school based resource fees.
4. Elimination of choice and courtesy rider fees.
5. Pre-school partnerships on site.
6. Enhanced transportation system.
7. Full time, fully-funded kindergarten.
8. Hockey programs.
9. More Advanced Placement courses in some schools.
10. Rural CTS co-operations.

ALL INITIATIVES ARE FUNDED USING RESERVES

Overarching Goals for Golden Hills are to continue to support::

1. Student achievement.
2. System initiatives.
3. Programming at school level.
4. Teacher efficiency and capacity.

Will use system support and school restricted reserves to continue to achieve the above goals.

Significant Business and Financial Risks:

Rural declining enrolment, enrolment shifts and needs.

Change in Demographics, increase in Inclusive Education students with high needs.

Funding uncertainty re: leasing, Infrastructure Maintenance Renewal Grant.

Escalation and uncertainty of fuel prices.

Facilities funding shortfall, revenue is decreasing while expenses such as utilities, gas prices and insurance are increasing at a rapid rate. Facilities continues to be underfunded as enrolments decline and building expenses increase. This creates a larger problem in the future and results in higher costs.

Appendix 1 for 8.1.4.: 2014-2015 Budget Submission to Alberta Education

School Jurisdiction Code: 2155

BUDGETED STATEMENT OF OPERATIONS for the Year Ending August 31

	Approved Budget 2014/2015	Fall Budget Update 2013/2014	Actual 2012/2013
REVENUES			
Alberta Education	\$64,613,949	\$65,536,533	\$68,410,893
Other - Government of Alberta			\$222,348
Federal Government and First Nations	\$1,420,000	\$1,142,495	\$1,463,354
Other Alberta school authorities	\$0	\$0	\$581
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0		\$67,200
Property taxes	\$0	\$0	\$0
Fees	\$1,845,170	\$1,843,582	\$1,185,497
Other sales and services	\$4,838,137	\$4,778,461	\$5,626,628
Investment income	\$0	\$0	\$197,772
Gifts and donations	\$0		\$244,216
Rental of facilities	\$0		\$155,501
Fundraising	\$0		\$782,351
Gains on disposal of capital assets	\$0	\$0	\$1,950
Other revenue	\$3,012,285	\$3,136,234	\$71,482
TOTAL REVENUES	\$75,729,541	\$76,437,305	\$78,429,773
EXPENSES			
Instruction	\$60,397,980	\$59,472,325	\$54,924,080
Plant operations & maintenance	\$9,096,019	\$8,609,716	\$9,941,755
Transportation	\$4,046,462	\$3,961,722	\$3,671,714
Administration	\$2,592,691	\$2,750,184	\$2,281,051
External Services	\$3,270,000	\$3,261,350	\$4,972,951
TOTAL EXPENSES	\$79,403,132	\$78,055,297	\$75,791,551
ANNUAL SURPLUS (DEFICIT)	(\$3,673,591)	(\$1,617,992)	\$2,638,222

BUDGETED ALLOCATION OF EXPENSES (BY OBJECT) for the Year Ending August 31

	Approved Budget 2014/2015	Fall Budget Update 2013/2014	Actual 2012/2013
EXPENSES			
Certificated salaries	\$38,797,215	\$43,039,862	\$34,309,985
Certificated benefits	\$5,231,261		\$7,493,665
Non-certificated salaries and wages	\$11,022,441	\$13,398,371	\$10,251,930
Non-certificated benefits	\$3,674,147	\$0	\$2,700,530
Services, contracts, and supplies	\$17,408,982	\$18,049,761	\$17,247,399
Capital and debt services			
Amortization of capital assets			
supported	\$2,058,095	\$3,449,873	\$2,636,283
unsupported	\$1,210,991	\$0	\$991,546
Interest on capital debt			
supported	\$0	\$102,430	\$29,992
unsupported	\$0	\$0	\$95,205
Other interest and finance charges	\$0	\$15,000	\$12,433
Losses on disposal of capital assets	\$0		\$0
Other expense	\$0	\$0	\$22,583
TOTAL EXPENSES	\$79,403,132	\$78,055,297	\$75,791,551

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)
for the Year Ending August 31

	(1) ACCUMULATED OPERATING SURPLUS (2+3+4+7)	(2) INVESTMENT IN TANGIBLE CAPITAL ASSETS	(3) ENDOWMENTS	(4) ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	(5) UNRESTRICTED SURPLUS	(6) INTERNALLY RESTRICTED OPERATING RESERVES	(7) CAPITAL RESERVES
Actual balances per AFS at August 31, 2013	\$19,204,614	\$8,287,459	\$0	\$8,766,687	\$370,405	\$8,396,282	\$2,140,468
2013/2014 Estimated Impact to AOS for:							
Estimated surplus/deficit	(\$800,000)			(\$800,000)			
Estimated Board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Estimated Disposal of unsupported tangible capital assets	\$0	\$0		\$0			\$0
Estimated amortization of capital assets (expense)		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0			
Estimated Unsupported debt principal repayment		\$0		\$0	\$0		\$0
Estimated reserve transfers (net)				\$0	\$0	\$0	\$0
Estimated Assumptions/Transfers of Operations (Explain)	\$0			\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2014	\$18,404,614	\$8,287,459	\$0	\$7,966,687	(\$429,595)	\$8,396,282	\$2,140,468
2014/2015 Budget projections for:							
Budgeted surplus/deficit	(\$3,673,591)			(\$3,673,591)			
Projected Board funded capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted Disposal of unsupported tangible capital assets	\$0	\$0		\$0			
Budgeted Amortization of capital assets (expense)		(\$3,269,086)		\$3,269,086	\$3,269,086		
Budgeted capital revenue recognized - Alberta Education		\$2,058,095		(\$2,058,095)	(\$2,058,095)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0			
Budgeted capital revenue recognized - Other sources		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		\$0
Budgeted Unsupported debt principal repayment				\$0	\$0	\$0	\$0
Projected reserve transfers (net)		\$0		\$0	\$0	\$0	\$0
Projected Assumptions/Transfers of Operations (Explain)	\$0			\$0	\$0	\$0	\$0
Projected Balances for August 31, 2015	\$14,731,023	\$7,086,468	\$0	\$5,504,087	(\$2,892,195)	\$8,396,282	\$2,140,468

ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS SUMMARY- 2014/2015 BUDGET REPORT
The following explains the anticipated changes to Unrestricted Surplus, Investment in Tangible Capital Assets, Endowments, Operating Reserves and Capital Reserves for 2013/2014 and 2014/2015 and breaks down the planned additions to unsupported capital. Additional space is provided in the next tab.

Reason for Changes in Unrestricted Surplus; Investment in Tangible Capital Assets; Endowments; Operating Reserves; and Capital Reserves

2013/2014

Deficits are projected in the following areas:

Inclusive Education

Serving 26% more students from 2 years ago. Needs are growing and current funding does not meet the needs or costs for these changes. An example of this is we have over 200 FNMI students in our jurisdiction, yet we do not meet with average funding to trigger funding under the Inclusive Education Formula.

ANTICIPATED CHANGES IN ACCUMULATED OPERATING SURPLUS
for the Year Ending August 31

The following explains the anticipated changes to Unrestricted Surplus, Investment in Tangible Capital Assets, Endowments, Operating Reserves and Capital Reserves for 2013/2014 and 2014/2015 and breaks down the planned additions to unsupported capital.

Reason for Changes in Unrestricted Surplus; Investment in Tangible Capital Assets; Endowments; Operating Reserves; and Capital Reserves

2013/2014 continued

Plant Operations Maintenance - (\$475K) deficit due to the following:

1. Revenue has been reduced by over \$600,000
 - a. Less lease funding
 - b. POM cuts
 - c. IMR cuts
2. Expenses will be higher by 100K from 5 years ago.
3. Decanting costs for Trochu and Prairie Christian Academy (PCA).
4. Utilities \$205K more than budgeted - saved on electricity but natural gas costs doubled, attributed to this a very cold winter.
5. Insurance cost 20K higher.
6. Fuel costs 15K higher.

Transportation (\$75K) deficit from:

Diesel costs escalating and fuel price contingency has been eliminated.

Reason for Changes in Unrestricted Surplus; Investment in Tangible Capital Assets; Endowments; Operating and Capital Reserves
2014/2015

Inclusive Education (\$350K) deficit as a result of:

Golden Hills is now serving 44% more students than the 2010-2011 school year. Needs are growing and current funding does not meet the needs or costs for these changes. We feel the formula for Inclusive Education is not responding to the realities of what is happening in our jurisdiction. An example of this is we have over 200 FNMI students in our jurisdiction, yet we do not meet with average to trigger funding under the Inclusive Education Formula.

Plant Operations Maintenance - (\$400K) deficit due to the following:

1. Revenue has been reduced by over \$600,000
 - a. Less lease funding and lease funding still unknown
 - b. POM cuts
 - c. IMR funding details still unknown at time of budget
2. Expenses will be higher by 100K from 5 years ago.
3. Decanting costs for Trochu and Prairie Christian Academy (PCA) are unfunded.
4. Utilities continue to rise.
5. Insurances cost 20K higher.
6. Fuel costs continue to rise.

Transportation (\$285K) deficit due to:

Escalating diesel costs, higher insurance costs and general increase in costs of supplies. To offset these escalating costs Golden Hills is transitioning from contract routes to board operated fleet.

We feel that charging a fee to offset this expense unfairly shifts the burden to parents and results in a greater loss of enrolment and loyalty to Golden Hills schools. Through past experience when we have charged a fee we lost students to other jurisdictions who are funded from their residence to the school.

Due to the volatility of annual funding, system and school level reserves will be reduced to:

1. Maintain program continuity and sustainability.
2. Sustain teaching and support positions.
3. Maintain buildings as safe education spaces.
4. Sustain transportation's current level of service including bus routes and ride times.

We expect a potential shift to the 2015/2016 budget as our proposed budget (2014/2015) is supported with reserves and not sustainable with funding cuts and cost increases we have experienced in recent years. Budget 2015/16 will look very different as dipping into savings (reserves) without a replenishment plan is not sustainable. Budget 2014/2015 is depleting our restricted reserves. We rely on these reserves to offset major staffing fluctuations and minimize any negative impact on programs and students.

Appendix 1 for 8.1.4.: 2014-2015 Budget Submission to Alberta Education

School Jurisdiction Code: 2155

PROJECTED STUDENT STATISTICS FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS

	Budgeted 2014/2015 (Note 2)	Actual 2013/2014	Actual 2012/2013	Notes
GRADES 1 TO 12				
Eligible Funded Students:				
Grades 1 to 9	4,085	4,090	4,052	Head count
Grades 10 to 12	1,390	1,483	1,426	Note 3
Total	5,475	5,573	5,478	Grades 1-12 students eligible for base instruction funding from Alberta Education.
Other Students:				
Total	300	300	336	Note 4
Total Net Enrolled Students	5,775	5,873	5,814	
Home Ed and Blended Program Students	69	68	67	Note 5
Total Enrolled Students, Grades 1-12	5,844	5,941	5,881	
Of the Eligible Funded Students:				
Severely Disabled Students served	214	184	175	Total eligible funded severely disabled student FTEs; including Code 40s (excluding Code 47s).
EARLY CHILDHOOD SERVICES (ECS)				
Eligible Funded Children	387	432	409	ECS children eligible for ECS base instruction funding from Alberta Education.
Other children	-	-	-	ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	387	432	409	
Program Hours	-	475	475	Minimum: 475 Hours
FTE Ratio	-	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	-	216	205	
Of the Eligible Funded Children:				
Severely Disabled Children served	50	42	35	Total eligible funded severely disabled children FTEs, including Code 40 children in program units.
NOTES:				
1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.				
2) Budgeted enrolment is to be based on best information available at time of the 2014/2015 budget report preparation.				
3) The # of FTE grade 10-12 students is determined by taking the total # of students' credits / 35; where 35 CEU's = 1 FTE.				
4) Other Grade 1-12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or INAC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.				
5) Because they are funded separately, Home Education students are not included with total net enrolled students. In the blended program, funding per student is pro-rated on the percentage of the student's program which is taken at school and at home; home education students are assigned a weighting of 0.25 FTE for base funding.				

Appendix 1 for 8.1.4.: 2014-2015 Budget Submission to Alberta Education

School Jurisdiction Code: 2155

PROJECTED STAFFING STATISTICS FULL TIME EQUIVALENT (FTE) PERSONNEL

	Budgeted 2014/2015	Actual 2013/2014	Actual 2012/2013	Notes
CERTIFICATED STAFF				
School Based	357.0	355.0	350.8	Teacher certification required for performing functions at the school level.
Non-School Based	8.4	9.0	9.0	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	365.4	364.0	359.8	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Certificated Staffing Change due to:				
Enrolment Change	1.0			If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	-		-	Descriptor (required):
Total Change	1.0	-	-	Year-over-year change in Certificated FTE
Breakdown, where total change is Negative:				
Continuous contracts terminated	-	-	-	FTEs
Non-permanent contracts not being renewed	-	-	2.0	FTEs
Other (retirement, attrition, etc.)	-	(12.0)	(7.0)	Descriptor (required):
Total Negative Change in Certificated FTEs	-	(12.0)	(5.0)	Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
NON-CERTIFICATED STAFF				
Instructional	200.5	172.2	147.5	Personnel providing instruction support for schools under 'Instruction' program areas.
Non-Instructional	139.8	140.9	135.0	Personnel in Transportation, Board & System Admin., O&M and External service areas.
Total Non-Certificated Staff FTE	340.2	313.1	282.5	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Non-Certificated Staffing Change due to:				
Enrolment Change	-	7.0	3.0	FTEs
Other Factors	-	6.0	20.0	Descriptor (required): Moved from contracted bus routes to board owned bus routes
Total Change	-	13.0	23.0	Year-over-year change in Non-Certificated FTE



PROPOSED BOUNDARY CHANGE

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

May 27, 2014

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.

A request from a family shows that they would benefit from a boundary change without negatively impacting other families with school aged children attending Golden Hills. There is an opportunity to provide a higher level service to this family.

The proposed boundary change is cost neutral with minimal financial impact on the transportation budget. It should be noted that there are no other families who would be negatively impacted by the change.

Recommendation:

That the Board of Trustees approves the following recommended attendance boundary change:

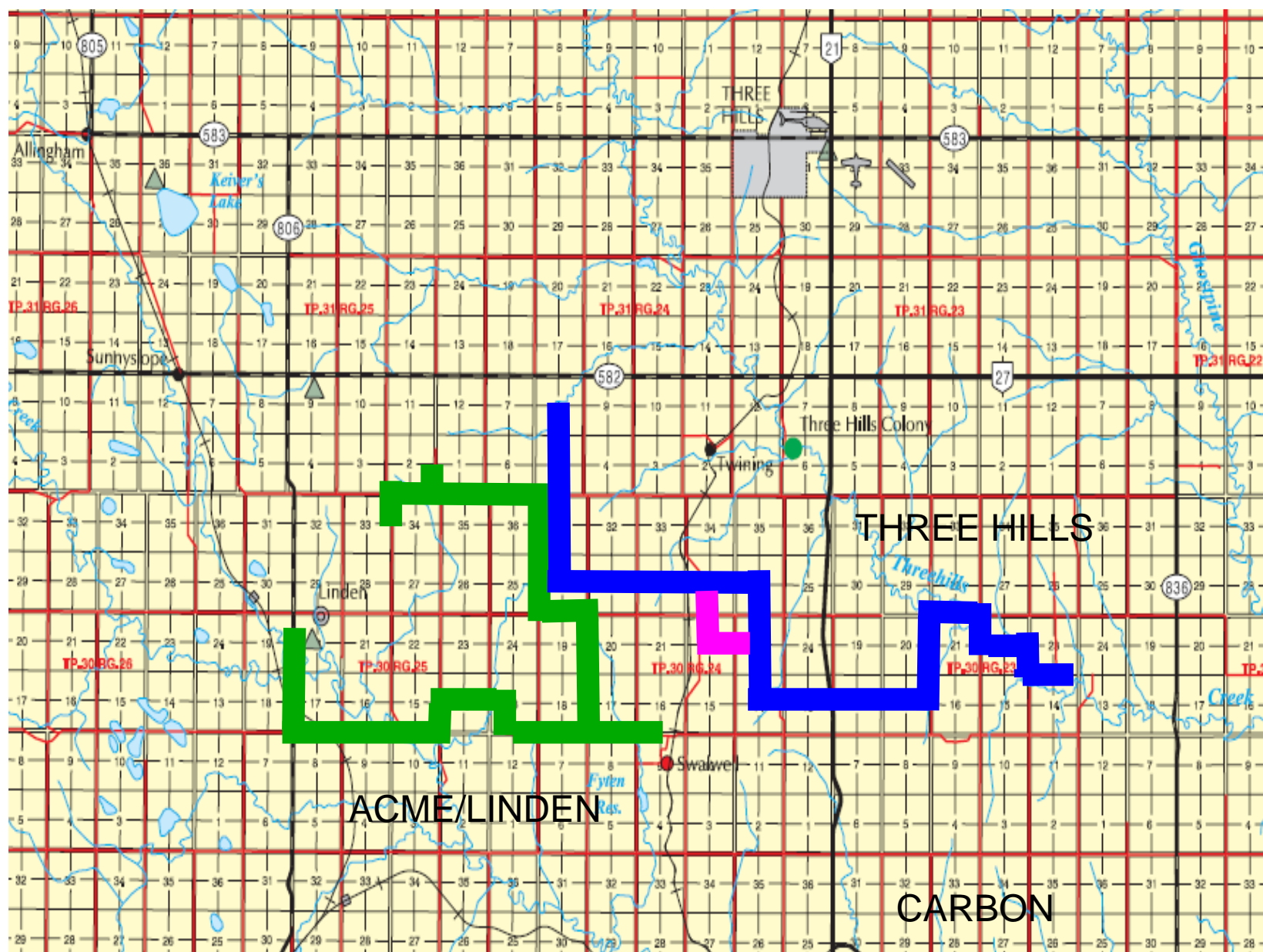
Remove from Acme/Linden Attendance Area:	Add to Three Hills Attendance Area:
TWP 30 – RNG 24 – W4 NE ¼ 22 NW ¼ 23 SW ¼ 26 SE ¼ 27	TWP 30 – RNG 24 – W4 NE ¼ 22 NW ¼ 23 SW ¼ 26 SE ¼ 27

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

Bevan Daverne
Superintendent

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

Tahra Sabir
Secretary-Treasurer



- Existing Three Hills boundary
- Acme/Linden Route
- Proposed Three Hills boundary change

Distance to Linden 14.64 km
 Distance to Acme 24.76 km
 Distance to Three Hills 14.86 km



**TASK FORCE REPORT RESPONSE TO
PUBLIC SCHOOL BOARDS ASSOCIATION (PSBAA) and
ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)**

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

May 27, 2014

Background:

Jeff Johnson, Alberta's Minister of Education, announced the formation of a Task Force for Teaching Excellence on September 11, 2013. The Task Force was charged to make recommendations on how we can better support Alberta's teachers to ensure that every student has the best chance at success. Consultations will give all Albertans the chance to help build the future of our children's classrooms and opportunities for learning.

On May 5, 2014, the Task Force released its report to the public and included a number of recommendations for the Minister of Education.

Both the Alberta School Boards Association and the Public School Boards Association of Alberta have requested feedback from our Board in regard to the recommendations of this report so that they may meet the Minister's request to provide a response on behalf of associate Boards to Minister Johnson.

Recommendation:

That the Board of Trustees considers the recommendations of the Task Force and provides feedback to both the ASBA and the PSBAA.

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

Bevan Daverne
Superintendent

Appendix 1 for 8.2.1.: Monthly Enrolment Monitoring Report



ENROLMENT BACKGROUNDER

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

May 27, 2014

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 April 30, 2014 enrolment of provincially 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, 2013. High school funding is based on the Credit Enrolment Units earned per student.

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".

Bevan Daverne
Superintendent

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

Tahra Sabir
Secretary-Treasurer

Appendix 1 for 8.2.1.: Monthly Enrolment Monitoring Report

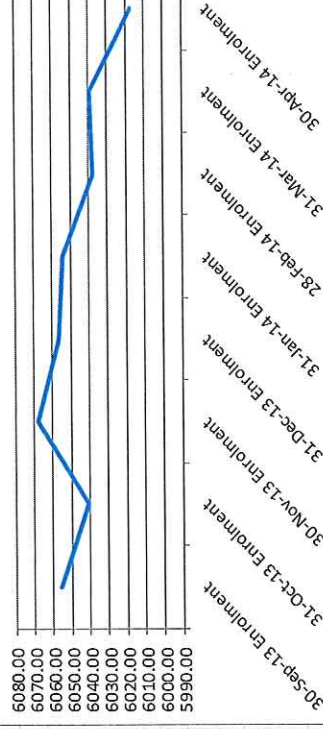
Golden Hills School Division No. 75 Enrolment

Summary of Totals

March 31, 2014 - April 30, 2014

	30-Apr-14 Enrolment	31-Mar-14 Enrolment	Difference	% Change
Funded Total Enrolment	5,717.50	5,739.00	-21.50	-0.37%
Provincially Funded Students	155.00	155.00	0.00	0.0%
Sikika Students	145.00	145.00	0.00	0.0%
International Students	155.00	145.00	0.00	0.0%
Total	6,017.50	6,039.00	-21.50	-0.4%

2013/14 Monthly Enrolment



Schools

Configuration	SCHOOL	April 30, 2014 Provincially Funded	March 31, 2014 Provincially Funded	Difference	% Change
K-6, 10-12	Acme School	175.50	173.50	2.00	1.2%
K-6	Brentwood Elementary School	338.50	337.00	1.50	0.4%
K-9	Carbon School	89.50	90.50	-1.00	-1.1%
K-6	Carsland School	71.00	71.00	0.00	0.0%
K-8	Central Bow Valley School	28.00	26.00	2.00	7.7%
7-9	Crowther Memorial Jr. High School	546.00	547.00	-1.00	-0.2%
K-9	Dr. Elliott Community School	172.00	171.00	1.00	0.6%
7-12	Drumheller Valley Secondary School	347.00	349.00	-2.00	-0.6%
K-6	Greentree School	419.00	428.00	-9.00	-2.1%
K-6	Hussar School	47.00	47.00	0.00	0.0%
K-12	Prairie Christian Academy School	257.00	262.50	-5.50	-2.1%
K-6	Rockyford School	37.00	37.00	0.00	0.0%
K-12	Standard School	209.50	209.50	0.00	0.0%
10-12	Straithmore High School	599.00	613.00	-14.00	-2.3%
K-12	Three Hills School	456.00	447.50	8.50	1.9%
K-9	Trinity Christian Academy	116.50	114.50	2.00	1.7%
K-12	Trochu Valley School	311.00	311.00	0.00	0.0%
K-6	Westmount School	427.50	428.00	-0.50	-0.1%
K-6	Wheatland Elementary School	359.50	360.00	-0.50	-0.1%
Totals		5,006.50	5,023.00	-16.50	-0.3%
Configuration	SCHOOL	Provincially Funded	Provincially Funded	Difference	% Change
7-9	Anchors II Outreach	10.00	10.00	0.00	0.0%
7-12	Drumheller Outreach	22.00	22.00	0.00	0.0%
1-12	Golden Hills Learning Academy	89.00	89.00	0.00	0.0%
1-12	NorthStar Academy	204.00	204.00	0.00	0.0%
7-12	Sequoia Outreach	0.00	0.00	0.00	0.0%
7-12	Straithmore StoreFront	38.00	38.00	0.00	0.0%
10-12	Trochu Valley Outreach	25.00	25.00	0.00	0.0%
Totals		388.00	388.00	0.00	0.0%
Configuration		Provincially Funded	Provincially Funded	Difference	% Change
K-9	Colonies	323.00	328.00	-5.00	-1.5%

Grade Figure Analysis

	30-Sep-13 Provincially Funded Enrolment	30-Sep-12 Provincially Funded Enrolment	Difference	% Change
Kindergarten	216.00	204.50	11.50	5.6%
Grades 1-3	1,385.00	1,430.00	-45.00	-3.1%
Grades 4-6	1,361.00	1,312.00	49.00	3.7%
Grades 7-9	1,311.00	1,322.00	-11.00	-0.8%
Grades 10-12	1,483.00	1,430.00	53.00	3.7%
Total	5,756.00	5,698.50	57.50	1.0%

*Kindergarten expressed at 1/2 FTE

	This Year 30-Sep-13 Funded Enrolment	Last Year 30-Sep-12 Funded Enrolment
Funded Total Enrolment	5,756.00	5,698.50
Provincially Funded Students	155.00	178.00
Sikika Students	145.00	158.00
International Students	145.00	158.00
Total	6,056.00	6,034.50

Appendix 1 for 8.2.2.: Calgary Educational Partnership Foundation (CEPF) Annual Report



Calgary Educational Partnership Foundation (CEPF)

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

May 27, 2014

Background:

The Calgary Educational Partnership Foundation (CEPF) was founded in 1991, first and foremost to support students and teachers. CEPF plays a key role in creating relevant partnerships between business, industry, government, community partners, and educators to enhance student learning opportunities. It is CEPF's aim to assist with the implementation of Alberta Education's Program of Studies and to help each of our partner school districts achieve the goals outlined in their three year plans.

In 2011 an Education & Learning Opportunities Advisory Group was formed to oversee the development, coordination, implementation and evaluation of CEPF's educational offerings and learning opportunities. This group is comprised of one representative from each of six school districts, business and community partners, and three representatives from CEPF (President/CEO, Education Coordinator and Board Member). These advisors, including Golden Hills School Division's representative, have been invaluable over the past few years. With their assistance existing educational initiatives have been restructured and one new one has been launched to complement Alberta Education's long-term vision for the province's education system - "Inspiring Education".

In February 2014 the CEPF Board of Directors held a planning session to discuss the future direction of the Foundation. The first step is to meet with the Chief Superintendents of each school district to review and discuss our partnership. They look forward to feedback from Chief Superintendents in programming this year.

2013/2014 Golden Hills School Division Annual Partnership Contribution				\$3,225.00
Educational Initiative/Event	Schools Participating	Participants	Value/Cost Per Student/Attendee	Cost of Event
Reading...Give It A Shot! Trading Cards & Posters	12	935	\$4.00	\$3,740.00
Reading...Give It A Shot! Prizing – 2 Flames Tickets		2	\$125.00	\$250.00
Reading...Give It A Shot! Prizing – 3 Flames Jerseys		3	\$100.00	\$300.00
Reading...Give It A Shot! Acme School – Award in Support of Accelerated Reading Program	1		\$500.00	\$500.00
Citizenship In Action Strathmore, Drumheller and Trochu Schools (Additional Funding Available)	3			\$2,500.00

Appendix 1 for 8.2.2.: Calgary Educational Partnership Foundation (CEPF) Annual Report

2013/2014 Golden Hills School Division Annual Partnership Contribution				\$3,225.00
Educational Initiative/Event	Schools Participating	Participants	Value/Cost Per Student/Attendee	Cost of Event
Mitsubishi WD3300U projectors, Commercial Grade/Retractable Screens 109" 16x10 format – 2 Donated	2		\$3000.00	\$6,000.00
Cyber Crime contest (contest runs through spring)	TBD	TBD	TBD	TBD
Partnership Value to the District (Please note the amounts listed above are approximate. Some of the initiative costs are still being calculated.				\$13,290.00

Recommendation:

That the Board of Trustees receives as information and for the record.



Bevan Daverne
Superintendent of Schools

Draft

Attachments:

Citizenship in Action – Empowering Youth Leaders 2013-2014 School Year

Reading...Give it a Shot! – 2013-2014 School Year Report – Golden Hills



Citizenship In Action
empowering youth leaders

Citizenship In Action – Empowering Youth Leaders
2013 – 2014 School Year

Report to April 30, 2014

The ***Citizenship In Action – Empowering Youth Leaders*** initiative, launched in 2012, is in response to the needs of its 6 school district partners and Alberta Education's transformational work on education for the 21st Century. The document "Inspiring Education" defines ethical citizenship as one of 3 key outcomes of education. ***Citizenship In Action*** encourages youth in Grades 4 through 12 to move beyond having an understanding of what citizenship is, to taking ownership for planning and implementing community initiatives as responsible and contributing citizens. Students not only learn to "be aware" as responsible citizens, but also how to take "action" as responsible citizens. Supporting students to move beyond the classroom into authentic, hands-on experiences within the community helps them to understand at a deep level what their personal responsibilities are as a contributing member of society. Active, informed and responsible citizens contribute to a healthy, vibrant and civil society.

Media reports, crime rates and visual cues in the community all support the need for increased citizenship education and wider reach into additional schools and communities. Year Two of the ***Citizenship In Action*** initiative is an opportunity to further collaborate with community/business partners, address character and citizenship education in schools, and to provide consultation, team planning and funding resources.

CEPF's pilot year (2012/13) saw 15 successful submissions. Because these are individual grassroots initiatives, a wide range of impacts are felt. We have seen (as examples): a composting program begin in a community with no garbage collection or recycling; a journalism team provide photos of citizenship acts in action to teach the student body appropriate citizenship responses; a mentorship program flourish to allow younger students feel safe within a middle school; recycling taking hold in a high school; and photos of community altruism posted so that students can see teen volunteerism at work in their community.

In 2013/14 CEPF is providing funding of up to \$110K for student projects in 6 school districts. There is potential to grow the program to 100+ projects, benefiting thousands of students in numerous communities.

THE STATISTICS TO-DATE:

- 6 of 6 schools CEPF school district partners are involved in ***Citizenship In Action*** through consultation, application, or funding awards.
- Over 200 conversations at 2 teachers conventions promoted the work of CEPF and this initiative
- 22 individual schools expressed interest and received individual consultation
- Consultations occurred through:
 - 20 school visits involving 17 schools
 - 7 email conversations with school staff or district consultants
 - Numerous telephone conversations
 - Email updates and information throughout the year to 248 teachers on various distribution lists



Citizenship In Action
empowering youth leaders

- An offer was made to all partner school districts to attend professional development sessions or attend principal meetings
- 14 applications have been received
- 12 applications have been approved
- 2 applications are awaiting review
- 12 schools received funding
- **\$12,000.00 in funding has been awarded to date**

School Visits by CEPF's Education Coordinator in Golden Hills School Division:

- Brentwood Elementary School
- Crowther Memorial School
- Strathmore High School
- Westmount Elementary School
- Wheatland Elementary School

FUNDING AWARDED (TO-DATE) IN GOLDEN HILLS SCHOOL DIVISION:

School Name	Project Name	Funding Awarded
Drumheller Valley Secondary	Alberta Student Leadership Conference	\$1000.00
Strathmore High School	Strathmore Assembly of Youth	\$1000.00
Trochu Valley School	Helping our Students Learn and Grow	\$500.00
Total Funding to District		\$2500.00

Additional funding is available.

FEEDBACK FROM SCHOOLS:

Schools receiving funding have been asked to provide a final report and photographs to CEPF by June 1, 2014. We are awaiting feedback from schools as to how funds have been used.

REVIEW OF CITIZENSHIP IN ACTION FROM 2013 – 2014:

- Elements remaining the same are:
 - Initiatives are required to demonstrate:
 - Student leadership clearly evident in design and execution
 - Long term sustainability of the initiative as part of the plan
 - Potential for significant positive impact in the community
 - Evaluation of the impact of the project as part of the plan
 - Schools will receive a certificate of recognition for being awarded status as a **Citizenship In Action** school
 - Should schools request, individual students will receive a Certificate of Achievement in Citizenship for their personal portfolios



Citizenship In Action
empowering youth leaders

- For the 2013/14 school year, revisions were made to the program to make it more accessible and simpler to access for schools. The modifications made were:
 - The online application was streamlined to make it easier and faster to complete
 - The budget requirement was removed from the application
 - The selection of funding categories was removed as all schools were requesting the top tier of funding
 - A shift was made to provide funding to support the initiative as a whole rather than to provide funds to support specific aspects of the initiative
 - Support for 2 student leadership conferences was provided this year

COMPARISON TO 2012 – 2013 ACROSS ALL SIX SCHOOL DISTRICTS:

	2012 - 2013	2013 - 2014
Schools Expressing Interest	45	22
Applications Received	23	14
Applications Approved	16	12
Schools Receiving Funding	14	12
Funds Awarded	\$15,250.00	\$12,000.00

Appendix 1 for 8.2.2.: Calgary Educational Partnership Foundation (CEPF) Annual Report



Reading...Give It A Shot! 2013-2014 School Year Activity Report Golden Hills School Division No. 75 May 2014

Reading...Give It A Shot! was launched by the Calgary Educational Partnership Foundation (CEPF) in 1995 in partnership with the Calgary Flames. This popular and widely known initiative underwent some major revisions this year. In response to educator feedback, teachers now have the flexibility to choose from a variety of strategies most appropriate for their individual classrooms. Bookmarks have given way to trading cards. Rather than rewarding only 16 of the thousands of participants, this year 36 tickets to Flames games and 36 Flames jerseys were awarded to 48 schools as recognition for their involvement in the program. Perhaps most exciting of all; students from Kindergarten to Grade 3 have joined the fun with their own set of collector cards featuring the Calgary Flames beloved mascot "Harvey". The goal for students, no matter what their age is to embrace reading and enjoy their personal literacy journey.

Once again this year all six of CEPF's partner school districts participated in the 2014 ***Reading...Give It A Shot!*** literacy program.

	2012	2013	2014			
School District	Schools	Students Gr. 4-6	Schools	Students Gr. 4-6	Schools	Students Gr 4-6 NEW Gr K-3
Calgary Board of Education	53	6,459	45	5,696	46	4,502
Calgary Catholic School District	52	5,440	39	4,839	43	4,126
Chinook's Edge School Division	5	569	4	330	9	605
Foothills School District	10	1137	12	793	8	399
Golden Hills School Division	14	878	11	870	12	551
Rocky View Schools	10	1,555	7	741	11	1,406
Total	144	16,038	118	13,269	129	11,383

A total of almost 23,000 students in Kindergarten through Grade 6 participated in the 2013/14 ***Reading Give It A Shot!*** initiative, an increase of 73% over last year. The new Kindergarten through Grade 3 trading cards significantly increased participation numbers this year.

Two schools in CEPF's partner districts received a Calgary Flames player and Harvey the Hound visit, including autograph session. A total of 48 schools received either: a player visit, hockey tickets or a student Calgary Flames jersey. Five (5) acknowledgments were received from schools.

Appendix 1 for 8.2.2.: Calgary Educational Partnership Foundation (CEPF) Annual Report

GOLDEN HILLS SCHOOL DISTRICT SCHOOL STATISTICS

<u>School Name</u>	<u>Grades</u>	<u># of Student Registered</u>
Acme School	K	32
Brentwood	K-6 (182 K-3)	325
Crawling Valley School	K-6 (6 K-3)	15
Glenrose School	Gr. 1-6 (5 Gr. 1-3)	19
Golden Hills Learning Academy	1,2,3	10
Golden Hills Learning Academy	4,5,6	10
Greentree School	3	22
Greentree School	2	18
Hussar School	K-3	39
Hussar School	5,6	13
Rockyford School	K-6 (26 K-3)	40
Towers School - Cluny Colony	K-3	2
Towers School - Cluny Colony	4,5,6	5
Trochu Valley School	3,4,5,6 (30 Grade 3)	113
Westmount	4,5,6	220
Carseland School	2,3,4,5,6	52
TOTAL GOLDEN HILLS SCHOOL DIVISION STUDENTS		935

FEEDBACK

All schools who participated in the program were asked to provide feedback as to impact as well as suggestions for modification to the program.

- 10 teacher response forms were received from 5 schools
- 6 student response forms from 3 schools and 1 class set of forms from a kindergarten class were received

One \$500.00 award was offered as incentive to schools to participate. This award was earmarked to support either literacy software or an author in residence for the school.

Acme School in Golden Hills School Division was the lucky recipient of the \$500.00 award to be used for the Accelerated Learning Program.



AP 412 – Local Authorities Pension Plan (LAPP)

"Inspiring confident, caring citizens of the world"

May 27, 2014

Background:

Administrative Procedure 412 - Local Authorities Pension Plan (LAPP) was developed by Human Resources in response to an Employer Compliance Feedback Report from November 2012 which noted that Golden Hills School Division required a separate written Pension Policy. Alberta Local Authorities Pension Plan Corporation has reviewed the attached Administrative Procedure and has indicated that it meets and/or exceeds the requirement for a pension policy.

The administrative procedure will provide Administration with protocols for the implementation and maintenance of the pension plan with respect to eligibility, pensionable service, provisions for leaves and pensionable salary.

Recommendation:

That the Board of Trustees receives Administrative Procedure 412 – Local Authorities Pension Plan as information and for the record.

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

Bevan Daverne
Superintendent

A handwritten signature in blue ink, appearing to read "Wes Miskiman".

Wes Miskiman
Associate Superintendent

Appendix 1 for 8.2.3.: AP412 - Local Authorities Pension Plan (LAPP)

Administrative Procedure 412

LOCAL AUTHORITIES PENSION PLAN (LAPP)

Background

Alberta's Minister of Finance (MoF) is the legal trustee and administrator of the LAPP. The Alberta Local Authorities Pension Plan Corporation (LAPPC) is responsible for strategic guidance and Board support. This Administrative Procedure shall meet all provisions set forth by the LAPP determined by the MoF and LAPPC, and also those of Golden Hills School Board No.75 (GHSD). If anything in this Administrative Procedure conflicts with the governing legislation, the legislation will apply.

This administrative procedure is not intended to be inclusive of all LAPP provisions; for Plan details members should visit the Member section at www.lapp.ca or contact LAPPC Member Services Centre.

Eligibility

Eligible staff shall participate in the LAPP; eligibility will be applied fairly and in accordance with pension legislation.

1. All nonteaching staff who are regularly scheduled to work 14 hours or more per week are eligible to participate in the LAPP with the exception of:
 - a. School bus drivers who are scheduled to work less than 30 hours per week
 - b. Nonteaching staff who are substitute or casual
 - c. Retirees
2. Teachers contribute to the Alberta Teacher's Retirement Fund (ATRF), with the exception of substitute and retired teachers, as defined by the ATRF regulations. Teachers (ATRF members) are not eligible to participate in the LAPP.
3. For eligible staff, participation in the LAPP is mandatory.
4. The date of participation in the LAPP shall be the same date the staff member meets the eligibility criteria; unless this is delayed for up to one year during the probationary period.

The Pension Plan

The Local Authorities Pension Plan (LAPP) is a defined benefit pension plan. An LAPP pension at retirement will be based on a member's:

- Length of pensionable service; and
- Highest five-year average pensionable salary.

The Plan is financed based on member and employer contributions and by investment earnings. A member's contributions are based on a percentage of his/her salary and are made through payroll deductions; the employer's contributions are one percent more than the member contribution.

Appendix 1 for 8.2.3.: AP412 - Local Authorities Pension Plan (LAPP)

Pensionable Service

Pensionable service (PS) is defined as the years of service during which you contribute to this pension plan, plus any such service recognized from a transfer or purchase of optional service. Minimum and maximum pensionable service may apply.

Pensionable service shall be earned according to the following arrangements:

POSITION / CLASS	Pensionable Service Earned in one Calendar Year (based on Full-time Employment)	Full-Time Employment Hours per Week
CUPE STAFF	0.8333 (10 mos pensionable service)	30 - 37.5 hrs/week as scheduled
EDUCATIONAL ASSISTANTS	0.8333 (10 mos pensionable service)	32.50 - 40 hrs/week as scheduled
CARETAKERS	1 year	36.25 – 40 hours / week as scheduled
MAINTENANCE	1 year	
BUS SHOP	1 year	
ALL OTHER CLASSIFIED STAFF	1 year	
<i>* Part-time staff will have Pensionable Service Earned pro-rated based on the part-time equivalency.</i>		

Working Year (Fiscal year of Plan)

The working year shall be defined as the calendar year.

1. Leave without Salary

LAPP members, who take an approved leave without salary, may add that period of leave to their PS either by making pension contributions while on leave without salary, or upon return from that leave.

2. Leave with Partial Salary

LAPP members, who take an approved leave with partial pensionable salary, are still required to make pension contributions.

Salary Procedure

1. Pensionable salary is defined as the basic pay for the performance of regular duties; this shall include approved Acting Pay.
2. Where a member is:
 - receiving benefits from an approved long-term disability income plan,
 - receiving temporary Workers' Compensation disability payments,

Appendix 1 for 8.2.3.: AP412 - Local Authorities Pension Plan (LAPP)

- on Leave without Salary, or
- on Leave with Partial Salary,

the salary being earned immediately before the member commenced to receive those benefits or go on that leave is used to calculate contributions; this may be subject to any adjustments applicable to the class of employees the member was in.

3. The following are not pensionable items (not eligible for pension contribution): Shift Differential, Bonus or pay for merit, Variable Pay, any Holiday and Vacation Pay, Expense allowance payments, Overtime pay or payment for working weekends, Payments offered under ASEBP unemployment benefit plans (top-up payments while on maternity, parental or compassionate care leave).

Income Tax Treatment

Member contributions to LAPP are tax deductible; pension contributions and pension adjustment (PA) are reported on your T4 slip. Your PA is by the Federal Government used to determine the maximum you can contribute to your RRSP.

LAPP Plan Information

Members should visit www.lapp.ca or contact LAPP Member Services Centre for further plan details. LAPP Member Handbook is available at www.lapp.ca/members/publications/LAPP_Member_Handbook.pdf

Employer Compliance

The Plan requires that an independent auditor or accountant conduct a compliance review at a minimum of once every three years. During this process the auditor or accountant examines the employer's records, policies and procedures relevant to pension processes to confirm the accuracy and integrity of the data submitted and processes followed.