



# **GOLDEN HILLS**

## **SCHOOL DIVISION**

# *AGENDA*

**TYPE:** Regular Board Meeting

**DATE:** 4/23/2024      **TIME:** 9:30 AM

**LOCATION:** Boardroom of the Golden Hills School Division

**DETAILS:**

"Powering Hope and Possibilities" Vision: Inspiring confident, connected, caring citizens of the world

Mission: Intentionally maximizing learning for all

### **1.0 Attendance**

### **2.0 Call to Order**

### **3.0 Acknowledgment**

### **4.0 In Camera**

4.1 In Camera Action

4.2 Out of In Camera Action

### **5.0 Approval of Agenda**

5.1 Approval of Agenda Action

### **6.0 Welcome Public, Vision and Mission Statements**

### **7.0 Presentation of Minutes**

7.1 Regular Minutes of March 26, 2024 Action

### **8.0 REPORTS**

A) Chair's Report

B) Board Committees

C) Board Representatives to External Organizations

D) Administration Reports

### **9.0 NEW BUSINESS**

A) Information Items

9.1 Monthly Enrolment Monitoring Report (March) (T. Sabir) Info

9.2 Budget Reporting (T. Sabir) Info

9.3 Second Quarter Financial Report - Dec/Jan/Feb (T. Sabir) Info

9.4 Draft Education Plan and Budget (J. Grimsdale) Info

9.5 Bill 13 - Real Property Governance Act (T. Sabir) Info

9.6 Bill 18 - Provincial Priorities Act (T. Sabir) Info

### **10.0 ADJOURNMENT**

10.1 Adjournment Action



# MINUTES

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## Golden Hills School Division

### Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

**Tuesday, March 26, 2024 (9:30 AM)**

#### 1.0 Attendance

##### Present:

a) Chair

- Laurie Huntley

b) Vice Chair

- Jim Northcott

c) Trustees

- Jen Mertz
- Barry Kletke
- Justin Bolin
- Rob Pirie

d) Superintendent

- Jeff Grimsdale

f) Secretary Treasurer

- Tahra Sabir

g) Recording Secretary

- Kristy Polet

##### Absent:

e) Deputy Superintendent

- Wes Miskiman

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:29 AM

#### 3.0 Acknowledgment

In the spirit of reconciliation, we acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Stoney Nakoda Nations, the Métis Nation (District 3 and 4), and all people who make their homes in the Treaty 7 region of Southern Alberta.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

#### 4.0 In Camera

##### 4.1 In Camera

**Recommendation: BD#20240326.1001**

**MOVED by Trustee Northcott** that the Board of Trustees go In Camera at 9:30 AM.

**Carried**

##### 4.2 Out of In Camera

**Recommendation: BD#20240326.1002**

**MOVED by Trustee Pirie** that the Board of Trustees rise from In Camera at 11:00 AM.

**Carried**

Recessed at 11:00 AM

Reconvened at 11:14 AM

#### 5.0 Approval of Agenda

##### 5.1 Approval of Agenda

**Recommendation: BD#20240326.1003**

**MOVED by Trustee Kletke** that the Board of Trustees approve the agenda as presented.

**Carried**

#### 6.0 Welcome Public, Vision and Mission Statements

#### 7.0 Presentation of Minutes

##### 7.1 Regular Minutes of February 27, 2024

**Recommendation: BD#20240326.1004**

**MOVED by Trustee Pirie** that the Board of Trustees approve the Regular Minutes of February 27, 2024, as presented.

**Carried**

#### 8.0 REPORTS

##### A) Chair's Report

Chair Huntley presented information on the following topics:

- March 18, 2024 - Chairs Meeting with Ministry Representatives, Superintendent Grimsdale and Chair Huntley attended. The Honorable Demetrios Nicolaides requested another meeting in the spring.
- March 3-5, 2024 - attended the Alberta Rural Education Symposium (ARES) Conference that was at the River Cree Resort and Casino near Edmonton. Great presentations and networking opportunities.
- Board of Trustees took part in the Human Resource Interviews that took place on Friday, March 22, 2024.
- The Board Self Evaluation and Superintendent Evaluation will take place at the April 23, 2024, Board Meeting.
- Edwin Parr Banquet will take place Friday, May 24th at the Track Golf Course in Langdon, AB.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

## B) Board Committees

No information at this time.

## C) Board Representatives to External Organizations

Trustee Northcott presented information on the Alberta School Boards Association (ASBA) Zone 5 meeting that was held Friday, March 1, 2024, at Golden Hills School Division.

- Discussions regarding Charter School Boards, Rural supports for Teacher retention, Carbon tax and Municipal Elections.
- Trustee Pirie discussed Municipal Elections and how it is tied with Trustee Elections. ASBA is wanting to bring forward a motion that will exempt Trustees from having to state their political party preference.
- Trustee Pirie discussed ASBA Budget, what to expect and some key points.
  - reduce Consulting fees,
  - general meetings will see an increase from \$675.00 to \$700.00,
  - membership fees to go up 4% and end the hybrid portion for general meetings.
- Edwin Parr Awards Banquet will take place Friday, May 24, 2024, at the Track Golf Course in Langdon, AB. The evening will commence at 4:30 PM with the Ceremony to begin at 6:30 PM.
- ASBA Zone 5 will host another Professional Development Day in May, to be determined.

Trustee Northcott presented information on the Rural School Board Caucus (RSBC)

- Would like rural school boards to upload pictures showcasing their division.

Trustee Kletke had no new information to present regarding the Public School Boards of Alberta (PSBAA) at this time.

## D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Transportation:
  - Purchasing 10 new buses, they will replace the older ones in our fleet which is a normal part of our Evergreening.
  - Field Trips - 700 field trips to date, 2/3 have been for our schools and 1/3 hired out.
  - Driver Training - four drivers will be taking their road tests this week and five people in the que to take our training course April 8, 2024.
  - Diesel prices are increasing, budgeted \$1.50 for the 2023/2024 year, the highest has been \$1.40, approximately 600k litres are used in a year.
- Finance:
  - Internal audit - Government of Alberta audit was finalized and submitted at the end of March.
  - New Software Program, CaseWare accounting, organizes audit data, stores, communicates, reports and generates automated financial statements for a seamless workflow.
  - GHSD Finance Coordinator is supporting school Secretaries by going to their schools and working with them.
- Facilities:
  - Wheatland Crossing Fitness Centre
  - Strathmore Dorm roof tender is closed and under budget.
  - Acme Replacement tender closes beginning of April.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

Superintendent Grimsdale presented information on the following topics:

- Attended the College of Alberta School Superintendents (CASS) Zone 5 meeting was hosted at the Golden Hills Division Office March 15, 2024, great attendance.
- Attended the CASS Conference that was held March 20-22, 2024.
- Attending the CRC Leadership Conference being held March 27, 2024.
- Edwin Parr Banquet will take place May 24, 2024, at the Track Golf Course in Langdon, AB. Nominee is Chelsea Czibere from Dr. Elliott School.
- Director of Human Resources, Michael Bradford, will start his position August 15, 2024.
- 2024-2025 Administrative positions are as follows:
  - Principals
    - Dana Yemen - Drumheller Valley Secondary School
    - Shane Stockwood - Hutterite Colony Schools
    - Joan Boles - Three Hills School
    - Mike Walsh - Trinity Christian Academy
- Vice Principal positions will be advertised starting March 26, 2024, interviews will take place April 16, 2024.
- Long Service Awards are May 23, 2024, at the Travelodge in Strathmore, AB.

## 9.0 NEW BUSINESS

### A) Action Items

#### 9.1 Capital Planning (T. Sabir)

**Recommendation: BD#20240326.1005**

**MOVED by Trustee Northcott** that the Board of Trustees approve the replacement schools' request for the following:

1. Westmount School - currently received "planning funding"
2. Greentree School - Replacement
3. Dr. Elliott School - Replacement

**Carried**

#### 9.2 Calendar 2025/2026 (J. Grimsdale)

**Recommendation: BD#20240326.1006**

**MOVED by Trustee Pirie** that the Board of Trustees approve the proposed 2025/2026 School Year Calendar as a pilot for the school year.

**Carried**

### B) Information Items

#### 9.3 Monthly Enrolment Monitoring Report (February) (T. Sabir)

Secretary Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report for February 2023 to the Board of Trustees.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

**9.4 Budget Announcement (T. Sabir)**

Secretary Treasurer Sabir reviewed the Provincial Education highlights for the 2024/2025 budget that was announced February 29, 2024. More information will be provided once the Funding Manual and our school divisions profile has been received.

**9.5 Advocacy Planning (J. Grimsdale)**

Superintendent Grimsdale reviewed the current Advocacy Plan with the Board of Trustees.

**10.0 School Monitoring Reports**

**10.1 Three Hills School Tour**

Three Hills School tour was postponed and will be revisited at a later date.

**11.0 ADJOURNMENT**

**11.1 Adjournment**

**Recommendation: BD#20240326.1007**

The Board of Trustees adjourned at 1:48 PM.

**Carried**

\_\_\_\_\_  
Chair

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

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_



## MONTHLY ENROLMENT MONITORING REPORT

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

**April 23, 2024**

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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 the September 29, 2023, enrolment of provincially funded students, Siksika funded students and International funded students. Enrolment information has been adjusted for the New Funding Model.

### **Recommendation:**

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

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Jeff Grimsdale  
Superintendent of Schools

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Tahra Sabir  
Secretary Treasurer

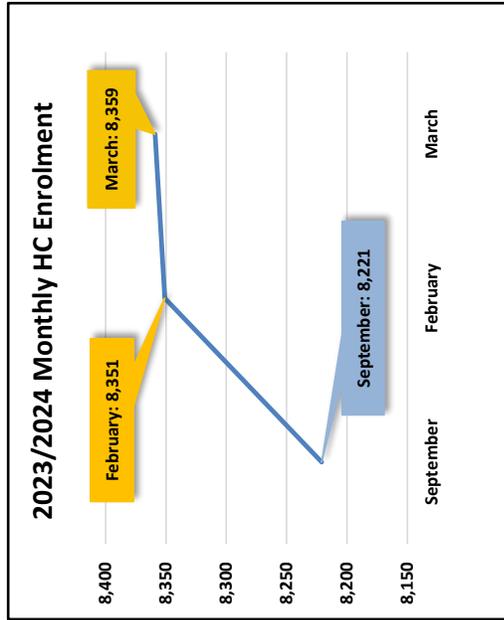
# Golden Hills School Division Enrolment

## Schools - Month to Month Comparison

Sept 30 to Mar 31, 2024

\*Please note kindergarten adjusted to 1.0

\* Enrolment information has been adjusted for the New Funding Model



Configuration	School	September 30, 2023*	March 31, 2024	February 29, 2024	Difference
K-6, 10-12	Acme School	211.00	208.00	210.00	-2.00
K-9	Carbon School	51.00	56.00	58.00	-2.00
K-6	Carseland School	86.00	79.00	79.00	0.00
7-9	Crowther Memorial Jr. High School	470.00	463.00	462.00	1.00
K-9	Dr. Elliott Community School	198.00	200.00	199.00	1.00
7-12	Drumheller Valley Secondary School	368.00	369.00	366.00	3.00
K-6	École Brentwood Elementary School	210.00	206.00	211.00	-5.00
K-12	George Freeman	496.00	496.00	494.00	2.00
K-6	Greentree School	359.00	355.00	355.00	0.00
K-12	Prairie Christian Academy School	289.00	291.00	293.00	-2.00
10-12	Strathmore High School	691.00	689.00	689.00	0.00
K-12	Three Hills School	449.00	458.00	458.00	0.00
K-9	Trinity Christian Academy	222.00	221.00	221.00	0.00
K-12	Trochu Valley School	263.00	267.00	268.00	-1.00
K-6	Westmount School	365.00	366.00	368.00	-2.00
K-12	Wheatland Crossing	339.00	341.00	340.00	1.00
K-6	Wheatland Elementary School	305.00	309.00	306.00	3.00
	<b>Sub Total</b>	<b>5,372.00</b>	<b>5,374.00</b>	<b>5,377.00</b>	<b>-3.00</b>
7-9	Colonies	392.00	384.00	388.00	-4.00
7-12	Drumheller Outreach	9.00	11.00	11.00	0.00
1-12	Golden Hills Learning Academy	467.00	608.00	594.00	14.00
1-12	NorthStar Academy	394.00	384.00	385.00	-1.00
7-12	Strathmore StoreFront	103.00	112.00	112.00	0.00
	<b>Sub Total</b>	<b>1,365.00</b>	<b>1,499.00</b>	<b>1,490.00</b>	<b>9.00</b>
	Homeschool	854.00	868.00	869.00	-1.00
	Shared Responsibility	196.00	191.00	190.00	1.00
	<b>Sub Total</b>	<b>1,050.00</b>	<b>1,059.00</b>	<b>1,059.00</b>	<b>0.00</b>
	<b>Provincial Total</b>	<b>7,787.00</b>	<b>7,932.00</b>	<b>7,926.00</b>	<b>6.00</b>
	Siksika	155.00	155.00	155.00	0.00
	International (Incl. Online)	279.00	272.00	270.00	2.00
	<b>Sub Total</b>	<b>434.00</b>	<b>427.00</b>	<b>425.00</b>	<b>2.00</b>
	<b>Total HEADCOUNT</b>	<b>8,221.00</b>	<b>8,359.00</b>	<b>8,351.00</b>	<b>8.00</b>



# BUDGET REPORTING

*“Inspiring confident, connected, caring citizens of the world”*

April 23, 2024

**Background:**

On February 29<sup>th</sup>, 2024, the Honorable Demetrios Nicolaides, Minister of Education, provided an overview of the budget for the 2024/2025 fiscal year.

The submission deadline for this budget is May 31<sup>st</sup>, 2024.

Provincial Announcement	Impact on Golden Hills																		
4.4% Increase in Education Budget	Only Funded for Growth, no increase in base rates																		
Outreach Program Funding - minimum of 10 FTE	Our outreach meets criteria																		
Specialized Learning Support Kinder Severe - additional count date - Students arriving between Dec 2, 2024, and February 3, 2025, will receive 50% funding	Welcome change going forward - anticipate minimal dollar impact																		
PUF Grant - additional count date - Students arriving between Dec 2, 2024, and February 3, 2025, will receive 50% funding																			
Transportation for Eligible ECS children with severe disability or severe language delay registered after December 2, 2024, and by February 3, 2025, will receive 50% funding.																			
Reserve Cap changed to 6% of school’s jurisdiction total expenses for the school year	Able to plan better for long and short term Estimated Change from \$3M to \$6M																		
Classroom Complexity Expenditure for 2024/2025	\$333K (\$331K in 2023/2024)																		
Statistics Canada Date - updated from 2016 - 2021	<p>SES grant down \$469K</p> <p>SES index is determined using the following indicators from Census:</p> <ul style="list-style-type: none"> <li>• average number of years of education of mothers in families with children;</li> <li>• per cent of families, with children, headed by a lone parent;</li> <li>• per cent of families, with children, who own their dwelling;</li> <li>• average income of families with children; and</li> <li>• per cent of parents, with children, who have no post-secondary education.</li> </ul> <p>The SES variables for The Golden Hills School Division from Census 2021 and Census 2016 are given below..</p> <table border="1"> <thead> <tr> <th></th> <th>Years of Mother’s Education</th> <th>% Lone Parent</th> <th>%Own Dwelling</th> <th>Average Income</th> <th>% of parents with no PSE</th> </tr> </thead> <tbody> <tr> <td>2016 Census value</td> <td>12.9</td> <td>19.8%</td> <td>69.9%</td> <td>\$104,582</td> <td>42.2%</td> </tr> <tr> <td>2021 Census value</td> <td>13.2</td> <td>22.4%</td> <td>76.0%</td> <td>\$122,270</td> <td>41.3%</td> </tr> </tbody> </table>		Years of Mother’s Education	% Lone Parent	%Own Dwelling	Average Income	% of parents with no PSE	2016 Census value	12.9	19.8%	69.9%	\$104,582	42.2%	2021 Census value	13.2	22.4%	76.0%	\$122,270	41.3%
	Years of Mother’s Education	% Lone Parent	%Own Dwelling	Average Income	% of parents with no PSE														
2016 Census value	12.9	19.8%	69.9%	\$104,582	42.2%														
2021 Census value	13.2	22.4%	76.0%	\$122,270	41.3%														

Administrators and Department Managers are working through their budgets for next year. They are in the process of projecting their enrolments, staffing and expenditure numbers.

We will continue to provide updated enrollment by school in May.

Golden Hills Priorities are as follows:

- Align with Golden Hills Mission and Vision;
  - resources to incorporate Powerful Learning in our classrooms
  - Support teachers and staff to support deep understanding of development necessary skills,
- Support Assurance Model to respond to the needs and priorities in our communities.
- Support the Key Priorities:

- Every Student is Successful
- First Nations, Metis, and Inuit Students are Successful
- Literacy and Numeracy Success
- Promote Well-Being through Positive Relationships and Skill building

As we continue to use the site-based model, this allows administrators to make the local decisions that meet the local needs of the schools and communities.

For the month of May, we will continue to work with Administrators to balance their budgets and will bring the final information to the May 28<sup>th</sup>, 2024, Board Meeting.

A PowerPoint presentation will be presented at the meeting.

**Recommendation:**

That the Board of Trustees receives the Budget Reporting for information and for the record.



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Jeff Grimsdale  
Superintendent of Schools



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Tahra Sabir  
Secretary Treasurer



## SECOND QUARTERLY FINANCIAL REPORT

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

**April 23, 2024**

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### **Background:**

The Office of the Auditor General (OAG) recommends that school board trustees hold management accountable for achieving goals while staying within budget. In order, for trustees to hold management accountable, they must monitor actual spending against the budget. The OAG recommends that this monitoring should be through quarterly interim reporting.

The Quarterly Financial Report (attached) provides monitoring information and major variances that will be reviewed.

The Quarterly Financial Report for September 2023 – February 2024 (attached) will be discussed at the Board Meeting.

### **Recommendation:**

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

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Jeff Grimsdale  
Superintendent of Schools

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Tahra Sabir  
Secretary Treasurer



**Powering Hope and Possibilities**



# 2nd Quarterly Report 2024

For the six months from September 2023 to February 2024

Prepared by the Finance Department for the April 23, 2024 Board Meeting

**I BUDGET BENCHMARKS**

The second quarterly financial report lists revenues and expenditures recorded to **February 29, 2024**, representing the first **six** months of the fiscal year. As there are six (6) months expended in Q2, the normal benchmark for comparison is 50% (6/12 months). For some categories 60% (6/10 months) is used to reflect expenses incurred only during the instructional months.

The **Spring 2023-24 Budget** was prepared by GHSD and submitted to Alberta Education. All budget points referenced in this report are from this spring 2023-24 budget.

**II ACTUALS AND COMPARISON TO BUDGET**

A

**Golden Hills School Division  
Statement of Revenue and Expenses  
Budget vs. Actual Variance  
Period - September 1, 2023 - February 29, 2024**

	Annual Budget	Q2 Prorated Budget	YTD Actuals	YTD Budget Variance	% Budget	Benchmark %
<b>Revenues</b>						
Alberta Education/Infrastructure	84,863,978	42,431,989	42,764,698	332,709	50%	50%
Federal government and/or First Nations	1,548,538	929,123	914,468	-14,655	59%	60%
Fees	1,608,087	1,125,661	5,899,352	4,773,691	367%	70%
Other revenues	9,692,665	4,846,333	4,285,477	-560,856	44%	50%
Amortization	4,478,921	2,239,461	2,474,785	235,325	55%	50%
<b>Total revenues</b>	<b>102,192,189</b>	<b>51,572,566</b>	<b>56,338,780</b>	<b>4,766,214</b>	<b>115%</b>	<b>56%</b>
<b>Expenses</b>						
Certificated salaries & benefits	53,905,638	26,952,819	25,310,735	1,642,084	47%	50%
Non-certificated Salaries & benefits	18,937,480	10,415,614	10,726,099	-310,485	57%	55%
<b>Sub-Total</b>	<b>72,843,118</b>	<b>37,368,433</b>	<b>36,036,834</b>	<b>1,331,599</b>	<b>52%</b>	<b>53%</b>
Supplies and services	23,482,897	14,089,738	13,469,327	620,411	57%	60%
Amortization	5,816,174	2,908,087	3,095,995	-187,908	53%	50%
Interest charges	50,000	25,000	7,758	17,242	16%	50%
<b>Total expenses</b>	<b>102,192,189</b>	<b>54,391,258</b>	<b>52,609,914</b>	<b>1,781,344</b>	<b>44%</b>	<b>53%</b>
<b>Surplus/(Deficit)</b>	<b>-</b>	<b>-2,818,693</b>	<b>3,728,866</b>	<b>6,547,558</b>		

*The surplus of \$3.7M for the first quarter is due to higher than expected fees other revenues, which includes SGF funds collected by schools and enrolment of students in International Student Services. Spring enrolment numbers were conservatively estimated. Fall enrolment was higher.*

*Certificated Salaries and benefits are lower than projected. Supplies and services are variable, but typically higher in the first three quarters of the year and these expenses also variably increase in tandem with SGF and ISS revenue increases.*

**B NOTES ON COMPARISON TO BUDGET – REVENUES**

The **\$3.7M** year-to-date **surplus of revenues over expenses** is due, to the different in enrolment numbers from the Spring to the Fall budget. Enrolment was conservatively estimated in the spring.



**Additional payments from Alberta Education**



**School Generated Funds**

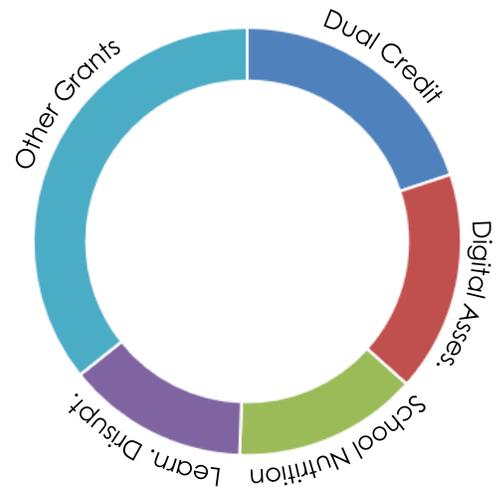


**International Student Fees**

In these categories, expenses typically lag behind revenue recognition, creating surpluses in the first quarter. We expect surpluses in the above categories to decrease in subsequent quarters as the full years’ expenses are incurred.

- **Additional Payments from Alberta Education** are normally disbursed on a monthly basis. Exceptions to this are those payments which are received either annually, bi-annually or as a one-time-payment:

Additional Payments Received Q3	Amount Received
Dual Credit Program	120,660
Digital Assessment	100,998
School Nutrition	84,349
Learning Disruption	82,960
Other Irregular Grants < 60K	216,139
	<u>605,106</u>



- **School Generated Funds** Included in the Q1 operations are as follows:

Category	SGF amounts collected - Q2	
	Current year	Prior year
Fees	2,787,616	2,122,495
Athletics	629,250	565,755
Trips	397,045	380,361
Cafeteria/Lunch Programs	371,452	361,512
FT Kindergarten	119,146	110,730
<b>Total</b>	<b>4,304,509</b>	<b>3,540,853</b>

The majority of SGF fees are received and recorded in the first two quarters of the school year and represent current programs for students. All fees charged by schools are cost neutral.

C **NOTES ON COMPARISON TO BUDGET –EXPENSES**

**Certificated Salaries and Benefits**

Total certificated salaries and benefits for the Q2 were **\$25.3M** (47% of a \$53.9M budget) which is within the range of what the budget would permit by the 2<sup>nd</sup> quarter.



*Overall, certificated salary and benefit costs are under the budgeted amounts.*

**Non-Certificated Salaries and Benefits**

Total non-certificated salaries and benefits for the Q2 were **\$10.7M** (57% of an \$18.9M budget) which is higher than the pro-rated budget. A significant portion of non-certificated staff is paid over 10 months and not 12 months; therefore, the expenditure is typically higher for first 10 months but decreases in the last two months of the fiscal year.



*Enrolment fluctuations in the fall may require staffing adjustments. As a result the budgeted amounts are often higher until June and balance out by the end of the year. Also, payroll costs trend lower over the summer months: we anticipate some fluctuation in quarterly labour costs.*

**Supplies and Services**

Supplies and services year-to-date are **\$13.5M** (57% of \$23.5M budget). Typically, many of these costs occur over a 10-month school year and not the 12-month fiscal year, resulting in higher costs in the first 3 quarters and lower costs in the 4<sup>th</sup> quarter. Department managers will continue to carefully monitor their budgets to ensure they stay within their spending limits.



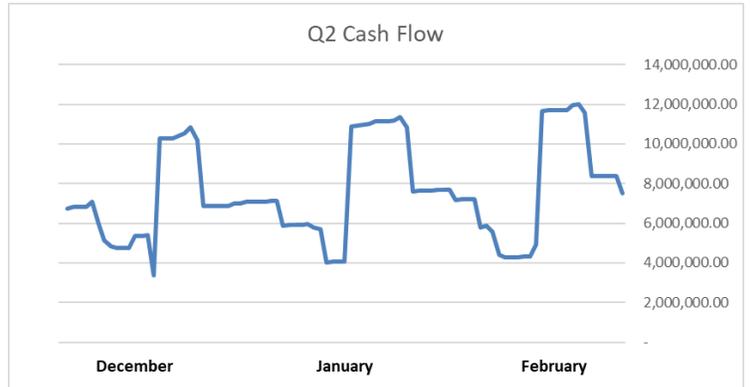
*Overall, supply costs year-to-date are higher than the prior year, but remain 3% lower compared to the Q2 benchmark. Because supplies and services are variable expenses, we typically expect an increase as SGF and ISS revenues have increased; representing the cost of implementing increased trips, activities, and co-curricular programming.*

**III AVERAGE SOURCE AND USE OF CASH**

**A APPROXIMATE AVERAGE MONTHLY CASH FLOW VALUES**

**Monthly Cash Flow Feb**

Grants	7,996,410
ISS Revenue	1,742,480
SGF Fees	467,895
	<b>10,206,785</b>
Accounts Payable	1,005,294
Payroll	6,844,623
SGF amounts	389,186
Board Funded Capital Payments	204,630
Total Cash Out	<b>8,443,733</b>



**B GOLDEN HILLS IS CURRENTLY IN A POSITIVE CASH POSITION.**

As of February 28, 2024, **\$9.75M** of the cash balance has been invested into GIC's with maturing dates ranging from March 4, 2024 to August 31, 2025, earning yields ranging from 4.61% - 5.50%. Of these investments, **\$2.25M** are cashable within 90 days.

*With the latest inflation numbers coming out today at 3.1%, many financial institutions have begun to lower their longer-term rates in anticipation of cuts.*

*Golden Hills School Division has timed investments well during the peak of the interest rate market and locked in investments into multiple 1-year fixed-term GICs that are yielding [up to] 5.85% which we believe will look attractive in your portfolio by Q2 of next [calendar] year.*

*We have since seen declines in long-term investment options and are slowly seeing declines in short-term rates. Should Golden Hills School Division have additional funds to invest, and as current investments mature, we recommend continuing to monitor your cash flow and lock in funds for as long as possible before we see interest rates decline further.*

*-William Dorr, Senior Investment Advisor, Canaccord Genuity Corp.*

**IV REVENUE AND EXPENSES BY ENVELOPE**

**A**

**Golden Hills School Division  
Revenue and Expenses by Envelope  
From September 1, 2023 - February 29, 2024**

	SGF	ECS -Grade 12	Operations and Maintenance	Transportation	Board and System Admin	External Services	Total	Budget %	Benchmark %
<b>Revenue</b>									
Alberta Education/ Infrastructure	-	35,068,391	3,442,931	2,793,731	1,459,645	-	42,764,698	50%	50%
Federal Gov't/First Nations	-	914,468	-	-	-	-	914,468	59%	60%
Fees	1,187,637	74,944	-	-	-	4,636,771	5,899,352	367%	70%
Fundraising revenues -SGF	124,999	-	-	-	-	-	124,999	39%	50%
Other sales & services	2,947,066	677,631	-	-	-	-	3,624,697	43%	50%
Investment Income	-	-	-	-	315,291	-	315,291	100%	50%
Gifts & donations -SGF	44,807	48,800	-	-	-	-	93,607	36%	50%
Rental of facilities	-	1,437	61,846	-	-	5,000	68,283	68%	50%
Gain on disposal of Capital assets	-	-	-	1,100	-	-	1,100	100%	50%
Other revenues	-	57,500	-	-	219,324	-	276,824	53%	60%
Amortization of capital allocations	-	280,345	1,975,116	-	-	-	2,255,461	50%	50%
<b>Total revenues</b>	<b>4,304,509</b>	<b>37,123,516</b>	<b>5,479,893</b>	<b>2,794,831</b>	<b>1,994,260</b>	<b>4,641,771</b>	<b>56,338,780</b>	<b>87%</b>	<b>54%</b>
<b>Expenditures</b>									
Certificated salaries & wages	-	20,250,987	-	-	282,961	119,726	20,653,674	52%	50%
Certificated benefits	-	4,609,267	-	-	36,563	11,231	4,657,061	50%	50%
Non-certificated salaries & wages	-	5,184,215	1,098,324	1,158,465	638,214	492,215	8,571,433	58%	50%
Non-certificated benefits	-	1,464,916	294,956	144,932	155,536	94,326	2,154,666	60%	55%
Service, contracts and supplies	3,909,840	3,949,483	1,776,969	1,017,780	439,840	2,375,415	13,469,327	63%	50%
Amortization	-	342,875	2,243,337	288,721	142,942	78,120	3,095,995	53%	50%
Interest/bank charges	-	210	-	-	-	7,548	7,758	33%	50%
<b>Total expenses</b>	<b>3,909,840</b>	<b>35,801,953</b>	<b>5,413,586</b>	<b>2,609,898</b>	<b>1,696,056</b>	<b>3,178,581</b>	<b>52,609,914</b>	<b>53%</b>	<b>51%</b>
<b>Positive/-Negative variance to date</b>	<b>394,669</b>	<b>1,321,563</b>	<b>66,307</b>	<b>184,933</b>	<b>298,204</b>	<b>1,463,190</b>	<b>3,728,866</b>		

ECS -Grade 12 labour cost analysis	2023 Q2	2024 Q2	\$ Change	% Change
Certificated salaries	19,267,627	20,250,987	983,360	5.1%
Certificated benefits	4,303,047	4,609,267	306,220	7.1%
Non-certificated salaries & wages	4,748,166	5,184,215	436,049	9.2%
Non-certificated benefits	1,350,132	1,464,916	114,784	8.5%
<b>Total ECS -Grade 12 labour cost</b>	<b>29,668,972</b>	<b>31,509,385</b>	<b>1,840,413</b>	<b>6.2%</b>

**B ANALYSIS OF REVENUE/EXPENSES BY ENVELOPE**

**1. INSTRUCTION**

*School Generated Funds are allowable fees collected and held by individual schools and are associated with non-curricular supplies and travel as well as other fees to enhance education.*

**2. PLANT OPERATIONS AND MAINTENANCE (PO&M)**

Golden Hills School Division  
Statement of Revenue and Expenses - Comparison to Budget  
Plant Operations and Maintenance  
Period - September 1 2023 - February 29, 2024

	Annual Budget	Q2 Prorated Budget	Q1 Actuals	Budget \$ Remaining	Q2 % Budget	Q2 Benchmark
<b>Revenues</b>						
Alberta Education	7,014,366	3,507,183	3,442,931	3,571,435	49%	50%
Other revenues	121,000	60,500	61,846	59,154	51%	50%
Amortization	4,032,264	2,016,132	1,975,116	2,057,148	49%	50%
<b>Total revenues</b>	<b>11,167,630</b>	<b>5,583,815</b>	<b>5,479,893</b>	<b>5,687,737</b>	<b>50%</b>	<b>50%</b>
<b>Expenses</b>						
Non-certificated salaries & benefits	2,759,604	1,379,802	1,393,280	1,366,324	50%	50%
Supplies and services	4,768,016	2,384,008	1,776,969	2,991,047	37%	50%
Amortization	4,070,157	2,035,079	2,243,337	1,826,820	55%	50%
<b>Total expenses</b>	<b>11,597,777</b>	<b>5,798,889</b>	<b>5,413,586</b>	<b>6,184,191</b>	<b>48%</b>	<b>50%</b>
<b>Surplus/(deficit)</b>	<b>(430,147)</b>	<b>(215,074)</b>	<b>66,307</b>			

	Prior Year Q2	Current Year Q2	% Change
<b>Expenses</b>			
Non-certificated salaries & wages	1,070,214	1,098,324	2.6%
Non-certificated benefits	276,112	294,956	6.8%
<b>Total Labour expenses</b>	<b>1,346,326</b>	<b>1,393,280</b>	<b>3.5%</b>
Services, contracts & supplies	2,485,535	1,776,969	-28.5%
Amortization	2,126,531	2,243,337	5.5%
Total service & supplies	4,612,066	4,020,306	-12.8%
<b>Total expenses</b>	<b>5,958,392</b>	<b>5,413,586</b>	<b>-9.1%</b>

*The annualized bottom line agrees to the estimated budget for the year, with some timing variations in revenue and spending. Management anticipates PO&M to meet its budget target at year-end.*

3. TRANSPORTATION

**Golden Hills School Division**  
**Statement of Revenue and Expenses - Comparison to Budget**  
**Transportation**  
**Period - September 1, 2023 to February 29, 2024**

	Annual Budget	Q2 Prorated Budget	Q2 Actuals	Budget \$ Remaining	Q2 % Budget	Q2 Benchmark
<b>Revenues</b>						
Alberta Education	5,375,685	2,687,843	2,793,731	2,581,954	52.0%	50.0%
Other revenues	190,000	95,000	1,100	188,900	0.6%	50.0%
<b>Total revenues</b>	<b>5,565,685</b>	<b>2,782,843</b>	<b>2,794,831</b>	<b>2,770,854</b>	<b>50.2%</b>	<b>50.0%</b>
<b>Expenses</b>						
Non-certificated salaries & benefits	2,190,926	1,314,556	1,303,397	887,529	59.5%	60.0%
Contracted Bus Services	100,000	60,000	17,476	82,524	17.5%	60.0%
Fuel	925,000	462,500	184,783	740,217	20.0%	50.0%
Other Supplies and services	1,727,427	863,714	815,521	911,906	47.2%	50.0%
Amortization	622,332	311,166	288,721	333,611	46.4%	50.0%
<b>Total expenses</b>	<b>5,565,685</b>	<b>3,005,470</b>	<b>2,609,898</b>	<b>2,955,787</b>	<b>46.9%</b>	<b>54.0%</b>
<b>Surplus/(deficit)</b>	-	<b>(222,627)</b>	<b>184,933</b>			

	Prior Year Q2	Current Year Q2	% Change
<b>Expenses</b>			
Non-certificated salaries & wages	1,070,214	1,158,465	8.2%
Non-certificated benefits	276,112	144,932	-47.5%
<b>Total Labour expenses</b>	<b>1,346,326</b>	<b>1,303,397</b>	<b>-3.2%</b>
Services, contracts & supplies	2,375,545	1,017,780	-57.2%
Amortization	2,109,568	288,721	-86.3%
<b>Total service &amp; supplies</b>	<b>4,485,113</b>	<b>1,306,501</b>	<b>-70.9%</b>
<b>Total expenses</b>	<b>5,831,439</b>	<b>2,609,898</b>	<b>-55.2%</b>

*Overall, with careful monitoring of expenses throughout the year, management anticipates Transportation to meet its budget target by year-end.*

**4. BOARD AND SYSTEM ADMINISTRATION**

Board and System Administration currently has a negative variance of **(\$298K)** for the 2<sup>nd</sup> quarter of the current year. As anticipated, expenses are weighted more heavily in the first half of the year. No other unusual changes in budgeted to actual expenses have been experienced, it is anticipated that revenues and expenses will reach a breakeven point by year end.

Note: Alberta Education makes a provision for a separate System Administration Targeted Grant. The 2.8K grant amount has remained static since 2019.

**Golden Hills School Division  
Statement of Revenue and Expenses - Comparison to Budget  
Board of Trustees  
Period - September 1, 2023 to February 29, 2024**

	Annual Budget	YTD Actuals	Budget Remaining	% Budget Used
<b>Revenues</b>				
Budgeted Revenues	283,700	283,700	-	100%
<b>Total revenues</b>	<b>283,700</b>	<b>283,700</b>	<b>-</b>	<b>100%</b>
<b>Expenses</b>				
Trustee Earnings and Benefits	210,700	75,490	135,210	36%
Trustee Travel & Supplies	73,000	45,514	27,486	62%
<b>Total expenses</b>	<b>283,700</b>	<b>121,004</b>	<b>162,696</b>	<b>43%</b>

*To date, Board expenses are in line with the range of projected expenditure amounts.*

5. EXTERNAL SERVICES

**Golden Hills School Division**  
**Statement of Revenue and Expenses - Current to Prior Year Comparison**  
**External Services**  
**Period - Q2 2023 vs Q2 2024**

	Q2 2023	Q2 2024	\$ Change	% Change
<b>Total revenues</b>	<b>4,532,220</b>	<b>4,641,771</b>	<b>109,551</b>	<b>2%</b>
<b>Expenditures</b>				
Certificated salaries & wages	155,527	119,726	(35,801)	-23%
Certificated benefits	14,973	11,231	(3,742)	-25%
Non-certificated salaries & wages	463,320	492,215	28,895	6%
Non-certificated benefits	91,896	94,326	2,430	3%
Service, contracts and supplies	2,429,639	2,375,415	(54,224)	-2%
Amortization	76,786	78,120	1,334	2%
Interest/bank charges	3,766	7,548	3,782	100%
<b>Total expenses</b>	<b>3,235,907</b>	<b>3,178,581</b>	<b>(57,326)</b>	<b>-2%</b>
<b>Net Surplus/(deficit) to date</b>	<b>1,296,313</b>	<b>1,463,190</b>	<b>166,877</b>	<b>-</b>

External Services has generated more revenue in 2024 due to an increase in fees charged across all programs. External services continues to see strong demand, including on line students, despite some changes with external operator partnerships.

**Q2 ISS REVENUE**

**\$4.6M**

Up 2% from prior year

**ENROLMENT**

**279**

**STUDENTS**



Students represent 28 countries and territories around the world

**DORM OCCUPANCY**

**91%**

Strathmore dorm capacity – 96  
 Drumheller dorm capacity - 88

**HOMESTAY**

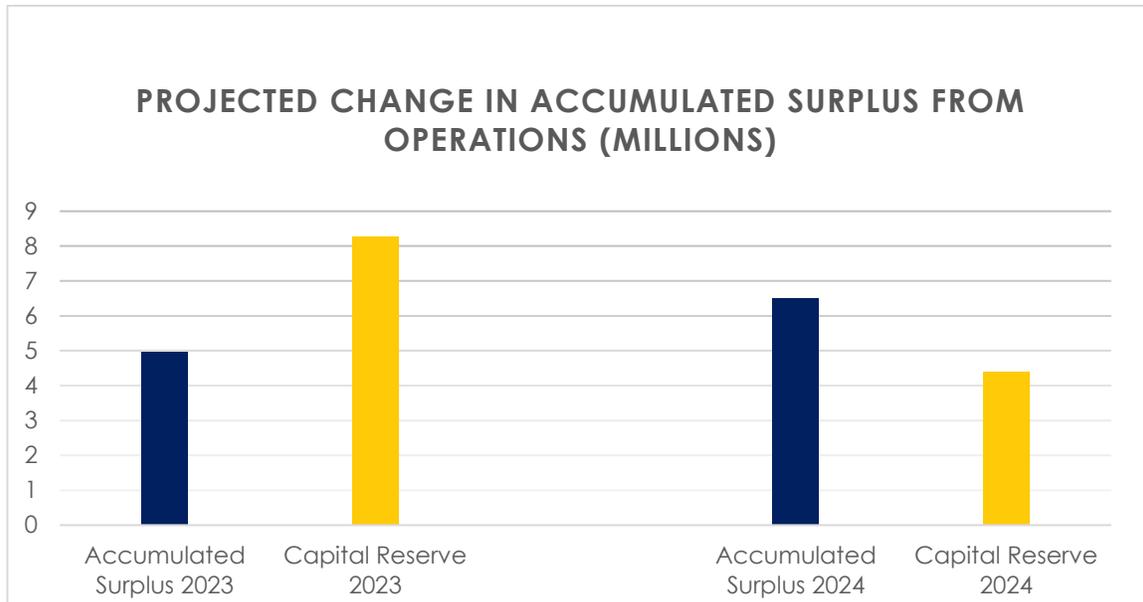
**23**

External Services includes International Services, joint-use agreements, and external contract service agreements. Included within this period is the recognition of **\$3.6M** of **ISS tuition fees** revenue, out of the total **\$5.5M** unearned revenue as at Aug 31, 2023. ISS Revenues are received in unequal amounts throughout the year, and most international students prepay tuition several months in advance. As a result, this unearned tuition revenue related to the 2022/2023 fiscal year is pro-rated to each quarter based on an estimation of related expenses (35%/30%/25%/10%), while expenses are recognized when they occur.

GHSD charges a fixed 3.6% admin fee to the ISS and Siksika programs to recognize the administrative costs that these programs use, but which are otherwise not directly charged to the program accounts.

Expenses are expected to increase in Q3 versus revenues and management expects external services to continue to remain in a surplus position to year-end. These dollars will allow us to invest in our dorm facilities which will see increased capital maintenance in 2024.

**6. SUMMARY AND ACCUMULATED SURPLUS**



**QUARTERLY SUMMARY**

*Golden Hills continues to manage expenses in line with expected funding despite higher cost inflation in some areas. At the end of Q2 Golden Hills is in a surplus position for the year.*

*Overall, GHSD is keeping expenditures within the parameters of the Board's May 25, 2023 approved and submitted 2023-24 budget.*

*We continue to fund programs that are in alignment with our goals and vision of inspiring confident, connected, caring citizens of the world.*



## DRAFT EDUCATION PLAN AND BUDGET

*“Inspiring confident, connected, caring citizens of the world”*

**April 23, 2024**

The Government Accountability Act, Education Act and Ministerial Regulations (see: *Policy and Requirements for School Board Planning and Results Reporting*), require that jurisdictions prepare three year education plans (revised annually in a rolling-forward process) and annual education results reports. Alberta Education receives, reviews, and monitors compliance with the planning and reporting requirements.

Planning for continuous improvement and reporting on results achieved are parts of the overall *Performance Management Cycle*, illustrated below, to improve the quality and effectiveness of education programs and to improve student learning and achievement.

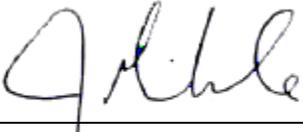


In response to budget dialogues between Alberta Education and the various school authorities, the planning and reporting requirements were streamlined. While boards must have an updated Education Plan and budget in place before the start of the school year.

As per the Funding Manual for School Authorities, the Education Plan and annual budget must be prepared for review by the Board of Trustees and posted on the website by May 31, 2023. School authorities must notify the Field Services Branch Director of the posting, including a permalink to the document.

**Recommendation:**

That the Board of Trustees reviews the draft Education Plan 2024-2027 and annual budget 2024/2025 for submission to Alberta Education on May 31, 2024.

A handwritten signature in black ink, appearing to read 'J. Grimsdale', written over a horizontal line.

Jeff Grimsdale  
Superintendent of Schools



**BILL 13**  
**Real Property Governance Act**

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

**April 23, 2024**

**Background:**

On March 21, 2024, Bill 13, *Real Property Governance (RPG) Act* was introduced by the Minister of Alberta Infrastructure, Pete Guthrie.

If passed, Bill 13 will ensure that public property sales across government are handled consistently. Bill 13 would also require departments, agencies, boards, and commissions to offer the transfer of public property to Infrastructure prior to sale.

This Bill aims to facilitate informed decisions, streamline access to real property investments, and expedite program delivery by establishing a comprehensive understanding of government real property assets through a consolidated inventory and offer to transfer. By streamlining property sales, the RPG Act intends to help support priority projects across government, create revenue, and reduce red tape. The goal is to make the most effective and efficient use of public infrastructure.

**Key Changes**

- Create a centralized inventory of public property to help government better manage these assets
- Ensure that the Ministry of Infrastructure has the option to hold onto property that has strategic value
- Reduce administrative burden and red tape, allowing other government departments to focus on priority work
- Modernize governance to provide better accountability and increase transparency to taxpayers

**Next Steps**

Pending the outcome of the bill, more information and detailed instruction will be shared.

**Recommendation:**

That the Board of Trustees receives Bill 13 *Real Property Governance Act* as information.

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Jeff Grimsdale  
Superintendent of Schools

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Tahra Sabir  
Secretary Treasurer



**BILL 18**  
**Provincial Priorities Act**

*“Inspiring confident, connected, caring citizens of the world”*

**April 23, 2024**

**Background:**

Bill 18, *Provincial Priorities Act*, was introduced by the Honourable Danielle Smith, Premier and Minister of Intergovernmental Relations. The Bill received its first reading on April 10, 2024.

If passed, Bill 18 will require provincial entities to obtain prior approval from Alberta’s government before entering into, amending, extending, or renewing an agreement with the federal government. Current legislation has created gaps that enable federal agreements to be made in absence of provincial input. Bill 18 would help close these gaps and ensure a fair deal for all Albertans by requiring any contract of agreement to consider provincial priorities and investments.

The legislation would be implemented through supporting regulations, which would set out the approval process, any requirements to be met before a provincial entity may enter into an agreement with the federal government as well as any exceptions to the legislation.

**Next Steps**

- Comprehensive stakeholder engagement is expected to take place in summer 2024 following the passage of the bill
- It is anticipated the legislation will come into force in early 2025 once the regulations are finalized.

Many processes are already in place between Alberta Education and school boards to support access to additional funding from the Government of Canada.

**Recommendation:**

That the Board of Trustees receives Bill 18 *Provincial Priorities Act* as information.

\_\_\_\_\_  
Jeff Grimsdale  
Superintendent of Schools

\_\_\_\_\_  
Tahra Sabir  
Secretary Treasurer