



# NORTHLAND SCHOOL DIVISION NO. 61

## REGULAR BOARD MEETING NO. 15 – 01

### AGENDA

Time: 7:00 p.m. January 30, 2015, 9:00 a.m. January 31, 2015  
Location: Divisional Office, Peace River

Page No.

#### A. CALL TO ORDER

1. Opening Prayer

#### B. GENERAL BUSINESS

1. Approval of Agenda
2. Adopt Minutes
  - 2.1 November 21, 2014 .....5
  - 2.2 November 26, 2014 .....15
  - 2.3 December 8, 2014.....17

#### C. PRESENTATIONS

- 7:15 p.m. Terry Lynn Cook Pedagogical Supervisor, High School Redesign .....19  
8:00 p.m. Don Tessier, Associate Superintendent, Attendance Initiative .....43

#### D. RECESS

#### E. ACTION ITEMS

1. Recommended Items
  - 1.1 Amendment to Motion 23731/14.....101
2. Education Committee Items
  - 2.1 (None)
3. Personnel Committee Items
  - 3.1 (None)
4. Finance Committee Items
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  - 5.6 Covering Motion, Organizational Plans.....139
  - 5.7 LSBC Meeting Minutes
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# **NORTHLAND SCHOOL DIVISION NO. 61**

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**I. CLOSING PRAYER**

**J. ADJOURNMENT**





**MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61 BOARD OF TRUSTEES REGULAR MEETING ON NOVEMBER 21 & 22, 2014 AT THE DIVISIONAL OFFICE, PEACE RIVER, ALBERTA.**

MEMBERSHIP		
✓	Colin Kelly	• Official Trustee
x	Elmer Gullion	• Advisory Committee Member – Trout Lake
✓	Ken Shaw	• Advisory Committee Member – Gift Lake
✓	Kim Courtoreille	• Advisory Committee Member – Desmarais
X	Rachelle McDonald	• Advisory Committee Member – Susa Creek
✓	Robin Guild	• Advisory Committee Member – Wabasca
✓	Louie Cardinal	• Advisory Committee Member – Peerless Lake
x	Margaret Quintal	• Advisory Committee Member – Conklin
✓	Donna Barrett	• Superintendent of Schools
✓	Don Tessier	• Associate Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	David Cox	• Division Facility Manager
✓	Wes Oginski	• Director of Human Resources
✓	Delores Pruden	• Director of FNMI Education
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary - Finance
GUESTS		
✓	Brian Dewar	• Little Buffalo, Principal
✓	Crystal Colville	• Little Buffalo Teacher
✓	Joyce Hunt	• FNMI Education Coordinator
✓	Jason Bigcharles	• KTC Outdoor Education/Cree Culture Specialist
✓	Kim Bigcharles	•

**CALL TO ORDER**

Colin Kelly Official Trustee called the meeting to order at 7:04 p.m.

**OPENING PRAYER**

Louie Cardinal, Advisory Committee Member gave the opening prayer.

**ADOPT AGENDA**

23725/14

Colin Kelly Official Trustee moved that the Board of Trustees adopt the agenda as amended:

Add: 8:30 p.m. Presentation NSD Wesbsite, Curtis Walty Communications Coordinator

**CARRIED**

MINUTES –  
OCTOBER 31,  
2014

23726/14 Colin Kelly Official Trustee moved that the Board of Trustees approve the minutes as presented.

October 31, 2014 – Regular Meeting

CARRIED

PRESENTATIONS  
SKILLS CAMP,  
BRIAN DEWAR,  
LITTLE BUFFALO  
PRINCIPAL

Brian Dewar Little Buffalo Principal and Crystal Colville Little Buffalo Teacher, presented a beautiful handmade quilt to Colin Kelly Official Trustee on behalf of Little Buffalo School LSBC members, staff and students.

Brian Dewar gave a presentation to the Board on the Skills Camp which was held at the Northern Lakes College Campus in Grouard. The camp was a partnership between NSD, Northern Lakes College, KTC and Peace River School Division. Students took part in carpentry, welding, millwright, oilfield training and food. 43 students took part in the Skills camp and received 3 credits each.

Brian Dewar thanked the Board and NSD for their generous contribution towards the Skills Camp.

Brian Dewar and Crystal Colville left the meeting at 7:33 p.m.

PRESENTATIONS  
CULTURE CAMP,  
JASON  
BIGCHARLES &  
JOYCE HUNT

Jason Bigcharles, KTC Outdoor Education/Cree Specialist and Joyce Hunt, FNMI Education Coordinator gave a presentation to the Board on the Culture Camps held at Marten Lake with Atikameg and Grouard School from October 20-24, 2014 and with Little Buffalo School October 27 – 30, 2014.

Jason Bigcharles and Joyce Hunt left the meeting at 8:23 p.m.

RECESS

The meeting recessed at 8:23 p.m.  
The meeting reconvened at 8:31 p.m.

PRESENTATIONS  
NSD WEBSITE,  
CURTIS WALTY,  
COMMUNICA-  
TIONS  
COORDINATOR

Curtis Walty, Communications Coordinator presented the new Northland School Division website to the Board. The website was launched on November 19, 2014.

RECESS

The meeting recessed at 8:56 p.m. on November 21, 2014.

The meeting reconvened at 9:04 a.m. on November 22, 2014.

OPENING  
PRAYER

Louie Cardinal, Advisory Committee Member gave the opening prayer.

EDUCATION  
QUARTERLY  
REPORT

23727/14

Colin Kelly Official Trustee moved that the Board of Trustees accept the Education Quarterly Report for information, as presented and attached.

Colin Kelly Official Trustee requests administration include a cumulative student attendance percentage by school and division report in the Education Quarterly Report.

Colin Kelly Official Trustee requests administration add custodians, bus drivers and cooks to the Staffing Update in the Education Quarterly Report.

CARRIED

RECESS

The meeting recessed at 9:47 a.m.

The meeting reconvened at 9:54 a.m.

2013-2014 AERR  
AND THREE  
YEAR  
EDUCATION  
PLAN 2014-2017

23728/14 Colin Kelly Official Trustee moved that the Board of Trustees approve the 2013-2014 AERR and Three Year Plan 2014-2017 as attached with discussed amendments.

Colin Kelly Official Trustee requests administration draft communication to be sent to principals and LSBC members, laying out strategies to increase parent participation in completion of Alberta Education Surveys.

CARRIED

PROCEDURE 426  
STAFF LEAVES  
AND ABSENCES

23729/14 Colin Kelly Official Trustee moved that the Board of Trustees approve of the attached change to Procedure 426, Staff Leaves and Absences.

CARRIED

RECESS

The meeting recessed at 10:48 a.m.  
The meeting reconvened at 10:53 a.m.

APPENDIX 2 –  
ORGANIZATION-  
AL CHART

23730/14 Colin Kelly Official Trustee moved that the Board of Trustees approve changes to Appendix 2 – Organizational Chart as presented and attached.

CARRIED

PROCEDURE 404  
RECRUITMENT  
AND RE-  
ASSIGNMENT OF  
CERTIFICATED  
STAFF

23731/14 Colin Kelly Official Trustee moved that the Board of Trustees table changes to Procedure 404 – Recruitment and Re-Assignment of Certificated.

CARRIED

**NORTHLAND  
CERTIFICATED  
STAFF  
RECRUITMENT  
STRATEGY**

23732/14 Colin Kelly Official Trustee moved that the Board of Trustees accept the attached Northland Certificated Staff Recruitment Strategy.

Colin Kelly requests administration to send out the Certificated Staff Recruitment Strategy to staff and LSBC members for feedback.

**CARRIED**

**2014 – 2015  
NOVEMBER  
REVISED  
BUDGET**

23733/14 Colin Kelly Official Trustee moved that the Board of Trustees defer the 2014-2015 November Revised Budget to further in the agenda.

**CARRIED**

**GROUARD  
HOUSING  
TENDERS**

23734/14 Colin Kelly Official Trustee moved that the Board of Trustees award the tender for the Sale of the Grouard Housing to Kapown Centre for the following properties and amounts: Property (178): LOT 17, BLOCK 2, PLAN 5688MC in the amount of \$30,000 (no gst); Property (185): LOT 15, BLOCK 2, PLAN 5688MC in the amount of \$30,000 (no gst); Property (186): LOT 16, BLOCK 2, PLAN 5688MC in the amount of \$30,000 (no gst); Property (189): LOT 10, BLOCK 1, PLAN 9520815 in the amount of \$35,000 (no gst); Property (280): LOT 9, BLOCK 1, PLAN 9520815 in the amount of \$35,000 (no gst).

**Other Tenders Received:**

Property (178): LOT 17, BLOCK 2, PLAN 5688MC  
Ingowet Consults Inc. \$1,100.00 (no gst)

Property (185): LOT 15, BLOCK 2, PLAN 5688MC  
Ingowet Consults Inc. \$1,120.00 (no gst)

Property (186): LOT 16, BLOCK 2, PLAN 5688MC  
Toni Auger \$20,000 (no gst)  
Ingowet Consults Inc. \$1,200.00 (no gst)

Property (189): LOT 10, BLOCK 1, PLAN 9520815  
Ingowet Consults Inc. \$1,050.00 (no gst)

Property (280): LOT 9, BLOCK 1, PLAN 9520815  
Ingowet Consults Inc. \$1,200.00 (no gst)

**CARRIED**

**GIFT LAKE  
FURNITURE  
TENDER**

23735/14 Colin Kelly Official Trustee moved that the Board of Trustees table the Gift Lake Furniture Tender for further analysis.

CARRIED

**2015-2016 NEW  
MODULAR  
REQUEST**

23736/14 Colin Kelly Official Trustee moved that the Board of Trustees ratify the administrative action and approve of the 2015-2016 New Modular Request that was sent to Alberta Education and Alberta Infrastructure on November 3, 2014, as attached.

CARRIED

**POLICY 10  
BOARD  
DELEGATION OF  
AUTHORITY**

23737/14 Colin Kelly Official Trustee moved that the Board of Trustees accept the attached changes to Policy 10, Board Delegation of Authority, as information.

CARRIED

**POLICY 15  
SCHOOL LUNCH  
PROGRAMS**

23738/14 Colin Kelly Official Trustee moved that the Board of Trustees accept the attached changes to Policy 15, School Lunch Programs, as information.

CARRIED

**FIELD TRIP COST  
ANALYSIS**

23739/14 Colin Kelly Official Trustee moved that the Board of Trustees approve allocating \$50,101.90 to the November 2014-15 Revised Budget to provide additional funding to schools to compensate for the increase to the per kilometer field trip cost.

Colin Kelly, Official Trustee requests administration to bring back an analysis which represents the impact to the budget when the allocation of money to cover the increased per kilometer rate is phased out.

CARRIED

**RECESS**

The meeting recessed for lunch at 12:11 p.m.  
The meeting reconvened at 12:48 p.m.

2014 – 2015  
NOVEMBER  
REVISED  
BUDGET

23740/14 Colin Kelly Official Trustee moved that the Board of Trustees approve the 2014-2015 November Revised Budget, as presented and attached.

CARRIED

LSBC MEETING  
MINUTES  
RECEIVED

23741/14 Colin Kelly Official Trustee moved that the Board of Trustees receive the Local School Board Committee meeting minutes as information, as listed below:

LSBC NAME	DATE OF MEETING
Anzac/Bill Woodward	September 16, 2014
	October 21, 2014
Athabasca Delta	October 20, 2014
Conklin	October 27, 2014
East Prairie	September 10, 2014
Elizabeth	September 16, 2014
	October 21, 2014
Fort McKay	October 20, 2014
Gift Lake	November 4, 2014
Grouard	October 6, 2014
J.F. Dion	November 4, 2014
Janvier	October 20, 2014
Keg River	September 2, 2014
	October 14, 2014
Paddle Prairie	October 27, 2014
	November 10, 2014
Peerless Lake	October 9, 2014
Trout Lake	September 16, 2014
	October 2, 2014

CARRIED

ADMINISTRATIVE  
ACTION –  
CURRENT LSBC  
MEETING  
MINUTES  
RECEIVED

23742/14 Colin Kelly Official Trustee moved that the Board of Trustees approve the action taken by the Administration with respect to Local Board Minutes received, as listed below.

LSBC NAME	DATE OF MEETING	Motion No.	Action Taken
Anzac/Bill Woodward	Sep 16, 2014		As Presented
	Oct 21, 2014		As Presented
ADCS	Oct 20, 2014		As Presented
Conklin	Oct 27, 2014		As Presented

East Prairie	Sep 10, 2014		As Presented
Elizabeth	Sep 16, 2014		As Presented
	Oct 21, 2014		As Presented
Fort McKay	Oct 20, 2014		As Presented
Gift Lake	Nov 4, 2014		As Presented
Grouard	Oct 6, 2014		As Presented
J.F. Dion	Nov 4, 2014	346-11/14	Administration
Janvier	Oct 20, 2014	14-40	Administration
		14-37	Exclude
Keg River	Sep 2, 2014		As Presented
	Oct 14, 2014		As Presented
Paddle Prairie	Oct 27, 2014		As Presented
	Nov 10, 2014		As Presented
Peerless Lake	Oct 9, 2014		As Presented
Trout Lake	Sep 16, 2014	895649	Administration
	Oct 2, 2014	895648	Administration

CARRIED

ADMINISTRATIVE  
ACTION –  
FOLLOW UP LSBC  
MEETING  
MINUTES  
RECEIVED

23743/14 Colin Kelly Official Trustee moved that the Board of Trustees approve of the follow up action taken by Administration with respect to local board minutes received, as attached.

CARRIED

COVERING  
MOTION IN-LIEU  
DAYS FOR  
ADMINISTRAT-  
ORS

23744/14 Colin Kelly Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to the 2014-2015 in-lieu days for administrators.

CARRIED

COVERING  
MOTION ANNUAL  
EDUCATION  
RESULTS  
REPORT/ANNUAL  
PLAN

23745/14 Colin Kelly Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relates to the 2013-2014 Annual Education Results Report, 2014-2015 Annual Plan.

CARRIED



COVERING MOTION ORGANIZATION-AL PLANS 23746/14 Colin Kelly Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to Organizational Plans.

CARRIED

SUPERINTENDENT'S REPORT 23747/14 Colin Kelly Official Trustee moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached.

CARRIED

CHAIRMAN'S REPORT 23748/14 Colin Kelly Official Trustee moved that the Board of Trustees accept as information the Chairman's Report as presented and attached.

CARRIED

SECRETARY – TREASURER'S REPORT 23749/14 Colin Kelly Official Trustee moved that the Board of Trustees accept as information the Secretary-Treasurer's Report as presented and attached.

CARRIED

REPORTS FOR INFORMATION 23750/14 Colin Kelly Official Trustee moved that the Board of Trustees receive the following Reports for Information items:

- Attendance Improvement Initiative Draft Report
- 2015-2016 NSD Calendar
- PAT Administration Dates for May and June 2015
- Procedure 303 Homework
- 2013/2014 Staff Sick Leave Data
- Retirement Incentive Program 2014-2015
- By-Election Results Update
- Attendance Improvement Initiative Budget
- List of Acronyms
- Payment of Accounts

Colin Kelly Official Trustee requests that administration send out the Attendance Improvement Initiative Draft Report out to all LSBC members and principals for feedback.

Colin Kelly Official Trustee request that administration bring back strategies for Procedure 303 – Homework to the January 2015 Regular Board Meeting.

**CARRIED**

**ATTENDANCE  
INITIATIVE RADIO  
ANNOUNCEMENTS**

Curtis Walty, Communications Coordinator played the three attendance campaign messages that will air on all local radio stations beginning in November 2014. Statoil gave a very generous donation and is sponsoring the three campaigns.

**ADJOURN**

The meeting adjourned at 3:23 p.m.

**CLOSING PRAYER**

Louie Cardinal, Advisory Committee Member gave the closing prayer.

---

Colin J. Kelly, Official Trustee

---

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantal, Executive Secretary Finance

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61 BOARD  
OF TRUSTEES SPECIAL MEETING ON NOVEMBER 26, 2014 IN PEACE  
RIVER, ALBERTA

	MEMBERSHIP	
✓	Colin Kelly	• Official Trustee
✓	Donna Barrett	• Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Roxane Guindon	• Assistant Secretary-Treasurer
✓	Melanie Mantai	• Executive Secretary

CALL TO ORDER

Colin Kelly Official Trustee called the meeting to order at 11:01 a.m.

WAIVER

23751/14 Colin Kelly Official Trustee moved that the Board of Trustees waive Section 67 (4) of the School Act.

CARRIED

AUDITED FINANCIAL  
STATEMENTS

23752/14 Colin Kelly Official Trustee moved that the Board of Trustees approve the Audited Financial Statements ending August 31, 2014, as attached.

ADJOURN

The meeting adjourned at 11:02 p.m.

---

Colin J. Kelly, Official Trustee

---

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance



MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61 BOARD OF TRUSTEES SPECIAL MEETING ON DECEMBER 8, 2014 AT THE DIVISIONAL OFFICE IN PEACE RIVER, ALBERTA.

	MEMBERSHIP	
✓	Colin Kelly	• Chairman
X	Donna Barrett	• Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
X	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary
✓	Patty Johnson	• Purchasing Accounts Clerk

CALL TO ORDER

Colin Kelly Official Trustee called the meeting to order at 3:36 p.m.

WAIVER

23753/14 Colin Kelly moved that the Board of Trustees waive Section 67 (4) of the School Act.

CARRIED

GIFT LAKE SCHOOL  
FURNITURE TENDER

23754/14 Colin Kelly moved that the Board of Trustees accept the tender from Schoolhouse Products in the amount of \$108,668.50 + GST, for the supply, delivery and installation of furniture and equipment for the new school in Gift Lake, with funds coming from the Capital Planning Alberta Government Grant.

CARRIED

ADJOURN

The meeting adjourned at 3:41 p.m.

---

Colin J. Kelly, Official Trustee

---

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance

THESE ARE THE MOST IMPORTANT FACTS OF THE CASE  
AND THE MOST IMPORTANT FACTS OF THE CASE

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PRESENTATION TO THE BOARD

# HIGH SCHOOL REDESIGN

PRESENTED BY: TERRY LYNN COOK, PEDAGOGICAL SUPERVISOR

JANUARY 30, 2015





# Northland School Division High School Redesign

Informational session

T.L. Cook  
Jan 2015



**SCHOOL**

**LIFE**

Turn

TALK

and

Frames are mental structures that shape the way we see the world.



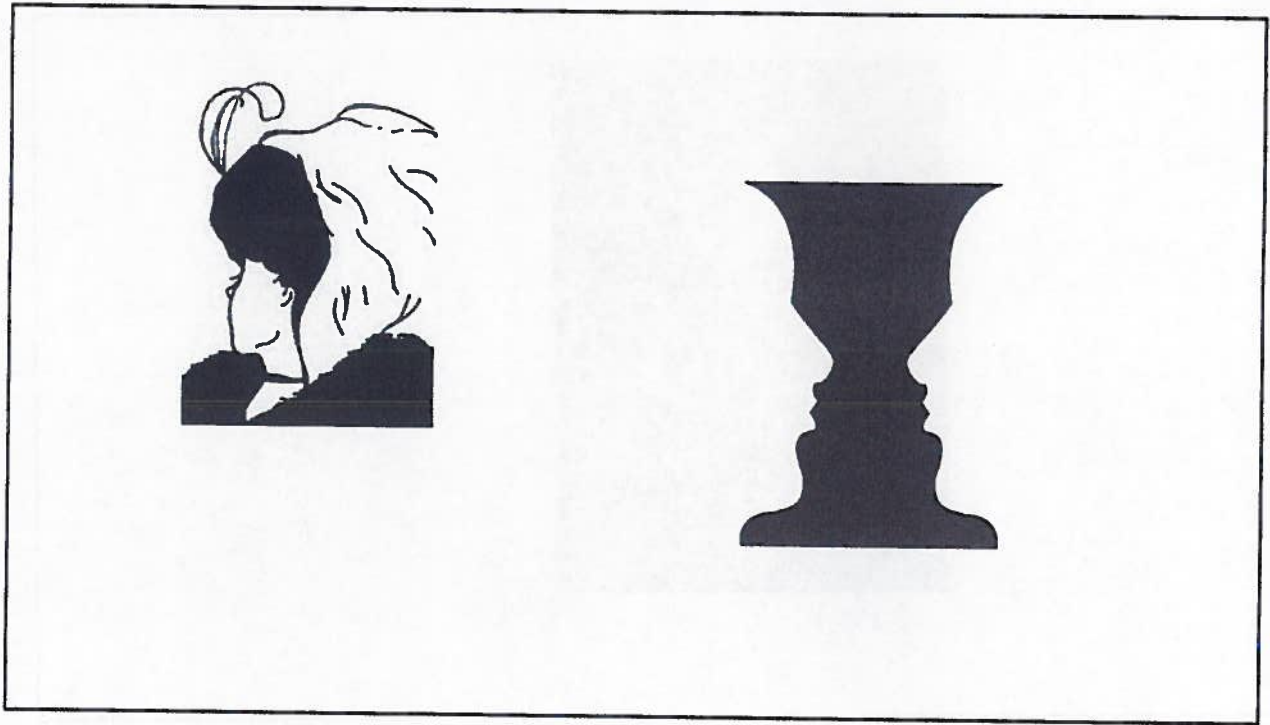
As a result, they shape the goals we seek, the plans we make, the way we act, and what counts as a good or bad outcomes of our actions.

Curriculum

George Lakoff



PITTSBURGH ZOO  
& PPG AQUARIUM







At first people refuse to believe that a strange new thing can be done, then they see it can be done. Then it is done and all the world wonders why it was not done centuries ago.

Frances H. Burnett

<https://www.youtube.com/watch?v=zDZFcDGpL4U>

## In the beginning there was



Curriculum  
inspired by

Albertans  
said....


Alberta students have told us that they want to explore attitudes, skills and knowledge that are relevant to their world, and which will allow them to prosper and contribute meaningfully to our province's future.

Business and industry are telling us that they need students to enter the workforce with appropriate skills, including better literacy skills.

Albertans have told us that they expect students to develop the attitudes, skills and knowledge that will empower them to meet the challenges of the 21st century world after graduation.


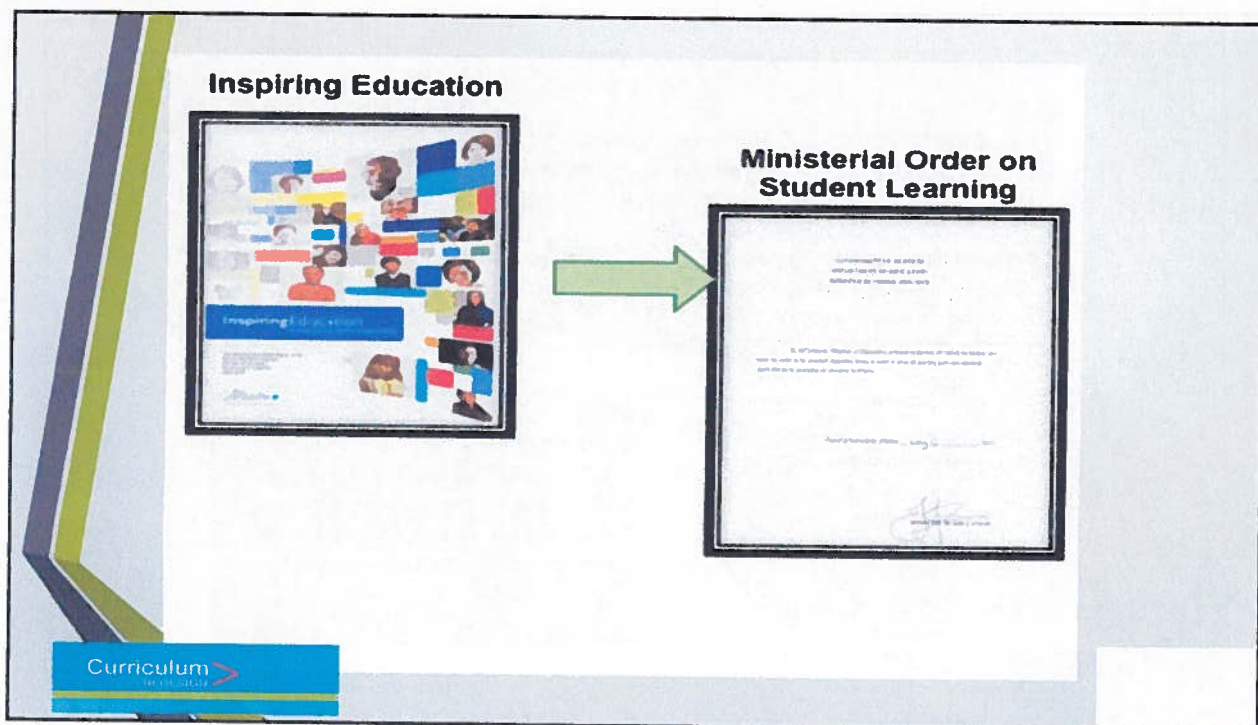
Research on 21st century learners has shown that competencies must be central to the learning process, if students are to be competitive and successful in a global, knowledge-based society.

Curriculum  
inspired by

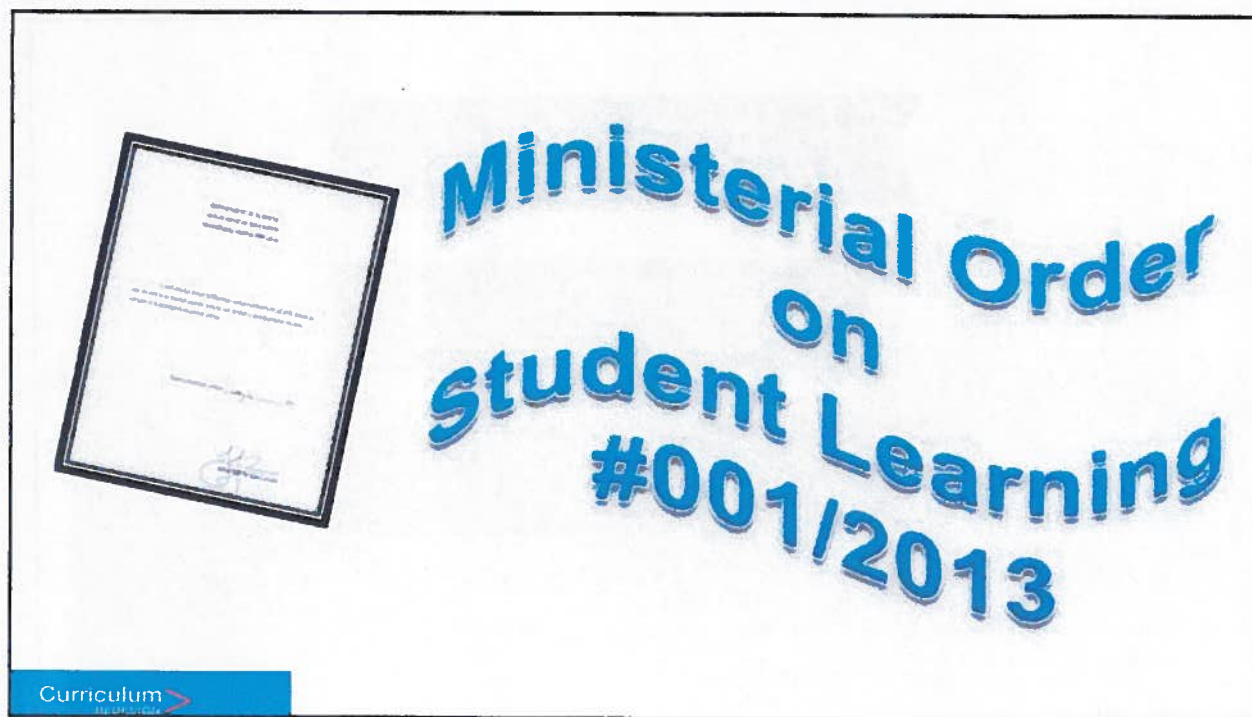


The vision of *Inspiring Education*:

All students are inspired to achieve success and fulfillment as engaged thinkers and ethical citizens with an entrepreneurial spirit.





All students are inspired to achieve success and fulfillment as:

## Engaged Thinker

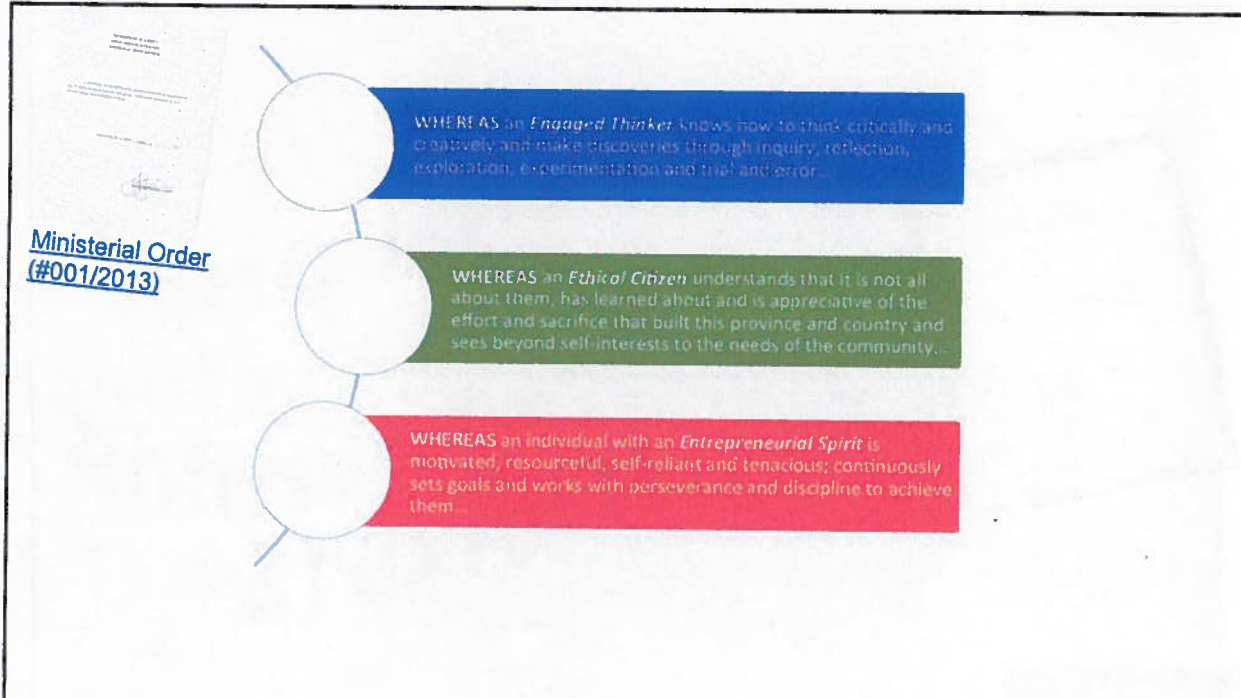
think critically, adapt to change, life-long learner

## Ethical Citizens

build relationships, value diversity, assume responsibility

## Entrepreneurial Spirit

resourceful, self-reliant, confident to take risks



Ministerial Order  
(#001/2013)

WHEREAS an *Engaged Thinker* knows how to think critically and creatively and make discoveries through inquiry, reflection, exploration, experimentation and trial and error...

WHEREAS an *Ethical Citizen* understands that it is not all about them, has learned about and is appreciative of the effort and sacrifice that built this province and country and sees beyond self-interests to the needs of the community...

WHEREAS an individual with an *Entrepreneurial Spirit* is motivated, resourceful, self-reliant and tenacious; continuously sets goals and works with perseverance and discipline to achieve them...

## Ministerial Order on Student Learning (page 2)

“....employ literacy and numeracy to construct and communicate meaning...”



## Understanding the Shifts

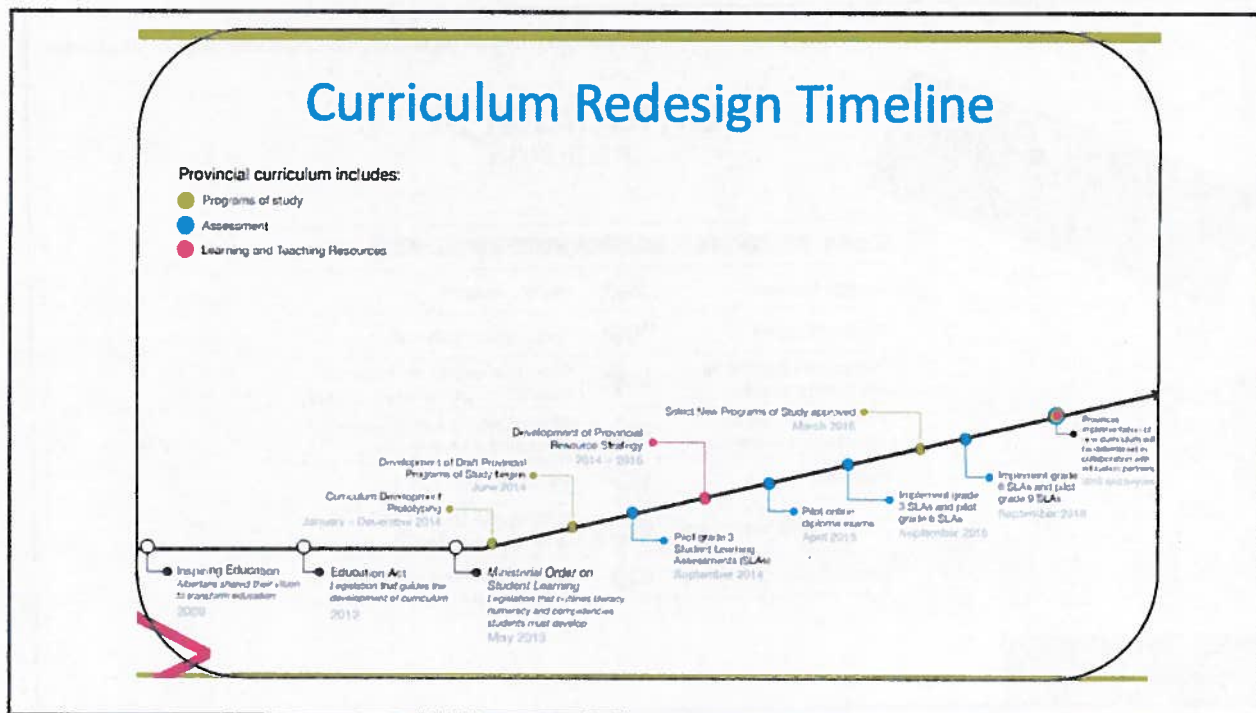
## Curriculum > REDESIGN

Less	→	More
System focused	→	Student focused
Content focused	→	Focus on competencies
Prescriptive curriculum with limited flexibility	→	Opportunities for local decision making and greater depth of study
Primarily focused on summative assessment	→	Balance among formative and summative assessments
Print based	→	Digitally based
Ministry-led development	→	Collaborative and co-development models
Sequential development	→	Synchronous development

## Why cross-curricular competencies?

- Growth of the whole child
- A student-centred approach
- Personalized learning
- Support teacher decision making
- Provide consistency across subject/discipline areas and in assessing and reporting





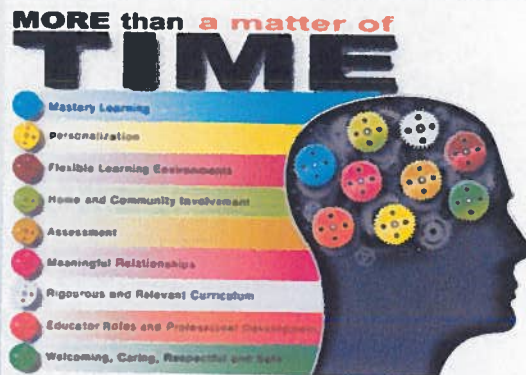
## High School Redesign: Moving Forward with High School Redesign



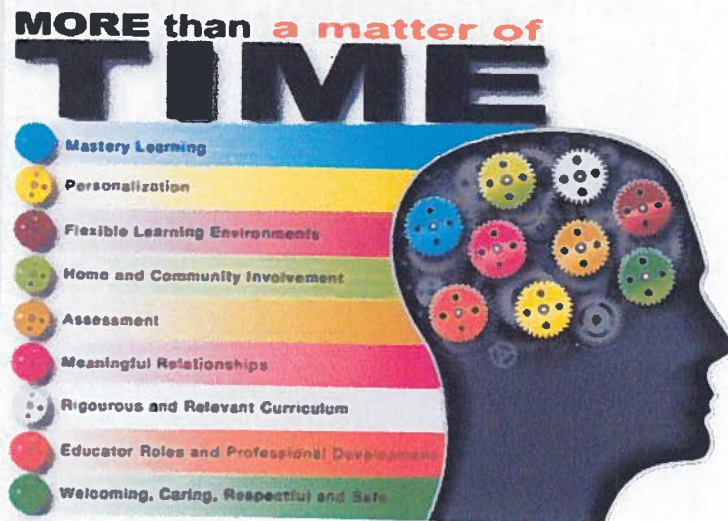
## High School Engagement A Student's 10 Expectations

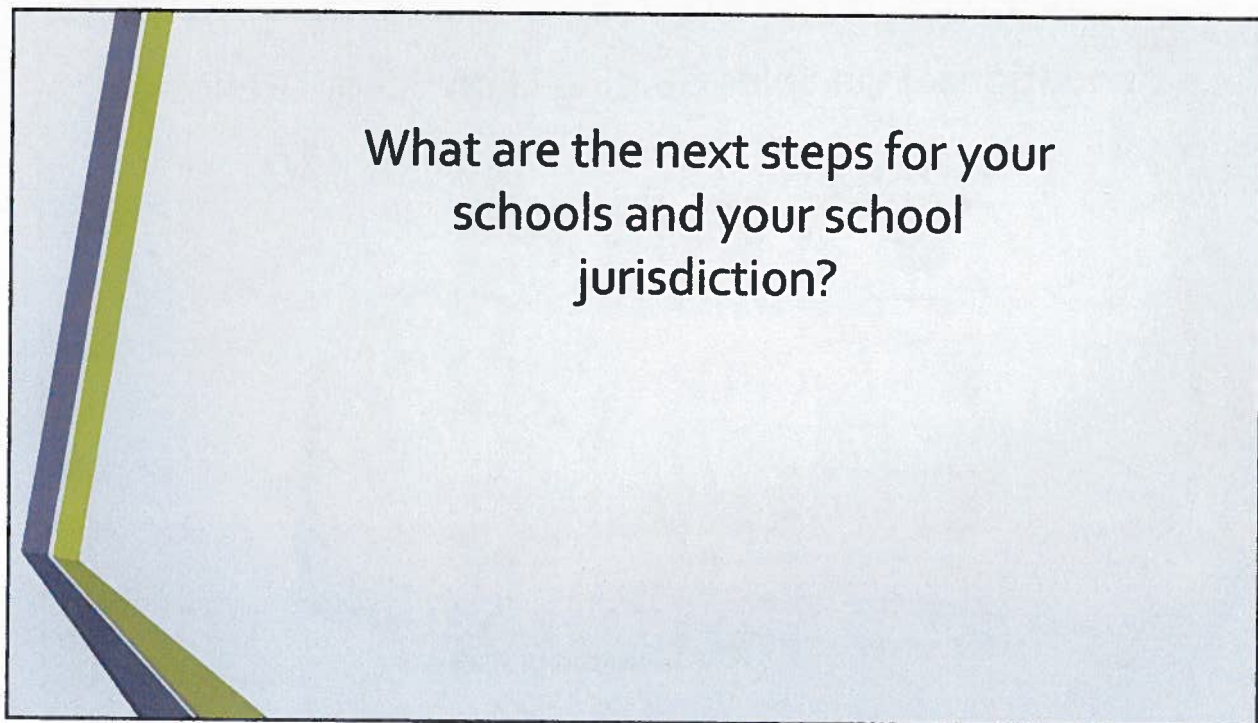
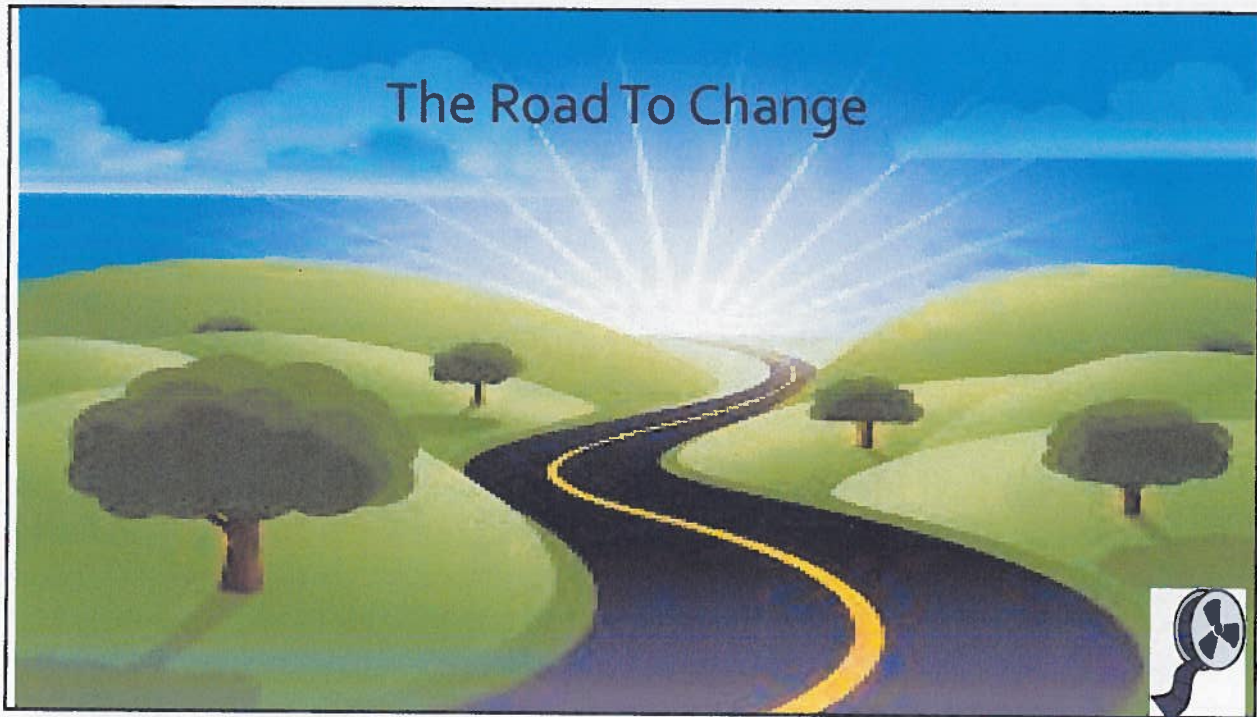
<http://www.youtube.com/watch?v=Kq6c-TGnSf4>

### Foundational Principles



### Foundational Principles Guiding High School Redesign





**Draft Program**  
**Name: High**  
**School Redesign:**  
**“Making Every**  
**Day Count”**

One Program

High School

School Redesign

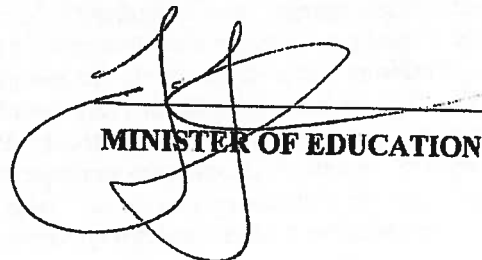
Work & Study

Work Study

**GOVERNMENT OF ALBERTA  
DEPARTMENT OF EDUCATION  
MINISTERIAL ORDER (#001/2013)**

I, Jeff Johnson, Minister of Education, pursuant to Section 39(1)(f) of the *School Act*, make the order in the attached Appendix, being an order to adopt or approve goals and standards applicable to the provision of education in Alberta.

Dated at Edmonton, Alberta May 6, 2013.

  
**MINISTER OF EDUCATION**



**APPENDIX**  
**SCHOOL ACT**  
**MINISTERIAL ORDER (#001/2013)**  
**STUDENT LEARNING**

**An Order to Adopt or Approve Goals and Standards Applicable to the  
Provision of Education in Alberta**

WHEREAS the fundamental goal of education in Alberta is to inspire all students to achieve success and fulfillment, and reach their full potential by developing the competencies of Engaged Thinkers and Ethical Citizens with an Entrepreneurial Spirit, who contribute to a strong and prosperous economy and society.

WHEREAS education in Alberta is based on the values of opportunity, fairness, citizenship, choice, diversity, and excellence.

WHEREAS the educational best interest of the child is the paramount consideration in making decisions about a child's education.

WHEREAS education in Alberta will be shaped by a greater emphasis on education than on the school; on the learner than on the system; on competencies than on content; on inquiry, discovery and the application of knowledge than on the dissemination of information; and on technology to support the creation and sharing of knowledge than on technology to support teaching.

WHEREAS competencies are interrelated sets of attitudes, skills and knowledge that are drawn upon and applied to a particular context for successful learning and living, are developed over time and through a set of related learner outcomes.

WHEREAS students will study subjects; learn reading, writing and mathematics; and focus more deeply on a curriculum that allows for more interdisciplinary learning through competencies that are explicit in all subjects.

WHEREAS an Engaged Thinker knows how to think critically and creatively and make discoveries through inquiry, reflection, exploration, experimentation and trial and error; is competent in the arts and sciences including languages; uses technology to learn, innovate, collaborate, communicate and discover; has developed a wide range of competencies in many areas, including gathering, analysis and evaluation of information; is familiar with multiple perspectives and disciplines and can identify problems and then find the best solutions; as a team member, integrates ideas from a variety of sources into a coherent whole and communicates these ideas to others; adapts to the many changes in society and the economy with an attitude of optimism and hope for the future; as a lifelong learner, believes there is no limit to what knowledge may be gleaned, what skills may be accumulated, and what may be achieved in cooperation with others; and always keeps growing and learning.



## Appendix

## Ministerial Order (#001/2013)

WHEREAS an Ethical Citizen understands that it is not all about them, has learned about and is appreciative of the effort and sacrifice that built this province and country and sees beyond self-interests to the needs of the community; is committed to democratic ideals; contributes fully to the world economically, culturally, socially and politically; as a steward of the earth, minimizes environmental impacts; builds relationships through fairness, humility and open mindedness, with teamwork, collaboration and communication; engages with many cultures, religions and languages, values diversity in all people and adapts to any situation; demonstrates respect, empathy and compassion for all people; cares for themselves physically, emotionally, intellectually, socially and spiritually; is able to ask for help, when needed, from others, and also for others; and assumes the responsibilities of life in a variety of roles.

WHEREAS an individual with an Entrepreneurial Spirit is motivated, resourceful, self-reliant and tenacious; continuously sets goals and works with perseverance and discipline to achieve them; through hard work, earns achievements and the respect of others; strives for excellence and personal, family and community success; is competitive and ready to challenge the status quo; explores ideas and technologies alone or as part of diverse teams; is resilient, adaptable, able and determined to transform discoveries into products or services that benefit the community and, by extension, the world; develops opportunities where others only see adversity; has the confidence to take risks and make bold decisions in the face of adversity, recognizing that to hold back is to be held back; and has the courage to dream.

WHEREAS graduation requirements, education delivery and standards for student learning are set out in other legislative and policy instruments.

- 1 Ministerial Order No. 004/98, dated February 10, 1998, is hereby repealed by this order.
- 2 The goal of this Student Learning Ministerial Order for an inclusive Kindergarten to Grade 12 education is to enable all students to achieve the following outcomes:
  - (1) be Engaged Thinkers and Ethical Citizens with an Entrepreneurial Spirit;
  - (2) strive for engagement and personal excellence in their learning journey;
  - (3) employ literacy and numeracy to construct and communicate meaning; and
  - (4) discover, develop and apply competencies across subject and discipline areas for learning, work and life to enable students to:
    - (a) know how to learn: to gain knowledge, understanding or skills through experience, study, and interaction with others;
    - (b) think critically: conceptualize, apply, analyze, synthesize, and evaluate to construct knowledge;
    - (c) identify and solve complex problems;

-3-

**Appendix****Ministerial Order (#001/2013)**

- (d) manage information: access, interpret, evaluate and use information effectively, efficiently, and ethically;
- (e) innovate: create, generate and apply new ideas or concepts;
- (f) create opportunities through play, imagination, reflection, negotiation, and competition, with an entrepreneurial spirit;
- (g) apply multiple literacies: reading, writing, mathematics, technology, languages, media, and personal finance;
- (h) demonstrate good communication skills and the ability to work cooperatively with others;
- (i) demonstrate global and cultural understanding, considering the economy and sustainable development; and
- (j) identify and apply career and life skills through personal growth and well-being.

3 This Order shall be effective on the date of signing.

**Program Name: High School Redesign: "Making Every Day Count"**

Oct 22/14

**Overall Strategic Objective:**

NSD61 Students will be Educated Albertans by being engaged thinkers and ethical citizens with an entrepreneurial spirit.

**Outcome:**

NSD61 Students will graduate within a High School Redesigned program.

**Resources:**

What resources do we have to work with?

High School Redesign resources and videos, MFWHSR Cohort networks (Mr. Trevor Mitchel- St. Francis of Assisi Catholic Academy-Slave Lake, Mr. Art Shaye-Boyle School- Boyle), NRLC support and facilitation, Alberta Education High School Completion support, The NSD Communique, LST. School Staff, Communities, Parents,

Activities What happens in our organization?	Outputs What are the tangible products of our activities?	Short-term Outcomes What changes do we expect to occur within the short term?	Intermediate Outcomes What changes do we want to see occur after that?	Long-term Outcomes What changes do we hope to see over time?
<p>Provide 2-3 PD sessions on MFWHSR for Administrators and influencers at the 3 'pilot Schools' (Mistassiniy School, Kateri School, Paddle Prairie School).</p> <p>Providing opportunities for the 3 "pilot schools" to build networks and partnership with</p>	<p>3 'pilot schools' have a draft plans on the five principles: Mastery Learning, Personalization, Flexible Learning Environments, Rigorous and Relevant Curriculum, Educator roles and Professional development.</p>	<p>December 2014-The 3 "pilot schools" decide on and implement 1 or 2 actions towards fulfilling the 5 principles.</p> <p>Digitally Documented activities and</p>	<p>September 2015 -The 3 'pilot schools' implement actions for the 5 principles of High School Redesign: Mastery Learning, Personalization, Flexible Learning Environments,</p>	<p>Student centered learning</p> <p>Student attendance is in accordance with the NSD attendance policy are in attendance</p> <p>Every student has a personal education plan.</p> <p>All NSD High Schools are High School Redesign</p>

<p>schools that are part of the MFWHSR.</p> <p>Assist 3 "pilot school" Principals In providing PD to introduce MFWHSR to the school staff/ Local School Board and local communities.</p> <p>Enlisting the assistance of resources to provide Professional Development to gain awareness/ understanding/support for MFWHSR.</p> <p>Submit articles on MFWHSR into the weekly NSD communique.</p>	<p>The 3 "pilot schools" decide on 1 or 2 actions towards fulfilling the 5 principles.</p> <p>Staff meetings are collaborative working Professional Learning Communities.</p> <p>The 3 'pilot schools' inform and collaborate with their Local School Boards/communities and students in building awareness/ understanding and support for MFWHSR.</p> <p>Professional Development on specific activities related to the 5 principles, including but not limited to: PBL, PLC, unpacking the curriculum, team teaching, career plans, mentoring students, building relationships.</p> <p>Articles on MFWHSR in the weekly NSD communique increase awareness and knowledge throughout the NSD concerning High School Redesign.</p>	<p>learnings with MFWHSR.</p> <p>Teachers/staff are collaborating with the students' best interest as the center of all discussions, decisions and actions.</p> <p>Student personal profiles are created and are continuously updated in student mentored meetings.</p> <p>Learning Strategies Courses implemented.</p>	<p>Rigorous and Relevant Curriculum, Educator Roles and Professional development.</p> <p>Teachers and staff belong and attend the MFWHSR Cohort sessions.</p> <p>Credit recovery efforts are in place.</p> <p>Students have a student centered personal education plan in place and are knowledgeable about making good choices/goals for their futures.</p> <p>RAP, Dual credit programs, post-secondary tours are taking place.</p> <p>Each student has Career counselling and guidance.</p> <p>Questions on TTFM survey concerning MFWHSR</p>	<p>Schools.</p> <p>TTFM reports are positive in belonging, achievement.</p> <p>Accountability Pillars Survey results are positive as a result of MFWHSR.</p> <p>Students are graduating and transiting into College/University/trades training or future of their choice.</p>
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Heightened awareness of MFWHSR and its role in Inspiring Education, the Ministerial Order, Curriculum Redesign and Prototyping.	Administrators and Influencers are attending the 2014 MFWHSR Cohort meetings.	April 2015- Alberta Education Application completed for 3 High Schools to be cohort group 2015 in the Moving Forward with High School Redesign.	All NSD High School staff/ parents/ communities have heightened awareness of MFWHSR and its role in Inspiring Education, the Ministerial Order, Curriculum Redesign and Prototyping.	All NSD High Schools complete MFWHSR application.  All NSD High Schools implement a MFWHSR plan.

<b>Rationale(s):</b> The explanation of a set of beliefs, based on a body of knowledge, about how change occurs in your field and with your specific clients (or audience).	<b>Assumptions:</b> Facts or conditions you assume to be true
Change takes time and resilience. Change creates fear of unknown. Every School will create a unique MFWHSR plan that is reflective of their communities and situations. MFWHSR will require a mindshift from: focused to the school to focused on education, centred on the system to centred on the learner, focused on content to building competencies, technology to support teaching to technology to support the creation and sharing of knowledge.	Everyone wants our students to succeed.





PRESENTATION TO THE BOARD

# ATTENDANCE INITIATIVE

PRESENTED BY: DON TESSIER, ASSOCIATE SUPERINTENDENT

JANUARY 30, 2015







**NORTHLAND SCHOOL DIVISION NO.61**



**ATTENDANCE IMPROVEMENT  
INITIATIVE – 'EVERY DAY COUNTS'  
FINAL REPORT**

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## Preamble

*The Northland School Division Inquiry Team Report* provides a framework and impetus for system-wide change and improvement. Since its release in November 2010, Northland School Division No. 61 (NSD61) has made significant progress in areas of leadership, curriculum and instruction. Division work has developed on several different fronts.

- First Nations Métis and Inuit (FNMI) language and culture is weaved daily into classrooms across NSD61 to ensure that students see themselves, parents and grandparents in the curriculum.
- The Division-wide Literacy Initiative is now in its third year of implementation with more students than ever before reading at grade level.
- Land Stewardship, Land-based learning – no matter the term used, classroom walls are falling away making way for learning opportunities on traditional hunting grounds for experiential hands-on learning for students. For example, Cultural Weaving Project in Peerless Lake, cultural camps organized through the Northland School Division-Kee Tas Kee Now Tribal Council partnership agreement, cultural camps organized through a partnership with the Sustainable Communities Initiative and the Calling Lake Project-based Learning.
- The expansion of junior and senior high school program offerings by means of Career and Technology Studies (CTS) and Career and Technology Foundations (CTF). Industry funding and grants provide the means to engage learners with exposure to real-life career related opportunities while earning credits leading to high school graduation.
- Aboriginal Teacher Education Program (ATEP) has enriched our classrooms with local home-grown teachers.
- A new *Northland Act* may soon usher in a governance structure to guide the Division into the 21<sup>st</sup> Century.

Although system-wide improvement continues in earnest, attendance patterns have not improved over the past ten to fifteen years. Student attendance cannot continue to be the sole responsibility of the school – the school, parents and the community at large need to grapple with engaging and re-engaging youth in the educational process. More than ever before there is acknowledgement of the need to work together to affect positive sustainable change at all levels.

Together with the ongoing improvements in leadership, curriculum and instruction, this report – *Attendance Improvement Initiative – Every Day Counts*, acknowledges recommendation #3 of the *Northland Inquiry Team Report* by setting into motion actions that further support student engagement by building bridges with our parents and school communities.

## Background & Terms of Reference

With authority and direction from the Northland School Division No.61 (NSD61) Board an *Attendance Improvement Committee* was established in April, 2014 to review current Division attendance practices and offer recommendations for improvement. The committee met on seven separate occasions between April 2014 and January 2015. A final *Attendance Improvement Initiative – Every Day Counts Report* was presented to the Board on January 30, 2015.

Attendance Improvement Committee members include:

- Louis Cardinal, Board Advisory Committee Member, Peerless Lake
- Kim Courtoreille, Board Advisory Committee Member, Wabasca
- Robin Guild, Board Advisory Committee Member, Wabasca
- Elmer Gullion, Board Advisory Committee Member, Trout Lake
- Ken Shaw, Board Advisory Committee Member, Gift Lake
- Maureen Chernipeski, Pedagogical Supervisor
- Charles Greening, Teacher, Mistassiniy School
- Curtis Walty, Communications Coordinator, Central Office
- Peter Bailey, Teacher/Assistant Principal, St. Theresa School
- Bernard Woodfine, Teacher/Principal, Conklin Community School
- Nora Yellowknee, First Nations, Métis and Inuit (FNMI) Curriculum Consultant
- Don Tessier, Associate Superintendent, Central Office

## Scope of Committee's Work

The *Attendance Improvement Committee* believes that any and all suggestions offered must be adapted locally to support First Nations, Métis and Inuit (FNMI) values and pedagogy including local traditional teaching, ways of knowing and community cultural practices.

The scope of the committee's work includes but is not limited to:

1. A review of *Procedure 301* and *Procedure 306*
2. A review of student attendance practices at the school-level with a focus on:
  - Who records daily attendance and when is it taken?
  - How is attendance information communicated to the school community?
  - Attendance practices around late arrivals and departure in the morning and afternoon
3. A review of attendance practices at Central Office with a focus on:
  - Examine current Division tracking and communication methods
  - In what ways could central office attendance gathering and communication be improved?
4. Identification of successful attendance strategies in other jurisdictions
5. An examination of survey results from administrators as to effective improvement practices around student attendance.
6. An examination of information from 'Tell Them From Me' student surveys
  - What insights can be gleaned from 'Tell Them From Me' information?
  - What insights can be gleaned from the Accountability Pillar Surveys?
7. An examination of feedback from students, parents, Elders, community members, Métis Settlement Chairperson and Council, First Nation Chief and Council, Municipal Districts, community agencies and industry leaders about how student attendance could be improved
8. An examination of the attendance literature about effective practices that lead to improved student attendance
9. An examination of the role and responsibilities of the School Community Liaison Worker
10. Do Division maintenance practices affect student learning and achievement?
11. What does it mean to be chronically absent from school? Is there an appropriate Northland S.D. definition for chronic absenteeism? What are the immediate and longer term implications of chronic absenteeism?

The *Attendance Improvement Committee* also offered guidance to the Northland Board in the following areas:

- A bus operating temperature during cold weather
- A Division-wide attendance target

## Key Components to School Attendance Improvement

The Committee believes any effort to improve school attendance must include the following:

- **Use of Data:** data helps identify where to focus attendance improvement efforts, which students to engage and to evaluate success.
- **Welcome Incentives:** schools should develop incentives to support and encourage attendance.
- **Involve the School Community:** students, staff, parents, Elders, community members, Métis Settlement Council, First Nation Chief and Council, Municipal Districts, community agencies and industry leaders.
- **Build Capacity:** Help students, parents, Elders, community members, Métis Settlement Chairperson and Council, First Nation Chief and Council, Municipal Districts, Child and Family Services, health agencies, local business and industry leaders understand the 'prevention and early intervention improvement plan'.



# Attendance Improvement Committee Recommendations

"Poor attendance is a major indicator of gradual alienation and disengagement, and may lead to a student dropping out permanently...."

(*Increasing Student Attendance: Strategies from research and practice*, Northwest Regional Educational Laboratory, June 2004, page 4)

The *Attendance Improvement Committee* report has tabled 29 recommendations to address attendance in the jurisdiction. Although there is overlap in a number of the recommendations, the recommendations are grouped according to division authority, namely:

- Schools & School Administration
- Central Office & Division Leadership

## Schools and School Administration

### Recommendation #1 – Division Attendance Goal

**The *Attendance Improvement Committee* recommends that NSD61 establishes a minimum base attendance goal of 95% for all students to strive to achieve.**

#### Background and Rationale:

"It is more necessary than ever before for schools to create a culture of high expectations that rewards effort that is supportive, welcoming and respectful for all ... students.... (*Increasing Student Attendance: Strategies from research and practice*, Northwest Regional Educational Laboratory, June 2004, page 5)

Students need to have a high rate of attendance in order to achieve academic excellence in school and complete Grade 12.

## Recommendation #2 – Community Engagement Framework

**The Attendance Improvement Committee recommends that schools employ the *Community Engagement Framework* to develop a process for involving their communities in a dialogue of how to improve student interest and engagement that results in improved school attendance rates. (See image on page 8).**

### Background & Rationale:

“... a single area for treatment is unlikely to be effective. It is suggest[ed] that success is more probable if community members and organizations, parents, students, and school staff share the task of identifying solutions ....” (*Increasing Student Attendance: Strategies from research and practice*, Northwest Regional Educational Laboratory, June 2004, page 7)

Student attendance is a community endeavour using local familiar resources involving Local School Board Committees, Elders, Chief and Council, Métis Settlement Council, Child & Family Services, Health agencies, industry and local businesses and NSD61 Central Administration and Leadership, students, parents and school administration and staff.





### Recommendation #3 – Quality Learning Experiences

**The Attendance Improvement Committee believes that everyone from students to parents, the community, school staff, administrators and central office have an important role to play in educating our children. Since teachers work directly with students in the classroom, they have a direct and obvious impact on student learning.**

**The Attendance Improvement Committee recommends that delivering quality learning experiences for students be a priority for school leaders and staff. An effective and engaging school and classroom environment with high expectations and strong teacher-student relationships is essential for learning, achievement and keeping students in school.**

#### Background and Rationale:

John Hattie suggests "... that we should focus on the greatest source of variance that can make the difference [on student learning and achievement] – the teacher. We need to ensure that this greatest influence is optimised to have powerful and sensationally positive effects on the learner. Teachers can and usually do have positive effects, but they must have exceptional effects. We need to direct attention at higher quality teaching, and higher expectations that students can meet appropriate challenges - and these occur once the classroom door is closed ...." (Hattie, *Teachers Make a Difference What is the research evidence?*, p. 3)

Hattie proposes that it is the classroom teacher that makes the greatest difference to student learning and that "excellence in teaching is the single most powerful influence on achievement". (p. 4)

Teachers need to focus on what Doug Willms (2009) states are four key factors that support healthy sustained student engagement –

- Quality of Instruction
- Teacher-student relations
- Classroom learning climate and
- Teacher expectations for success

<http://www.edu.gov.on.ca/eng/policyfunding/leadership/Summer2011.pdf>



## Recommendation #4 – Elders Program

**The *Attendance Improvement Committee* recommends that a community Elders program be established in each school community to support student attendance and achievement efforts.**

### Background and Rationale:

Community Elders are highly respected and are community knowledge holders. An Elders program is an essential aspect of any school attendance improvement initiative.

## Recommendation #5 – Cultural Pride

**The *Attendance Improvement Committee* recommends that NSD61 schools develop strategies to increase cultural pride reflecting FNMI values, language, community traditions and history. By doing so, students, parents and the school community may better connect with their schools with a sense of pride and ownership.**

Background and Rationale:

Northland School Division “is re-defined as a special purpose system for Aboriginal education” (NSD Inquiry Team Report, November 2010, page 4).

## Recommendation #6 – School Attendance Committees

**The Attendance Improvement Committee recommends that NSD61 school-based leadership make attendance a high priority by leading the following initiatives:**

### **A. School Attendance Committees**

**In September of each year, schools will create a *School Attendance Committee*. This committee will meet once per month or as needed to establish guidelines relating to:**

- Attendance initiatives
- Discuss ongoing attendance concerns
- Discuss, support and follow-up on student early intervention efforts

**The principal (or designate) will chair the committee and assume responsibility for developing the agenda and maintaining minutes for each meeting. The agenda and minutes will be forwarded to the Associate Superintendent on a monthly basis. (Refer to Appendix 2 for a sample meeting agenda template.)**

**This group may consist of teachers, school administrators, parents, students, Elders, RCMP, and other outside support agencies. The Local School Board Committees will be kept apprised of attendance improvement efforts at regular board meetings.**

**Although individual student names and specific attendance histories cannot be discussed with outside agencies, the committee meetings should focus on attendance support and prevention strategies and early interventions.**

### **B. Establish and Communicate Attendance Incentive Programs**

- Reward programs should recognize both high levels of attendance and also growth and improvement.
- At the start of each school year, schools will receive an attendance budget to off-set and support attendance reward programs.
- School reward programs/systems will be communicated to the Division as part of the Annual Education Results Report.

### **Background and Rationale:**

**To institute change leadership is needed. There is an expectation that school administrators and their staff will support and direct student attendance improvement at the school community level.**

## Recommendation #7 – Attendance Tracking & Communication

**The *Attendance Improvement Committee* believes any effort to improve school attendance must include the analysis and communication of monthly school attendance information – both at the school and central office levels. Attendance data helps identify where to focus attendance improvement efforts, which students to engage and to evaluate success.**

**The *Attendance Improvement Committee* recommends school staff, with guidance from school administration, meet regularly (or as often as needed) in Professional Learning Community (PLC) sessions or staff meeting groups to discuss student attendance information, plan and strategize early intervention approaches. A monthly strategic planning session could include such topics as:**

- **Tracking and Communicating to the school community:**
  - **Students attending at levels of 90-94% and 95-100% for recognition at assemblies, newsletters and community recognition.**
  - **Solicit feedback and success stories from students/staff/parents/community as a way to celebrate school attendance successes.**
- **Tracking with staff and follow-up with the *School Attendance Committee*:**
  - **Students attending 80-89% for early intervention and support**
  - **Students attending below 80% to ensure that daily interventions (home visits, school organized meetings) have been undertaken and a follow-through plan developed**
  - **Chronic absenteeism**
  - **Patterns of non-attendance for focused intervention**
- **Evaluate school-wide student attendance improvement efforts.**



## Recommendation #8 – Central Office Attendance Tracking & Awards

The *Attendance Improvement Committee* recommends central office continue to receive monthly school attendance information through Principal Monthly Reports (PMRs) and Maplewood for analysis to focus attendance improvement efforts and communicate Division successes to our school communities, education partners, interested supporters and agencies.

On a monthly basis, central office will integrate information supporting attendance for the Division *Achimowin* Newsletter and for upload to the new Northland website.

The “Every Day Counts ...” portion of the newsletter could include:

- Importance of attending school every day
- Students-on-track for Gold, Silver and Diamond Certificates at year-end
- Monthly Attendance Chart(s)
  - School-By-School Attendance
  - School Attendance by Division – ECS, Div. 1,2,3 & 4
  - Comparison of School Attendance and Division Goal (95%)
- School Attendance Success Stories

## Recommendation #9 – Transitioning Students Back to School

**The Attendance Improvement Committee recommends that schools develop a transitioning/re-integration plan for students who have been identified as at-risk. Strategies associated with a return-to-school plan will include but not be limited to:**

- **Northland schools establish a strategy for students who have been identified as at risk/transient/chronically absent. These students require a ‘transitioning back to school’ intervention plan.**
- **The administration, in collaboration with the *School Attendance Committee*, will review student profiles and formulate a plan for integration. The student ‘return-to-school’ plan would incorporate strategies supporting the successful return of at-risk students to the school learning environment.**
- **Re-integration can be part of a student’s learning plan. The student ‘return-to-school’ plan could be signed by administration, student, and parent as evidence of a commitment and pledge to meet the goals of the return-to-school learning plan.**
- **Junior and High School interventions and return-to-school plans may include but not limited to:**
  - ✓ **Modular Based Learning**
  - ✓ **Inter-division sharing of information and online resources**
  - ✓ **Division wide Timetabling (common block)**
  - ✓ **Shortened day**
  - ✓ **Setting goals for attendance**
  - ✓ **Ongoing staff mentoring support**

### Background and Rationale:

Chronic absence leads to drop out and failure. Students with chronic absenteeism face many return-to-school challenges. There is an expectation that schools will create a return-to-school transitioning plan for chronic absence.

## Recommendation #10 – School Climate

**The Attendance Improvement Committee recommends that in-service opportunities are offered to school staff in relation to the theory and practice of school climate. These staff training opportunities could be supported by industry funds and Division budget allocations.**

**Areas of school community professional development that support a welcoming, healthy, respectful school climate that should be considered:**

- **School-wide anti-bullying campaign**
- **Safe & Caring Schools Initiative (SACS)**
- **School-wide Tribes TLC program**
- **School-wide boys and girls clubs**
- **School-wide Wellness Initiatives**

**Background and Rationale:**

“School climate impacts how students feel, their willingness to get involved, their excitement to contribute and their sense of self and others. School climate matters and our commitment to broadening the vision of inclusion and engagement requires school climates to reflect the characteristics of respect, equity, dignity, honesty, justice and safety. This type of school climate requires the engagement of all education stakeholders, not just students and not teachers alone; but from all administrators, school staff, parents and community partners. Thus every stakeholder is given the opportunity and expected to contribute to creating and sustaining an effective quality school climate....”

[http://media.specialolympics.org/soi/files/resources/Project\\_Unify/TheImportanceOfSchoolClimate.pdf](http://media.specialolympics.org/soi/files/resources/Project_Unify/TheImportanceOfSchoolClimate.pdf)

## Recommendation #11 – ‘Tell Them From Me’ Student Surveys

**The Attendance Improvement Committee recommends that all NSD61 schools with Grade 4 to Grade 12 programming participate in the ‘Tell Them From Me’ (TTFM) student engagement surveys.**

**There is an expectation that school principals will guide staff through an in-depth analysis of the TTFM surveys in order to develop a yearly school strategic improvement plan that increases what Doug Willms, developer of *Tell Them From Me*, refers to as *social, intellectual and institutional engagement*. (See an explanation of the three engagement types below.)**

**The TTFM Strategic Improvement Plan will form part of the AERR report due in November of each school year.**

### Background and Rationale:

Any school attendance improvement initiative must include student input. Student voice ensures that their needs and wants are heard and included in school improvement strategy efforts.

Since 2009, a select number of Northland schools participated in ‘Tell Them From Me’ surveys. In February 2014 nine Northland schools participated in these surveys.

According to Doug Willms (2009), schools and school staff can increase learning by focusing on three areas of student engagement, namely: social, institutional and intellectual.

- *Social engagement* refers to a student’s sense of belonging, participation in sports and clubs and positive friendships at school.
- *Institutional engagement* includes such measures as attendance, positive behaviour, study habits and the degree to which school outcomes are valued.
- *Intellectual engagement* includes a student’s level of interest & motivation, effort and whether the student is suitably engaged and challenged.

<http://www.edu.gov.on.ca/eng/policyfunding/leadership/Summer2011.pdf>



## Recommendation #12 – Standardizing Attendance Procedures

The *Attendance Improvement Committee* recommends that NSD61 ensures that attendance information is accurate by standardizing the following processes:

- A person with Maplewood expertise needs to be hired or trained to act as Division contact for all processes and procedures involving Maplewood.
- Continue to provide relevant annual training/information sessions for school staff who require Maplewood training, skill enhancement and upgrading.
- Monitor and review school attendance monthly at the school and central office level.
- Ensure attendance records are accurate and stored on Maplewood.
- Ensure teachers are taking daily attendance and the recording procedures for students arriving late to school and leave early are recorded consistently across the division.
- Work with the school community to develop initiatives to address attendance.
- Incorporate monthly attendance, chronic absenteeism and suspension data into school planning and reporting.
- Students who are frequently late will be referred to school administration and the local *School Attendance Committee* for immediate intervention.

To ensure accurate ongoing school attendance information, the *Attendance Improvement Committee* further recommends that school-based administrators implement the following attendance routines and practices:

- Student attendance is entered into Maplewood on a daily basis.
- Teachers must enter their own student attendance into Maplewood using their ConnectED profile. Principals are asked to ensure that teachers have a ConnectED profile. The Records Management Clerk will assist with teacher profile set up and, if necessary, the resetting of teacher passwords.
- When the principal is certain that a student no longer attends the school, he or she must report the exit date into Maplewood which will then show the student is not attending school.
- At month end, the following Maplewood attendance reports are due at Central Office: (a) Principal Monthly Reports (PMRs), (b) Student Admissions, (c) Student Retirements and (d) Daily Attendance Registers.

### Background and Rationale:

It is imperative that the collection and reporting of attendance data is accurate and that the monitoring of attendance patterns for improvement purposes is routinized.

## Recommendation #13 – Attendance Action Protocol

The *Attendance Improvement Committee* recommends that NSD61 schools use the following protocol (or a variation thereof) when working with daily and longer term absences.

### Attendance Action Protocol

#### Level 1 Action    Standard Action    EXCUSED/UNEXCUSED

- Make a personal phone call to parent/guardian.
- Document reason for absence.
- Enter appropriate absent code into Maplewood.
- Update student contact information.

#### Level 2 Action (include Level 1 action)

EXCUSED	UNEXCUSED
<ul style="list-style-type: none"> <li>• Schedule parent conference (at home/school)</li> <li>• Implement strategies outlined in site attendance support plan</li> <li>• Alert <i>School Attendance Committee</i></li> <li>• If needed, refer family to appropriate school-based resources or support agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom teacher phones home and if no contact, conducts home visit using an established protocol</li> <li>• Flag students on the first Notice of Truancy letter log</li> <li>• If needed, refer family to school-based resources and/or support agencies</li> <li>• Alert <i>School Attendance Committee</i></li> </ul>

#### Level 3 Action (include Level 1 action)

EXCUSED	UNEXCUSED
<ul style="list-style-type: none"> <li>• Schedule parent conference (at home/school)</li> <li>• Implement strategies outlined in site attendance support plan</li> <li>• <i>School Attendance Committee</i> Meeting convened</li> <li>• If needed, refer family to appropriate school-based resources or support agencies</li> <li>• Action plan for student in place</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom teacher phones home and if no contact, conducts home visit</li> <li>• Flag students on the 2nd Notice of Truancy letter log</li> <li>• If needed, refer family to school-based resources and/or support agencies</li> <li>• <i>School Attendance Committee</i> Meeting convened</li> <li>• Hold a intervention meeting</li> <li>• Action plan for student in place</li> </ul>

EACH DAY  
ABSENT

3RD DAY  
ABSENT

6th DAY  
ABSENT



10<sup>th</sup> DAY  
ABSENT

#### Level 4 Action (include Level 1 action)

EXCUSED	UNEXCUSED
<ul style="list-style-type: none"> <li>• Schedule parent conference (at home/school)</li> <li>• Implement strategies outlined in site attendance support plan</li> <li>• <i>School Attendance Committee</i> Meeting convened</li> <li>• If needed, refer family to appropriate school-based resources or support agencies</li> <li>• Action plan for student in place               <ul style="list-style-type: none"> <li>(i)Ease Back strategy outline in plan</li> <li>(ii)Learning modules in place for student</li> </ul> </li> <li>• Mail chronic absence letter</li> </ul>	<ul style="list-style-type: none"> <li>• <i>School Attendance Committee</i> representatives (Liaison worker, elder, principal) schedule meeting with parent (and child if appropriate)</li> <li>• Flag students on the third Notice of Truancy letter log</li> <li>• <i>School Attendance Committee</i> Meeting convened bringing together all available agencies (health, child and health services, school, elder and parents if possible)</li> <li>• Hold a intervention meeting</li> <li>• Action plan for student in place               <ul style="list-style-type: none"> <li>(i)Ease Back strategy outline in plan</li> <li>(ii)Learning modules in place for student</li> </ul> </li> <li>• Mail chronic absence letter</li> <li>• Referred to Superintendent (or designate) / Attendance Board</li> </ul>

#### Background and Rationale:

To support schools, an attendance action protocol is needed to offer guidance and direction to staff when working with daily and longer term absences.

## Recommendation #14 – Engaging Students with CTF and CTS

**To heighten interest and engage students in the learning process, the *Attendance Improvement Committee* recommends that schools create alternative options/programming emphasizing hands-on and land-based learning opportunities.**

**School administrators and teachers will work with the CTS School/Industry Partnership Administrator to develop and implement Career and Technology Studies (CTS) and Career and Technology Foundations (CTF) program opportunities for students.**

**Schools will work with our First Nations, Métis and Inuit Director of Education and local community experts and resources to continue to strengthen languages (English and Aboriginal), Aboriginal cultural content within the curriculum, and the processes of developing land-based curriculum aligned learning opportunities for all students.**

**Background and Rationale:**

**"The world around us is evolving at an unprecedented rate and the speed of change is increasing every day.**

**We need to prepare Alberta's students for their future—not our past. The way in which we've previously delivered education is no longer sufficient. So, together, we're changing our way of thinking. ...**

**We're shifting our focus and putting students first.**

**We want to expand on traditional methods of teaching, not replace them.**

**We're investing in our students and giving educators license to be more creative. To inspire innovation and excellence...."**

**<https://inspiring.education.alberta.ca/what-is-inspiring-education/>**

### **Recommendation #15 – Importance of Early Childhood Services**

**The *Attendance Improvement Committee* recommends that NSD61 schools recognize the importance of early childhood programming (Early Child Services and Kindergarten) by supporting the following actions:**

- **Northland schools actively seek the support of community agencies/parents to promote kindergarten attendance.**
- **Develop engaging messages and materials to encourage kindergarten attendance using parent handbooks and key messages in school newsletters.**
- **Employ the Early Years Evaluation (EYE) to screen pre-kindergarten students offering support interventions when and where needed.**
- **Schools work to develop an 'Early Grades Attendance Strategy' for kindergarten through to grade three.**
- **Schools work closely with the NSD61 Student Services Supervisor to implement an 'Early Grades Attendance Strategy'.**

## Recommendation #16 – Maintaining School Facilities

**The Attendance Improvement Committee believes that school facilities are a home away from home for students. Since our schools are often the hub and centerpiece of our communities, school buildings need to be clean, warm and inviting learning spaces for the school community. The school environment should reflect the culture of the students, have positive messages of hope, and showcase evidence of student success such as examples of student work and other accomplishments.**

**The Attendance Improvement Committee recommends that NSD61's caretaking staff and maintenance department commit to ensuring our schools are clean inviting community learning settings.**

### Background and Rationale:

"The focus on school environments has evolved from an initial discussion on indoor air to a comprehensive view recognizing that total environmental quality is related to teaching and learning performance.... school officials must recognize the value of cleaning and maintenance programs to positive educational performance.

A school's interior climate, appearance, and cleanliness send either a positive or negative message to students, teachers, and staff. Emerging evidence suggests that environmental conditions that create a sense of "well-being" and send a "caring message" contribute directly to positive attitudes and elevated performance as measured by fewer health complaints, improved student attendance, teacher retention, and higher test scores.

Schools are special environments that exist for the purpose of teaching and learning.  
... Schools are high activity environments that need constant attention in the form of cleaning, maintenance, and repair. ...

... There is a direct connection between environmental quality, comfort, health and well-being, positive attitudes and behaviour, and higher levels of educational performance.

The quality of the school environment shapes attitudes of students, teachers and staff. Attitudes affect teaching and learning behaviour. Behaviour affects performance. Educational performance determines future outcomes of individuals and society as a whole.

Recent studies of high performance schools find that an academically successful school radiates a sense of "well-being". This sense of "well-being" is the essence of a healthy environment. For school environments to be healthy there must be a serious, if not passionate desire accompanied by positive action, to keep the environment sanitary or to restore non-performing schools to a constant healthy state...."

Source: (Berry, Michael, A. *Healthy Schools are Clean, Dry, and Productive*)

[http://www.canadiancarpet.org/carpet\\_in\\_schools/pdf/7.%20HealthySchoolCleanDry.pdf](http://www.canadiancarpet.org/carpet_in_schools/pdf/7.%20HealthySchoolCleanDry.pdf)



## Recommendation #17 – Alberta Attendance Board

**The *Attendance Improvement Committee* recommends that NSD61 schools employ the services of the *Alberta Attendance Board* (or *Local Attendance Boards* for Federal students) as a last resort and on a case-by-case basis after all local attendance efforts have been exhausted.**

### Background and Rationale:

School jurisdictions have access to the *Alberta Attendance Board* in matters of chronic absenteeism.

“Truancy is a serious concern of parents and teachers since it leads to school dropout and failure. In today's society, the opportunity for employment and a career is severely limited without an education. The Attendance Board was established by legislation in 1988 to help students who were developing a record of truancy. When a student who is under 16 years of age fails to attend school as required by law, the school board may ask for a panel of the Attendance Board to deal with the matter. Truancy is often the first visible sign of other problems a student may be experiencing. In most cases, truancy problems are resolved at the local school level where students, parents and school board employees can work together before there is a need to involve the provincial Attendance Board. Where a truancy problem cannot be resolved locally, school boards may refer the matter to the provincial Attendance Board for assistance and a ruling.”

<http://education.alberta.ca/parents/role/workingtogether/board.aspx>

## Recommendation #18 – LSBC Ratification of Attendance Report

To ensure division-wide ongoing commitment, the *Attendance Improvement Committee* recommends:

- The final approved *Attendance Improvement Report* is ratified by local school board committees at the first LSBC meeting following the Report's approval in January 2015;
- School-based administration present and discuss the final approved Report with school staff and local school board committee members,
- School-based administration present and discuss the final approved Report with students, parents and the school community in school sponsored community engagement events,
- 'Student Attendance' be placed on LSBC agendas for review and discussion.

The Attendance Improvement Committee further recommends that

- School-based administration, in collaboration with the school community, develop and present an action plan for implementing the report's recommendations commencing at the Principals' meeting in May 2015.

### Background and Rationale:

Report recommendations require ongoing school staff and local school board committee commitment to ensure that student attendance improvement remains ever-present on school community agendas.



## Central Office and Division Leadership

### Recommendation #19 – Tracking Chronic Absences

**The Attendance Improvement Committee recommends that NSD61 develop and implement the following attendance procedural actions:**

- **That a common definition for chronic absence is established and that it is tracked. By way of example, chronic absenteeism means missing 10 percent or more of the school year for any reason.**
- **That beginning in kindergarten, student attendance is tracked and timely interventions embarked on when absence becomes a problem.**
- **That chronic absence is considered a Division policy priority with clear direction for schools to identify contributing factors and outline interventions in Annual Education Results Report (AERR) improvement plans.**
- **That non-specific case attendance data is shared with social service agencies to focus appropriate interventions.**
- **That a search be undertaken to identify possible grants to support the tracking of attendance and reducing chronic absenteeism.**

#### Background and Rationale:

“... Students need to attend school daily to succeed. ... Educators and policymakers cannot truly understand achievement gaps or efforts to close them without considering chronic absenteeism.

Chronic absenteeism is not the same as truancy or average daily attendance....Chronic absenteeism means missing 10 percent of a school year for any reason. A school can have average daily attendance of 90 percent and still have 40 percent of its students chronically absent, because on different days, different students make up that 90 percent....” (p. 3)

<http://new.every1graduates.org/wpcontent/uploads/2012/05/FINALChronicAbsenteeismReportMay16.pdf>

## Recommendation #20 – Bus Operations in Inclement Weather

**The *Attendance Improvement Committee* recommends that when inclement weather conditions are questionable, the principal consult with the local school bus driver(s).**

**It is also recommended that barring unforeseen extenuating local circumstances, school buses will operate up to and including -40 Celsius (ambient air temperature).**

**Background and Rationale:**

**A consistent standard for operating buses during the winter months should be established across NSD61.**

DRAFT

## Recommendation #21 – Transportation Committee Support

**The *Attendance Improvement Committee* supports the recommendations set out by the Transportation Committee and recently supported by the Advisory Committee and approved by the Official Trustee.**

**The *Attendance Improvement Committee* is recommending that:**

- **NSD61, in partnership with local industry, will create a *Bus Driver Incentive Program* that incorporates monetary incentives for individuals pursuing bus driver training and employment with the Division.**
- **That Northland Bus Drivers receive competitive wages comparable to industry norms for drivers to ensure a consistent, safe, and reliable transportation system for the students.**
- **That the transportation budget includes provision for one emergency bus per community in the event of bus breakdown and for school-based field trips. By way of example, an extra bus could be used to support and extend classroom instruction to land stewardship experiential learning.**

**Background and Rationale:**

**A reliable bus transportation system is needed to ensure students are able to access schooling opportunities as required by the *School Act*.**

## Recommendation #22 – Attendance Awards & School Recognition

The *Attendance Improvement Committee* recommends that NSD61 formally recognize the importance of schooling and regular attendance by:

- Establishing a yearly attendance recognition program whereby deserving students are presented with 'attendance certificates' at the first school assembly in September.

By way of example, certificates of attendance could be presented to students accordingly:

1. *Silver Attendance Certificate*: Awarded to students with a yearly attendance of 90-94%
2. *Gold Attendance Certificate*: Awarded to students with a yearly attendance of 95-100%
3. *Diamond Attendance Certificate*: Awarded to students with the greatest % growth in attendance over the course of the school year or the previous school year

Schools will forward the above mentioned attendance information to the Records Management Clerk in June.

- To provide yearly recognition to a Northland school (or schools) for creativity and innovation resulting in attendance improvements. The Long Service and Recognition Awards Banquet in May would be an appropriate venue to acknowledge schools.

### Background and Rationale:

There is a general consensus by the *Attendance Improvement Committee* that students respond favourably to attendance reward programs. Since school attendance is a division-wide priority, all authority levels have an attendance improvement role to play.



### Recommendation #23 – School Community Liaison Worker

**To ensure alignment with Northland School Division's Attendance Improvement Initiative and the Community Engagement Framework, the *Attendance Improvement Committee* recommends the following changes to the School & Community Liaison Worker's job description. (Refer to page 30)**

**The *Attendance Improvement Committee* recognizes that School & Community Liaison Workers are paraprofessionals and not trained counsellors.**

- **The role of 'student counsellor' should not be imposed upon the School & Community Liaison Worker (SCLW). SCLW have knowledge of the community and families and can therefore advocate for children by listening and engaging with students about overcoming barriers to school success.**
- **The role of the SCLW needs to be clearly defined.**
- **The SCLW should utilize the current resources at NSD61 to assist in the development of a communication plan to convey a positive image of the school to the community.**
- **The many roles of the SCLW may need support (financial and otherwise) for successful implementation of school based intervention and motivational strategies focused on improving school attendance. It is recommended that NSD61 provide the SCLW with the necessary level of support and training to carry out their responsibilities.**

**The role of the SCLW is to assist with building positive and trusting relationships between students and their families and school staff.**





- 1.7. Provide support and assistance for any school based intervention and/or motivational strategies to keep students in school.
- 1.8. Assist in developing and conveying a positive image of the school and community.
- 1.9. Adhere to a personal conduct contract, as well as a confidentiality agreement.
2. Career Counselling (In absence of/ in conjunction with Career Counsellor)
  - 2.1. Provide students with information and contact with universities, technical schools, colleges, and industry.
  - 2.2. Work with the principal to facilitate the delivery of career workshops that are relevant to students' needs and aspirations.
  - 2.3. Provide information to parents and students regarding post-secondary education grants and assist them with applications for financial assistance, if requested.
  - 2.4. Work with the staff to distribute career information into all relevant grades.
3. Office Duties:
  - 3.1. Maintain accurate, up-to-date confidential files on all contacts.
  - 3.2. Maintain a file of agencies and service providers.
  - 3.3. Attend all staff meetings and relevant divisional initiatives.
  - 3.4. Attend in-services as approved by the school principal.
  - 3.5. Continue education through upgrading pursuant to the role of liaison and review of current related literature.
  - 3.6. Prepare, in consultation with the principal, a flexible personal timetable, which allows for regular home visits and agency contacts necessary to fulfill duties.
  - 3.7. Prepare reports as requested by the principal, which will be provided to the Local School Board Committee, for discussion and action.
4. Bussing, Boarding and Home Schooling Students
  - 4.1. Assist parents in the process of requesting boarding home applications and with selecting boarding homes for approved students, as requested.
  - 4.2. Work with parents, principals, and counsellors in registrations and student orientations to receiving school and/or receiving home.
  - 4.3. In cooperation with the principal, monitor and report on the status of home schooling students.
  - 4.4. Set up informal ways and means for the home school and community to maintain contact and support for boarding students.
  - 4.5. Maintain regular written and verbal contact with the counsellors at the receiving school regarding the students' progress and development.

4.6 Liaison workers will work with the school and home to address bussing concerns especially as they relate to attendance.

5. Other Considerations

5.1 Other duties as assigned by the principal such as

(i) Delivering school related documents

(ii) Translation services

NOTE: Revisions are labeled blue.

Background and Rationale:

The *Attendance Improvement Committee* believes the School Community Liaison Worker's job description needs to be updated to align with the Community Engagement Framework.

## Recommendation #24 – Division Attendance Improvement Officer

**The Attendance Improvement Committee recommends that a “Division Attendance Improvement Officer” role be created to oversee division-wide improvement efforts. At the present time, the superintendent assumes the role of “Division Attendance Officer”.**

### Background and Rationale:

Division-wide initiatives that are designed to improve attendance require concerted effort, planning, collaboration and coordination. A full time position may need to be created to oversee and coordinate the division’s attendance improvement program. The alternative is to designate someone at the division level to assume this important role.



## Recommendation #25 – Student Services

**The *Attendance Improvement Committee* recommends that NSD61 continues to work with our local community agencies and Regional Collaborative Service Delivery (RCSD) partners to provide additional mental health service supports for identified high needs schools. By way of example, students ‘on the spectrum’ with high learning needs require teachers with a specialized skill set. In certain circumstances these teachers will require specialized support (i.e. training and/or professional development) and access to appropriate assistive technology.**

### Background and Rationale:

There is a general consensus that NSD61 will utilize student services to support attendance issues and inclusion as per policy.



## Recommendation #26 – Partnering with Community Agencies

**The Attendance Improvement Committee recommends that schools, in collaboration with NSD61 Supervisor of Student Services, work closely with local, provincial and federal agencies in the delivery of appropriate learning and early intervention supports for students.**

**Specifically, Child and Family Services and the R.C.M.P. are two community support agencies with mandates to work closely with schools in support of children and their families.**

**The Attendance Improvement Committee recommends:**

- **Schools, in partnership with Child & Family Services, could work to implement school supports for students in foster care. Regular meetings between the school and this agency could be a platform for early intervention in support of families in crisis.**
- **Schools, in partnership with local RCMP detachments, could work to support student learning through the delivery of Drug Abuse Resistance Education (D.A.R.E.) programs which focus on such topics as the responsible use of personal technology (i.e. cell phones, i-pads, & personal social networking), forms of bullying and the legal implications, involvement in gangs, and drug & alcohol abuse. Regular opportunities for the RCMP to meet with school staff and students in the delivery of important messaging for youth are beneficial and support student awareness and personal growth.**

**Background and Rationale:**

**Partnering with Community Agencies makes sense given that -**

- **Child & Family Services is responsible for the well-being of children in foster care and for the prevention of abuse and neglect.**
- **Success is dependent on partnerships with organizations that are already in children's lives – such as the school system.**
- **The use of technology as a form of bullying is increasing - students must be made aware of the dangerous/tragic consequences associated with such behaviour and the possible criminality of such actions.**
- **Simple data sharing approaches help both community agencies and schools better care for vulnerable children.**

## Recommendation #27 – Procedure 301 - Student Attendance

**To align Procedure 301 – Student Attendance (original found in Appendix 1 of this report) with the Community Engagement Framework, the Attendance Improvement Committee recommends the following changes:**

### Background

*“Poor attendance is a major indicator of gradual alienation and disengagement, and may lead to a student dropping out permanently....” (Increasing Student Attendance: Strategies from research and practice, Northwest Regional Educational Laboratory, June 2004, page 4)*

Student attendance is a community priority involving the local school, Elders, First Nations Chief and Council, Métis Settlement Chief and Council, Child and Family Services, health agencies, industry and local businesses and Northland Central Office. There is an expectation that schools employ the Community Engagement Framework to develop a process for involving their communities in a dialogue of how to improve student interest and engagement resulting in improved school attendance rates.

Regular attendance by students in all of their classes enhances their performance and contributes substantially to their educational progress. While students have a right to access an educational program they also have a responsibility to attend classes regularly.

The *School Act* requires students to attend school regularly and punctually, and requires School Boards to follow procedures outlined in the Act. The Superintendent (or designate) has been designated as the attendance officer for the division.

### Procedures

**1. The principal shall ensure that an accurate record of student attendance is maintained for every registered student.**

**2. Teachers will record attendance daily.**

**3. Schools will follow the Attendance Protocol as outlined in Recommendation #9 of this report. This protocol details specific actions and expectations within a four tiered set of action objectives involving school staff, community resources and agencies. The attendance protocol operates with a philosophy dictating:**

- Attendance is a whole community responsibility.
- Schools are expected to maintain home contact at all levels of absentee concern.
- Tiered actions are targeted for elementary students missing 1-3-6-10 days.
- Tiered actions are targeted for Junior, Senior High students missing 1-4-7-10 days.
- Specific school actions are expected at each level and beyond.
- Students missing more than 10 days will be referred to school administration for further action.

**4. Each school shall form a School Attendance Committee including but not limited to the following roles:**

- Meet monthly to discuss attendance data trends.
- Meet as needed to formulate initiatives to support students and families of students showing higher levels of absenteeism.
- Involve the community at large using agencies and local resources in enacting positive and proactive attendance action plans for students.
- Establish a rewards system for attendance based upon the philosophy that not only students meeting attendance goals are rewarded but also students showing improvement.

5. Student attendance issues will be responded to in a proactive manner within the following level of increasing actions:

- I. *School Attendance Committee* planning
- II. Teacher response (recording data, establishing cause, home contact)
- III. Principal response (in coordination with teacher and School Community Liaison Worker and the School Attendance Committee)
- IV. Referral to Superintendent or designate
- V. Referral to Alberta Attendance Board

6. Each school will develop attendance targets based on the divisional target of 95%.

6.1 It is understood that the *School Attendance Committee* can set targets as per specific student cases that may include attendance levels lower than the Division target. These goals may be individualized and based upon significant improvement.

6.2 Schools will report monthly attendance rates, incentives and initiatives related to improving attendance to central office.

7. Local School Board Committees will be advised monthly of school attendance data.

#### Background and Rationale:

There is a general consensus by the *Attendance Improvement Committee* that *Procedure 301 – Student Attendance* needs to be reworked and aligned with the Community Engagement Framework and the recommendations outlined in this report.

NOTE: Suggested revisions are labeled blue.



## Recommendation #28 – Procedure 306 – Suspension and Expulsion

**To align Procedure 306 – Student Suspension and Expulsion with Northland School Division’s Attendance Improvement Initiative and the Community Engagement Framework, the Attendance Improvement Committee recommends the following changes:**

### Background

To ensure a satisfactory climate for learning, school rules and regulations must be observed by students and teachers and principals must be empowered to enforce those rules and regulations. Students who do not conform to the behavior code and discipline policy may negatively affect the school’s learning environment.

The suspension or expulsion of a student from school is a very serious matter and should only be taken when other measures have proven to be ineffective or when the seriousness of the offense warrants such action. *Under certain circumstances, a restorative justice model could be used as an alternative.*

Section 12 of the *School Act* identifies expectations for student conduct and sections 24 and 25 deals with student suspensions and expulsions.

### Procedures

1. The school discipline policy shall describe the suspension procedures to be followed in the school.
2. The principal shall review, and become familiar with, the provisions in the *School Act* that provide the legal framework governing student suspensions and expulsions.
3. The following circumstances may be considered as reasons for student suspension when all other disciplinary actions have been ineffective:
  - 3.1 Habitual neglect of duty.
  - ~~3.2 Chronic truancy.~~
  - 3.3 Open opposition to authority.
  - 3.4 Use of improper or profane language.
  - 3.5 Disruptive behaviour.
  - 3.6 Deliberate and wanton destruction of property.

- 3.7 Violation of the Local School Board Committee's smoking, alcohol and the use or possession of illegal drugs **procedure policy**. Actions that are injurious to the moral tone or well-being of the school or other individuals.

**3.8 — Chronic non-completion of schoolwork**

4. A teacher may suspend a student for a class period subject to the following:
  - 4.1 The teacher confers with the principal prior to making the suspension;
  - 4.2 The teacher informs the student about the suspension, its consequences and the reasons the suspension is being given;
  - 4.3 The student is provided with the opportunity to offer an explanation for his/her action;
  - 4.4 The teacher directs the student to the principal to remain under the supervision of the school until the student's normal dismissal time from that class;
  - 4.5 The teacher reports all of the circumstances surrounding the suspension to the principal in writing;
  - 4.6 The teacher informs the parents of the suspension and the circumstances surrounding it as soon as possible; and
  - 4.7 The teacher recommends follow-up designed to resolve the issue which led to the suspension.
  
5. A principal may suspend a student from class, from school, or from riding on a school bus subject to the following:
  - 5.1 The principal shall confer with the affected staff members or other individuals involved with the student to gather information about the student's misbehaviour.
  - 5.2 The principal shall prepare a written record of all actions taken in regard to the incident.
  - 5.3 The principal will inform the student about the proposed suspension, its consequences and the reason the suspension is being considered.
  - 5.4 The student will be given an opportunity to offer an explanation for the behaviour.
  - 5.5 If the principal is of the opinion that a suspension is warranted, the principal will inform the student of the reasons for the suspension and the length of the suspension.
  - 5.6 The principal shall inform the parents by telephone of the suspension, including reasons and length, and shall immediately report in writing all the circumstances of the suspension to the parents with a copy to the superintendent.



- 5.7 The principal shall, if requested, provide an opportunity to meet with the parents, and the student if the student is 16 years of age or older, to discuss the reasonableness of the suspension.
- 5.8 If the student is not to be reinstated within five school days of the date of suspension, the principal shall immediately report in writing all the circumstances of the suspension and provide a recommendation, ~~to the to the Local School Board Committee and to the Board office of the Superintendent.~~
- 5.9 The Principal may recommend that the board expel the student if the student has:
  - 5.9.1 Displayed an attitude of wilful, blatant and repeated refusal to comply with the provisions of the *School Act*; or
  - 5.9.2 Engaged in conduct that is injurious to the physical or mental well-being of others in the school.
- 5.10 The ~~Board Local School Board Committee~~ shall within ten school days after the date of the suspension either re-instate or expel the student.

## 6. Expulsion of Students

- 6.1 Upon receiving the report from the principal and the principal's recommendation as noted in procedure 5.8 above, the ~~Board Local School Board Committee~~ shall within ten school days after the date of the suspension either reinstate or expel the student. ~~If the chairperson of the Local School Board states that the committee does not wish to deal with the matter, the matter will be dealt with by the board. The Superintendent shall immediately contact the Chairperson of the Local School Board Committee to determine if the Local School Board will be proceeding with the hearing in accordance with the School Act and the procedures as outlined in sections 2, 3, and 4 below.~~
- 6.2 Prior to the ~~Board board~~ making a decision on the recommendation of the principal, the student's parents and the student if the student is 16 years of age or older, shall be advised of the date, time and location of the board meeting at which the decision will be made and of their right to make a representation to the ~~Board board~~ with respect to the principal's recommendation. The student and the student's parents will also be advised of their right to attend the hearing with, and be represented by legal counsel.

- 7. The procedure to be followed in conducting the hearing into the recommendation will be as follows:

- 7.1 ~~The Board Local School Board Committee chair or a designated member of the board~~ will chair the meeting; outline the purpose of the meeting and the procedure to be followed.
  - 7.2 The principal will present the report documenting the details of the case and the recommendation to expel the student.
  - 7.3 The student and the student's parents will be given an opportunity to respond to the information presented and to add any additional information that they feel is relevant.
  - 7.4 ~~The Board members of the Local School Board Committee~~ will have the opportunity to ask questions of clarification from both the principal and the student and the student's parents.
  - 7.5 ~~The Local School Board Committee will meet, without either the administration or the student and the student's parents present, to discuss the case and the recommendation.~~
  - 7.6 ~~Should the Local School Board Committee require additional information, both parties will be requested to return in order to provide the requested information.~~
  - 7.7 ~~The Board Local School Board Committee~~ will then make a decision to either reinstate or expel the student.
  - 7.8 ~~The Board's Local School Board Committee's~~ decision shall be communicated in writing to the student and the student's parents with copies being provided to the principal and the superintendent.
8. If the ~~Board's Local School Board Committee's~~ decision is to expel the student; the following information must be included in the letter to the student and the student's parents:
    - 8.1 The length of the expulsion, which must be greater than 10 school days.
    - 8.2 The educational program to be provided to the student and the name of the individual to be contacted in order to make the necessary arrangements.
    - 8.3 The right of the student and the student's parents to request a review of the decision by the Minister of Learning. The Minister's telephone number and the mailing address of the Minister's office should be provided.
    - 8.4 That if the student had completed two-thirds of a course or program, the student may write the final exam(s) and receive a grade for the course or program. It is the responsibility of the student to become informed regarding the time and place where the examination will be written
  9. The Board ~~Local School Board Committee~~ may re-enrol a student that has been expelled.

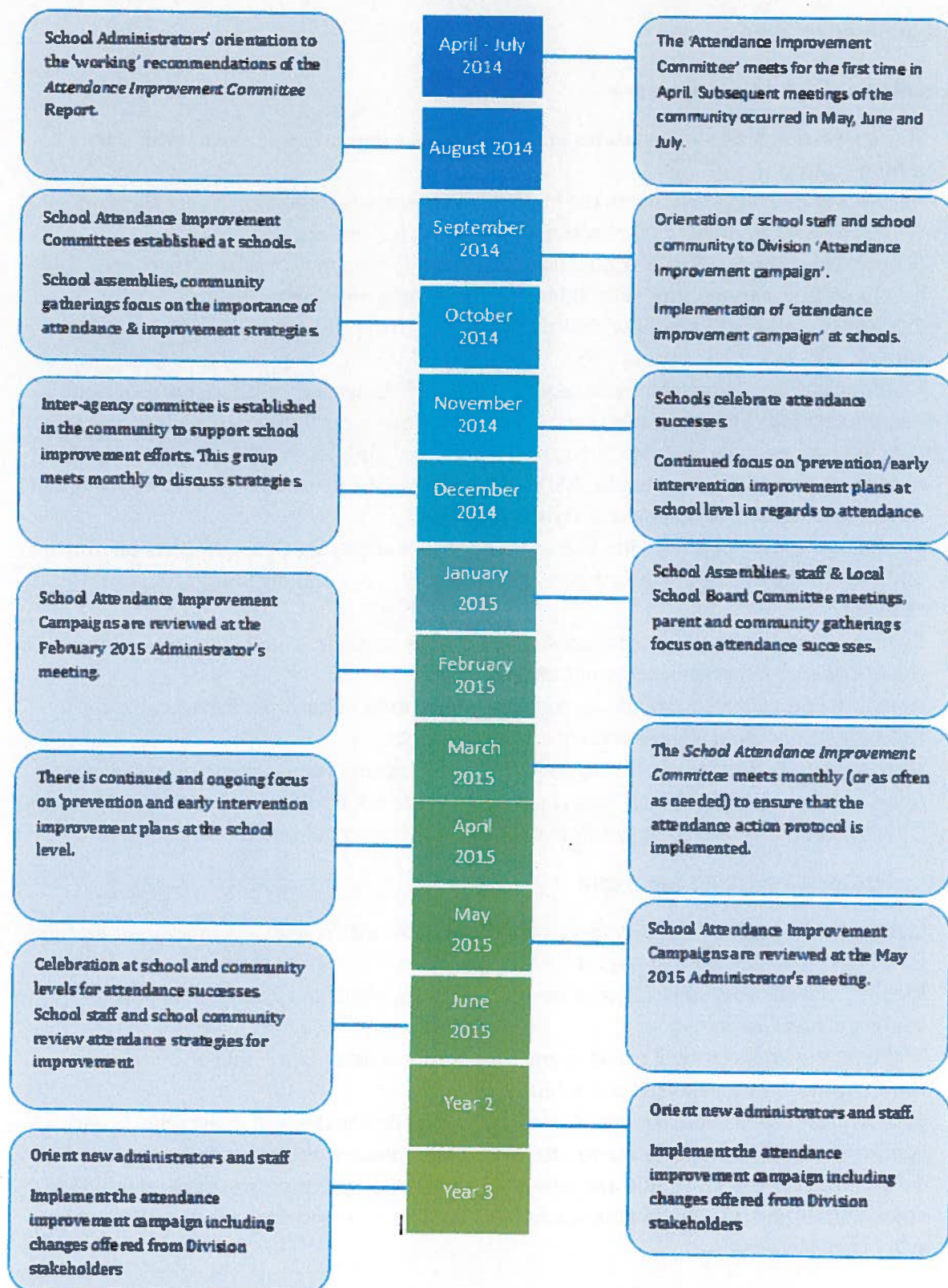
### **Recommendation #29 – Attendance Improvement Budget**

**The Attendance Improvement Committee recommends that a budget line be created to provide yearly financial support at the Division and school levels in order to carry out ongoing attendance improvement initiatives. It is further recommended that the following line items be included in a 'best-guess' attendance improvement budget for the remainder of the 2014-2015 school year:**

- **Radio Advertising**
- **Newspaper Advertising**
- **Brochures**
- **Promotional Materials**
- **Yearly Certificates for gold, silver and diamond Awards**
- **Year-end Recognition for Schools**
- **School-based Attendance Initiative Funding**
- ***Attendance Committee Travel/Expenses***

**Moving forward, the allocation of monies to support division-wide attendance improvement will need to be tracked, reviewed and adjusted on a yearly basis to align with the Division's fiscal reporting requirements and long-term funding sustainability.**

## Attendance Improvement Initiative Timeline-at-a-Glance





# Attendance Improvement Initiative Timeline

## August-September 2014

### Schools & School Administrators

- Review working recommendations of the *Attendance Improvement Report* with school administrators.
- Layout key messages relating to the importance of school attendance "Every Day Counts ..." at first student assembly (Share common definition for chronic absence).
- Schools to establish a *School Attendance Committee* (group may consist of teachers, school administrator, parents, students, Elder and community members).
- Develop or build onto school-wide attendance incentive programs (refer to toolkit for ideas).
- Communications Coordinator and central office staff designates will assist schools with a communications plan in relation to *Attendance Improvement Initiative* (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles, and information for NSD61 website, NSD61 newsletter, school websites and school newsletters, Facebook and Twitter pages).
- School staff to work closely with literacy supervisors and leads, CTS/CTF Division principal and the FNMI Director of Education to ensure school programming is engaging and relevant.
- Familiarize staff with the *Attendance Action Protocol* as outlined in Recommendation #13 of the *Attendance Improvement Committee Report*.
- At month end, schools to submit attendance information to Records Management Clerk (average daily school attendance, chronic absence, etc.).
- Use Community Engagement Framework to garner community support for *Attendance Improve Campaign* (i.e. this process could begin at the school's first community engagement gathering and continue to be developed throughout the school year).

### Central Office & Division Leadership

- Share work of the *Attendance Improvement Committee* with school administrators during New Teacher Orientation in August.
- Identify 'chronic absenteeism' as an issue and its immediate and long term impact on student achievement.
- Highlight the importance of tracking and monitoring of attendance; that absenteeism is routinely measured, reported and acted upon.
- Communications Coordinator and central office staff designates will assist schools with a communications plan in relation to *Attendance Improvement Initiative* (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles and information for NSD61 website, NSD61 newsletter, school websites and school newsletters).



- Discuss and familiarize staff with the *Attendance Action Protocol* as outlined in Recommendation #13 of the *Attendance Improvement Committee Report*.
- Explain what is included in the attendance toolkit and how to use it.

## October 2014

### Schools & School Administrators

- Layout key messages relating to the importance of school attendance “Every Day Counts ...” at second assembly with staff, students and parents.
- Communications Coordinator and central office staff designates will assist schools with a communications plan in relation to *Attendance Improvement Initiative* (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles, information for NSD61 website and NSD61 newsletter, school websites and school newsletters, Facebook and Twitter pages).
- *School Attendance Committee* creates a mechanism for gathering baseline data that could be used as a comparison for tracking attendance success.
- Work to create an Elder’s program to support attendance and achievement efforts.
- School administrators will be responsible and hold staff accountable for tracking and monitoring attendance and addressing issues when they arise.
- *School Attendance Improvement Committee* meets on a monthly basis (or as needed) to ensure that *Attendance Action Protocol* is being implemented.
- School staff and the *School Attendance Committee* work to develop a return-to-school transitioning plan for students who have a history of chronic absenteeism.
- School administrators will inform Local School Board Committees of attendance progress and successes monthly.
- Schools continue to reach out to the school community to support school attendance by organizing gatherings and opportunities for members to connect and dialogue about how attendance be improved. At the end of this gathering, another planning meeting is organized for the following month.
- The school administrator meets with key members of the community to talk about how best to organize monthly inter-agency meetings with a focus on school attendance, achievement and community wellness.
- Select schools administer ‘Tell Them From Me’ (TTFM) surveys. The fall/winter survey window is October 14 – December 5, 2014. The administration, TTFM School Coordinators and staff work together to glean insights from student data to improve programming.
- Annual Education Results Reports (AERR) to be completed by school and forwarded to the Superintendent of Schools identifying key attendance improvement strategies.
- Discussion commences between administrators, kindergarten teachers/instructors and the Supervisor of Student Services to develop strategy for improving kindergarten attendance.
- At month end, schools to submit attendance information to Records Management Clerk (average daily school attendance, chronic absence, etc.).

### Central Office and Division Leadership

- Administrators reflect on school attendance 'successes and challenges' at the October Administrators' Meeting.
- *Attendance Improvement Committee* seeks feedback from Northland School Division stakeholders on 'working' recommendations within the *Attendance Improvement Initiative – Every Day Counts Report*.
- Communications Coordinator and central office staff designates will assist schools with a communications plan in relation to *Attendance Improvement Initiative* (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles, information for NSD61 website, NSD61 newsletter, school websites and school newsletters).
- Central office staff designates to work with schools to make sure they monitor and track attendance properly and address issues when they arise.
- Central office staff designates to assist schools with Annual Education Results Report (AERR) are to be submitted to the Superintendent of Schools and the report must include key attendance improvement strategies).
- Supervisor of Student Services will assist schools to develop a kindergarten attendance strategy.
- Select schools administer 'Tell Them From Me' (TTFM) surveys – fall/winter survey window is October 14 – December 5, 2014. The administration, TTFM School Coordinator and staff work together to glean insights from student data to improve programming.

### November-December 2014

#### Schools & School Administrators

- Continue to reinforce the importance of school attendance at assemblies.
- Continue to celebrate success stories at staff meetings, Local School Board Committee Meetings, assemblies, parent and community gatherings, newsletters, website, Facebook and Twitter.
- Communications Coordinator and central office staff designates will assist schools with a communications plan in relation to *Attendance Improvement Initiative* (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles, information for NSD61 website, NSD61 newsletter, school websites and school newsletters, Facebook and Twitter pages).
- School Administrators' will be responsible and hold staff accountable for tracking and monitoring attendance and addressing issues when they arise.
- *School Attendance Improvement Committee* meets on a monthly basis (or as needed) to ensure that *Attendance Action Protocol* is being implemented.
- *Division Attendance Improvement Committee* seeks feedback from Northland School Division stakeholders on 'working' recommendations.
- At the monthly staff meeting, engage staff in an attendance strategy planning session with a focus on 'What's working?' 'What's not working?' – with the idea of reflecting on progress thus far and 'twiggling' in areas for improvement and effectiveness.

- Select schools administer 'Tell Them From Me' (TTFM) surveys – fall/winter survey window is October 14 – December 5, 2014. The administration, TTFM School Coordinators and staff work together to glean insights from student data to improve programming.
- The principal organizes an informal/formal gathering with parents and members of the community to discuss the school's achievement and attendance successes and challenges.
- Discussion commences between administrators, kindergarten teachers/instructors and the Supervisor of Student Services to develop strategy for improving kindergarten attendance.
- Schools to submit attendance information to Records Management Clerk (average daily school attendance, chronic absence, etc.).
- The school administrator meets with key members of the community to formalize the establishment of an inter-agency group. The group will decide on setting a common meeting time once a month and venue.

### **Central Office and Division Leadership**

- Communications Coordinator and central office staff designates continue to work with schools to develop an effective communications plan in relation to Attendance Improvement Initiative (creating posters, developing messages for radio and newspaper advertising, letters, brochures, pamphlets, news articles, information for NSD61 website, NSD61 newsletter, school websites and school newsletters, Facebook and Twitter pages).
- Central office staff designates to work with schools to ensure attendance is monitored and tracked and that absence issues are being addressed.
- Supervisor of Student Services works to assist schools with their kindergarten attendance strategy.
- Select schools administer 'Tell Them From Me' (TTFM) surveys – fall/winter survey window is October 14 – December 5, 2014. The administration, TTFM School Coordinators and staff work together to glean insights from student data to improve programming.
- Work with schools on providing school-based professional development in the area of 'building a positive school climate'.

## **January-February 2015**

### **School Administrators**

- Continue to reinforce the importance of school attendance at assemblies.
- Continue to celebrate success stories at staff meetings, Local School Board Committee Meetings, assemblies, parent and community gatherings, newsletters, website, Facebook, Twitter.
- *Attendance Improvement Initiative* reviewed at February Administrators' Meeting.
- School Administrators' will be responsible and hold staff accountable for tracking and monitoring attendance and addressing issues when they arise.
- *School Attendance Improvement Committee* meets on a monthly basis (or as needed) to ensure that *Attendance Action Protocol* is being implemented.
- The principal organizes an informal/formal gathering with parents and members of the community to discuss the school's achievement and attendance successes and challenges.

- The inter-agency group meet to develop strategies/initiatives to support attendance, achievement and community wellness efforts.
- Schools reflect on ways to improve on attendance improvement efforts at the school level.

#### **Central Office and Division Leadership**

- Central office staff designates to work with schools to make sure they monitor and track attendance properly and address issues when they arise.
- Establish a feedback system for ongoing input into streamlining and improving the division-wide attendance.
- Communicate with principals and the school communities our attendance successes with division-wide successes.
- *Attendance Improvement Initiative* reviewed at February Administrators' Meeting
- Communications Coordinator will work with schools to showcases successes in relation to student attendance.
- *Division Attendance Improvement Committee* submits the *Attendance Improvement Initiative – Every Day Counts Report* to the Northland Board for approval.

#### **March-April 2015**

##### **School Administrators**

- Continue to reinforce the importance of school attendance at assemblies.
- Continue to celebrate success stories at staff meetings, Local School Board Committee Meetings, assemblies, parent and community gatherings, newsletters, website, Facebook, Twitter.
- *School Attendance Improvement Committee* meets on a monthly basis (or as needed) to ensure that *Attendance Action Protocol* is being implemented.
- The principal organizes an informal/formal gathering with parents and members of the community to discuss the school's achievement and attendance successes and challenges.
- The inter-agency group meet to develop strategies/initiatives to support attendance, achievement and community wellness efforts.

##### **Central Office and Division Leadership**

- Central office staff designates continue to work with schools to ensure attendance is monitored and tracked and that there are interventions for absences.
- Establish a feedback system for ongoing input into streamlining and improving the division-wide attendance.
- Communicate with principals and the school communities our attendance successes with division-wide successes.
- Communications Coordinator will work with schools to showcases successes in relation to student attendance.

#### **May-June 2015**

##### **School Administrators**

- At Administrators' Meeting in May 2015, there is critical reflection on the attendance improvement efforts – 'What's working? What's Not Working?'
- Continue to reinforce the importance of school attendance at assemblies.
- Continue to celebrate success stories at staff meetings, Local School Board Committee Meetings, assemblies, parent and community gathering, newsletters, website or Facebook.
- School Administrators' will be responsible and hold staff accountable for tracking and monitoring attendance and addressing issues when they arise.
- *School Attendance Improvement Committee* meets on a monthly basis (or as needed) to ensure that *Attendance Action Protocol* is being implemented.
- The principal organizes an informal/formal gathering with parents and members of the community to discuss the school's achievement and attendance successes and challenges.
- The inter-agency group meet to develop strategies/initiatives to support attendance, achievement and community wellness efforts. This group participates in year-end celebrations at the school.
- Schools and students are rewarded with their attendance improvement efforts at year end celebrations.

#### **Central Office and Division Leadership**

- Central office staff designates continue to work with schools to ensure attendance is monitored and tracked and that there are interventions for absences.
- Establish a feedback system for ongoing input into streamlining and improving the division-wide attendance.
- Communicate with principals and the school communities our attendance successes with division-wide successes.
- Communications Coordinator will work with schools to showcases successes in relation to student attendance.

#### **Year 2015-2016**

- Orient new administrators and staff
- Implement the Attendance Improvement Initiative for the new school year including approved changes offered from division stakeholders



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# Appendix 1

## Procedure 301 – Student Attendance

### Background

Regular attendance by students in all of their classes enhances their performance and contributes substantially to their education progress. While students have a right to access an educational program they also have a responsibility to attend classes regularly.

The *School Act* requires students to attend school regularly and punctually and identifies circumstances under which an absence may be deemed as excusable. The superintendent has been designated as the attendance officer for the division.

### Procedures

1. The principal shall ensure that an accurate record of student attendance is kept for every student enrolled in the school.
2. Teachers will monitor the attendance of students on an ongoing basis.
3. It is the responsibility of the teacher to make every reasonable effort to inform the parent as soon as a student's attendance becomes a concern. This could be done by a telephone call or by sending a note home.
4. If a teacher judges the attendance of a student to be unacceptable, or if the student is absent 20% of the days in any one-month or more, the teacher will report this attendance information to the principal.
5. Once the principal receives a report of poor attendance on the part of a student, the principal will, in consultation with the teacher and/or school/ community liaison worker and/or parent and/or Local School Board Committee, take appropriate actions to attempt to improve the student's attendance.
6. If the local school attempts at improving a student's attendance fail, the principal shall report the case to the superintendent. This should happen no later than two months after the problem was first identified.
7. The superintendent will contact the parents of the student with poor attendance and inform them of their responsibilities and encourage them to ensure acceptable attendance on the part of their child. The superintendent shall also inform the parents of the consequences of the continuation of poor attendance by the student.
8. If after a reasonable amount of time, attendance remains at an unacceptable level, the matter may be referred to the Attendance Board or other appropriate authority.
9. The principal shall advise parents of the following:

- 9.1 The need, if possible, to schedule medical, dental or other such related appointments at times that do not conflict with the regular hours of instruction.
- 9.2 That students are responsible to cover the material taken in class during their absence.
- 9.3 The need to phone or send a written explanation to the school to give reasons for the student's absence from class.

**10. The following shall apply to students enrolled in high school programs:**

- 10.1 Students who accumulate ten unexcused absences in a class shall be advised that they are in danger of not receiving credits in the class. The parents of the student and the superintendent shall also be notified in writing, that the student has accumulated ten unexcused absences.
- 10.2 A student who has been absent for over 30% of the days in a semester for any reason shall be eligible to receive credits for the courses only after a special review of their cases by the superintendent and principal.

**BM: #21321/04 (Aug. 28/04)**

## Appendix 2

### SCHOOL ATTENDANCE COMMITTEE Sample Agenda

School: \_\_\_\_\_

Date: \_\_\_\_\_

Today's Meeting Focus (i.e. school attendance incentives, review of student absences and follow-up interventions etc.):

\_\_\_\_\_

Person responsible for recording minutes and forwarding to Central Office \_\_\_\_\_

#### AGENDA:

1. Meeting Attendees
2. Review / Discuss Previous Meeting Minutes for follow-up actions
3. Report on Communication Messaging with the School Community and Community
  - a. Importance of Regular Attendance
  - b. Report on most recent inter-agency meetings by principal
  - c. Up and coming parent / community gatherings
4. Review / Discuss Current Attendance Successes
5. Review / Discuss Current Attendance Issues
  - a. General review of student red flags and follow-up actions needed and staff responsible
  - b. Are classroom and school attendance protocols working? If not, why not? Change or refine if necessary
  - c. Other
6. Future Actions of the Committee
  - a. Up and coming school events and parent and community gatherings – decide on messaging to students at assemblies, parents at school gatherings, community gatherings and events
7. Next Meeting
  - a. Set date, time and place





**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** AMENDMENT TO MOTION 23731/14

<b>RECOMMENDATION</b>
That the Board of Trustees amend motion 23731/14 to read that the Board of Trustees table Procedure 404, Recruitment and Re-Assignment.



**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** POLICY 10, BOARD DELEGATION OF AUTHORITY

**ORIGINATOR:** TRUDY RASMUSON, SECRETARY TREASURER

**RECOMMENDATION**

That the Board of Trustees accept the attached changes to Policy 10, Board Delegation of Authority, in principle.

\*\*\*\*\*

**CURRENT SITUATION:** Policies and Procedures related to the governance and day to day operation of School Food Services need to be revised to align and better reflect current direction set by the Northland School Division Review Team Recommendations, priorities and goals. NSD has two policies that govern School Food Services:  
Policy 10 – Board Delegation of Authority (6)  
Policy 15 – School Lunch Programs  
These procedures are out of step with revisions to Policy 7 – Local School Board Committees.

**BACKGROUND:** The first School Lunch Program started at Conklin School in October 1973. Four native communities were selected as a result of a request by the Metis Association of Alberta to the Alberta Government to fund a nutritional hot lunch program for children in northern Alberta.

The Program was founded on a community development concept allowing individual programs to be managed and operated by people in each of the designated communities. It

initially operated under Alberta Health, transferred to Alberta Education, then was absorbed by Northland School Division in the 1990s. There are currently 26 School Lunch Programs operating in 29 communities.

School Food Services operates as a separate entity within Northland School Division. It provides consulting services for 26 hot lunch programs (24 of which are Northland schools) and employs approximately 65 kitchen staff / book keepers, 3 office staff and 1 driver.

**OPTIONS:**

Receive as information

**Board Delegation  
Of Authority**

The *School Act* allows for the Board to delegate certain of its responsibilities and powers to others.

1. The Board authorizes the Superintendent to do any act to exercise any power that the Board may do, or is required to do, or may exercise, except those matters which in accordance with section 61 (2) of the *School Act*, cannot be delegated. This delegation of authority to the Superintendent specifically:
  - 1.1 Includes any authority or responsibility set out in the *School Act* and regulations as well as authority or responsibility set out in other legislation or regulations;
  - 1.2 Includes the ability to enact Administrative Procedures, practices or regulations required to carry out this authority; and also
  - 1.3 Includes the ability to sub-delegate this authority and responsibility as required.

Notwithstanding the above, the Board reserves to itself the authority to make decisions, on specific matters requiring Board approval. This reserved authority of the Board is set out in Board policies, as amended from time to time.

Further, the Board requires that any new provincial, regional or local initiatives must be initially brought to the Board for discussion and determination of decision-making authority.

2. The Superintendent is authorized to suspend a teacher from the performance of the teacher's duties or to terminate the services of a teacher. The suspension or termination shall be conducted in accordance with the requirements of the *School Act*, and the decision shall not be appealable to the Board.
3. The Superintendent is delegated the authority to develop Administrative Procedures that are consistent with provincial policies and procedures for the following program areas:
  - 3.1 Locally Developed / Acquired and Authorized Junior and Senior High School Complementary Courses
  - 3.2 Special Education





- 3.3 Services for Students and Children
  - 3.4 Home Education
  - 3.5 Early Childhood Services
  - 3.6 Outreach Programs
  - 3.7 Integrated Occupational Programs
  - 3.8 Off-Campus Education
  - 3.9 English as a Second Language
  - 3.10 Guidance and Counseling
  - 3.11 School-Based Decision Making
  - 3.12 School Authority Accountability
  - 3.13 Teacher Growth, Supervision and Evaluation
  - 3.14 **School Food Services**
- 4. The Superintendent is delegated the authority to deal with appeals in accordance with the requirements of the *School Act* with the exception of the following which will be delegated to the Personnel and Education Committee of the Northland Board or another body.
    - 4.1 Placement of a student in a special education program
    - 4.2 The expulsion of a student
    - 4.3 The amount and payment of fees and costs
  - 5. The Superintendent is delegated the responsibility for developing role descriptions and staffing below the senior levels in the Division.
  - 6. The Superintendent is delegated the authority to develop Administrative Procedures in those operational and administrative areas of the Division that the Northland Board has not chosen to retain for itself.
    - 6.1 The Superintendent is required to develop an administrative procedure to fulfill Board obligations created by any federal legislation or provincial legislation other than the *School Act*.

**Board Delegation  
Of Authority**

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- ~~7. The Local School Board Committee is delegated the authority to develop the overall policy under which the Local School Lunch Program Association will operate within the school facility. It is to be understood that such policies will be consistent with those of the Northland Board and the Administrative Procedures established for the Division.~~
7. The Personnel and Education Committee is delegated the authority to serve as the Northland Board's Appeal Committee for those matters not expressly retained by the Northland Board, or delegated to the Superintendent or another body.
8. The Northland Board has delegated its signing authority to individuals holding designated positions in the Division and in accordance with the following:
- 8.1 Cheques for specified items shall be under signature plate.
    - 8.1.1 All cheques prepared to accommodate provincial and federal regulations will be under signature plate.
    - 8.1.2 All electronic transactions issued to Chartered Banks/Trust Companies, that are prepared to accommodate direct deposit of payroll earnings, and Accounts Payable Vendors, will be under signature plate.
    - 8.1.3 Electronic transfers shall be pre-approved by the Assistant Secretary-Treasurer.
    - 8.1.4 All Accounts Payable submissions shall be approved by the Department Head or Principal and included as a standing agenda item for review and ratification by the Northland Board.
  - 8.2 Positions designated to sign contracts are as follows:
    - 8.2.1 Superintendent for contracts with individual teachers.
    - 8.2.2 Human Resources Department upon the recommendation of the Principal for school instructional assistants.
    - 8.2.3 Human Resources for hiring of central office support staff.
    - 8.2.4 Secretary-Treasurer and Board Chairman for corporate contracts.



**Board Delegation  
Of Authority**

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- 8.2.5 Secretary-Treasurer and Board Chairman for contracts with the Alberta Teachers' Association.
  - 8.2.6 Secretary-Treasurer for contracts to purchase supplies and materials.
  - 8.2.7 Human Resources Department upon the recommendation of the principal for support staff, caretakers and bus drivers.
9. The Superintendent is delegated the authority to maintain a comprehensive and efficient system of personnel records.

Legal Reference: Sections 123, 61, 105, School Act – RSA 2000  
Section 11, Northland School Act

**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** POLICY 15, SCHOOL LUNCH PROGRAMS

**ORIGINATOR:** TRUDY RASMUSON, SECRETARY TREASURER

**RECOMMENDATION**

That the Board of Trustees accept the attached changes to Policy 15, School Lunch Programs, in principle.

\*\*\*\*\*

**CURRENT SITUATION:** Policies and Procedures related to the governance and day to day operation of School Food Services need to be revised to align and better reflect current direction set by the Northland School Division Review Team Recommendations, priorities and goals. NSD has two policies that govern School Food Services:

- Policy 10 – Board Delegation of Authority (6)
- Policy 15 – School Lunch Programs

These procedures are out of step with revisions to Policy 7 – Local School Board Committees.

**BACKGROUND:** The first School Lunch Program started at Conklin School in October 1973. Four native communities were selected as a result of a request by the Metis Association of Alberta to the Alberta Government to fund a nutritional hot lunch program for children in northern Alberta.

The Program was founded on a community development concept allowing individual programs to be managed and operated by people in each of the designated communities. It

initially operated under Alberta Health, transferred to Alberta Education, then was absorbed by Northland School Division in the 1990s. There are currently 26 School Lunch Programs operating in 29 communities.

School Food Services operates as a separate entity within Northland School Division. It provides consulting services for 26 hot lunch programs (24 of which are Northland schools) and employs approximately 65 kitchen staff / book keepers, 3 office staff and 1 driver.

**OPTIONS:**

Receive as information



**School Lunch Programs**

The school lunch program is an important component of the services provided to students by the Division. The Board believes that the Local School Board Committees should play an integral role ~~in the liaison with the School Lunch Program Associations.~~ The Board also recognizes that the administration of the lunch program is a difficult and complex task and has established the following conditions under which it will operate.

**Specifically**

1. The Board may enter into a contract with a Local School Lunch Program Association, which will be a non-profit community based association, to operate the lunch program in a community **outside the Division.**
2. The Local School ~~Board-Committee~~ **Lunch Program Association** is able to determine the overall policy under which the Local School Lunch Program ~~Association~~ will operate within the school facility. Such a policy shall be consistent with the policies of the Board's **School Food Services.**
3. ~~The Board may enter into a contract with a Local School Board Committee to operate the Local School Lunch Program should the Committee make such a request to the Board. The Local School Board Committee will be subject to the same terms and conditions as is the case with the School Lunch Program Association.~~

**The Board will provide a School Lunch Program in Division schools.**

4. The School Lunch Program will be operated in accordance with the requirements and procedures specified in the School Lunch Procedures Handbook that has been prepared to guide and administer the Program throughout the Division.

Legal Reference: Section 61, School Act – RSA 2000



## **BOARD OF TRUSTEES**

P. 113

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT

**SUBJECT:** WALK-IN FREEZER AND COOLER MODIFICATION AT ADCS

---

**ORIGINATOR:** TRUDY RASMUSON, SECRETARY TREASURER

<b>RECOMMENDATION</b>
That the Board of Trustees ratify the administrative action and approve the upgrade to modify the current walk-in freezer and cooler at Athabasca Delta Community School in the amount of \$34,000 + gst with funds coming from the School Food Services Budget.

\*\*\*\*\*

Please see attached for background information.

BOARD OF DIRECTORS

OFFICE OF THE SECRETARY

1000 P. STREET, N.W.  
WASHINGTON, D.C. 20004

MEMORANDUM FOR THE BOARD OF DIRECTORS

DATE: 10/1/80

FROM: [illegible]

SUBJECT: [illegible]

[illegible text]

## MEMO

**DATE:** Nov. 25, 2014  
**TO:** Donna Barrett, Superintendent  
**FROM:** Trudy Rasmuson, Secretary-Treasurer  
**SUBJECT:** Capital Purchase

---

**SUBJECT:** Approval for modifying the walk-in freezer and cooler at Athabasca Delta Community School in the amount of \$34,000.

**PRESENT SITUATION:** The coolant that is being used in the freezer and cooler is no longer available, and the new coolant will not work with our existing system. Therefore, the compressor and the cooling system has to be upgraded to be able to use the new coolant. The upgrade will have the effect of increasing the life of the freezer/cooler by another 30 years or so, as the compressor and cooling system are the only systems that have moving parts that are subject to significant wearing.

There is a short period of time in which to do the work – the inventory in the freezer is at its lowest level of the year, and new frozen food will be delivered in late December, when the winter road is in operation. The advantage to doing it now is that there is no issue yet with the freezer – we are being proactive and doing the repairs when there is the least amount of food.

This item is not in the November revised budget.

**PROPOSAL:** Viking Refrigeration has agreed to do the work for \$34,000. Normally this work would be tendered out, but due to the isolated nature of ADSC and the short time line in which we want to get the work done, we feel that Viking Refrigeration is the vendor of choice for this work. As well, the company has worked on NSD equipment before, and is familiar with the units.

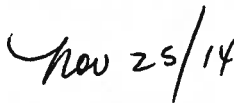
Not having the time to get competitive tenders is a disadvantage of doing this work within three weeks.

**ACTION:** Approval for the expenditure.



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Recommended



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Date





**BOARD OF TRUSTEES**

**TO: COLIN KELLY,  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY: DONNA BARRETT, SUPERINTENDENT**

**SUBJECT: PROCEDURE 104, EMERGENCY SCHOOL CLOSURE DUE TO EXTREME  
WEATHER CONDITIONS.**

**ORIGINATOR: TRUDY RASMUSON, SECRETARY-TREASURER  
CARMEN GEISSER-SMITH, TRANSPORTATION MANAGER**

<b>RECOMMENDATION</b>
That the Board of Trustees accept the attached changes to Procedure 104 Emergency School Closure Due to Extreme Weather Conditions, as information.

\*\*\*\*\*

**CURRENT SITUATION:** Procedure 104 Emergency School Closure Due to Extreme Weather Conditions contains wording that is outdated with regards to Northland School Division School Buses.

**BACKGROUND:** Northland School Division Transportation standardized the use of school buses in 2004 when last of the horses and wagons were retired. Northland has not reviewed Procedure 104 to reflect the change.

**OPTIONS:** The proposed change would remove reference to wagon drivers and insert wording to ensure the safety of students. Please see attached.

# REPORT OF PROGRESS

DATE: JANUARY 30, 1942

TO: THE BOARD OF DIRECTORS

FROM: THE MANAGER

SUBJECT: THE PROGRESS OF THE WORK DURING THE YEAR 1941

During the year 1941, the work of the Board of Directors has been

devoted to the following matters:

- 1. The work of the Board of Directors during the year 1941 has been devoted to the following matters:
- 2. The work of the Board of Directors during the year 1941 has been devoted to the following matters:

1. The work of the Board of Directors during the year 1941 has been devoted to the following matters:
2. The work of the Board of Directors during the year 1941 has been devoted to the following matters:
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4. The work of the Board of Directors during the year 1941 has been devoted to the following matters:
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## Emergency School Closure Due to Extreme Weather Conditions

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### Background

There are times over the course of the year that extreme weather conditions create unsafe conditions for students to attend and/or remain at school.

### Procedures

1. The principal and Local School Board Committee shall advise parents that they are responsible for the decision to keep students at home when weather conditions are sufficiently hazardous and they believe that their children would be at risk.
2. The Local School Board Committee shall develop a local policy and procedures regarding student attendance during extreme weather conditions. The development of a local policy must be made in consultation with the principal and procedures be developed for informing parents, bus ~~and wagon~~ drivers and the principal of the school.
3. Schools shall remain open with staff on duty regardless of weather conditions and the number of students in school.
4. Should children arrive at the school ~~even though the Local School Board Committee has decided that parents may keep their children at home~~, the children arriving at school are to be instructed for the day.
5. Students and staff may be sent home after commencement at the discretion of the principal if:
  - 5.1 Weather conditions may threaten their safety if they remain longer in school (this is a concern with students who live some distance from school).
  - 5.2 Failure of plumbing, heating or ventilation installations occur, of a nature likely to be detrimental to the safety of students or staff.
  - 5.3 The health or safety of students is endangered.
6. In case of 5, above, the principal shall:



## Procedure 104

### Emergency School Closure Due to Extreme Weather Conditions

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- 6.1 Attempt to contact the parents of the students to advise them of the early return of their children. A telephone fan out system is recommended. **In such cases, the Principal will NOT permit any elementary students to leave the school until the parents/guardians have been contacted.**
- 6.2 Notify the superintendent of this decision by telephone if possible.
- 6.3 In any event, immediately notify the superintendent as soon as possible in writing of the circumstances leading to the decision.



# BOARD OF TRUSTEES

P. 121

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** DISPOSAL OF 5 HOUSING UNITS

---

**ORIGINATOR:** TRUDY RASMUSON, SECRETARY TREASURER

## **RECOMMENDATION**

That the Board of Trustees approve the disposal of the following 5 (5) assets located in various communities in accordance with *Section 200* of the *School Act*, and Ministerial approval.

Location	Residence #	Description	Year	Disposal Method
Peerless Lake	199	Mobile	Unknown	Sell/Demolish
Peerless Lake	299	Mobile	Unknown	Sell/Demolish
Peerless Lake	201	Mobile	Unknown	Sell/Demolish
Peerless Lake	221	Mobile	Unknown	Sell/Demolish
Peerless Lake	54	Mobile	Unknown	Sell/Demolish

\*\*\*\*\*

**CURRENT SITUATION:** These mobiles need to be replaced and we are seeking permission for their disposal. We will make them available to community groups.

BOARD OF TRUSTEES

DATE: JANUARY 22, 1914

RECEIVED

OFFICE OF THE CLERK

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CALIFORNIA

MEETING HELD AT THE UNIVERSITY OF CALIFORNIA

ON JANUARY 22, 1914

RESOLUTIONS	
1. That the Board of Trustees do hereby approve the report of the President of the University of California for the year ending June 30, 1913.	
2. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
3. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
4. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
5. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
6. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
7. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
8. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
9. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	
10. That the Board of Trustees do hereby approve the report of the Board of Regents of the University of California for the year ending June 30, 1913.	

ATTEST: CLERK OF THE BOARD OF TRUSTEES

**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** LOCAL SCHOOL BOARD COMMITTEE MINUTES RECEIVED

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

<b>RECOMMENDATION</b>
That the Board of Trustees receives the Local School Board Committee Minutes as outlined on the attached list:

\*\*\*\*\*

BOARD OF TRUSTEES

2000-2001

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2000-2001

2000-2001

2000-2001

2000-2001

2000-2001

2000-2001

**LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
INCLUDED IN THE NORTHLAND SCHOOL DIVISION NO. 61  
BOARD MEETING AS OF JANUARY 16, 2015**

P. 125

LSBC NAME	DATE(S) OF MEETING	DATE(S) RECEIVED
Anzac/Bill Woodward	Nov 18, 2014	Nov 25, 2014
Athabasca Delta	Nov 17, 2014	Nov 26, 2014
Bishop Routhier	Sep 2, Oct 6, 2014	Nov 28 & Dec 12, 2014
Calling Lake		
Chipewyan Lake	Nov 6, 2014	Nov 25, 2014
Conklin	Nov 4, 2014	Nov 13, 2014
Desmarais		
East Prairie	Oct 22, Nov 12, 2014	Nov 18 & Dec 19, 2014
Elizabeth	Nov 13, 2014	Dec 19, 2014
Fort McKay	Dec 2, 2014 , Jan 8, 2015	Jan 8, 2015
Gift Lake	Jan 6, 2015	Jan 7, 2015
Grouard		
J.F. Dion	Dec 2, 2014/Jan 6, 2015	Jan 7, 2015
Janvier	Nov 18, 2014	Nov 24, 2014
Keg River	Nov 4, 2014	Jan 7, 2015
Little Buffalo	Dec 9, 2014	
Paddle Prairie	Dec 9, 2014, Jan 12, 2015	Jan 13, 2015
Peerless Lake	Nov 13, Dec 4, Dec 8, Dec 9, 2014	Dec 16, 2014
Pelican Mountain	Sep 8, Nov 3, Dec 1, 2014	Nov 17 & Dec 4, 2014
Susa Creek	Oct 14, Nov 17, 2014	Nov 17, 2014
Trout Lake	Nov 6, 2014	
Wabasca	Sep 10, Oct 15, Dec 9, 2014	Nov 17, Dec 15, 2014

**LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES NOT RECEIVED AS OF JANUARY 16, 2015**

Local School Board	Last Minutes Submitted
Anzac/Bill Woodward	
Athabasca Delta	
Bishop Routhier	
Calling Lake	Sept 21, 2014
Chipewyan Lake	
Conklin	
Desmarais	June 3, 2014
East Prairie	
Elizabeth	
Fort McKay	
Gift Lake	
Grouard	October 6, 2014
J.F. Dion	
Janvier	
Keg River	
Little Buffalo	
Paddle Prairie	
Peerless Lake	
Pelican Mountain	
Susa Creek	
Trout Lake	
Wabasca	





**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** ADMINISTRATIVE ACTION – CURRENT  
LOCAL SCHOOL BOARD COMMITTEE MINUTES RECEIVED

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

That the Board of Trustees approve of the action taken by Administration with respect to local board minutes received, as attached.

BOARD OF TRUSTEES

DATE JANUARY 30, 1912

MINUTES OF THE BOARD OF TRUSTEES

RESOLUTION

AND A RESOLUTION CONCERNING THE

REVENUE OF THE BOARD OF TRUSTEES

LOCAL BOARD OF TRUSTEES FOR THE YEAR

1911-1912

RESOLUTION

AND A RESOLUTION CONCERNING THE

Meeting	Date of Meeting	Agenda Item	Task
LSBC (12/4/2014)	1/19/2015	Peerless Lake	Motion #14-14/15 get the security system going as the school already has the cameras in the school and have David Cox to install the locking system for the school.
LSBC (12/09/14)	1/19/2015	Little Buffalo	Follow up with Motion 15/14/15 - since the Nominal Roll is in and we have 211 students that we qualify for another teacher that we get that other teacher.
LSBC (12/09/14)	1/19/2015	Little Buffalo	Follow up with motion 14/14/15 - that Candidate A is allowed to take 3 weeks in January to the National Leadership School's Winter Outdoor Educator program.
LSBC (11/6/2014)	1/19/2015	Trout Lake	Motion #895667 - to ban personal electronic devices from Kateri School during school hours
LSBC (12/09/14)	1/19/2015	Little Buffalo	Follow up with Motion 13/14/15 - outside kitchen door to be properly fixed the kitchen staff are able to unlock and lock the door properly.
LSBC (12/09/14)	1/19/2015	Little Buffalo	Follow up on Motion 11/14/15 that the inside ramp is to be changed - for it to be safer - there are sharp metal edges and for it to be widened so the hot lunch tray can go down.
LSBC (10/2/2014)	1/19/2015	Bishop Routhier	Motion 766/14 makes a motion no food and or food scraps to leave Bishop Routhier School from the lunch program.
LSBC (10/02/2014)	1/19/2015	Bishop Routhier	Motion 765/14 makes a motion that School Food Services cook and serve all registered student as Bishop Routhier School. Further to eliminate the need for parents to call the school to place their child's name on the lunch count.



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** ADMINISTRATIVE ACTION – FOLLOW UP  
LOCAL SCHOOL BOARD COMMITTEE MINUTES RECEIVED

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

That the Board of Trustees approve of the follow up action taken by Administration with respect to local board minutes received, as attached.





Meeting	Date of Meeting	Agenda Item	Task
LSBC (09/16/2014)	11/13/2014	Trout Lake	Motion 895649 To sell the tube style TVs for \$20 each
LSBC (09/16/2014)	11/13/2014	Trout Lake	Motion 895648 To dispose of broken chairs, school desk and broken TV
LSBC (10/20/2014)	11/13/2014	Janvier	ECS position Motion 14-40 motion to keep Denise Janvier on as ECS instructor.
LSBC (11/04/2014)	11/13/2014	J.F. Dion	Business arising from minutes: 346-11/14 Motion to have the NSD repair our playground to bring it up to code, as per the OH and S safety report.
LSBC (08/25/2014)	9/24/2014	Gift Lake	Motion #380.14 Gordon moves to accept and receive as information the discussion regarding head lice and the request to implement a survey in the community which will provide information and gather data regarding a possible head lice policy for Gift Lake School. The response will decide whether a policy will be implemented for Gift Lake School.
LSBC (09/15/2014)	10/24/2014	ADCS	Principal's Report b: Motion 521.14.09 Administrators' Days In lieu
LSBC (10/23/2014)	10/24/2014	Gift Lake	Motion 385.14 Gordon moves to set as per policy (10 days) as days in lieu for Gift Lake school administration for the 2014-2015 school year.



**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** COVERING MOTION  
IN-LIEU DAYS FOR ADMINISTRATORS

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

<b>RECOMMENDATION</b>
That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relate to the 2014-2015 in-lieu days for administrators.

\*\*\*\*\*

**CURRENT SITUATION:** One covering motion receiving in-lieu days for administrators will eliminate the need to refer these motions from each Local School Board Committee meeting minutes. These are:

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
Conklin	Nov 4/14	#0206-14

BOARD OF DIRECTORS

January 1912

THE BOARD OF DIRECTORS

RESOLUTIONS OF THE BOARD OF DIRECTORS

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## BOARD OF TRUSTEES

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** COVERING MOTION  
 ANNUAL EDUCATION RESULTS REPORT/ANNUAL PLAN

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

### RECOMMENDATION

That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relates to the 2013-2014 Annual Education Results Report, 2014–2015 Annual Plan.

\*\*\*\*\*

**CURRENT SITUATION:** One covering motion receiving organization plan motions will eliminate the need to refer these motions from each Local School Board Committee meeting minutes. These are:

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
Elizabeth	Nov 13/14	#2014.09.818
Janvier	Nov 18/14	#14-43
Paddle Prairie	Dec 9/14	#034-14/15
Pelican Mountain	Dec 1/14	#1212012014
St. Theresa	Nov 12/14	2984/11/14

REPORT OF THE

COMMISSIONER OF THE

REVENUE DEPARTMENT

FOR THE YEAR 1900

IN RESPONSE TO A RESOLUTION OF THE HOUSE OF REPRESENTATIVES

PASSED JANUARY 10, 1900

AND A RESOLUTION OF THE SENATE

PASSED JANUARY 10, 1900

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**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** COVERING MOTION  
ORGANIZATION PLANS

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

<b>RECOMMENDATION</b>
That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relate to Organizational Plans.

\*\*\*\*\*

**CURRENT SITUATION:** One covering motion receiving organizational plans motions will eliminate the need to refer these motions from each Local School Board Committee meeting minutes. These are:

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
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# POWER OF TRUST

DATE: 11/11/2011

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## **BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** ANZAC LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 18, 2014

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF JUSTICES

STATE OF TEXAS

COUNTY OF DALLAS

IN SENATE, FEBRUARY 1, 1901

REPORT OF THE BOARD OF JUSTICES

FOR THE YEAR 1900

BY THE BOARD OF JUSTICES

OF THE COUNTY OF DALLAS

AND THE CITY OF DALLAS

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Local school board meeting: November 18, 2014

Attendance : Geoff , Jaime , Julie , Bryan , Cindy , Dave

1. Opening pleasantries

2. Addition to the agenda

3. Review of last months meeting

4. Correspondence

1. LSBC expenditure report

2. Yahkohtew school bus newsletter

3. Northland school board agenda

5. Old business

1. Don Scott Re: Ministerial acceptance of recommendations of community engagement

team - listened to message from Gail Sparrow from Don Scott office.

6. Principals report

7. New business

1. Housing - teacher is vacating their housing and a new teacher is moving in !

2. Printers - Bryan motioned to buy two printers for BWS - Cindy second - all in favor -

motioned carried. **Motion 3997**

3. Maclean's - Cindy motioned to go into camera 7:15pm **Motion 3998** - Bryan second - out at 7:20pm  
Julie motioned to come out of camera, seconded by Cindy **Motion 3999**.

4. Tournament

9. Adjournment 7:30 pm

**FILED IN  
DOCUSHARE**





**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** ADCS LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 17, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF TRUSTEES

DATE: JANUARY 20, 1902

TRUSTEES OF THE BOARD

RESOLVED, THAT THE BOARD OF TRUSTEES DO hereby

authorize the Board of Trustees to execute and

sign any and all documents

which may be required for the purpose of

**Athabasca Delta Community School  
Local School Board Meeting Minutes  
Monday November 17, 2014**

**Attending:**

Julia Cardinal  
Danny Mercredi  
Tania Dashcavich  
Margot Simonot

Lorraine Cardinal (via phone)  
Kerri Ceretzke  
Jenny Piche  
Pam Gilbot

1. Prayer: Danny Mercredi at 6: 40 p.m.
2. Review of the Agenda
3. Approval of the October Minutes: 628-14-11-17 Tania Dashcavich
4. Principal's Report
  - a. Staffing - As of November 12 ADCS is fully staffed.
  - b. Budgets  
No new updates. Waiting to hear from NSD the following week.
  - c. Maintenance  
Discussions around window delivery, maintenance requests submitted for doors around the school and Al's work (lightening and propane tanks).
  - d. Food Services  
Maria from NSD visited the school November 14 2014.
  - e. Other  
School truck has no reverse and ADCS will be rental a local vehicle until the 'new-used' truck arrives.
5. Chair Report
6. ATA Conference November 13 – 15 – Update from Tania Dashcavich  
The conference was excellent and Tania is willing to share any resources with the school staff. Critical piece is the teaching of a place's history. Engrain it in curriculum. Ex/ Blood Tribe in Southern Alberta.
7. AERR and AEP Review & Motion 625-14-11-17 Tania Dashcavich  
Ensure more time is given to review documents.
8. Anti-Bullying Week  
UNITY Charity, Joe Bembridge Workshops and Safire
9. Wilderness and Standard First Aid – Week of November 24  
Offered to Grade 7/8, 8/9, 7-9 and Second Chance School students
10. Downtown and & Noon Hours  
Discussion around parent/guardian notes. Students must have permission to go down town. Reminder to everyone that a warm meal is offered and there is no need to head downtown.
11. School Calendar Concerns  
ADCS is over on instructional hours. This information was publicly made in the ADCS newsletter.
12. In Camera 626-14-11-17 Danny Mercredi at 7:50 p.m.  
Out of In-Camera 8:05 p.m. Danny Mercredi

**FILED IN  
DOCUSHARE**

15. Adjournment 8:10 p.m.
16. Next Meeting Monday January 19 2015

**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** BISHOP ROUTHIER LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES  
- SEPTEMBER 2, 2014  
- OCTOBER 6, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

## REPORT OF THE

COMMISSIONERS OF THE LAND OFFICE

IN RESPONSE TO A RESOLUTION

PASSED BY THE HOUSE OF REPRESENTATIVES

AT THE

ANNUAL SESSION, 1890-1891

ALBANY,

1891

W. H. BROWN,

PRINTED BY THE STATE PRINTING OFFICE

UNDER THE SUPERVISION OF THE COMMISSIONERS OF THE LAND OFFICE

ALBANY, N. Y., 1891

COMMISSIONERS OF THE LAND OFFICE



September 2, 2014

Bishop Routhier Local School Board Meeting

Attendance:

Don Cunningham- Acting Chairman

Bradley Cunningham- Board Member

Davis Cunningham-Board Member

Bruce Joudrey-Principal

Jo-ann Cunningham- Parent/Guest

Absent: Greg Gauchier and Leeann Gauchier

**Meeting called to order at 12:38pm**

- **763/14** Brad makes a motion to approve the agenda. Davis seconds. Motion carried.
- **764/14** Brad makes a motion to accept June 26/14 minutes with changes. Davis seconds. All in favor- motion carried.
- **765/14** Brad makes a motion that School Food Services cook and serve all registered students at Bishop Routhier School. Further to eliminate the need for parents to call the school to place their child's name on the lunch count. Davis seconds. All in favor- motion carried.
- **766/14** Davis makes a motion no food and or food scraps to leave Bishop Routhier School from the lunch program. Brad seconds. All in favor- motion carried.

**Principals Report:**

- Attendance issue.
- Attendance committee
- Utilization of staff strengths

**FILED IN  
DOCUSHARE**

- Music program built into the daily schedule for grades 4-6. Don Cunningham assisting with this program.
  - Travel club grades 4,5 and 6
  - Field trips/ day trips
  - Power surge blew out circuit board this summer. Issue is resolved.
  - Fire drills
  - Elders' meeting- elders to come into the school to share stories with the students.
  - Grade 6 field trip to Victoria
  - Grade 4/5 Camp Warwa
  - Non- violent workshop for all staff Sept.15<sup>th</sup>
  - C.A.S.S at Northland School Division. Students to perform in May for the board.
  - School handbook
  - C.T.F.S Grades 4-6 Brad Cunningham to assist with this program.
  - Home Ec. for Grades 4-6 with Tara Gauchier and Susan Cunningham
  - Calendar
  - Power off Predator
  - Cultural Camp in late May
- 
- **767/14** Brad makes a motion to approve all day trips for the 2014/15 school year. Davis seconds. All in favor- motion carried.
- 
- **768/14** Brad makes a motion to approve the grade 6 trip to Victoria. Davis seconds. All in favor- motion carried.
- 
- **769/14** Davis makes a motion to approve the grade 4/5 trip to Camp Warwa. Brad seconds. All in favor- motion carried.
- 
- **770/14** Brad makes a motion to approve Cultural Camp. Davis seconds. All in favor- motion carried.

- **771/14** Brad makes a motion to approve the Principal's report. Davis seconds. All in favor- motion carried.

**Meeting adjourned at 2:33pm**

**Next meeting October 6, 2014 at 12pm**



October 6, 2014

**Bishop Routhier Local School Board Committee Meeting**

**Attendance:**

**Greg Gauchier- Board Member**

**Leeann Gauchier- Board Member**

**Don Cunningham- Board Member**

**Brad Cunningham- Board Member**

**Bruce Joudrey- Principal**

**Sandra Cunningham- Guest**

**Gail Cunningham- Guest**

**Sharon Gauchier- Guest**

**Katherine Barkwell- Guest**

**Norma Noskey- Guest**

**Regrets- Dave Cunningham- Board Member (illness)**

**Meeting Called to order 12:00 PM**

- **771/14** Brad moves to approve agenda with changes. Don seconds. All in Favor. Motion carried.

**Guest speaker Katherine Barkwell BSc, RD.**

- Explanation of findings by guest speaker regarding school menu
- Questions by guests
- Questions by school committee
- Discussion

- **772/14** Don moves to accept minutes of September 2, 2014 as presented. Brad seconds. All in favor. Motion carried.

#### Guest Sharon Gauchier

- Discussion/Questions on grade 1 and 2 split and reasons for the split
- Discussion/Questions on certification of ECS instructor
- Discussion/Questions on meeting time for local school board (inconvenience)
- Discussion on budget restrictions

#### Chairperson's Report

- Discussion on the "every day counts report"
- Discussion on policy 1 and religion
- Discussion on Letter written to Dr. Colin Kelly from the Woodland Cree
- Chair expresses his concern that religion (Cree) and culture are grouped together and packaged as a catch all for all Northland Schools regardless of Cree culture, Metis culture, or Inuit culture, not to mention the intricacies of each community and the living culture within each. Further that each pupil and parent is free to choose their own religion in their home and we should promote all religions or none in Bishop Routhier School.

\*Brad leaves room at 2:00 PM

- **772.1/14** Don moves to accept chair persons report as presented. Leeann seconds. 3 in favor. Motion carried.

#### Principal's Report

- 86.8% attendance for September
- Home boarding manual
- Crisis response manual
- Application for conveyance allowance



- In school cultural funding planning guide
- School website training
- First aid for staff
- Dare program
- CTSF organization (grade 4,5 and 6)
- CTS lab (tools)
- Music class
- Soccer game
- **773/14** Leeann moves to approve the in school cultural funding planning guide. Don seconds. 3 in favor. Motion carried.
  
- **774/14** Don moves to approve the application for conveyance allowance. Leeann seconds. 3 in favor. Motion carried.
  
- **775/14** Leeann moves to approve the crisis response manual as presented. Don seconds. 3 in favor. Motion carried.
  
- **774/14** Don moves to approve the Principal's report as presented. Leeann seconds. 3 in favor. Motion carried.

**Item #7 Tabled**

**Meeting adjourned at 3:05 PM**

**Next Meeting November 3, 2014 at 12:00 PM**



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** CHIPEWYAN LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES  
- NOVEMBER 6, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

CONFIDENTIAL

DATE: 12/15/2001

TIME: 10:00 AM

TO: Mr. [Name] (S) (P)

FROM: Mr. [Name] (S) (P)

SUBJECT: [Subject]

RE: [Subject]

# CHIPEWYAN LAKE SCHOOL LOCAL SCHOOL BOARD COMMITTEE

REGULAR MEETING NOVEMBER 6<sup>TH</sup>, 2014

ATTENDANCE; JASON YUCK, CHAIR-PERSON  
EVA YELLOWKNEE; BOARD-MEMBER  
IDA NOSKIYE; SECRETARY\TREASURER (Absent)  
Chris Turpin; Acting PRINCIPAL  
Lily Cole; Teacher

CALL TO ORDER AT 7.05pm BY CHAIRPERSON JASON YUCK.

## PRINCIPAL'S REPORT

1. School-field trips; Jason moved to approve school field trips outside of the community of Chip Lake  
Motion; #2014-11-06-01, seconded by Eva Yellowknee ( Standing motion.)  
Recommended that the LSB accept the recommendation of the interviewing committee and recommend to the District Office that

Motion: #2014-11-06-02; Moved by Eva Yellowknee, seconded by Jason Yuck.

## Other business

1. Interviews for the position of School Janitor were held by the Interviewing Committee of Chris Turpin and Eva Yellowknee. Three candidates were interviewed and the recommendation to the board was to offer employment to
2. It was also noted that if:
3. Agreed that Chris Turpin would check with district safety officer with a view to getting some first aid training for staff and students at Chipewyan Lake School.
4. It was agreed that although the secretarial hours were only twelve hours a week, we should discuss with the current secretary a schedule as to when she would be in attendance so that we could inform parents as to when someone at school would be available to answer the phone.

**FILED IN  
DOCUSHARE**

5. It was agreed that Chris Turpin would follow up with Rita Yellowknee regarding possible gym equipment funding that had been received a couple of years ago would still be available.

Meeting adjourned at 9:00 pm.

**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:      DONNA BARRETT, SUPERINTENDENT OF SCHOOLS**

**SUBJECT:**  
**CONKLIN LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES**  
**-      NOVEMBER 4, 2014**

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**ORIGINATOR:      DONNA BARRETT, SUPERINTENDENT OF SCHOOLS**



# BOARD OF TRUSTEES

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**CLSB  
Conklin Local School Board  
Meeting Minutes  
November 4, 2014**

**Present:**

Margaret Quintal  
Verna Quintal-Janvier  
Kathy Quintal  
Bernard Woodfine – School Principal

**Excused Regrets**

Stacey Atkinson

**Opening Prayer:** Margaret Quintal

**Call to order:**

Margaret Quintal called the meeting to order at 8:41 p.m. at Conklin Community School.

**Motion # 0205-14**

Conklin Local School Board motions to accept October 13, 2014 regular meeting minutes and October 27, 2014 special meeting minutes as presented.

All in favor, motion carried

**Motion # 0206-14**

Conklin Local School Board motions to approve two days in lieu for principal Bernard Woodfine scheduled for April 13 & 14, 2015.

All in favor, motion carried

**Motion # 0207-14**

Conklin Local School Board motions to go in camera at 9:01 p.m. to include principal.

All in favor, motion carried

**Motion # 0208-14**

Conklin Local School Board motions to come out of in camera at 9:40 p.m.

All in favor, motion carried

Meeting adjourned at 10:10 p.m.

**FILED IN  
DOCUSHARE**

200-1111111  
200-1111111

**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** EAST PRAIRIE LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES

- OCTOBER 22, 2014
- NOVEMBER 12, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF INQUIRY

REPORT OF THE BOARD OF INQUIRY INTO THE DEATH OF  
JAMES EARL RAY, JR., APRIL 4, 1968

MEMORANDUM FOR THE PRESIDENT OF THE UNITED STATES

SUBJECT: DEATH OF JAMES EARL RAY, JR.  
DATE: APRIL 11, 1968  
BY: BOARD OF INQUIRY

1. On April 4, 1968, James Earl Ray, Jr., was shot and killed while on the run from the law.

# East Prairie Local School Board Committee

October 22, 2014 @ 4:30 pm

At Hillview School

**Present:** Shelly Auger – Chairperson, Vic Prinz – board member, Joan Haggerty – secretary, Karen Lemay – Acting Principal

**Absence:** Karen L'Hirondelle – board member, Rhonda Desjarlais – board member (called Karen Lemay prior to the meeting to excuse herself from the mtg)

## 1. Call To Order

Shelly Auger calls the meeting to order at 4:45 pm

## 2. Additions & Adoption of Agenda

Combine # 2 additions to agenda and #3 Adopt agenda.

Combine #4 Reading of previous minutes and #5 read and adopt minute

Vic moves to adopt as amended. 3 in favour – Motion Carried **MOTION 10.14.035**

## 3. Read & Adopt Previous Minutes

Vic stated that he thought it was said at the last meeting that the receptionist would call board members, because of this Vic has not checked his email. Joan moves to adopt September 10, 2014 minutes. 3 in favour – Motion Carried **MOTION 10.14.036**

## 4. Business Arising from Previous Minutes

- Vic bought up maintenance on the drainage. Karen said that Northlands did some work last year and they have not had any issues. Vic said he could still see the water dripping and four of the board members checked it out after the meeting on Sept 10.
- Vic asked about the sidewalk. Karen said that she didn't have time to check into it and will do this. Vic said that it was approved in previous years and the funds should be somewhere.
- Spaghetti night, the participants enjoyed themselves and had a great time.
- Vic and Shelly forgot about their fundraising topics so they will combine with Rhonda for Christmas raffle.

## 5. New Business

a) Student enrollment - has gone down then went up again.

b) Staffing – the TA position will continue and she will stay as half time SA and half time receptionist. She will work with special needs students one on one.

Vic moves to go into camera. 3 in favour – Motion Carried **MOTION 10.14.037**

Joan moves to come out of camera. 3 in favour – Motion Carried **MOTION 10.14.038**

**Note:** Karen L'Hirondelle called Shelly's cell at 5:14 pm to say she won't be able to make it.

**Note:** Recess at 5:20 pm for 2 minutes

**FILED IN  
DOCUSHARE**

## East Prairie Local School Board Committee

**Note: Reconvene at 5:23 pm**

- c) Attendance Committee – the committee consists of Karen Lemay, Dallas L'Hirondelle, Lana L'Hirondelle and Joan Haggerty. This committee is to promote and improve attendance. Hillview does not have serious issues and this is for positive reinforcements. For September we had 86%. For October our percentage will be lower due to the four students that moved but have not registered at another school. However November should be up again.
- d) Classroom Walkthroughs – Karen has not done as many as she wanted to. The teachers are doing bench mark so the time she would normally do this she is busy covering the teachers to complete the bench mark. Today GPRC students were here today to observe the classrooms. Karen said it is getting easier and she is getting more organized which helps with her time.
- e) Family Night – is on October 30 and she is partnering with EPMS and they will be doing the cake walk, concession, costume contest, EPMS is doing the haunted classroom and giving bags of candy. CRC will be doing the activity table with coloring, etc.
- f) Maintenance – door bell is being worked on. Light in parking lot was fixed. Vic asked about the snow blower. Alvin was not sure what was going on. Vic asked if anyone sells the old equipment to purchase new equipment.
- g) ATB – Dawn was called. Rachael will take over the ATB program. Karen & Rachael will meet with Verna on November 5/14 as Dawn is retiring.
- h) Fundraising – Kritwits, deadline is beginning of November. The raffle which is \$.50 each ticket will be drawn on Oct 30/14 for all 3 hats. Karen will post the raffle on face book. There is 30 likes on the face book page.
- i) In school Cultural Budget – due next week on Oct 30/14. Karen asked if everything from this budget has to go through the committee. It was stated that yes, everything does however if something comes up then she can email the board to approve, once she gets a quorum to approve then she will bring to the next meeting to be ratified. Joan moves to approve reimbursing Erica for the spaghetti night in September, not to exceed one hundred and fifty dollars (\$150) and for the funds to come from the in-school cultural budget. 3 in favour – Motion Carried **MOTION 10.14.039**

Honorarium – in the past the volunteers would get a meal, gift and a financial amount. Is this a standard practice? Shelly asked if the financial amount was consistent in all the past ones. Karen said she never looked at that. Vic explained that the financial amount was to assist with fuel/transportation.



## East Prairie Local School Board Committee

- j) PATS/SLA's – for grade 3's they have to have the test done by Friday. They are almost done. They are digital and written. Diagnostic assessment. PATs are going to be gradually phased out. Vic asked about results if they will be just for teachers or presented to the board. Karen said they should be getting the digital results soon. One student to complete and the school will get the results within 24 hours once all the tests are completed. Hillview has lower numbers with more special needs students, less teachers and little to no TA.

Corporate has not been able to get a hold of the staff member on leave.  
Health & safety said nothing was sent regarding legal.

### 6. LSBC Concerns

Joan

- Sub drivers, Joan drove as a sub but only as a last resort. Suggested that a poster be done up and put in the EPMS newsletter so attract drivers to submit their stuff should an issue arise in the future.
- That we should be doing post surveys with students that attended Hillview when they get to grade 8. The survey would consist of how the transition was, special needs being followed or identified after. This is for students who attend feeder schools and to track success rates and always looking at how we can enhance for the best interest of the student.

Vic

- Asked about enrollment numbers and class combinations. Karen said Northlands said no school would have less than two teachers. It just means that the principal would spend more time in the classroom and that would give her less admin time. She doesn't recommend this way. Vic said with this example what number would make this happen? This was one of Hillview's options which would give more TA's
- Karen checked into absences of board members. If the member misses 3 consecutive regular meetings then the process to follow is in the school act section 82(1)(h) 85, 86(a). If you are going to be absent you should contact the chair or the principal.

### 7. Next Meeting

The 2<sup>nd</sup> Wednesday of every month – November 12/14 at 4:15

### 8. Adjournment

Meeting adjourned at 6:33 pm.

Signature of Chairperson:



Date:

Nov 12, 2014



## East Prairie Local School Board Committee

November 12, 2014 @ 6:30 pm

At Hillview School

Present: Shelly Auger – Chairperson, Vic Prinz – board member, Karen L'Hirondelle – board member, Rhonda Desjarlais – board member, Karen Lemay – Acting Principal

Absence: Joan Haggerty – secretary

1. Call To Order

Shelly Auger calls the meeting to order at 6:36 pm

2. Adopt Agenda

Rhonda moves to adopt as amended. 4 in favour – Motion Carried **MOTION 11.14.040**

**Note: Joan joined the meeting**

3. Read & Adopt Minutes

Vic moves to adopt October 22, 2014 minutes with noted addition that Rhonda called Karen Lemay in advance to note her absence. 5 in favour – Motion Carried **MOTION 11.14.041**

4. Business Arising from Previous Minutes

- Karen L'H asked how board members would be notified. Reply was by email, text or call. Karen L asked if there was a preference. Texts and calls work good.
- Karen asked why the board went into camera as there is no comment.

5. Principal's Report

- a) Student enrollment – we lost 3 then lost one but gained one so total is 30
- b) Attendance – Hillview was able to take off the three students as they enrolled elsewhere. So our attendance was 80%.
- c) Monthly Family Nights – next one is November 19/14 from 5-7. ATB will be there with kits to take home for families.
- d) Maintenance – Karen L reported that someone did come look at the leak over the front door last year. Last meeting the members noticed it was still leaking so Karen put in a request but no one has come yet. Snow blower – the one we have works, side walk – new staff in maintenance so it may take awhile and David is on holidays.
- e) Jr. ATB – kids can open accounts. Would like to partner with the women's matching grant. Notes went home with the students last week. Rachael Starr will be the contact and Dallas will support her. The staff will be from grades 4-6

## East Prairie Local School Board Committee

- f) Calendar – switching PD days . They will be going to Grouard on November 24 as KTC is covering the PD costs and there will be school on January 29/15
- g) In School Cultural Budget – Karen L presented the board with the breakdown. The max per line item could not be more than 20% for a total of \$2,935.00. Karen L'H moves to approve the in school cultural budget as presented. 5 in favour – Motion Carried **MOTION 11.14.042**

Joan moves to go into camera. 5 in favour – Motion Carried **MOTION 11.14.043**

Joan moves to come out of camera. 5 in favour – Motion Carried **MOTION 11.14.044**

- h) PATs/SLAs/Whole School Write/PM Benchmarking – Jeannette couldn't make it after the time change for today's meeting. Results will have to be in camera. Erica and Karen L did the marking on the written part of it. Vic asked where they fit compared to other grade 3's Karen L said good quantity for writing but the students need to work on stamina and they are on par for reading. PM Benchmarking is all completed. There has already been some growth from some students since May/June

### 6. LSBC Concerns

Vic

- Asked if there was any info on the secretary. Karen L said nothing yet
- Asked if the door bell issue was resolved? Karen L said Kofie was here. Replacing the system we have and installing a WIFI system. They are working on the door bell.

Joan

- Attendance committee, when is the meeting? Karen L will set up a meeting
- Sub drivers – did a poster go to EPMS to put in the newsletter for anyone interested in being a sub to submit their names and what information is required.
- Driver's jurisdiction – do they fall under northlands or under HPSC.
- Bus registration – what is the process and how do we communicate that to the parents?
- How did the fundraising go? Karen L said they are still waiting for orders and the deadline is Friday, November 14/14.

Karen L'H

- Would like to use the school gym for volleyball. Karen L said that she would need a staff member. Karen said Dallas would be the staff member. Karen L said it has to be a certified staff member.

Discussion then took place regarding the mental health program. Karen L said the position is required to do 20 hrs per week in school programming. Board members asked what programs or how many hours are being delivered. Karen L will call her and find out her plans for programming.

East Prairie Local School Board Committee

Karen L will also contact Stephanie with the same and ask that a written monthly report come to the board.

7. Next Meeting

December 10/14 at 4:30pm

8. Adjournment

Meeting adjourned at 7:55 pm.

Signature of Chairperson: \_\_\_\_\_



Date: \_\_\_\_\_

Dec 10/14



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** ELIZABETH LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 13, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



BOARD OF DIRECTORS

DATE: 11/11/2015

TIME: 10:00 AM

AGENDA: 1. APPROVAL OF MINUTES

2. REPORT OF THE PRESIDENT

3. REPORT OF THE VICE PRESIDENT

4. REPORT OF THE TREASURER

5. REPORT OF THE SECRETARY

6. REPORT OF THE BOARD OF DIRECTORS

7. REPORT OF THE BOARD OF DIRECTORS

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29. REPORT OF THE BOARD OF DIRECTORS

30. REPORT OF THE BOARD OF DIRECTORS

**MINUTES**  
**ELIZABETH COMMUNITY SCHOOL**  
**LOCAL SCHOOL COMMITTEE MEETING**  
**November 13, 2014**

**PRESENT:**

Shelley Bartman	Member
Crystal Demmons	Member
Tracy Jacknife	Member
Gwen Lepine	Member
Sheila Thompson	Member
Rick Horon	Principal

**ABSENT:** n/a

**GUESTS :**

Call to Order at 5:35 PM.

Meeting Opened in prayer by Crystal Demmons

Recommended by Crystal Demmons that the agenda be accepted with additions.

- 12. Playground
- 13. Tutoring Program
- 14.

**RECOMMENDATION #: 2014.09.817** Recommended by Gwen Lepine /SECONDED by Sheila Thompson THAT, the minutes for the October 21, 2014 meeting be accepted. CARRIED.

Rick Horon presented the Principal's report. Student enrollment numbers, attendance, as well as past and future events planned for Elizabeth School were shared. He reported on, as information and discussion: Relationship with Kikino School, relations with town schools, Peer Coaching Feedback program, updated contacts, calendar and important dates, dental checks and "Reading, give it a try" program, response to Elizabeth Metis Settlement" regarding tutoring program.

**RECOMMENDATION#: 2014.09.817** Recommended by Crystal Demmons /SECONDED by Gwen Lepine THAT, the principal's report be accepted.. CARRIED.

The final draft of the "Elizabeth School AERR" developed by Elizabeth School Staff and the Administrator, was distributed for information and discussion.

**RECOMMENDATION#: 2014.09.818** Recommended by Gwen Lepine /SECONDED by Crystal Demmons THAT, the AERR be accepted. CARRIED.

The tutoring program was discussed. A letter was submitted to the Elizabeth Metis counsel to fund the program as they had done last year. Kathy Lepine attended and explained that the proposal was not approved due to several concerns with last year's programs ie: not enough promotion by the school, bus

**FILED IN**  
**DOCUSHARE**

driver not cooperating and letting kids off for tutoring, and not enough utilization of the program. The principal will write a letter to address the concerns and ask for reconsideration for the funding.

The full first aid program will run on January 16 & 17 and will have training for the new AED which has arrived at the school. The AED is just waiting for installation.

The Christmas concert was discussed. It will be held on Thursday, December 11 to allow the fiddlers to go to the Metris General Counsel Christmas Party in Edmonton to perform. Several ideas were discussed with regards to the type of program that could be planned.

The use of playground equipment by the different grades was discussed.

The chairperson raised some community issues relating to substance abuse issues. It is recommended that the school contact ADDAC for further information and assistance.

Next meeting is set for December 16, 2014

Meeting adjourned at 6:45 pm

## **BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** FORT MCKAY LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES

- DECEMBER 2, 2014
- JANUARY 8, 2015

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

# BOARD OF TRUSTEES

DATE: JANUARY 10, 1912

COMMITTEE

REPORT OF THE BOARD

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CALIFORNIA

RESOLVED, THAT THE FOLLOWING RESOLUTIONS BE PASSED:

1. That the sum of \$100,000 be appropriated for the purchase of land for the purpose of establishing a new campus for the University of California.

2. That the sum of \$50,000 be appropriated for the purchase of land for the purpose of establishing a new campus for the University of California.

**Fort McKay  
Local School Board Committee  
Meeting Minutes  
Dec. 2, 2014  
12:00 PM**

**Call LSB Meeting to Order @12:05PM**

**Board Members Present:**

Janet McDonald  
Shelley Harte  
Tina Black

**Administration Present:**

Ruth Ryan

**Absent:**

**Additions to Agenda...**

**1. Approval of Agenda**

Adopt Agenda: Recommendation #42-14 Tina Black moved to adopt the agenda with additions.

**2. Approval of Previous Minutes**

Adopt Minutes: Recommendation #43-14 Shelley Harte moved to adopt minutes of Oct 20, 2014.

**3. Business Arising from the Minutes**

**4. Maintenance Report-**

See report- Discussed

**5. Correspondence – Curtis Walty's emails**

**6. Principal's Report ... see attachment** Recommendation #44-14 Janet McDonald moved to adopt the Principal's Report as presented.

**7. FMS Counselling Update-** The Family Support Centre...Tuesdays and Thursdays- this was discussed

## **8. New Business –**

In Camera @ 12:40 until 1:15

- FMFN – Industry funded projects...Dec. 3<sup>rd</sup> meeting- discussed
- Dene Instructor...Start in January ...?community- discussed
- TA positions? Two recommendations for FM Band Employees...#45-14 Tina Black recommended that Jennifer Lenos be hired for the TA Band funded position
- Attendance Recommendations...discuss...lunch on Fridays...
- FNMI Cultural Budget...#46-14 Janet McDonald made the recommendation that the culture budget be accepted as presented.
- AERR discuss...Attendance Improvement Committee Report
- YMCA – Career presentation- discussed and not interested at this time
- Irena – Student Health Collaborate Services...going to be starting next week- she will be working with teachers

## **Additions to Agenda:**

- **Teacher PD Day-** Janet McDonald suggested that Pat Flett present the Colors workshop to the staff
- **Bussing-** this was discussed
- **U of C –** Community based B.ED at U of C was discussed

## **9. Any other business**

**Next Meeting January 21, 2015**

**Adjournment @1:30 PM**



**Fort McKay School  
Local School Board Committee Recommendations  
Dec. 2, 2014**

- 42-14        Recommendation to adopt the agenda as presented.  
                 Moved by Tina Black
- 43-14        Recommendation to approve the previous minutes from Oct.20, 2014.  
                 Moved by Shelley Harte
- 44-14        Recommendation to accept the Principal's Report as presented.  
                 Moved by Janet McDonald
- 45-14        Recommendation to hire Jennifer Lenos as a TA at the Fort McKay School with  
                 the Fort McKay First Nation Band funding this position.  
                 Moved by Tina Black
- 46-14        Recommendation to accept the cultural budget as presented.  
                 Moved by Janet McDonald



**Fort McKay  
Local School Board Committee  
Meeting Minutes  
Jan.8, 2015  
12:00 PM**

**Call LSB Meeting to Order @12:15PM**

**Board Members Present:**

Tina Black  
Shelley Harte  
Janet McDonald

**Administration Present:**

Ruth Ryan

**Absent:**

**Additions to Agenda...**

**1. Approval of Agenda**

Adopt Agenda: Recommendation #01-15 Shelley Harte moved to adopt the agenda as presented.

**2. Approval of Previous Minutes**

Adopt Minutes: Recommendation #02-15 Tina Black moved to adopt minutes of Dec. 2, 2014.

**3. Business Arising from the Minutes...nothing at this time**

**4. Maintenance Report- Discussed**

See report

**5. Correspondence – Stakeholder Satisfaction with Education in Alberta  
Telephone Survey from Donna Barrett...this was discussed**

**6. Principal's Report ... see attachment Recommendation #03-15 Tina Black  
moved to adopt the Principal's Report as presented.**

**FILED IN  
DOCUSHARE**

**7. FMS Counselling Update-** The Family Support Centre...Tuesdays and Thursdays/ bullying presentations...Fort McMurray Collaborate Services – January- counselling

In Camera @12:30 – 1:00

**8. New Business –**

- January 16 – staff Meeting LSB/Brent @9:30?...this was discussed
- Dene Instructor...Start in January ...Janette Flett Jones will start teaching Dene in January...Band funded
- TA position...The new hire started Jan.7, 2015
- U School – 2015...no theme was chosen yet by the teacher who will be taking the students to Edmonton
- Fort McKay Homework policy...this was discussed
- Family Support – Bully Presentations...this was discussed and to keep it positive with challenges and random acts of kindness...
- LSB Budget... this was discussed
- AERR discussed...Attendance Improvement ...Field Trips given to the class with the highest attendance. Classroom challenges...homework, fundraising ...once a month

**Additions to Agenda:**

- **School Lunch Program-** this was discussed and we will continue with the program one day a week with band funding
- **Field Trip challenge...**this was discussed
- 

**9. Any other business**

**Next Meeting February 5, 2015**

**Adjournment**

**Fort McKay School  
Local School Board Committee Recommendations  
January 8, 2015**

- 01-15      Recommendation to adopt the agenda as presented.  
                 Moved by Shelley Harte
- 02-15      Recommendation to approve the previous minutes from Dec.2, 2014.  
                 Moved by Tina Black
- 03-15      Recommendation to accept the Principal's Report as presented.  
                 Moved by Janet McDonald



**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** GIFT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- JANUARY 6, 2015

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

# REPORT OF THE

COMMISSIONER OF THE

REVENUE

FOR THE YEAR 1900

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**Gift Lake Local School Board Meeting  
January 6, 2015**

**Present:** Dale Laderoute  
Ken Shaw  
Howard Shaw  
Dave Chalifoux  
Gordon Belcourt  
Barb Laderoute  
Bob Heyde  
**Guest:** Lee Haroldson

**Meeting called to order at 4:36 PM.**

**392.15 Gordon moves to approve agenda with addition. Seconded by Howard. AIF. Carried.**

**393.15 Howard moves to accept minutes as presented. Seconded by Gordon. AIF. Carried.**

**394.15 Dale moves to accept Boarding home request from person B. Seconded by Gordon. AIF. Carried.**

**395.15 Dale moves to adjourn at 6:12 PM. Seconded by Dave. AIF. Carried.**

**Next scheduled meeting for Feb. 23, 2015 at 4:30.**



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** J.F. DION LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- DECEMBER 2, 2014  
- JANUARY 6, 2015

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF TRUSTEES

First meeting of 1922

February 1st

10:00 A.M. in the

Board Room of the

Trust Company of

the City of New York

Present

Mr. J. P. Morgan

Chairman

**J.F. Dion**  
**Local School Board Meeting**  
**December 2, 2014**

**Began by swearing in Raymond Durocher**

**Board Members Present:** Joan Daniels, Kristen Lindsay, Raymond Durocher

**Principle Present:** Elaine Ward

**Board Members Absent:** Carlene Gladue, Tyler Gladue

**Call to Order:** Meeting called to order at 5:35pm

**Opening Prayer** led by Elaine

**Motion to Adopt Agenda:**

**Motion: #350-12/14** Kristen/Raymond All in Favor

**Motion to adopt the November 4<sup>th</sup>, 2014 Minutes:**

**Motion:#351-12/14** Raymond/Kristen All in Favor

**Business arising from minutes:**

Board is making a request to have NSD to repair the playground and bring it up to code.

**Motion:#352-12/14** Kristen/Raymond All in Favor

**New Business:**

Motion to have LSB Committee members to approach CNRL Liaison for new playground funding.

**Motion:#353-12/14** Raymond/Kristen All in Favor

**FILED IN  
DOCUSHARE**

Motion to use \$1200.00 to pay for the staff/school board Christmas supper

**Motion:#354-12/14** Kristen/Raymond All in Favor

Motion to use \$25.00 for the Remembrance Day wreath.

**Motion:#355-12/14** Raymond/Kristen All in Favor

### **Lunch Program**

Had a discussion

### **Principles Report**

Motion to approve: Principle Report as presented.

**Motion:#356-12/14** Raymond/Kristen All in Favor

### **Chairperson's Report:**

Motion to approve: Chairpersons Report as presented.

**Motion:#357-12/14** Kristen/Raymond All in Favor

### **Budget:**

We had a budget review.

### **Correspondence:**

We reviewed all correspondence.

### **Member/Parent/Board Concerns:**

Discussed all concerns

**Next Meeting Date:**

Next regularly scheduled LSB Meeting is set for January 6, 2015 at 5:00pm

**Adjournment:**

Motion to adjourn meeting at 6:30pm

**Motion:#358-12/14** Raymond/Kristen All in Favor





**J.F. Dion  
Local School Board Meeting  
January 6, 2015**

**Present:**

**School Board Members:** Joan Daniels, Raymond Durocher, Carlene Gladue, Tyler Gladue.

**Principal:** Elaine Ward.

**Call to Order:** Meeting called to order at 5:15 p.m.

**Opening Prayer** led by Elaine Ward.

**Motion to Adopt Agenda:**

**Motion: #359-01/15,** Tyler/ Carlene, All in Favor.

**Motion to Adopt December 2, 2014 Minutes:**

**Motion: #360-01/15,** Tyler/ Raymond. All in Favor.

**Business arising from minutes:**

We have reviewed all playground information; we will have a planning meeting on January 19, 2015. We will also be actively looking for sponsors.

**New Business:**

No new business

**Lunch Program:**

We discussed the lunch program.

**Principal's Report:**

Motion to approve: Principal's Report as presented.

**Motion: #361-01/15** Carlene/Tyler, All in Favor.

**FILED IN  
DOCUSHAPE**

**Chairperson's Report:**

Motion to approve: Chairperson's Report as presented.

**Motion: #362-01/15** Carlene/Tyler, All in Favor.

**Budget:**

We had a budget discussion.

**Correspondence:**

We reviewed all correspondence.

**Member/Parent/Board Concerns:**

We discussed all concerns.

**Next Meeting Date:**

Next regularly scheduled LSB meeting set for February 3, 2015 at 5:00 p.m.

**Adjournment:**

Motion to adjourn meeting at 6:00 p.m.

**Motion: #363-01/15** Raymond/Tyler, All in Favor.

**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** JANVIER LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 18, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



## **November 18, 2014 – Local School Board Committee Meeting**

**Call To Order:** 5:05

**School Board Committee Members:** Alice Fontaine, Lorette Herman, Victoria Herman, Martha Nokohoo

**Staff members:** Rosalind Best, Susan Grant, Laura Hammond, Yousuf Ashour, Gerard Dillman

**Administration:** Priscilla Gagnon

**Guest:** Beverly Barca SCI/NSD partnership

**Opening Prayer:** Alice Fontaine

**Adopt Agenda:** Recommendation #14-41 moved to adopt the agenda as presented/with additions.

**Adopt Minutes:** Recommendation #14-42 moved to adopt the minutes of September 2<sup>nd</sup> as presented. CARRIED

### **NEW BUSINESS:**

#### **PRINCIPAL'S REPORT**

**Enrollment:** 81 students

**Supervision and Evaluation:** pre-meetings with some teachers done and evaluation process started

**Suspensions and Behavioural Issues:** number of suspension down with some notable improvement in behaviour and school atmosphere

**Attendance:** continues to need improvement. Fridays are still an issue with low attendance. Attendance is now reflected in the report card with a graph and recommendations for improvement.

**Experiential Learning:** Rosalind Best, Grade ½ teacher attended ELI & SCI meetings in November. She will be the ELI rep for the remainder of the year and

**FILED IN  
DOCUSHARE**

attend all ELI/SCI meetings so that Father R. Perin School's voice and needs will be present at the meetings and we will get the support required for experiential learning at the school. Rosalind Best outlined outcome of meetings and her experience bringing a student to also have the voice of the youth heard at the meetings.

On Friday, Nov. 21, ELI member, Sekweha, and the teachers will sit together and plan experiential learning activities for the year.

**Career and Technology Foundations:** In partnership with Conklin Community School, the RCMP officer Justin Robertson, ELI and Sekweha, the school has begun to deliver weekly/biweekly sessions for students in grades 6 to 9. Each Round is composed of 4 1.5-hour sessions for which the students can sign up. We hope to run 3 Rounds this year. We are looking for people in skilled trades who can commit to the 4 sessions: i.e. welding, electrical, mechanical, carpentry, photography, cosmetics, etc. This Round we are doing cooking, moose-hide slipper making, photography, landscape painting, guitar and carpentry.

**Elder's Circle:** we have received a grant of \$5000 to provide a stipend to elders who come into the school to do crafts or story-telling or counseling with the students. Laurette Herman spoke with Rita Marten at ATC to make this possible. Teachers need to determine how the elders can fit into their day.

It is recommended that we video-record story-telling sessions for posterity, soon we will no longer have these elders around to share their knowledge of the old days.

**Christmas Concert:** Wednesday, Dec. 17 at 5:30.

Will include:

- ✓ Dene caroling – Laurette Herman & Jeanette Herman
- ✓ Nativity pageant
- ✓ MC'd by the kids
- ✓ All classes involved: include plays, poems, etc. not just songs

Pre-concert bake sale to raise money for snacks/Christmas dinner

**School climate:** Alice expressed interest in student opinion of the school. It was suggested that an open-ended survey be done to find out. Questions from the already established "Tell Them From Me" survey be used.

**Sekweha behaviour support:** Ask a Sekweha member to call the school daily to get names of students who should not be allowed to join in activities at the youth centre due to misbehaviour.

1. AERR and Literacy Plan reviewed and modified to incorporate Board input

**Motion to accept AERR and Literacy Plan #14 – 43** – Alice Fontaine,

Laurette Herman

Carried:

**YES**

**NO**

**IN CAMERA:**

Motion #14-44 to go in camera at 6:45: Alice Fontaine, Martha Nokohoo

Concern expressed about gossiping, drug use by staff. Recommendation that all staff be gathered together and spoken to about poor school image if there is gossiping about each other going on outside in the community. Also, medication should not be kept at school unless it's locked up.

Motion # 14-45 to adjourn meeting at 7:10.

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LSBC Chairperson

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Date





**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** KEG RIVER LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 4, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

## JOHN DE WINTER

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**KEG RIVER LOCAL SCHOOL BOARD COMMITTEE**

**REGULAR MEETING #64**

**November 4, 2014**

**@ 7:00 PM. AT DMJ. SCHOOL**

**PRESENT:** Kathy Omoth, Delores Mosure, Mike Fischer, Dustin House, Acting Principal Darren Weir

**CALL TO ORDER:** Meeting to order @ 7:01 p.m.

**ADOPT AGENDA:** 4435 Delores moved to adopt agenda carried

**ADOPT MINUTES:** 4436 Dustin moved to adopt minute's #63 Carried

**Chair:** Kathy resigned as Chair, will stay on board just not in Chair position. Everyone discussed our options. Mike agreed to assume Chair duties

**Cooks Report:** not available

**Principal's Report:** 4437 Dustin moved to allocate up to \$500.00 from KRLSB budget, towards a Christmas meal for the community. 2<sup>nd</sup> by Kathy Carried

4438 Delores moved to accept principals report as information Carried

**New Business:** None

**Next KRLSBC Meeting Date:** December 2, 2014 @ p.m.

**ADJOURNMENT:** Meeting adjourned @ 8:15 pm

**FILED IN  
DOCUSHARE**



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** LITTLE BUFFALO LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES  
- DECEMBER 9, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

2-3750170 08-176

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AGENDA: Dec 9, 2014

LBS BOARD MEETING

Meeting called to order at 7:00 PM

Attendance:

Dwight Gladue Chair

Larry Ominayak

Bryan Laboucan

Troy Laboucan

Cheryl McMann

Crystal Colville -Principal

Absent:

Agenda

1. Old business
  - i. Outcome of ramps
  - ii. Coat racks
  - iii. External kitchen door still not fixed
2. Parental request approved by principal for 4/5 trip in June.
  - a. Dewar to contact new principal and parent that approval has been granted.
3. Graduation June 15, 2015 – Dewar has offered to come in and possible do one night a week to help students finish up their last course to be able to graduate this year.
4. Christmas Concert and supper December 17, 2014
5. Gym nights
6. Jump Math
7. Procedure 404 Recruitment and Re - Assignment of certified staff
  - a. Point 7
  - b. Point 11 and 11.2.1
8. In camera:
  - a. Employee request for Educational leave
  - b. Second semester staffing
9. Return to regular meeting

Minutes:

Meeting called to order at 6:00 PM

Outcome of ramps –

Motion 11/14/15

Moved by Dwight/Bryan that the inside ramp is to be changed – for it to be safer – there are sharp metal edges, and for it to be widen so the hot lunch tray can go down.

**FILED IN  
DOCUSHARE**

Coat racks –

Motion 12/14/15

Moved by Larry/Troy that the wood for the coat racks be bought and paid for as promised at time of renovation. Get the coat hook racks completed!

External kitchen door

Motion 13/14/15

Moved by Dwight/ Troy for the outside kitchen door to be properly fixed the kitchen staff are able to unlock and lock the door properly.

Employee request for Educational Leave

Motion 14/14/15

Moved by Bryan/Cheryl – that Candidate A is allowed to take 3 weeks in January to the National Outdoor Leadership School's Winter Outdoor Educator program. See attached letter.

The board is in full support of Candidate A attending this program. They feel the benefit to our students and possible students in other school would be great now and in the future.

Second Semester Staffing

Motion 15/14/15

Moved by Larry/Dwight that since Nominal Roll is in and we have 211 students that we qualify for another teacher that we get that other teacher.

Dwight was told at the October Corporate meeting that once Nominal roll was in we would be able to get the new teacher. As well at the last local meeting Donna and Wes said that once the Nominal Roll was in we would be getting another teacher.

Item:

- Colville to investigate money owing from Woodland – does the outstanding money affect our students.
- Colville to investigate why the fire alarms did not go off On Wednesday Dec 5,2014 when the school filled with smoke.

Meeting adjourned at 8:10 PM



**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES

- DECEMBER 9, 2014
- JANUARY 12, 2015

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

STATE OF TEXAS

COUNTY OF DALLAS

CLERK OF DISTRICT COURT

IN AND FOR THE COUNTY OF DALLAS

VS.

THE STATE OF TEXAS

IN RE: THE ESTATE OF

JOHN A. BROWN

DECEASED

BY AND THROUGH

THE ATTORNEY AT LAW

JOHN A. BROWN

VS.

**PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE  
REGULAR BOARD MEETING  
December 09, 2014**

**In Attendance:** Candice Callou, Chairperson  
Doreen Poitras, Board Member  
Nelson Auger, Board Member  
Kristin Ghostkeeper, Secretary/Treasurer  
Priscilla Christian, Board Member  
Jill Gaudet, Principal  
Reta Nooskey, Recording Secretary

**Call to Order:** the meeting was called to order at 3:40 p.m.

**Agenda:**

**Motion #030:14/15** Kristin Ghostkeeper moved to approve the agenda with an addition to Old Business. **Carried.**

**Minutes:**

**Motion #031:14/15** Nelson Auger moved to approve the minutes of November 10<sup>th</sup> regular meeting as read. **Carried.**

**Principal's Report:**

**Motion #032:14/15** Nelson Auger moved to change the March PD day to Jan. 23<sup>rd</sup>, 2015. **Carried.**

**Motion #033:14/15** Kristin Ghostkeeper moved to accept the Principal's report as information. **Carried.**

**Old Business:**

**AERR Presentation:**

**Motion #034:14/15** Nelson Auger moved to accept the AERR Presentation done on November 25<sup>th</sup>, as presented. **Carried.**

**Board Member Concerns:**

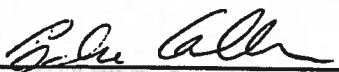
**Board Payment:** Board Member Nelson Auger, asked for clarification on how they were paid for meetings.

**Meetings:**

Regular Board Meeting: Monday, January 12, 2015 at 3:30 p.m.

**Adjournment:** the meeting adjourned at 4:03 p.m.

**Signatures:**

  
Candice Callou, Chairperson

  
Reta Nooskey, Recording Secretary

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**PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE  
REGULAR BOARD MEETING  
January 12, 2015**

P. 221

**In Attendance:** Candice Calliou, Chairperson  
Nelson Auger, Board Member  
Kristin Ghostkeeper, Secretary/Treasurer  
Jill Gaudet, Principal  
Reta Nooskey, Recording Secretary

**Absent:** Doreen Poitras, Board Member(excusable)  
Priscilla Christian, Board Member(excusable)

**Call to Order:** the meeting was called to order at 3:40 p.m.

**Agenda:**

**Motion #035:14/15** Kristin Ghostkeeper moved to approve the agenda as presented. **Carried.**

**Minutes:**

**Motion #036:14/15** Kristin Ghostkeeper moved to approve the minutes of December 09<sup>th</sup> regular meeting as read. **Carried.**

**Principal's Report:**

**Motion #037:14/15** Candice Calliou moved to go in camera with the Principal at 3:45 p.m. **Carried.**

**Motion #038:14/15** Nelson Auger moved to return to regular format at 3:55 p.m. **Carried.**

**Motion #039:14/15** Nelson Auger moved to transfer Nancy Christian into the Secretary position, temporarily, until August 26, 2015 effective immediately. **Carried.**

**Motion #040:14/15** Kristin Ghostkeeper moved to post for a temporary EA position, until August 26, 2015 effective immediately. **Carried.**

**Motion #041:14/15** Kristin Ghostkeeper moved to accept the Principal's report as information. **Carried.**

**Meetings:**

Regular Board Meeting: Monday, February 23, 2015 at 3:30 p.m. due to conflicts on the next scheduled date.

**Adjournment:** the meeting adjourned at 4:00 p.m.

**Signatures:**

\_\_\_\_\_  
Candice Calliou, Chairperson

\_\_\_\_\_  
Reta Nooskey, Recording Secretary

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**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** PEERLESS LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES

- NOVEMBER 13, 2014
- DECEMBER 4, 2014
- DECEMBER 8, 2014
- DECEMBER 9, 2014

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

# BOARD OF TRUSTEES

MEMORANDUM FOR THE BOARD

RE: [Illegible]

DATE: [Illegible]

TO: [Illegible]

FROM: [Illegible]

SUBJECT: [Illegible]

1. [Illegible]



**Peerless Lake School Local School Board Committee Meeting**  
**November 13, 2014**  
**Time: 7:00PM**

Board members present: Louie Cardinal, Marie Alook, Marcel Noskiye  
Administration present: Connie Molcak, Corrine Alook-RS  
Absent: Laurel Noskiye, William Houle

---

1. Call the meeting to Order: Louie called the meeting to order at 7:20PM.
2. Adopt Agenda: Marcel Noskiye moved to adopt the agenda. Seconded by Marie Alook. Carried.
3. Adopt minutes: Marie Alook moved to adopt minutes. Seconded by Marcel Noskiye. Carried.
4. Business arising from Minutes: N/A
5. Chairman's report: Verbal- info only
  - Rink is down, not a hazard anymore to the students
  - Possibly 2 trailers from Peerless Lake School will be demolished, suggested the Local Housing committee to ask for them. **Motion#10-14/15:** Marie Alook moved to accept chairman's verbal report. Seconded by Marcel Noskiye. Carried.
6. Principal's report:
  - Attendance as per request LSBC.- info attached
  - Rink will be getting new boards as Md#17 and NSD#61 paid for the materials. Should be done in December.
  - Lee Cardinal- Donation letter made for X-mas concert. Candy bags.
  - REC fire Dept to donate candies for the x-mas concert and items to raffle off.
  - AERR plan: Suggestions for questions #1 and 4.
  - Staff x-mas dinner Potluck Dec10th and gift exchange Dec 8-10. Max \$30.00.
  - **Motion#11-14/15:** Louie Cardinal moved to accept Principal's report. Seconded by Marie Alook. Seconded.
7. New Business:
  - Dress code- ask head office for their dress code info and talk to staff
  - Staff with children in the school after school hours- haven't seen any staff with children in the school.
8. Next meeting: December 4<sup>th</sup> at 7:00PM.
9. Adjournment: Marie Alook adjourned the meeting at 9:31PM.

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Peerless Lake Local School Board Committee Meeting  
December 4, 2014  
Time: 7:00PM

Board Members present: Louie Cardinal, Marcel Noskiye, William Houle, Laurel Noskiye, Marie Alook

Administration Present: Connie Molcak – AP, Corrine Alook – RS

---

1. Call the meeting to order: Louie Cardinal called the meeting to order at 7:15PM.
2. Adopt Agenda: **Motion#12-14/15:** Marcel Noskiye moved to adopt the agenda. Seconded by Marie Alook. Carried.
3. Adopt the Minutes: **Motion#13-14/15:** Laurel Noskiye moved to adopt the minutes. Seconded by Marie Alook. Carried.
4. Business arising from Minutes: Dress code: All board members are to write what they think should be on the dress code, and at the next meeting they will compile it together.
5. Chairman's Report: Verbal- 1- Rink is being worked on. 2- A letter will be sent out regarding the trailers being demolished to the local Housing Authority in January. 3- Security system for the school. **Motion#14-14/15:** William Houle moved to get the security system going as the school already has the cameras in the school and have David Cox to install the locking system for the school. Laurel Noskiye seconded. Carried. **Motion#15-14/15:** Marie Alook moved to accept the verbal chairman's report. Seconded by Laurel Noskiye. Carried.
6. Principals Report: attendance info, 2 donations made for our Christmas concert candy bags and Honor night- was a success.
7. Cold Days for the school: **Motion#16-14/15:** Laurel moved that at -20 students are not allowed to go outside for recess. -35 no busses running. Secretary to provide all the phone #'s to all bus drivers. Seconded by Louie Cardinal. Carried.
8. New Business:
  - Recommendation – the school Secretary is the first contact for any bussing issue's if the drivers or parents may have.
9. In camera: **Motion#17-14/15:** Marcel Noskiye moved to go into in-camera at 9:45PM. Seconded by William Houle. Carried.
10. Out of In-camera: **Motion#18-14/15:** Moved by William Houle to come out of in-camera at 10:31Pm. Seconded by Louie Cardinal. Carried.
11. Next Meeting: January 15, 2015 at 7:00PM.
12. Meeting Adjourned: Marie Alook adjourned the meeting at 10:35PM.

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CONFIDENTIAL - SECURITY INFORMATION

October 1971

Page 70000

1. The purpose of this document is to provide information regarding the

status of the project and the progress of the work.

2. The project is currently in the planning stage and the work is

being carried out in accordance with the schedule.

3. The project is expected to be completed by the end of the year.

4. The project is being carried out in accordance with the schedule.

5. The project is being carried out in accordance with the schedule.

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24. The project is being carried out in accordance with the schedule.

25. The project is being carried out in accordance with the schedule.

CONFIDENTIAL - SECURITY INFORMATION

**Peerless Lake Local School Board Committee Meeting**

**AERR Plan**

**December 8, 2014**

**Time: 6:00PM**

**Board Members present: Louie Cardinal, Marcel Noskiye, William Houle, Marie Alook**

**Administration Present: Connie Molcak – AP, Corrine Alook – RS**

---

1. Call the meeting to order: Louie Cardinal called the meeting to order at 6:33PM.
2. Discussion on AERR plan – Recommendation made by LSBC to remove the self-paced from page 18 and leave the flexibility classrooms.
3. Meeting Adjourned: Louie Cardinal adjourned the meeting at 8:23PM.

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**Peerless Lake Local School Board Committee Meeting  
Emergency Meeting  
December 9, 2014  
Time: 7:30PM**

**Board Members present: Louie Cardinal, Marcel Noskiye, Marie Alook**

**Administration Present: Connie Molcak – AP, Corrine Alook – RS**

---

1. **Call the meeting to Order: Louie Cardinal called the meeting to order at 7:37PM.**
2. **Info- Marie Alook- the nurse had seen 16 people December 7<sup>th</sup> and 36 people on December 8<sup>th</sup> with cold and flu like symptoms. It was recommended by the community health nurse to close the school down for the remainder of the week due to fast spreading of the illness.**
  - **Board members agree with the nurse's recommendation to close the school for the remainder of the week and to call Donna Barrett.**
  - **Connie Molcak called Donna Barrett informed her with the info Marie had just presented to the board members and agreed with the nurse and board to close the school for the remainder of the week.**
  - **A community health nurse will come to the school on Wed December 10<sup>th</sup> at 10Am to collect info on staff and students, about who's sick?, what were the symptoms?, when did it start?, etc.**
  - **Notes to be made and posted about the closure of the school for the remainder of the week due to health reasons.**
3. **Meeting Adjourned: Marie Alook adjourned the meeting at 8:43PM.**
- 4.

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**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** PELICAN MOUNTAIN LOCAL SCHOOL BOARD COMMITTEE MEETING  
MINUTES

- SEPTEMBER 8, 2014
- NOVEMBER 3, 2014
- DECEMBER 1, 2014

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

REPORT OF THE

COMMISSIONER OF THE

LAND OFFICE

IN RESPONSE TO A RESOLUTION

PASSED BY THE HOUSE OF COMMONS

ON THE 14TH DAY OF MARCH 1881

IN THE YEAR OF OUR

LORDS' REIGN THE THIRTIETH

OF THE REIGN OF OUR

LORDS' GRACE THE PRINCE

OF WALES AND EDWARD

THE SEVENTH

BY ORDER OF THE HOUSE OF COMMONS

PRINTED BY

LSBC Pelican Mountain School  
Organizational Meeting/Regular Monthly Meeting  
September 8, 2014

Attendance: Linda-Principal, Violet-Board Chair, Sandra and Heather

Call meeting to order 7:16 pm by Violet.

Business Arising

1. Playground improvements. When is the Pea gravel for the playground coming?

New Business

1. Need for blanket motion for day trips- Heather makes a motion for day trips, Violet seconds. **Motion #0609082014**
2. Need a board motion to have cheque written to NLSD to cover reimbursement to Linda Foster due to Graduation Expenditures. Heather makes a motion to reimburse Linda Foster due to Graduation Expenditures, Violet seconds **Motion #0709082014**
3. SLA's to be written by Grade 3's-information only.

Board Chairperson's Report-nothing to report.

Principal's Report-newsletter, attendance is good, 20 students attending, \$7000.00 in school generated funds. Heather makes a motion to accept Principal's verbal report, Violet seconds. **Motion #0809082014.**

Other Business

1. Possible Field Trip to Edmonton next month and requires a board motion. Heather makes a motion for the Field trip to Edmonton, Violet seconds. **Motion #0809082014**
2. Violet to attend a conference that is held in October 2014. Heather makes a motion for Violet to attend the conference in October 2014, Sandra seconds. **Motion #0909082014**
3. Headstart will be back in the school in October 2014.

Next meeting-October 7, 2014.

Adjournment-at 7:50 pm

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LSBC Pelican Mountain School  
Organizational Meeting/Regular Monthly Meeting  
November 3, 2014

Attendance: Linda-Principal, Violet-Board Chair, Sandra and Heather

Call meeting to order 7:00 pm by Violet.

Business Arising

1. Playground improvements. When is the Pea gravel for the playground coming?  
Still no pea gravel

New Business

1. Swimming has been booked.

Board Chairperson's Report-nothing to report.

Principal's verbal Report-13 students attending, going to be doing Pizza nights etc. for fund raising, maybe a field trip early spring.

Other Business

Next meeting-October 7, 2014 (no meeting)

Next meeting December 1, 2014

Adjournment-at 8:15 pm

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VOLUME XXXVIII, PART I, 1908

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LONDON, 1908

LSBC Pelican Mountain School  
Organizational Meeting/Regular Monthly Meeting  
December 1, 2014

**Attendance:** Linda-Principal, Violet-Board Chair, Sandra and Heather

Call meeting to order 7:00 pm by Violet.

**Business Arising:**

1. Alpac-sent a letter donating \$250.00.
2. MD No. 17-a letter was sent from Angie Rathbone to send an activity report for the grant or funds received for the ECS/Grade 6 Grad.
3. **Christmas concert, gifts for students and snacks.**-Christmas concert is scheduled for Dec. 9, 2014 and \$40.00 limit gifts for students (16). Violet will go see if she can get donations from stores for candy bags. Violet makes a motion to donate \$1000.00 from School Board funds, Heather seconds. **Motion #1012012014**
4. **Cultural Center**-The school can go on some mornings and Monica is there now.

**New Business:**

**Board Chairperson's Report**-Violet has a meeting this week to attend..

**Principal's Report**-Attendance report-81%, Bank Statement-same, Budget-in good order.

Violet makes a motion to approve Principals verbal report, Heather seconds.

**Motion #1112012014**

Violet makes a motion to endorse AAERR, Heather seconds. **Motion #1212012014**

**Other Business**

Next meeting January 5, 2014

Adjournment-at 8:18 pm

**FILED IN  
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17/5/19  
19/5/19



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** SUSAN CREEK LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- OCTOBER 14, 2014  
- NOVEMBER 17, 2014

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



SUSA CREEK LOCAL SCHOOL BOARD COMMITTEE  
MEETING  
October 14/14

PRESENT: Rachelle McDonald, Chairperson  
Charles McDonald, Member  
Robert Wanyandie, Member (excusable absence)  
Cathy Wanyandie, Member (excusable absence)  
Maryanne Moberly, Secretary/Treasurer

OTHERS: Mark McGimpsey, Principal  
Donna Barrett, Superintendent  
Tammy Smith, Recording Secretary

CALL TO ORDER: Rachelle called the meeting to order at 3:30 p.m.

OPENING PRAYER: Rachelle gave the opening prayer.

ADOPT AGENDA: 5514 Charlie moved to adopt the meeting agenda with one addition to new business.  
Carried.

ADOPT PAST MINUTES: 56/14 Maryanne moved to adopt the S.C.L.S.B.C. meeting minutes of Sept. 18/14 as presented.  
Carried.

PARENT GIFTS: 57/14 Charlie moved to purchase small parent gifts to continue to encourage improvements to student attendance at school. Monies for this to come out of the S.C.L.S.B.C. based budget not to exceed \$1500 for the 2014/15 school year.  
Carried.

The increased newsletters and facebook posts have been a positive to keep parents informed. The news in a minute included with the attendance letters is a good way to keep up to date as well.

**FILED IN  
DOCUSHARE**

S.C.L.S.B.C. Oct. 14/14

**HOT LUNCH PROGRAM  
(DONNA BARRETT):**

There are a small group of students that are bussed to the Hot Lunch facility each day. At present it is a cost of \$50 per day to have the students transported. It would be more cost effective to have someone deliver bagged lunches for much less. A parent of one of the students affected by this may be willing to deliver the lunches each day.

**IN-CAMERA SESSION:**

- 58/14 Charlie moved to begin the In-Camera session at 3:58 p.m.  
Carried.
- 59/14 Rachelle moved to end the In-Camera session at 4:57 p.m.  
Carried.

**NEXT MEETING DATE:** TBA

**ADJOURNMENT:** The meeting was adjourned at 4:59 p.m.

SUSA CREEK LOCAL SCHOOL BOARD COMMITTEE  
MEETING  
Nov. 17/14

PRESENT: Rachelle McDonald, Chairperson  
Charles McDonald, Member (excusable absence)  
Robert Wanyandie, Member  
Cathy Wanyandie, Member  
Maryanne Moberly, Secretary/Treasurer (absent)

OTHERS: Mark McGimpsey, Principal  
Tammy Smith, Recording Secretary

CALL TO ORDER: Rachelle called the meeting to order at 5:00 p.m.

OPENING PRAYER: Robert gave the opening prayer.

ADOPT AGENDA: 60/14 Cathy moved to adopt the meeting agenda.  
Carried.

ADOPT PAST MINUTES: 61/14 Rachelle moved to adopt the S.C.L.S.B.C. meeting  
minutes of Oct. 14/14 as presented.  
Carried.

PRINCIPAL'S  
REPORT: 62/14 Robert moved to accept the written Principal  
Report as presented.  
Carried.

CHRISTMAS  
CONCERT: This year we will be hosting our annual Christmas  
Concert in the evening to see if more parents can  
attend. It will be on Wednesday, Dec. 17<sup>th</sup> @ 6:30  
p.m.

**FILED IN  
DOCUSHARE**

S.C.L.S.B.C. Oct. 14/14

**BOARD/STAFF  
CHRISTMAS DINNER:**

Instead of having a staff and board Christmas Dinner we will instead have a Dinner to celebrate our grade 12 graduates.

**SCHOOL GROUND  
IMPROVEMENTS:**

In the spring we are planning to add a proper fire pit in the back yard with benches, garbage can and a recycling can.

**NEXT MEETING DATE:**

December 15<sup>th</sup> @ 6:00 p.m.

**ADJOURNMENT:**

The meeting was adjourned at 6:00 p.m.

# Principal's Report

## November 17, 2014

**Attendance:**

E.C.S.- 90%  
Grade 1- 91%  
Grade 2- 92%  
Grade 3- 92%  
Grade 4- 96%  
Grade 5- 93%  
Grade 6- 92%  
Grade 7- 93%  
Grade 8- 84%

Average attendance: 91%

**Parent Recognition for October:**

11 families had students with attendance of 95% or higher and will receive a \$10 Super A gift certificate.

**Upcoming Events:**

November 17-24	Scholastic Book Fair
November 20	Parent Teacher Interviews 5-7pm
November 24	No School for Students (PD day)
November 26	Pen Pal Swim (Grades 5-8)
December 3	Marmot Basin Ski Trip (Grades 4-8)
December 4	Skating Field Trip for Perfect Attendance students

**Professional Development:**

The professional development day on November 24 will focus on a new school website. Curtis Walty will be teaching the staff how to use the website software.

**Hot Lunch Program:**

Things are going smoothly with the hot lunch program. Brenda and Mavis received gifts for having perfect attendance during the 2013-2014 school year.

**Computer Technology:**

We have several computers in need of repairs. The Dell computers we purchased last time are prone to issues. The most frequent concern is the power component.

**Division Office Visits:**

Wes Oginski was at the school on October 21.

Susa Creek School  
November 17, 2014



**Maintenance Concerns:**

The gym roof seems to have been repaired properly as we have not had any water leaks since the repair.

Arrangements are being made to get the vegetation cleaned out of the playground sand and the propane tank area. Also, arrangements are being made to have a couple of drywall repairs done.



**BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** TROUT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES  
- NOVEMBER 6, 2014

---

**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF TRUSTEES

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CLUB HOUSE  
WILLIAM J. JACKSON, JR.

WILLIAM J. JACKSON, JR. WILLIAM J. JACKSON, JR.

WILLIAM J. JACKSON, JR. WILLIAM J. JACKSON, JR.

WILLIAM J. JACKSON, JR. WILLIAM J. JACKSON, JR.



# Kateri School



P. 253

## Local School Board Committee Meeting

November 6, 2014

**In Attendance:** Elmer Gullion (Chairperson)  
Jennifer Nanooch (A. Principal)

Conrad Metsikassus

**Missing:** Shane Metsikassus  
Caroline Bigstone

Julianne Noskiye

**Meeting called to order at 7:12 PM**

**Opening Prayer** Conrad Metsikassus

**Motion #895665** Motion to adopt agenda  
By: Conrad Metsikassus  
Carried

**Motion #895666** Motion to accept minutes from November 6, 2014  
By: Elmer Noskiye  
Carried

**Motion #895667** Motion to ban personal electronic devices (iPads, iPods and Cellphones) from Kateri School during school hours.  
By: Conrad Metsikassus  
Carried

**Motion #895668** Motion to accept Principal's Report  
By: Elmer Noskiye  
Carried

*Hiring motion tabled until next meeting as no quorum.*

*AERR Motion tabled until next meeting as no quorum.*

*Next meeting January 12, 2015 at 7:00 PM*

**Motion #895664** Motion to adjourn  
By: Elmer Noskiye  
Carried

**FILED IN  
DOCUSHARE**

# THE KILNEY SCHOOL

THE KILNEY SCHOOL, KILNEY, DUNDEE

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THE KILNEY SCHOOL, KILNEY, DUNDEE

**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** WABASCA LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES

- SEPTEMBER 10, 2014
- OCTOBER 15, 2014
- DECEMBER 9, 2014

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**ORIGINATOR:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

BOARD OF TRUSTEES

DATE: JANUARY 10, 1902

MEMORANDUM

TO THE BOARD OF TRUSTEES

FROM: THE BOARD OF TRUSTEES

SUBJECT: THE BOARD OF TRUSTEES

RESOLUTION

RESOLVED, THAT

THE BOARD OF TRUSTEES

DO HEREBY CERTIFY

THIS 10th DAY OF JANUARY, 1902



## WABASCA LOCAL SCHOOL BOARD COMMITTEE MEETING

ST. THERESA SCHOOL

SEPTEMBER 10, 2014

## ATTENDANCE:

Robin Guild	Robert Gullion	Jeff Junkin
Anthony Gullion	Thomas Bissell	
Mandi MacLennan	Shelley Stevenson	

1. CALL MEETING TO ORDER: Robin called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA: Recommendation 2963/09/14.

Anthony moved to adopt the agenda with additions – Under new business, update on parking lot. Carried.

3. ADOPTION OF MINUTES: Recommendation 2964/09/14.

Robert moved to adopt the minutes of June 10, 2014 with changes. Item # 17 (Recommendation 2959/06/14), should read: Tom moved to recommend that we allocate \$500.00 evenly among applicants for Student Summer Enrichment should proposals come in before the end of June, 2013 – 2014 school year. Carried.

4. CHAIRPERSON'S REPORT: Recommendation 2965/09/14.

Jeff moved to accept the Chairperson's report as Information. Carried.

5. ASSISTANT PRINCIPAL'S REPORT: Recommendation 2966/09/14.

Anthony moved to accept the Assistant Principal's report as Information. Carried.

6. PRINCIPAL'S REPORT: Recommendation 2967/09/14.

Anthony moved to accept the Principal's report as Information. Carried.

7. CONVEYANCE FOR LW: Recommendation 2968/09/14.

**FILED IN  
DOCUSHARE**

Robert moved to recommend that LW's conveyance be approved for the 2014 – 2015 school year. Carried.

8. BUS MONITORS: Recommendation 2969/09/14.

Thomas moved to recommend that bus monitors be hired on the Deer, Cougar, Duck, Rabbit, and Owl runs as applicants become available. Carried.

9. DISPOSAL OF OLD ASSETS: Recommendation 2970/09/14.

Jeff moved to recommend that the following old assets be written off: #25233 – Panasonic camera, #3320 – HP Deskjet, #2932 – slide projector, #2894 – slide projector, #18733 – caliphone record player and headphones, #2897 – slide projector, #2211 – audio visual device, and #26124 – TV from ER classroom. Carried.

10. NEXT MEETING: October 15<sup>th</sup>, 2014 at 7:00 p.m.

11. ADJOURN MEETING: Recommendation 2971/09/14.

Jeff moved to adjourn the meeting at 8:02 p.m. Carried.

TOPICS OF DISCUSSION:

10 days in lieu instead of 5 days for next school year, 2015 – 2016.

Meeting with the Auditor General at NLC on Thursday, September 18<sup>th</sup> at 7:00 p.m. – Looking for recommendations on absenteeism. Northland is doing a major push in issues with attendance.

September Virtue is Kindness

Student of the Month – Teachers will nominate.

Classroom champions

Staff attendance – Award??

Dinner and Auction on October 01, 2014.

Cell phone policy – review and update.

Parking lot update. According to C.K., there was \$100, 000.00 set aside to upgrade out school parking lot. M.M. will do a follow up on this.

Homework Club – 49 students with permission.



## WABASCA LOCAL SCHOOL BOARD MEETING

ST. THERESA SCHOOL

OCTOBER 15, 2014

## ATTENDANCE:

Robin Guild	Jeff Junkin	Anthony Rathbone
Robert Gullion	Thomas Bissell	Mandi MacLennan
Shelley Stevenson		

1. Call meeting to order: Robin called the meeting to order at 7:00 p.m.
2. ADOPTION OF AGENDA: Recommendation #2972/10/14.  
Robert moved to adopt the agenda as presented. Carried.
3. ADOPTION OF MINUTES: Recommendation 2973/10/14.  
Jeff moved to adopt the minutes of September 10<sup>th</sup>, 2014 as presented. Carried.
4. CORRESPONDENCE: Recommendation 2974/10/14.  
Anthony moved to accept the correspondence as Information. Carried.
5. CHAIRPERSON'S REPORT: Recommendation 2975/10/14.  
Jeff moved to accept the Chairperson's report as Information. Carried.
6. ASSISTANT PRINCIPAL'S REPORT: Recommendation 2976/10/14.  
Robert moved to accept the Principal's report as Information. Carried.
7. PRINCIPAL'S REPORT: Recommendation 2977/10/14.  
Anthony moved to accept the Principal's report as Information. Carried.

**FILED IN  
DOCUSHARE**

8. GYM USE: Recommendation 2978/10/14.

Anthony moved to recommend that the local men's drum group be allowed to use the school as outlined in the school use application form they submitted. Carried.

NEXT MEETING: November 12<sup>th</sup>, 2015 at 7:00 p.m.

9. ADJOURN MEETING: Recommendation 2979/10/14.

Jeff moved to adjourn the meeting at 7:55 p.m. Carried.

TOPICS OF DISCUSSION:

Parking lot – they will start soon with the parking lot with a budget of \$100,000.00 to work with.

Head cook is on medical leave until January.

Monthly newsletter

LSB budget

Field trip costs were going to be raised per km and fuel costs, they will do a cost analysis before it will be finalized.

Pat results

When the MD Daycare has moved to their new building, is there a possibility that Northland can purchase the old building if available. There is a need for K4 and that would be an ideal place to have it. Early intervention is working really well in the Community.

## WABASCA LOCAL SCHOOL BOARD COMMITTEE MEETING

ST. THERESA SCHOOL

NOVEMBER 12<sup>TH</sup>, 2014**ATTENDANCE:**

Robin Guild

Jeff Junkin

Robert Gullion

Anthony Rathbone

Thomas Bissell

Mandi MacLennan

Shelley Stevenson

1. CALL MEETING TO ORDER: Robin called the meeting to order at 7:01 p.m.

2. ADOPTION OF AGENDA: Recommendation 2980/11/14.

Anthony moved to adopt the agenda as presented. Carried.

3. ADOPTION OF MINUTES: Recommendation 2981/11/14.

Jeff moved to adopt the minutes of October 14, 2014 as presented. Carried.

4. CHAIRPERSON'S REPORT: Recommendation 2982/11/14.

Jeff moved to accept the Chairman's report as Information. Carried.

5. ASSISTANT PRINCIPAL'S REPORT: Recommendation 2983/11/14.

Robert moved to accept the Principal's report as Information. Carried.

6. PRINCIPAL'S REPORT: Recommendation 2984/11/14.

Thomas moved to accept the Principal's report as Information. Carried.

7. APPROVAL OF AERR: Recommendation 2985/11/14.

Anthony moved to recommend approval of the AERR as presented. Carried.

8. ADJOURN MEETING: Jeff moved to adjourn the meeting at 8:01 p.m.

TOPICS OF DISCUSSION:

Shelley will look into having the Local School Board Christmas Dinner at Southgate on December 9<sup>th</sup>, 2014 at 6:00 p.m.

Business arising from minutes – The fence is still falling apart and nothing has been done with it as of yet. The parking lot hasn't been started yet.

Field trip costs – This will be discussed at the next Board Meeting in Peace River

Auditor General will be here on November 13<sup>th</sup> to release the results of their survey.

IPP's

Supervisory visits

N.N. is away until January 5<sup>th</sup>, 2015.

Literacy

Budget for attendance incentives

Pat results summary

AERR

INAC will be at our school on Tuesday, November 18<sup>th</sup>, 2014



## Wabasca Local School Board

### St. Theresa School

I am sending you the Principal's Report as Information. There was no Board meeting held as we didn't have a quorum. We only had Robin attend so no motions were made.

June Houle

Winnipeg Local School Board

St. Theresa School

I am sending you the Principal's Report

for information. There was no record

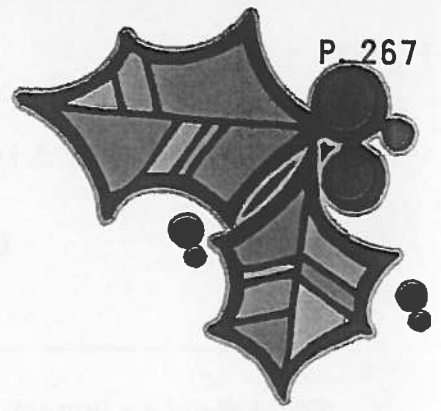
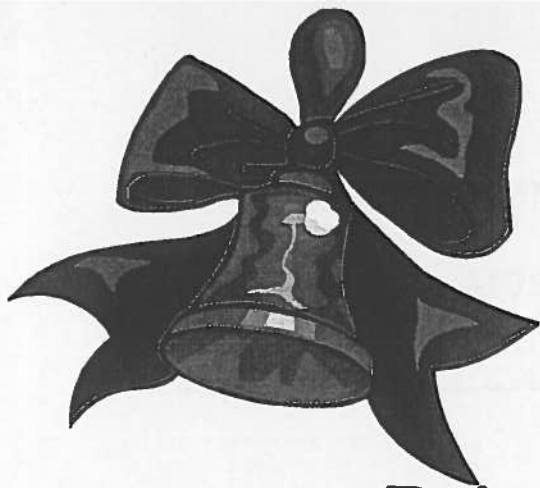
of any kind as we didn't have

any. We only had John attend so

no motions were made

John Hogg

11/17/11  
Winnipeg



# Principal's Report

to the

Wabasca Local

School Board



December 9, 2014

## WABASCA LOCAL SCHOOL BOARD COMMITTEE MEETING

6 pm, Thursday December 9, 2014

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**Board Members Present:**

**Administration Present:** Mandi MacLennan, Shelley Stevenson

**Absent:**

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1. **Call to Order:** Meeting called to order at \_\_\_\_\_ p.m.
2. **Adopt Agenda:** Recommendation # \_\_\_\_\_: \_\_\_\_\_ moved to adopt the agenda as presented/with additions.
3. **Adopt Minutes:** Recommendation # \_\_\_\_\_: \_\_\_\_\_ moved to adopt the minutes of November 12, 2014 as presented/with changes. Carried/Denied.
4. **Business Arising from Minutes/Old Business:**
5. **Delegations/Guests/Visitors:**
6. **Correspondence:**
7. **Chairperson's Report:**
8. **Assistant Principal's Report:**
9. **Principal's Report:**
10. **New Business:**

**Motion # \_\_\_\_\_:** \_\_\_\_\_ moved to accept the Chairperson's report as information. Carried/Denied.

**Motion #** \_\_\_\_\_ : \_\_\_\_\_ moved to accept the Assistant Principal's report as information. Carried/Denied.

**Motion #** \_\_\_\_\_ : \_\_\_\_\_ moved to accept the Principal's report as information. Carried/Denied.

**Motion #** \_\_\_\_\_ : \_\_\_\_\_ moved to accept the Correspondence as information. Carried/Denied.

**MOTIONS FOR DISCUSSION AND APPROVAL:**

In Camera-

# \_\_\_\_\_ : \_\_\_\_\_ moved to go in-camera with board members only at \_\_\_\_\_ pm.

# \_\_\_\_\_ : \_\_\_\_\_ moved to return to regular format at \_\_\_\_\_ pm.

**Next Meeting:** January 13<sup>th</sup>, 2014 at 7 pm.

**Motion #** \_\_\_\_\_ : \_\_\_\_\_ moved to adjourn the meeting at \_\_\_\_\_ pm.

## **PRINCIPAL'S REPORT & MONTHLY STATISTICS**

### **Literacy:**

- 23% growth last year students at or above grade level ☺

### **Apple Schools:**

- Nandia away until January 5, 2015
- Staff still encouraging healthy Christmas party snacks

### **Community/Cultural Engagement:**

- Met with Don Tessier, Chester Auger, and Delores Pruden to discuss services offered for Bigstone students and to address Bigstone concerns. We will be working more with Chester in the future to communicate our educational successes.
- School website is under construction and will be available to public in the new year. Mandi and Robert Rowland are continuing to work on it.
- 4W to visit Elder's Lodge on the 18<sup>th</sup> for Christmas caroling.
- Mandi, Shelley and Robin attended a meeting for "Planning for Wabasca's Educational Future" on Dec. 2. Next meeting is Jan. 14.
- We have decided on 2 Christmas concerts. 1<sup>st</sup> one is the afternoon of Dec. 16<sup>th</sup> grades K-2 and the 2<sup>nd</sup> one is Dec. 17 afternoon for grades 3-6
- "Snowball" on the 3<sup>rd</sup> of December was well attended and enjoyed

### **Safe & Caring Schools:**

- Virtue of the month
- SNAP is still in progress.
- 4W & 4/5 M working regularly with Classroom Champions (4W & 4/5M).
- Student Council "Caught Being Nice" playground initiative starting soon

### **Attendance:**

- Continuing with attendance incentives programs

### **Important Dates:**

- December 11 Alternate Day for Dress Rehearsal
- December 11 Vision K-3
- December 12 2:00 NHL Alumni presentation
- December 15 Final Dress Rehearsal

- December 15 Speech Online
- December 16 Polar Express Activities Grade 4 Classes
- December 16 Concert #1 K-2
- December 17 Concert #2 3-6
- December 18 Grade 4W go to Elder's Lodge
- December 19 Early Dismissal/Last day before holidays
- January 5 School resumes

**Others:**

- Both Mandi and Shelley have been busy conducting evaluations this month.

## **October STATISTICS**

**Student Enrollment: 414 (+1)**

**ECS- 71**

**Grade 1- 60**

**Grade 2- 67**

**Grade 3- 47**

**Grade 4- 49**

**Grade 5- 61**

**Grade 6- 59**

**HS- 1**

**Student Attendance: 87.59%**

**ECS- 91.48%**

**Grade 1- 87.06%**

**Grade 2- 85.63%**

**Grade 3- 91.43%**

**Grade 4- 85.88%**

**Grade 5- 83.85%**

**Grade 6- 87.94%**



**Perfect Attenders:**

\*Indicates several busses did not run during that month

<b><u>Month</u></b>	<b><u>2006</u></b> <b><u>/07</u></b>	<b><u>2007/</u></b> <b><u>08</u></b>	<b><u>2008/</u></b> <b><u>09</u></b>	<b><u>2009/</u></b> <b><u>10</u></b>	<b><u>2010</u></b> <b><u>/11</u></b>	<b><u>2011/</u></b> <b><u>12</u></b>	<b><u>2012/13</u></b>	<b><u>2013/</u></b> <b><u>14</u></b>	<b><u>2014/2015</u></b>
<b><u>August</u></b>	252	254	245	253	N/A	330	----- -	----- -	-----
<b><u>Sept</u></b>	94	95	83	144	111	113	97	109	119
<b><u>Oct</u></b>	68	104	67	74	115	108	81	90	102
<b><u>Nov</u></b>	35	73	98	37	77	87	52	81	115
<b><u>Dec</u></b>	88	78	24	97	101	106	110 (70)	56	
<b><u>Jan</u></b>	87	65	59	68	85	68	74	64	
<b><u>Feb</u></b>	140	57	67	71	87	98	127 (56)	73	
<b><u>March</u></b>	61	72	82	69	69	71	55	58	
<b><u>April</u></b>	81	57	50	86	78	62	70	71	
<b><u>May</u></b>	71	74	76	68	57	71	60	41	
<b><u>June</u></b>	86	80	72	90	66	38	11 (bikes)	10 (bikes)	

- April, 2014 85% or more: 144 not including the perfect attenders.
- May, 2014 85% or more: 165 not including the perfect attenders.
- June, 2014 85% or more: 207 not including the perfect attenders.
- September, 2014 90% Attendance or more: 170 not including perfect attenders. 289 total with 90% and higher attendance; that is 71% of students in the school have 90% and higher attendance.
- October, 2014 90% or more: 193 not including perfect attenders. 295 total with 90% and higher attendance; that is 71.4% of students in the school have 90% and higher attendance.
- November, 2014 90% or more: 120 not including perfect attenders. 235 total with 90% and higher attendance; that is 56.8% of students in the school have 90% and higher attendance.

**Annual Attendance Comparison Chart**

<u>Month</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
<u>Sept</u>	93%	90%	91%	89%	91%	92%	88%	88%	89.5%	91.2%
<u>Oct</u>	91%	87%	89%	88%	88%	88%	89%	87%	87%	88.93%
<u>Nov</u>	87%	87%	85%	87%	81%	83%	86%	84%	84%	87.59%
<u>Dec</u>	89%	84%	84%	78%	82%	81%	83%	80%	79%	
<u>Jan</u>	85%	86%	72%	84%	85%	75%	73%	68.5%	82%	
<u>Feb</u>	84%	81%	82%	84%	85%	77%	84%	76.6%	80.2%	
<u>March</u>	88%	82%	82%	87%	87%	74%	84%	74.48%	81.3%	
<u>April</u>	86%	87%	80%	83%	86%	80%	79%	81.6%	81.7%	
<u>May</u>	88%	86%	85%	85%	84%	81%	83%	81.81%	80.9%	
<u>June</u>	80%	80%	81%	78%	84%	74%	74%	75%	76.4%	

**Staff Monthly Attendance 2013-2014**

<u>Month</u>	<u>June</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>
<u>Teachers</u>	93.2%	93.9%	91.6%	87.9%							
<u>Support</u>	88.4%	94.5%	92.6%	90.1%							

**Bus Incidents:**

<u>Month</u>	<u>June</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
<u>#</u>	12	7	3	2							

**Incidents (Yellow Slips) Handled by Staff:**

<u>Month</u>	<u>June</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
<u>#</u>	10	19	22	43							

**Incidents (Yellow Slips) Handled by Office**

<u>Month</u>	<u>June</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
<u>#</u>	42	67	74	70							



**Teacher/Staff Contacts With Parents**

	<b><u>Phone Calls</u></b>	<b><u>Letters</u></b>	<b><u>In-Person</u></b>	<b><u>Home Visits</u></b>	<b><u>E-mail/Text</u></b>
<b><u>June</u></b>	186	82	263	0	10
<b><u>Sept</u></b>	138	54	198	2	2
<b><u>Oct</u></b>	154	129	89	2	23
<b><u>Nov</u></b>	127	162	303+PTIS	5	17
<b><u>Dec</u></b>					
<b><u>Jan</u></b>					
<b><u>Feb</u></b>					
<b><u>March</u></b>					
<b><u>April</u></b>					
<b><u>May</u></b>					
<b><u>June</u></b>					

\*These numbers do not include class newsletters, school newsletter, or Open House numbers.

\*See Beatrice Davidson's Monthly Report Attached. Beatrice's contacts are not included in the chart above.

## Family School Liaison Worker's Monthly Report To the Wabasca Local School Board Committee

For the month of: **NOVEMBER**

Beatrice Davidson Reporting

2014

Number of home visits made:	18
Number of attendance phone calls:	9
Other parental phone contacts:	8
Parents conferenced in the school	0
Total Parent Contacts	18
Agency Contacts	2
Students Assisted in the School	6

### Highlights

Take down halloween decorations, decorate for Remembrance day in office.  
 Phone calls to George Auger, R.C.M.P. Priest, M.D and Bigstone Councillors, Parents for Remembrance Ceremony.  
 Remembrance Day ceremony in the gym on November 7th  
 Attendance home visits 3 times to 1 family.  
 Home visits for Parent signatures with the BASC-2 forms.  
 Displayed perfect attendance awards on bulletin board in hallway.  
 Sent out donation letters in regards to the christmas candy fund.  
 Meeting at Bigstone band social services-(in regards to one of our students)  
 Nominal Roll paper work, attendance, addresses, correct birthdays etc.  
 Set up snacks, coffee, juice for the evening Parent Teachers Interviews.



# Superintendent's Report

## January 30, 2015

### November, 2014

24	Wabasca	Literacy Priority Focus Group Meeting at St. Theresa School
26	Peace River	Teleconference with Office of the Auditor General

### December, 2014

1	Athabasca	Outreach/Virtual School Meeting
2	Wabasca	Long Term Education Planning Meeting for Wabasca-Desmarais
4	Peace River	KTC-NSD Regional/Virtual High School Meeting and Joint Learning Services Team Meeting
11	Fort McKay	Fort McKay First Nation Meeting
	Fort Chipewyan	Community and School Visit
12	Fort Chipewyan	Community and School Visit
15	Peace River	KTC-NSD Regional Virtual/High School Meeting
17	Fort Chipewyan	Funeral
19	Anzac	Anzac Community School and Bill Woodward School Visit
	Janvier	Father R. Perin School Visit
	Conklin	Conklin Community School Visit
20	Edmonton	Housing Meeting with Alberta Education

### January, 2015

12	Atikameg	KTC-NSD Regional Virtual/High School Meeting
13	Peace River	Division Leadership Team Meeting
14	Grouard	Gift Lake Jr. High Visit
	Wabasca	Long Term Education Planning Meeting for Wabasca-Desmarais
16	Peace River	Teleconference with Office of the Auditor General
	Grouard	Grouard School Visit
19	Peace River	Committee Meetings and Agenda Review
20	Grande Prairie	Meeting with the Education Minister
21	Gift Lake	Gift Lake New School Planning and Old School Demolition Planning Meeting
22	Edmonton	Meeting with the Office of the Auditor General
23	Fort McMurray	Meeting with Athabasca Tribal Council
26	Edmonton	Meeting with Alberta Education
27	Grande Prairie	Transition Planning Meeting
28	Grande Prairie	ASBA
29	Peace River	KTC-NSD Principal Meeting
30	Peace River	Corporate Board Meeting

### Committed Dates

#### February, 2015

1-6	Hay River and Fort Smith, NWT	South Slave Divisional Education Tour - Literacy Priority Focus Group
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ALBERTA  
SENIORS

*Office of the Minister*  
*MLA, Athabasca – Sturgeon – Redwater*

NOV 04 2014

Dr. Donna Barrett  
Superintendent of Schools  
Northland School Division No. 61  
9809 - 77 Avenue  
P.O. Bag 1400  
Peace River, AB T8S 1V2

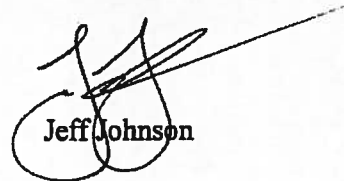
Dear Dr. Barrett:

I wanted to take a moment to express my gratitude for your invaluable contributions during my time as Minister of Education.

Your dedication to improving Alberta's education system and ensuring our children have every opportunity to reach their full potential has been noted by both me and my staff. I know the new Minister of Education will appreciate your hard work as much as I did, and will consider himself lucky to have someone as diligent and bright as you working for the Alberta's next generation.

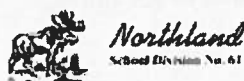
I'm grateful for having the opportunity to work with you and I wish you the best in all your future endeavours.

Sincerely,

  
Jeff Johnson

**FILED IN  
DOCUSHARE**





Donna Barrett &lt;donna.barrett@nsd61.ca&gt;

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## Release of Pilot Student Learning Assessment Results

1 message

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Education Deputy Minister <EducationDeputyMinister@gov.ab.ca>

Wed, Dec 3, 2014 at 3:38 PM

**To: Superintendents of Public, Separate, Francophone and Charter School Boards**

As you know, the Grade 3 Student Learning Assessment (SLA) pilot administration took place September 29 to October 24, 2014. Alberta Education wishes to thank all those involved in piloting this new and innovative assessment. The pilot administration proved to be an excellent learning experience for students, teachers, administrators, school jurisdictions and Alberta Education staff.

In terms of validity, all SLA test items undergo rigorous field testing, teacher validation processes and review by Alberta Education curriculum staff to ensure the content validity of the assessment instrument. As well, the SLAs were scored using Item Response Theory (rather than the Classical Test Theory used for Provincial Achievement Tests and Diploma Examinations), thereby resulting in student scores that are more precise than those for Provincial Achievement Tests and Diploma Examinations. I am also pleased to let you know SLA pilot results demonstrated that the digital assessment meets the higher boundary of psychometric standards for reliability. This indicates we are on the right track as we move forward.

While every effort was made to ensure the success of this pilot, we realize there were variations in classroom experiences. I am aware of local issues that impacted the administration of the SLAs. In some cases, these issues may have impacted the student's ability to demonstrate knowledge and skills. Given this limitation, report interpretation for the pilot is best accomplished through conversation between parent, student and teacher.

On December 3, 2014, SLA results will be available to teachers through the SLA digital dashboard. I encourage teachers to share these results with parents through conversations. If there were local administration issues during the pilot, these should also be communicated to parents for their awareness. It is incumbent upon teachers to share the SLA student results with parents.

Parent, school and authority reports, originally planned to be released in mid-December, will not be released by the ministry during the first year of the Grade 3 pilot. Should parents or guardians request their child's results from the ministry, a hard copy of the SLA digital dashboard will be provided to them.

We want to ensure that during the two-year pilot, the focus remains on improving the assessment instrument. The second year of the Grade 3 pilot administration will allow further opportunities to ensure that the SLA is a valuable tool that meets its three purposes:

- improve student learning (primary purpose);
- enhance instruction for students; and

- assure Albertans the education system is meeting the needs of students and achieves the outcomes of the *Ministerial Order on Student Learning*.

In communicating with teachers about the SLA pilot, you may wish to use the sample content provided below:

*Your students recently participated in the SLA pilot administration of the Grade 3 Student Learning Assessment. Alberta Education indicates student results are now available through the SLA digital dashboard for use by teachers.*

*The primary purpose of the SLA is to improve student learning. The SLA is also intended to help enhance instruction and assure Albertans the education system meets the needs of students and achieves the outcomes of the Ministerial Order on Student Learning. While every effort was made to ensure the success of this pilot, we realize there were variations in classroom experiences. Given this limitation, report interpretation for the pilot is best accomplished through conversation between parent, student and teacher. I ask that you have a constructive conversation with your students and parents about the students' results so you can collaboratively continue to support their learning.*

You may wish to use this sample content in communicating with parents:

*Your child participated in the pilot administration of the Grade 3 Student Learning Assessment.*

*The primary purpose of the Student Learning Assessment is to improve student learning. The SLA is also intended to enhance instruction and assure Albertans the education system meets the needs of the students and achieves the outcomes of the Ministerial Order on Student Learning. While every effort was made to ensure the success of this pilot, we realize there were variations in classroom experiences. Given this limitation, report interpretation for the pilot is best accomplished through conversation between parent, student and teacher. I encourage you to have a constructive conversation about your child's results with your child's teacher, centred on how we can continue to work together to support your child's learning.*

I appreciate your assistance in sharing this information.

Sincerely,

Gene Williams

Acting Deputy Minister of Education

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## New schools remain 'top priority' despite looming fiscal hole, says education minister

BY TREVOR HOWELL, CALGARY HERALD    DECEMBER 23, 2014



Gavin Young, Calgary Herald CALGARY, AB: DECEMBER 22, 2014 - Alberta Education Minister Gordon Dirks speaks with the Calgary Young/Calgary Herald) (For City section story by Licia Corbella) Trax# 00061342A

Photograph by: Gavin Young, Calgary Herald

Alberta's Education Minister says school construction will remain a top priority for the provincial government despite dire warnings by Premier Jim Prentice that a looming "fiscal hole" could postpone capital projects.

"It's understandable that in that kind of an environment that all capital projects would be reviewed that shouldn't be a surprise to anybody," Gordon Dirks said Monday in a year-end interview with the Herald editorial board.

"We're committed to do everything we can to follow through on our commitments for new school construction," he added. "Clearly that needs to be in context of fiscal prudence, but our commitment is to follow through."

That commitment includes an ambitious three-stage plan to build and modernize 230 schools by 2018, including the final phase announced during the October byelections in which the premier, Dirks and Infrastructure Minister Manmeet Bhullar announced the allocation of \$43 million to kick-start planning of 55 new schools and 20 modernizations that could cost \$2 billion.

But last week saw Prentice suggest plummeting oil prices could result in a \$6.25-billion "fiscal hole" in the upcoming budget and a \$5-billion shortfall the following year and force the province to defer construction of new schools promised during the October byelection campaign.

"We're going to do everything we can to deliver on the commitments that we've made while managing on a prudent, fiscal manner," said Dirks, adding the government was open to "reasonable managed debt" for capital projects.

"We have a province that has got almost 650,000 students, a projected enrolment increase of three per cent for next year," he continued. "And even if Alberta's growth rate diminishes somewhat because of the energy world we're still going to have new students coming to our province and we're going to continue to have to build capacity to meet the growing student enrolment needs."

In addition to building new schools, Dirks said the province would continue to phase out provincial achievement tests (which were "never helpful and never should have been used to actually assess individual students," he said) for students in Grades 3, 6 and 9 in favour of student learning assessments over the next three to five years.

He also said discussions with stakeholders about gay-straight alliances (GSAs) in schools would continue after Prentice suddenly hit pause on the contentious Bill 10, legislation that could have forced students to hold alliance meetings off school property if local school boards objected to their presence.

Bill 10 was introduced by the Tory government to counter Liberal MLA Laurie Blakeman's Bill 202, which would have mandated gay-straight alliances at a student's request.

Dirks, who was heavily criticized during the Bill 10 debate, said he has clearly expressed his support for gay-straight alliances since he was appointed education minister this fall, but added school boards play

a significant role in determining what "happens in the schools that are under their legal and supervisory jurisdiction."

Since Prentice put Bill 10 on pause, Dirks said he's met with stakeholders, including LGBTQ and child advocates, who have reiterated "GSAs are valuable for students."

"Students should be able to benefit from having access to a GSA," he said.

But perhaps the biggest challenge facing the Alberta government will be improving high school graduation and drop out rates among the province's First Nations, Metis and Inuit students.

Provincially, the three-year high school completion rate has steadily improved since 2009, from 71.5 per cent to 74.9 per cent. Similarly, dropout rates fell to 3.3 per cent. But Alberta's First Nations, Metis and Inuit students continue to lag behind on both categories, with the high school graduation rate of 43.6 per cent and a dropout rate of 7.8 per cent.

Prentice, who also serves as minister of aboriginal relations, promised in the throne speech to close the "unacceptable gaps in education achievement between aboriginal and non-aboriginal students."

"We know the funding envelope coming from the federal government does not equate to the funding envelope that we provide to boards, it's about \$2,000 less per student," Dirks said. "It is very, very troubling and unacceptable and we need to do a better job as a country because much of what happens with aboriginal education takes place on reserves."

[thowell@calgaryherald.com](mailto:thowell@calgaryherald.com)

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WE'RE CHANGING THE WAY WE THINK  
BECAUSE THE WORLD IS CHANGING.



Alberta.ca > Education > Inspiring Education > Career Explorations Camp

[Log In / Sign Up](#)

## CAREER EXPLORATIONS CAMP

This past October, more than 40 Grade 10-12 students from Little Buffalo, Atikameg and Red Earth Creek participated in an innovative Career Explorations Camp. This offers students an opportunity to earn credits for high school graduation and experience in careers such as:

- Carpentry
- Media studies (photography)
- Culinary Arts
- Oil and gas training
- Electrical
- Millwright
- Welding



"The camp took place over five days at Northern Lakes College and was *such a positive experience for the kids*. To see the hands-on experience, the socialization, and the projects they worked on from beginning to end.... like building an ice shed... *was inspiring*. This camp happened because of the support from everyone involved: everyone got behind it."

*Brian Dewar, Career Explorations Camp Facilitator*

"It was awesome to learn more about the technical aspects of photography. I realized I can take better pictures by utilizing lighting to bring out the happiness in people. It was intriguing to hear about students building an ice shed in carpentry class. All of my uncles are into construction and I thought it would be cool to get some personal experience in that field as well. I would highly recommend the Career Explorations Camp to other students because it was great experience. You can go out and learn these things [careers] but its better take grasp of it now while you're in school."

*Adam Muskwa, Grade 12 Student, Little Buffalo School*

Talks are currently underway for next year's Career Explorations Camp.

*The Career Explorations Camp was made possible through a partnership between Northern Lakes College (NLC), Kee Tas Kee Now Tribal Council (KTC), Peace River School Division (PRSD), Alberta Distance Learning (ADLC), Alberta Education and Northland School Division No. 61 (NSD61).*





# A L B E R T A SWEETGRASS

THE ABORIGINAL NEWSPAPER OF ALBERTA

## WHAT'S INSIDE:

Three Alberta First Nations continue to  
defy FNFTA

Page 3

Culture, economics play role in diabetes  
control

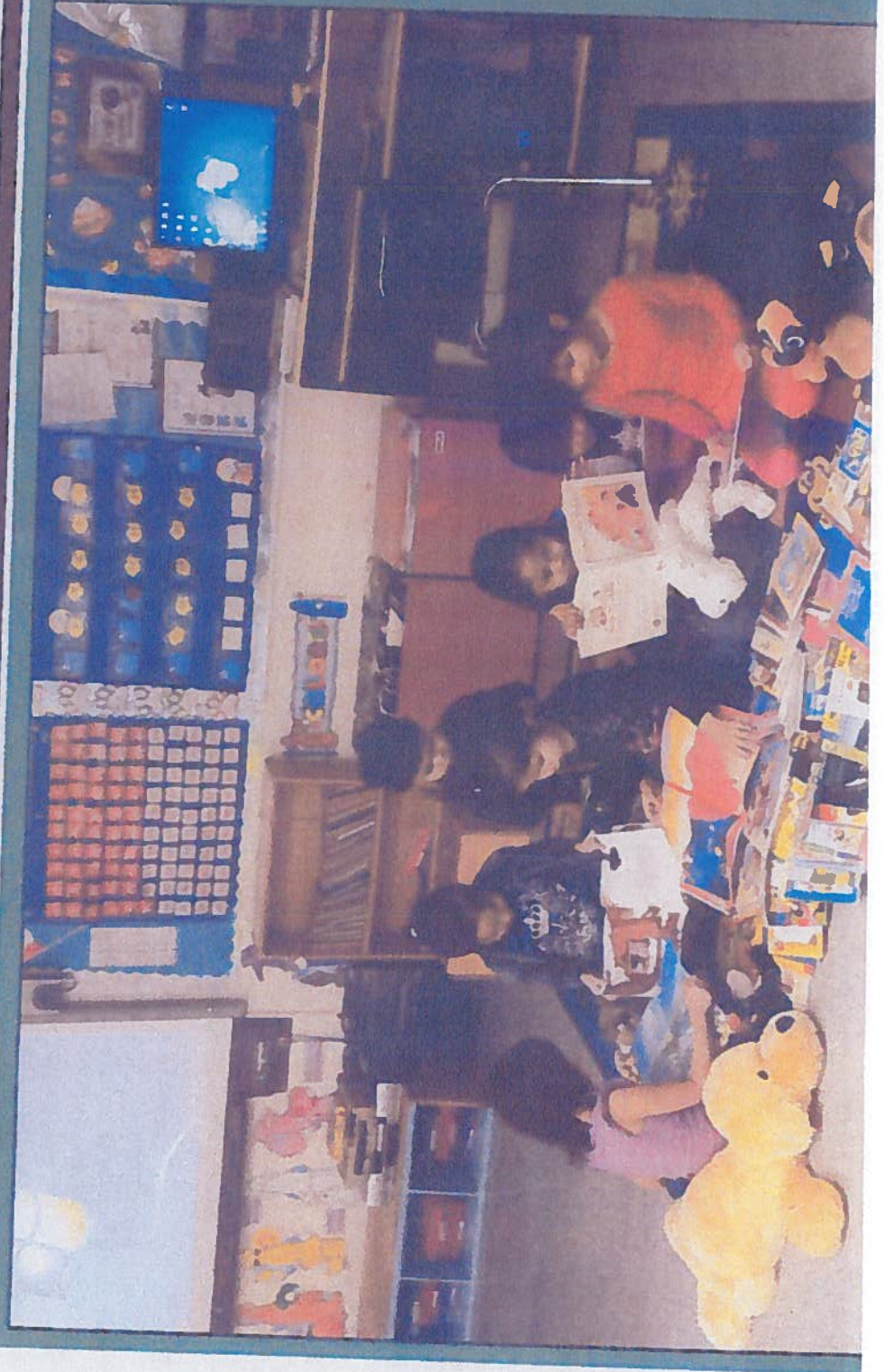
Page 5

JANUARY 2015

VOLUME 22 • NUMBER 2

\$5.00

GST extra applicable



### Literacy gets a boost at Little Buffalo

Students from Little Buffalo enjoyed books donated to them when Associate Minister of Aboriginal Relations David Dornard visited the community. The collection included picture books, early readers and chapter books. Little Buffalo School is one of 24 schools in Northland School Division.





## DIVISION ATTENDANCE NOVEMBER 2014

	95% - 100%	90% - 94%	80% - 89%	70% - 79%	Below 70%	Total
<b>ECS</b>	102	45	62	31	52	292
<b>Gr. 1</b>	91	49	69	29	54	292
<b>Gr. 2</b>	105	42	63	27	42	279
<b>Gr. 3</b>	82	54	53	25	31	245
<b>Gr. 4</b>	77	52	43	29	33	234
<b>Gr. 5</b>	73	52	50	23	44	242
<b>Gr. 6</b>	75	54	48	16	38	231
<b>Gr. 7</b>	56	33	57	35	37	218
<b>Gr. 8</b>	33	28	53	28	63	205
<b>Gr. 9</b>	32	23	24	19	58	156
<b>Gr. 10</b>	25	10	30	22	92	179
<b>Gr. 11</b>	22	8	12	16	82	140
<b>Gr. 12</b>	21	8	17	21	84	151
<b>PUF</b>	5	0	0	0	0	5
<b>Student Totals</b>	<b>799</b>	<b>458</b>	<b>581</b>	<b>321</b>	<b>710</b>	<b>2869</b>



## DIVISION ATTENDANCE DECEMBER 2014

	95% - 100%	90% - 94%	80% - 89%	70% - 79%	Below 70%	Total
<b>ECS</b>	47	48	66	36	95	292
<b>Gr. 1</b>	61	40	57	54	80	292
<b>Gr. 2</b>	66	52	61	39	62	280
<b>Gr. 3</b>	54	52	48	43	48	245
<b>Gr. 4</b>	60	53	51	17	53	234
<b>Gr. 5</b>	65	49	38	32	58	242
<b>Gr. 6</b>	58	46	44	27	56	231
<b>Gr. 7</b>	49	28	52	27	62	218
<b>Gr. 8</b>	35	31	30	23	86	205
<b>Gr. 9</b>	33	14	29	18	73	167
<b>Gr. 10</b>	34	9	21	19	96	179
<b>Gr. 11</b>	18	10	16	12	84	140
<b>Gr. 12</b>	17	9	23	16	89	154
<b>PUF</b>	5	0	0	0	0	5
<b>Student Totals</b>	<b>602</b>	<b>441</b>	<b>535</b>	<b>363</b>	<b>942</b>	<b>2884</b>





## Staffing Update - January 23, 2015

Bulletin 5

	Certified Staff	Certified Staff - NL	Early Childhood Instructors	ECS - PUF	Teacher Assistants	Special Assistants	School Community Liaison Worker	Family Community Liaison Advisor	Library Assistant	Native Language Instructor	Clerical	Total by School
Anzac	5.5	0	0	0	0.5	0	0	0.25	0.5	0.25	1	8
ADCS	18	1	0	0	1	3	1	0	0.95	1	1	26.95
Bill Woodward	9	0	0	0	0	3.2	1	0	0.5	0	1	14.7
Bishop Routhier	5	0	0	0	0	3.4	0	0	0	0	1	9.4
Calling Lake	11	0	0	0	1	2.4	0	0	0	0.6	1	16
Career Pathways	2	0	0	0	0	0	0	0	0	0	0	2
Chipewyan Lake	2	0	0.67	0.4	0	0	0	0	0	0.33	0.3	3.7
Conklin	4	0	0	0	1	0	0	0	0	0.5	0.5	6
Dr. Mary Jackson	2	0	1	0	1	1.5	0	0	0	0	0.5	6
Elizabeth	10	0	0	1	0	2	0	0	1	1	1	16
Father R. Perin	7.5	0	1	0	0	2.4	0	0	0	0.6	0	11.5
Fort McKay	7	0	0	0	6	0	0	0	0	1	1	15
Gift Lake	13	0	1	0	2	4	0	0	0	1	1	22
Grouard	7	0	0	0	2	1	1	0	0	1	1	13
Hillview	3	0	0	0	0	0.5	0	0	0	0	0.5	4
J.F. Dion	6	0	0	1	1	0	1	0	0	0	1	10
Kateri	7	0	0	0	1	2	0	0	0	1	1	12
Little Buffalo	12	0	0	0	0	4	0.8	0	0	1	1	18.8
Mistassiniy	23	0	0	0	3	1	0	2	0	1	2	32
Paddle Prairie	8	0	0	0.4	1	1	0	0	0	0.5	1	11.9
Peerless Lake	9	0	0.5	0	1.5	1	0	0	0	1	1	14
Pelican Mountain	1	0	0	0	0.75	0	0	0	0	0.25	0	2
St. Theresa	22.8	0	1	3	6	7	0	1	1	2	2	45.8
Susa Creek	3.6	0	0	1	1	0	0	0	0	0.4	0.85	6.85
Totals	198.4	1	5.17	6.8	29.75	39.4	4.8	3.25	3.95	14.43	20.65	327.6



### November, 2014

19 (PM)	Edmonton	Alberta School Boards Association (ASBA) Education Partners Task Force: First Nation, Metis and Inuit Students Success and Wellbeing
20 (PM)	Peace River	Travel Office
21	Peace River	Northland School Division No. 61 Corporate Board Meeting
22	Peace River	Northland School Division No. 61 Corporate Board Meeting
24	Edmonton	Alberta School Boards Association (ASBA); Legal Services
	Little Buffalo	Local School Board Committee (LSBC) Meeting
	Slave Lake	Travel/Overnight
25	Driftpile	Meeting with the Band Administrator, Driftpile First Nation
26	Edmonton	Office of the Auditor General of Alberta (OAGA); Exit Conference, Northland School Division 2013/2014 Audit
		Alberta School Boards Association (ASBA); Legal Services
		McLennan-Ross Legal Services; Joint Development Agreement

### December, 2014

1 (PM)	Wabasca	Travel
2	Wabasca	Meeting with the Bigstone Cree First Nation Chief and Council
		Wabasca Community Education Planning Committee Meeting
	Leduc	Travel
4	Edmonton	Meeting with the Chief Executive Officer (CEO), Kee Tas Kee Now Tribal Council
		Meeting with Alberta School Boards Association (ASBA); Legal Services Re: Local School Board Committees
		Meeting with Aboriginal Relations Re: Northland School Division Update
6	Peace River	Travel Northland School Division No. 61 Staff Christmas Party
8 (PM)	Edmonton	Meeting with the MLA, Lesser Slave Lake, Pearl Calahasen
		Meeting at McLennan-Ross; Legal Services
		Special Meeting, Northland School Division No. 61 Corporate Board Re: Furniture Bids, Gift Lake Community Education Centre
9	Peace River	Travel Office
10	Peace River	Office
	Fort McMurray	Travel/Overnight
11	Fort McKay	Meeting with the Director of Education, Fort McKay First Nation
	Leduc	Travel
15 (PM)	Edmonton	Meeting with MLA's Assistant
16	Fort Chipewyan	Travel Community Healing Circle Session



# Chairman's Report

## January 30, 2015

17	Fort Chipewyan	Funeral
	Fort McMurray	Travel/Overnight
18	Anzac	Meeting with the Chairperson, Anzac Local School Board Committee School Visit
	Janvier	School Visit Conversation with Chairperson, Janvier Local School Board Committee and Band Counsellor
	Conklin	School Visit
	Edmonton	Metis Settlements General Council Christmas Function
19 (AM)	Edmonton	Meeting with Alberta Education

### January, 2015

14	Peace River	Travel Office
15	Peace River	Office Preparation of Documents for Presentation
	Leduc	Travel
16	Edmonton	Alberta School Boards Association (ASBA) Task Force: First Nation, Metis and Inuit Student Success and Wellbeing
		ASBA Legal Services
		Office of the Auditor General of Alberta, Initial Findings Re: Attendance
		Meeting with MLA's Assistant
18 (PM)	Peace River	Travel Preparation of Presentation to Minister of Education
19	Peace River	Committee Meetings and Agenda Review
	Grande Prairie	Travel
20	Grande Prairie	Alberta School Boards Association Zone 1 Meeting with the Minister of Education
	High Prairie	Travel/Overnight
21	Gift Lake	New School Planning Meeting
	Leduc	Travel
22	Edmonton	Meeting with MLA's Consultant
		Meeting with Kee Tas Kee Now Tribal Council CEO and Director of Education
		Meeting with the Office of the Auditor General of Alberta Re: Attendance Findings/Report
23	Fort McMurray	Meeting with the Chief, Mikisew Cree First Nation
	Anzac	Meeting with the Chairperson, Anzac LSBC

### Committed Dates, January, 2015

27 (PM)	Grande Prairie	Travel
28	Grande Prairie	Alberta School Boards Association (ASBA) Zone 1 Meeting
	Grande Cache	Susa Creek Visit/Update
30	Peace River	Northland School Division No. 61 Corporate Board Meeting
31	Peace River	Northland School Division No. 61 Corporate Board Meeting



# Chairman's Report

## January 30, 2015

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### Committed Dates, February, 2015

2	Grouard	Local School Board Committee Meeting
6	Edmonton	Meeting with Kee Tas Kee Now CEO and Director of Education
18	Peace River	Committee Meetings and Agenda Review
19	Wabasca	Community Education Planning Committee
23	Gift Lake	New School Planning Meeting

FORM NO. 100-10  
FEDERAL BUREAU OF INVESTIGATION

REPORT MADE AT		REPORT MADE ON
Washington, D. C.		Washington, D. C.
Date of Report		Date of Investigation
March 1, 1944		March 1, 1944
Name of Subject		John Edgar Hoover
Title of Subject		Director, Federal Bureau of Investigation
Name of Agent in Charge		John Edgar Hoover
Name of Special Agent		John Edgar Hoover
Name of Investigator		John Edgar Hoover
Name of Examiner		John Edgar Hoover
Name of Approver		John Edgar Hoover
Name of Director		John Edgar Hoover



ALBERTA  
EDUCATION

*Office of the Minister  
MLA, Calgary-Elbow*

AR87144

December 15, 2014

Dr. Colin Kelly  
Board Chair  
Northland School Division No. 61  
Bag 1400 Station Main  
Peace River AB T8S 1V2

Dear Dr. Kelly:

The Government of Alberta is aware that our province's increasing student population is putting pressure on the education system. We have listened to the concerns of Albertans and responded with an investment of \$232.6 million over two years to plan 55 new schools and modernize 20 existing schools. These projects are in addition to the 155 school projects underway or already completed, creating more than 78,000 student spaces in total.

This is a significant undertaking – one that will require a co-operative and collaborative approach from all stakeholders. While full approval of the latest projects is expected in the new year, we encourage you to work closely with the ministries of Education and Infrastructure to ensure planning for your project(s) begins as soon as possible, so that construction can begin immediately once full funding is in place. School jurisdictions should consider using standardized designs to help expedite the process.

In order to help streamline processes and ensure school opening targets are met, Honourable Jim Prentice, Premier of Alberta, created a four-member Ministerial Oversight Committee. As members of this committee, we are dedicated to the progress of these projects. We will work with school boards, municipalities and the construction industry to expedite permits and other approvals and to strengthen the capacity to deliver these projects as quickly as possible. If and when concerns arise, we will work diligently to facilitate movement.

Thank you for your co-operation and your ongoing commitment to Alberta's students.

Sincerely,

Gordon Dirks  
Minister of Education  
MLA, Calgary – Elbow

Manmeet S. Bhullar  
Minister of Infrastructure  
MLA, Calgary – Greenway

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# Communications Now

## December 2014

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Teaching kids about money	

## Developing a community crisis communications plan

What if a case of Ebola was identified in your community? Or E.coli was found in the municipal water system? What if extreme weather killed people and damaged your town?

Are you prepared to respond to a community-wide crisis that will cause concerned parents to come to you with questions about how the jurisdiction is dealing with it?

Is there a community-wide crisis communication plan to help guide your response? If not it may be time to develop one.

### Getting started

If there isn't a plan, you may need to take the lead in developing one.

Gather stakeholders together. Include police and fire representatives and other emergency responders in your community, Alberta Health Services, transportation, utilities, and media and others who need to be a part of a team that develops a chain of command for community-wide crisis management, and communication and the logistics of sharing

information. Ideally, these partners will commit to participate for however long it takes to develop a plan.

You could host the first meeting at the school jurisdiction office and move subsequent meetings to different stakeholder locations. That way, committee members will become familiar other participants' facilities and resources.

It is impossible to plan for every crisis that might hit, but general guidelines can be developed that could be adapted to specific situations:

- health issues (such as possible epidemics)
- safety issues
- severe weather events.

Agencies will likely have their own communications plans, so the process might be simplified by reviewing these plans and using parts of each to create a community-wide plan.

### What you need to decide

In addition to having a plan that addresses messages, timelines and the agency responsible for sharing information, the committee should also:

- Identify an agency contact for each organization. Those individuals will be the crisis communication liaisons and act as their agency's spokesperson. Develop a contact list with names, with both land line and mobile numbers, and distribute to all designated agency contacts.

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**Communications Now** is prepared for the Alberta School Boards Association by the Washington State School Directors' Association and edited for use in Alberta. Members of the ASBA may reproduce and distribute this package as part of a local communications program. Contact ASBA Communications at 1.780.482.7311.



## Communications Now

- Agree to share information with each agency before releasing it to the public, so that each agency is equipped to answer any questions or concerns the information release creates.
- Determine how information will be released under normal operating circumstances as well as in the event of a major disruption to telephone land lines or cell phone towers, traditional media or social media outlets.
- Research potential legal roadblocks to the communications plan and address them. You won't have time to get legal counsel during a crisis.
- Get a commitment from media representatives about public service information they can help disseminate, beyond regular news stories, about the event and how often they can do so.

### The school jurisdiction's role

The committee will want to know the level of support the jurisdiction could provide in an emergency.

For instance:

- Can schools be used as temporary shelters, school buses used for evacuations, cafeterias for emergency feeding stations?
- How long could your school house students and staff if they are unable to leave? Do schools have bottled water and food on site?
- Could the jurisdiction's emergency communication system broadcast messages about a community-wide situation even if the jurisdiction has no responsibility to respond to it?

### Keep parents informed

Inform parents about your jurisdiction's crisis plan each year and remind them how you will send out emergency notifications and updates. Have parents provide a contact name and number, and keep it on hand at the child's school and jurisdiction office.

Keep parents up to date on the work of the community crisis communications team. Once it is in place, include that in your annual notifications regarding emergencies.

### While you develop the plan...

A crisis doesn't wait until plans are neatly in place. In the event something does occur in your community and you need to alert parents or respond to parents' questions, the following sample notice to parents will help you create an information sheet that can be used as a take home flier, email or jurisdiction website and/or Facebook post.

Remember:

- State only the facts you have obtained from a source in the responsible agency.
- Don't rely on media reports or information from social media unless it has come from an official source.
- Don't speculate on what is happening or what might happen.



## Communications Now

### Sample notice to parents:

Important parent information regarding  
(insert name of incident or emergency)

**WHAT:** In two or three sentences state what the situation is. Do not use words 'crisis' or 'epidemic' unless the authority in charge – Alberta Health Services – for example, uses this language.

Avoid jargon, so no medical-ese, legal-ese or education-ese. Be clear and to the point.

**HOW:** Use a short paragraph to explain the history if you know it. Don't speculate. Include how it happened, where it came from and how it is affecting – or NOT affecting the schools, the jurisdiction, or student and staff.

Another "how" would provide information on the ways parents can help alleviate their children's fears or prevent the spread of disease or explain what is happening.

**WHEN:** When it arrived in the community, when it occurred, when it happened. How long it might continue. When parents can expect the school operation to return to normal or when the jurisdiction anticipates being impacted by the event or situation.

**WHERE:** Where it is located, where it happened, and the proximity to the jurisdiction. Include the likelihood of an impact on the jurisdiction if, for instance, an epidemic has been identified in the municipality where your schools, or some of your schools, are located. Explain exactly where it is located and what steps are being taken to disinfect or sanitize the infected areas.

**WHY:** There may be no reason 'why' for the situation, so use this space to assure parents 'why' their child is safe, 'why' they need to take certain precautions or 'why' something isn't operating as usual because of the situation.

**WHO:** Give parents contact information. Give them the name, email address and phone number of a real human who will answer the phone and take their questions and get back to them, even if that person doesn't have all the answers. If there are other places to get information, list them here: websites for the jurisdiction, municipality, and Alberta Health Services local offices.

*Contributed by Jackie Smith, communications consultant*



## Communications Now

### Tips for a one-person PR shop

No matter who you ask – staff, parents or community members – communications nearly always tops the list of what schools need to do better and more often.

The challenge in many jurisdictions is that the communications department is a one-person shop where the communications specialist is tasked with doing it all.

That can be a daunting prospect because communications done well encompasses a lot of different platforms and involves as much strategizing as communicating. And in this era of school choice, it typically involves marketing as well. One person can only be stretched so far.

Luckily, there are tools and strategies to make it easier. Here are some of the top ways to get the most bang for your buck in a one-person PR shop.

### Take advantage of your network

Reach out to other school communications professionals. Are you thinking about the way you'll communicate about Inspiring Education? Are you wondering whether you should develop a Facebook page?

Whatever challenges you're facing, you can bet your colleagues in other jurisdictions have already tackled it at one time or another. School communications people are usually fairly generous, and happy to share ideas and even materials, so you don't have to reinvent the wheel when you're looking to do something they have already done.

Also, the Canadian Association of Communicators in Education has an Alberta chapter. CACE's Alberta chapter holds meetings where you can network and find support and ideas. CACE also holds a national conference each year. In addition, an American organization: National School Public Relations Association has a number of resources available.

### Create a communications plan

Having a written plan helps you stay focused on doing specific tasks that you have identified to get you the most mileage for your effort. It's easy to get scattered and pulled in different directions as the year goes along.

Your plan should list specific targets or audiences, objectives for each audience, strategies, a timeline and how you'll evaluate success.

### Start with staff

Your staff members are your most effective – and cost effective – tools in communicating with the community. They're constantly sharing information about their schools and the jurisdiction as they visit with parents, wait in the grocery line or sit in a chair at the hair salon / barber shop.

Make staff your first stop in communicating about new jurisdiction initiatives, issues you're facing and good news that's happening. A weekly email update to staff is a critical piece of a good communication plan.

### Enlist your staff to help

You can't communicate about what's going on in the jurisdiction if you don't know what's happening, so it's important to cultivate relationships with your teachers and other staff members and encourage them to keep you in the loop.

Send them regular email reminders to let you know when they're doing something interesting in their schools or classrooms, so you can share their stories on your jurisdiction website and with the media.

Another idea is having school based administrators sign up for a particular time period(s) annually where they provide one image of something positive happening in their school, and a short caption to go with it. This can be placed on your website. Depending on the number of schools in your jurisdiction, you can have a new item to post on your website once or twice a week.



## Communications Now

### Embrace social media

Facebook, Twitter and other platforms can be great tools because they allow for two-way communication. Your followers can respond to your posts, giving you valuable feedback.

While some jurisdictions are fearful about the possibility of negative comments, jurisdictions generally find that the posts are positive. Often, other followers respond to negative comments.

The fact that social media is free is a boost for jurisdictions with a small communications budget.

### Emphasize your web page

As more people rely on the Internet for information, jurisdiction websites are more important than ever. If you do nothing else, make sure you keep the home page up to date with current news and calendar events.

Give people a reason to come back often by regularly adding new updates, photos, short video clips, etc. Refer people back to the webpage through your posts in newsletters or on social media, reinforcing that your website is the number one place to get the latest, most detailed news about your schools and jurisdiction.

### Go electronic with newsletters

Newsletters are still around, but printed newsletters are going the way of the typewriter. Many jurisdictions have moved to electronic versions, both to save printing costs and because they offer more immediacy.

A newsletter can be sent to subscribers and simultaneously posted on your website, almost as soon as an event happens. There are companies such as 'Constant Contact' that make producing attractive newsletters easy. They provide a variety of design templates and allow people to self-subscribe to your mailing list, avoiding the need for you to manage the subscriptions.

### Cultivate relationships with the media

Even though newspaper readership has dropped dramatically, your local paper is still a valuable part of your toolkit. Make it a weekly practice to email your local reporter or editor with story ideas or a list of events worthy of a photo or news coverage.

*Contributed by Connie Potter, chief of staff, Forest Grove School District, Ore.*



## Communications Now

### What does your audience thinks

#### Research first

Building a communication plan is a lot like building a house. Without a firm foundation, all of the cosmetic work is a huge waste of time and money. In communications work, research is the concrete that the rest of the house sits on.

The National School Public Relations Association (NSPRA) promotes the concept of RACE – Research, Analyze, Communicate, Evaluate. Research always comes first.

Often, the factual research has already been done by your secretary treasurer, facilities and maintenance group, curriculum department, etc. They can give you the facts and figures pertaining to many aspects of the school jurisdiction's work. That is important research because it will help you explain to taxpayers: what you are doing, why you are doing it, and what it costs.

#### Don't base decisions on one opinion

But research also includes finding out what opinions and attitudes your patrons hold about a particular issue. You may hear trustee or superintendent say something like, "Well, the business community is not happy with this idea." Or they may say: "Parents don't care about that." A little digging sometimes reveals this opinion research is based on a sample size of one.

Perhaps one person bent the administrator's ear at the Rotary luncheon and the parent voice comes from one parent who cornered a trustee at the football game.

The sample size should never be one, but it also cannot be everyone. You can't interview your whole target audience, but if your sample is big enough and truly representative of the group you are interested in, you will get enough information to move forward.

#### Hiring a professional to do research

The best way to get accurate opinion information is to pay for a scientific survey – a real poll. It isn't something you'd always do, but if the issue is big enough, hiring a professional can be well worth the investment.

By paying an opinion research firm, you get assistance in narrowing the focus of your questions and writing the questionnaire. You also get the assurance that the poll will be conducted using state-of-the-art sampling and survey methods. The final product will be high-quality opinion research that you can use to build a major information campaign with confidence.

Really, the only downside to hiring a firm to do a survey is cost. But the cost might be worth it for an annual check-in with your community. At the same time, it is not realistic to pay for polling on every issue. The cost would be prohibitive.

#### What about the rest of the time?

About 99 per cent of the time you need opinion research, you don't have a lot of money to spend on it. Fortunately, there are a lot of low-cost alternatives that are better than the "sample size of one" but a lot cheaper than hiring a firm to do the poll.

#### Computer surveys

Email and internet are convenient ways to gather public opinion. A short online survey is quick and easy. Survey Monkey is probably the best known and most widely used online survey tool. It is user-friendly, very inexpensive and can provide helpful feedback.

Online surveys are not ideal for identifying general public opinion from a wide, random sample because they are hard to get in front of people. Not everyone will see your website and choose to take the survey. And not everyone opens their home email on a regular basis. Therefore, it is difficult to get a random sample that is representative of your community as a whole.



## Communications Now

Online surveys are best suited for gathering feedback from a narrow audience. For instance, you may want to hear specifically from the business community. In that case, you could develop an online survey and send it to your Rotary chapters and chambers of commerce. The superintendent could mention it at meetings of business groups. Your sample would be purposely narrow and your results would be specific.

Ironically, one way to drive people to your online survey is through print media. Include links in hard-copy newsletters, newspaper ads and on school materials.

Be aware that these results, while helpful, are still not representative of the whole population. The responses from an online survey usually only include people who are comfortable with technology. You may miss some patrons who still rely more on phones than computers.

### Lower cost phone surveys

Not all phone surveys have to come from consultants and call centers. Volunteers or paid jurisdiction staff can conduct phone surveys too. The key is to provide training so that your callers do not skew the results by engaging the patrons they call. Every word should be scripted and every caller should stick to the script.

Volunteers can be recruited to come to the jurisdiction office after work hours and use jurisdiction phones. If volunteers are not available, jurisdiction staff could be offered the opportunity to make some overtime pay by coming in late to make calls.

Whether the callers are volunteer or paid, they need to be cared for during the calling. Someone needs to remain with them and provide snacks, beverages, moral support and encouragement. If a patron chews out one of your callers, you need to be there shoring them up and getting them back on the phone. You also need to help your callers stay on task as the evening progresses.

### Comment cards

A live audience is a great resource that often goes untapped. During forums and town-halls, consider passing out comment cards. You could use a half-sheet of paper with blanks for name and contact information (optional) and some prompts such as: "What did you think of this forum?" or "What does the school jurisdiction need to know as we move toward a decision on this issue?"

The cards and a pen should be handed to each person as they enter and collected as they leave. The speaker should tell people why the information is needed and what will be done with it. Results can be tabulated by themes and published on the jurisdiction website or in print.

### Printed surveys

People lack patience for lengthy questionnaires. But a short, concise written survey is sometimes a good idea. They can be mailed out as part of, or alongside, other publications and materials.

The key is to minimize the work for the patron. Let them simply check boxes or put numbers next to priority statements. Don't expect them to write long answers to open-ended questions, but always leave space for additional comments.

### Take action - publicly

It is important to actually do something with the feedback you receive. Yes/no results are easy to tabulate and publish. Those types of results should be discussed in meetings or written about in newsletters so the participants know the jurisdiction really did want to hear from them.

Open-ended comments should be grouped by theme and reported out. If trust is low, consider grouping comments by theme but also publishing them verbatim as an appendix. That way, doubters can see for themselves and determine if you have fairly represented the feedback you received.



## Communications Now

### **Set appropriate expectations**

Patrons should understand up front that giving their opinion is not the same as voting. Your customers need to know that the jurisdiction will listen to their opinions and consider them, but that ultimately the decision still rests with the officials.

That understanding will lead to less incentive for anyone to stack the deck or recruit members of their interest group to organize a response to what is supposed to be a more random survey of the community.

### **Find your feedback channels**

With a little planning and work, your jurisdiction can find the right feedback channels for your budget and your situation. With a solid foundation, based on a good sample of community opinion, you can move forward with building a communication plan that will do what you need it to do for your jurisdiction and the community you serve.

*Contributed by Jay Remy, communications director, Salem-Keizer Public Schools, Salem, Ore.*





## Communications Now

### Building parent partnerships

Every educator knows that the partnership between parents and schools is essential to students' success at school. With high demands on parents' time, making that partnership meaningful for parents and beneficial for schools is a challenge. And keeping parents engaged in supporting schools from kindergarten through high school graduation is even harder.

Parent groups vary in their effectiveness, too. Some schools have high numbers of parents participating, while many others, especially at the middle/junior high and high school levels, have almost no parent participation in classroom and school activities.

Parent engagement is usually high in jurisdictions with few schools and in smaller communities. In smaller jurisdictions, schools are the center of community activity, and teachers and administrators often know all students and their parents by name.

This 'small town' level of participation can also flourish in schools that are welcoming. Schools that invite parent involvement and address specific parent needs with flexible event scheduling, bring parents into their children's schools in meaningful ways.

### Tips for successfully involving parents

#### Set expectations

Work with your school staff to set expectations for parent participation that include flexibly scheduled parent education opportunities on a regular basis.

For example, in the fall, take time to plan back-to-school nights that include an orientation to the core curriculum for each grade. Provide handouts that list what parents can do at home and the specific ways they can be involved at school to support their students' education during the school year and in that grade level. Throughout the year, consider ways of keeping parents in the loop about what's ahead and how they can help support their child.

### Make it easier for working parents

Work with local businesses to promote the idea of release time for parents to volunteer, attend school conferences, or participate in special school activities.

At the same time, provide parents who can't volunteer during the school day with volunteer opportunities at other times or from home.

### Consider the "three for me" model

Consider using the "three for me" model of asking parents to pledge just three hours of volunteer time over nine months ([www.pta.org/three\\_for\\_me.asp](http://www.pta.org/three_for_me.asp)).

The two American moms, Dee Keywood and Kris Thompson who designed this program and introduced it at their children's school, generated more volunteers and volunteer hours than they thought possible.

The program is now being promoted in the United States as a "fail-safe method" for bringing parents into their children's schools in mutually beneficial ways.

### Realize parent involvement is important for older kids too

Find ways to build bridges between elementary schools and middle/junior high schools, and between middle/junior high schools and high schools.

Research shows that engaging parents in their children's education at the secondary level is as important to students' success as their involvement at the primary and intermediate levels.

Parents with high involvement in middle and high school tend to have students with higher grades and test scores regardless of the level of family income or background according to recent research.

<http://www.iowaparents.org/files/involvingparentmshstch.pdf>



## Communications Now

According to the study, at the middle school level it is especially important for parents to:

- Discuss school activities
- Contact school staff
- Volunteer and attend parent-teacher conferences and other school events

At the high school level, parents' volunteering and attendance continues to be important along with:

- Guiding their students toward post-secondary education
- Making sure their students read and do their homework
- Stressing the value of education

### What one jurisdiction is doing to encourage involvement

North Clackamas School District in Oregon has enlisted the aid of its foundation to bring parent groups together in ways they hope will bridge these inter-level gaps and help the district's entire parent organizations grow and be more effective.

The district's foundation started this initiative by building an up-to-date database of the 19 elementary, four middle and six high school parent groups. Then for two years, the foundation hosted a fall wine and cheese event to bring parent leaders from all of the schools together to get to know each other in an informal setting and give them time to share organizational and fundraising ideas.

This effort has now expanded to add an August workshop with opportunities for participants to meet and work in high school attendance area groups as well as participate in workshop sessions for building membership, fundraising, budgeting and grant-writing.

The groups were organized by high school attendance area to help foster friendships and working relationships that will bring parent leaders together at the middle and high school levels. The goal is to foster connections and skills among parents that can help keep the parent groups at these levels viable and active.

### Parent involvement is important!

Parent involvement is and always will be key to a student's success in school. These suggestions from successful school-parent involvement programs can help you think of ways to expand the parent involvement programs in your jurisdiction's schools.

They may also inspire new ways to look at your involvement programs and make adjustments for greater success in bringing parents into schools in ways that make a difference for your students and their parents.

*Contributed by Jeanne Magmer, communications consultant*



## Communications Now

### Weblinks

#### International Volunteer Day

December 5, 2014

A day to celebrate and promote the contributions of volunteers. The day was established by the United Nations in 1985.

For more information, as well as resources:

<http://volunteer.ca/content/international-volunteer-day>

#### Nominations: "Great Kids Award"

The Government of Alberta is now accepting nominations for its 2015 "Great Kids" award. The purpose of the award is to recognize Alberta's children and youth between the ages of 5 and 18, for their outstanding determination, generosity, and compassion.

Winners and nominees will be honoured at a ceremony in Edmonton.

Nomination deadline: December 9, 2014 at 4 p.m.

For more information: [www.greatkids.alberta.ca](http://www.greatkids.alberta.ca)

#### Family Literacy Day

January 27, 2015

The initiative was first celebrated in Canada in 1999. Parents are encouraged to spend at least 15 minutes together with their children in a learning activity.

For more information: [www.familyliteracyday.ca](http://www.familyliteracyday.ca)

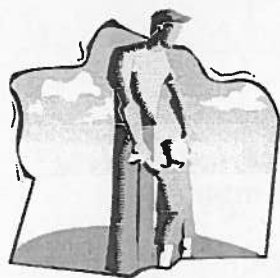
#### Indigenous Shining Student Award

Annual recognition is awarded to a grade 10 to 12 student of First Nations, Metis or Inuit heritage who demonstrates leadership and inspires others, through embracing and respecting an aboriginal perspective.

Nomination deadline: March 30, 2015

For more information: [www.asba.ab.ca](http://www.asba.ab.ca)





A monthly publication provided by your child's school in recognition of your role as a partner in education.

# Resources for Families

## Teaching kids about money

The holiday season is a great opportunity to check in with your kids about money issues and responsible financial choices. Greater consumer spending for gift giving opens the door to conversations about budgeting, credit card debt and savings.

The holidays call extra attention to the need for greater financial literacy, but it's an important topic that deserves more education all year round and at all ages.

## The financial knowledge gap for adults

Many people live paycheque to paycheque. Unemployment, credit card and student loan debt are factors that affect finances to some extent for many adults. When combined with a lack of financial education, many adults' personal finances are weaker than they should be. Consider the following statistics:

- At the end of 2013, the average Canadian owed \$27,368 on such things as lines of credit, credit cards and car loans.  
<http://business.financialpost.com/2014/02/26/canadians-on-target-for-record-year-of-personal-debt-despite-better-end-to-2013-transunion/>
- As of September 2014, research showed more Canadians are living paycheque to paycheque, most are saving less than they should, and many are not adequately preparing for retirement.  
<http://business.financialpost.com/2014/09/10/more-canadian-workers-are-living-paycheque-to-paycheque-saving-less-survey/>

Why is this happening? According to an American source, "The absence of a budget, insufficient savings, spending beyond what can be responsibly repaid, confusion around credit reports and scores, and an admitted lack of knowledge pertaining to personal finance are red flags that

demand attention and the need for financial education."

[www.c360m.com/online/2014\\_financial\\_literacy\\_infographic.html](http://www.c360m.com/online/2014_financial_literacy_infographic.html)

## Post-secondary students and graduates

Many adults lack financial skills because they never learned them at school or at home. Post-secondary students undoubtedly have a higher average earning potential (<http://www4.brsdc.gc.ca/3ndic.1t.4r@-eng.jsp?iid=54#a2>), but many have substantial debt behind their college degrees and few financial skills.

According to the vice-President external for the University of Calgary Students' Union, quoted in a Calgary Herald article, average total debt is about \$24,500 per student.

<http://www.calgaryherald.com/Post+secondary+students+brace+high+debt+loads/10128874/story.html>

According to the same article, 60 per cent of students who were surveyed thought they would be able to pay back their debt within five years.

## Financial education should start early

Fortunately there are many helpful resources online to cover the basics, such as balancing a cheque book, credit card interest, fees and repayment, budgets and savings.

## Tips for teaching kids about money

CNN Money has 23 Money Essentials lessons, including one on Kids and Money. The tips include:

### Start early

Experts agree that introducing the concept that money is a result of work, not an ATM, is key to kids' understanding finances. In addition, teaching kids while they are young will have a lasting effect – even when they are teenagers and less likely to listen to you.



## Resources for Families

### Making the case for an allowance

There are many schools of thought about whether children should receive an allowance. Allowances can be an effective learning tool for handling money.

Consider these suggestions:

- Children should be old enough to count money.
- Share your expectations when you set the allowance: Will it be tied to chores, are they required to save some, which expenses do you expect them to pay for?

### Teaching budgeting skills

Setting and keeping a budget is an introduction to paying bills. One way to help kids understand the challenge of paying bills with a finite salary is to count out a reasonable amount of play money and write outstanding bills with the amount and date due. If there is money left, talk about savings.

### Talking to teens about credit

As students get older and closer to eligibility for a credit card, they will need a good understanding of how credit cards work. Credit cards can be a good way to begin building a credit history, or a risky path to debt.

Be sure your child understands interest and fees and what the actual cost of an item is after paying those additional expenses. Teach them to use a credit card responsibly by paying the balance off each month. Be sure that they have a chequing account and a few years' experience balancing their account before signing up for a credit card.

### The importance of investing

If your child understands the concept of paying interest, they should also understand how earning interest works. If they have some savings, talk to a financial advisor or your financial institution about financial investments for your child. That way your child can learn about investments, especially low-fee mutual funds, such as index funds.

<http://money.cnn.com/magazines/moneymag/money101/lesson12/index.htm>

### Additional Canadian sources for teaching children about money

<http://talkwithourkidsaboutmoney.com/>

<http://www.kidzone.ws/geography/money/>

[http://www.canadianliving.com/life/money/the\\_dos\\_and\\_donts\\_of\\_teaching\\_your\\_kids\\_about\\_money.php](http://www.canadianliving.com/life/money/the_dos_and_donts_of_teaching_your_kids_about_money.php)

**NORTHLAND SCHOOL DIVISION NO. 61  
LOCAL SCHOOL BOARD COMMITTEE REPORT  
2014/2015 SCHOOL YEAR  
PERIOD ENDING - JANUARY 23, 2015**

	<b>Future Pay Out</b>	<b>Paid During Yr.</b>	<b>Total Pd. &amp; Committed</b>	<b>Budget</b>	<b>Difference</b>	<b>Percent Expended</b>
<b><u>Anzac</u></b>						
Quarterly Honorarium	4,405.19	743.33	5,148.52	4,920.00	(228.52)	
Travel & Subsistence		-	-	5,032.00	5,032.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
<b>Total</b>	<b>4,405.19</b>	<b>743.33</b>	<b>5,148.52</b>	<b>10,202.00</b>	<b>5,053.48</b>	<b>50.5%</b>
<b><u>Athabasca Delta</u></b>						
Quarterly Honorarium	3,646.19	980.67	4,626.86	4,920.00	293.14	
Travel & Subsistence		767.51	767.51	5,340.00	4,572.49	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
<b>Total</b>	<b>3,646.19</b>	<b>1,748.18</b>	<b>5,394.37</b>	<b>10,510.00</b>	<b>5,115.63</b>	<b>51.3%</b>
<b><u>Bishop Routhier</u></b>						
Quarterly Honorarium	3,689.25	1,229.75	4,919.00	4,920.00	1.00	
Travel & Subsistence			-	1,992.00	1,992.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
<b>Total</b>	<b>3,689.25</b>	<b>1,229.75</b>	<b>4,919.00</b>	<b>7,162.00</b>	<b>2,243.00</b>	<b>68.7%</b>
<b><u>Calling Lake</u></b>						
Quarterly Honorarium	4,198.81	823.76	5,022.57	4,920.00	(102.57)	
Travel & Subsistence			-	3,060.00	3,060.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
<b>Total</b>	<b>4,198.81</b>	<b>823.76</b>	<b>5,022.57</b>	<b>8,230.00</b>	<b>3,207.43</b>	<b>61.0%</b>
<b><u>Chipewyan Lakes</u></b>						
Quarterly Honorarium	2,494.75	747.25	3,242.00	4,920.00	1,678.00	
Travel & Subsistence			-	2,740.00	2,740.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
<b>Total</b>	<b>2,494.75</b>	<b>747.25</b>	<b>3,242.00</b>	<b>7,910.00</b>	<b>4,668.00</b>	<b>41.0%</b>
<b><u>Conklin</u></b>						
Quarterly Honorarium	4,428.61	988.50	5,417.11	4,920.00	(497.11)	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
<b>Total</b>	<b>4,428.61</b>	<b>988.50</b>	<b>5,417.11</b>	<b>9,314.00</b>	<b>3,896.89</b>	<b>58.2%</b>

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<b><u>Dr. Mary Jackson</u></b>						
Quarterly Honorarium	3,930.50	1,229.75	5,160.25	4,920.00	(240.25)	
Travel & Subsistence			-	2,184.00	2,184.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		210.35	210.35	250.00	39.65	
Total	3,930.50	1,440.10	5,370.60	7,354.00	1,983.40	73.0%
<b><u>East Prairie</u></b>						
Quarterly Honorarium	3,689.25	1,229.75	4,919.00	4,920.00	1.00	
Travel & Subsistence		-	-	2,128.00	2,128.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,689.25	1,229.75	4,919.00	7,298.00	2,379.00	67.4%
<b><u>Elizabeth</u></b>						
Quarterly Honorarium	3,895.25	1,218.00	5,113.25	4,920.00	(193.25)	
Travel & Subsistence			-	3,816.00	3,816.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,895.25	1,218.00	5,113.25	8,986.00	3,872.75	56.9%
<b><u>Father R Perin</u></b>						
Quarterly Honorarium	3,689.25	1,229.75	4,919.00	4,920.00	1.00	
Travel & Subsistence		3,018.38	3,018.38	4,144.00	1,125.62	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,689.25	4,248.13	7,937.38	9,314.00	1,376.62	85.2%
<b><u>Fort McKay</u></b>						
Quarterly Honorarium	2,206.50	735.50	2,942.00	4,920.00	1,978.00	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	2,206.50	735.50	2,942.00	9,314.00	6,372.00	31.6%
<b><u>Gift Lake</u></b>						
Quarterly Honorarium	3,654.00	1,617.59	5,271.59	4,920.00	(351.59)	
Travel & Subsistence		298.48	298.48	2,292.00	1,993.52	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	3,654.00	1,916.07	5,570.07	7,462.00	1,891.93	74.6%
<b><u>Grouard</u></b>						
Quarterly Honorarium	3,448.00	854.25	4,302.25	4,920.00	617.75	
Travel & Subsistence		43.56	43.56	2,028.00	1,984.44	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	3,448.00	897.81	4,345.81	7,198.00	2,852.19	60.4%



	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<b><u>J.F. Dion</u></b>						
Quarterly Honorarium	2,965.50	988.50	3,954.00	4,920.00	966.00	
Travel & Subsistence		-	-	4,052.00	4,052.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,965.50	988.50	3,954.00	9,222.00	5,268.00	42.9%
<b><u>Kateri</u></b>						
Quarterly Honorarium	4,424.75	976.75	5,401.50	4,920.00	(481.50)	
Travel & Subsistence		-	-	2,416.00	2,416.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	4,424.75	976.75	5,401.50	7,586.00	2,184.50	71.2%
<b><u>Little Buffalo</u></b>						
Quarterly Honorarium	4,377.75	976.75	5,354.50	4,920.00	(434.50)	
Travel & Subsistence		353.21	353.21	1,880.00	1,526.79	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	4,377.75	1,329.96	5,707.71	7,050.00	1,342.29	81.0%
<b><u>Mistassini</u></b>						
Quarterly Honorarium	3,654.00	976.75	4,630.75	4,920.00	289.25	
Travel & Subsistence		-	-	2,836.00	2,836.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,654.00	976.75	4,630.75	8,006.00	3,375.25	57.8%
<b><u>Paddle Prairie</u></b>						
Quarterly Honorarium	3,689.25	1,068.92	4,758.17	4,920.00	161.83	
Travel & Subsistence		270.00	270.00	2,288.00	2,018.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,689.25	1,338.92	5,028.17	7,458.00	2,429.83	67.4%
<b><u>Peerless Lake</u></b>						
Quarterly Honorarium	3,654.00	1,229.75	4,883.75	4,920.00	36.25	
Travel & Subsistence		-	-	2,340.00	2,340.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		291.36	291.36	250.00	(41.36)	
Total	3,654.00	1,521.11	5,175.11	7,510.00	2,334.89	68.9%
<b><u>Pelican Mountain</u></b>						
Quarterly Honorarium	2,483.00	747.25	3,230.25	4,920.00	1,689.75	
Travel & Subsistence		326.71	326.71	3,096.00	2,769.29	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,483.00	1,073.96	3,556.96	8,266.00	4,709.04	43.0%

**St. Theresa**

	<b>Future Pay Out</b>	<b>Paid During Yr.</b>	<b>Total Pd. &amp; Committed</b>	<b>Budget</b>	<b>Difference</b>	<b>Percent Expended</b>
Quarterly Honorarium	3,689.25	1,229.75	4,919.00	4,920.00	1.00	
Travel & Subsistence		-	-	2,860.00	2,860.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		259.86	259.86	250.00	(9.86)	
<b>Total</b>	<b>3,689.25</b>	<b>1,489.61</b>	<b>5,178.86</b>	<b>8,030.00</b>	<b>2,851.14</b>	<b>64.5%</b>

**Susa Creek**

Quarterly Honorarium	4,171.75	893.34	5,065.09	4,920.00	(145.09)	
Travel & Subsistence			-	2,984.00	2,984.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards		229.86	229.86	250.00	20.14	
<b>Total</b>	<b>4,171.75</b>	<b>1,123.20</b>	<b>5,294.95</b>	<b>8,154.00</b>	<b>2,859.05</b>	<b>64.9%</b>

**GRAND TOTAL**

<b>80,484.80</b>	<b>28,784.89</b>	<b>109,269.69</b>	<b>181,536.00</b>	<b>72,266.31</b>
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TOTAL NUMBER OF LSBC WITHIN BUDGET	22	72,266.31
TOTAL NUMBER OF LSBC OVER BUDGET	0	-
TOTAL NUMBER OF LSBC	22	72,266.31

**NORTHLAND SCHOOL DIVISION NO. 61**  
**BOARD REPORT**  
**2014/2015 SCHOOL YEAR**  
**PERIOD ENDING - JANUARY 23, 2015**

**ELECTIONS**

	ACTUAL	BUDGET	VARIANCE
REMUNERATION TRUSTEES	-	-	-
EMPLOYEE BENEFITS-TRUSTEES	60.00	-	-
LEGAL FEES	6,167.64	-	-
POSTAGE-ELECTIONS	-	-	-
INSERVICE-ELECTIONS	-	-	-
RENUMERATION-ELECTIONS	2,116.25	80,000.00	77,883.75
TRAVEL & SUBSISTENCE-ELECTIONS	652.03	-	(652.03)
PRINTING & BINDING-ELECTIONS	958.62	-	(958.62)
ADVERTISING-ELECTIONS	4,917.18	-	(4,917.18)
OFFICE SUPPLIES-ELECTIONS	-	-	-
<b>SUB-TOTAL</b>	<b>14,871.72</b>	<b>80,000.00</b>	<b>71,355.92</b>

**COMMITTEES**

RENUMERATION TRUSTEES	-	-	-
EMPLOYEE BENEFITS - TRUSTEES	-	-	-
TRAVEL & SUBSISTENCE-PERSONNEL	-	-	-
TRAVEL & SUBSISTENCE-EDUCATION	-	-	-
TRAVEL & SUBSISTENCE-FINANCE	-	-	-
TRAVEL & SUBSISTENCE-NEGOTIATION	-	-	-
TRAVEL & SUBSISTENCE-PAC	-	-	-
TRAVEL & SUBSISTENCE-AD HOC	5,786.53	60,000.00	54,213.47
TRAVEL & SUBSISTENCE-QUALITY OF WORK LIFE	350.24	-	(350.24)
TRAVEL & SUBSISTENCE-KTC PARTNERSHIP	-	-	-
TRAVEL & SUBSISTENCE-MARTIN ABORIGINAL INITIAT	-	-	-
TRAVEL & SUBSISTENCE-POLICY REVIEW	-	-	-
TRAVEL & SUBSISTENCE - NCET-NSD ENGAGEMENT	-	-	-
TRAVEL & SUBSISTENCE - RED EARTH TRANSFER	-	-	-
<b>SUB-TOTAL</b>	<b>6,136.77</b>	<b>60,000.00</b>	<b>53,863.23</b>

**OTHER EXPENSES**

REMUNERATION TRUSTEES	-	-	-
RENUMERATION - RECRUITMENT	-	-	-
REMUNERATION TRUSTEES - RETREAT	-	-	-
EMPLOYEE BENEFITS - TRUSTEES	1,186.36	4,000.00	2,813.64
EMPLOYEE BENEFITS - RECRUITMENT	-	-	-
PROFESSIONAL SERVICES	20,367.93	200,000.00	179,632.07
IN-SERVICE - BOARD	186.24	90,000.00	89,813.76
IN-SERVICE - BOARD (ORIENTATION)	-	-	-
IN-SERVICE - N.S.D. P.D. - TRUSTEES	-	-	-
LEGAL FEES - BOARD TRUSTEES	2,416.81	25,000.00	22,583.19
RENUMERATION ALTERNATES	-	-	-
VISA PURCHASES - TRUSTEE	158.58	-	(158.58)
TELEPHONE - TRUSTEE	461.86	3,000.00	2,538.14
TELEPHONE - VICE CHAIRMAN	-	-	-
TRAVEL & SUBSISTENCE - BOARD/OTHER	21,229.71	80,000.00	58,770.29
TRAVEL & SUBSISTANCE - PSBA	-	-	-
TRAVEL & SUBSISTANCE - ASBA	-	-	-
TRAVEL & SUBSISTENCE - TRUSTEE	-	-	-
TRAVEL & SUBSISTENCE - VICE CHAIRMAN	-	-	-
TRAVEL & SUBSISTENCE - RECRUITMENT	1,302.29	-	(1,302.29)
A.S.B.A. & P.S.B.A. FEES - BOARD	29,040.88	38,000.00	8,959.12
PRINTING & BINDING	1,663.10	3,500.00	1,836.90
INSURANCE - BOARD OF TRUSTEES	169.14	250.00	80.86
ADVERTISING - BOARD	172.87	3,000.00	2,827.13
OFFICE SUPPLIES	436.10	5,000.00	4,563.90
AWARDS	272.54	25,000.00	24,727.46
POSTAGE - BOARD	55.18	4,000.00	3,944.82
FURNITURE & EQUIPMENT	-	1,000.00	1,000.00
<b>SUB-TOTAL</b>	<b>79,119.59</b>	<b>481,750.00</b>	<b>402,630.41</b>

<b>TOTAL</b>	<b>100,128.08</b>	<b>621,750.00</b>	<b>527,849.58</b>
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## Secretary-Treasurer's Report

### For the Period Ending December 31, 2014

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#### INTRODUCTION

Happy New Year! In our year-to-date, for the period ending December 31, 2014, Northland School Division's operating costs are in line with the operating budget. The Federal Revenue may still be adjusted, depending on the finalization of the nominal role (confirmation of federal student numbers). We are not expecting any substantial adjustment to our provincial revenues.

#### REVENUE

- Revenue received to date is in line with historical numbers.
- YTD revenue represents 32% of the June budget (and we are 33% into the fiscal year).

#### EXPENSES

- Expenses are also in line with historical data (\$18.4 m this year, \$19.5 m last year).
- YTD expenses represents 30% of the June budget, but maintenance expenses are lower until the summer.

#### OTHER BUSINESS

##### Receivables

- Mikişew is continuing to pay the current invoices, but is behind two payments (\$500,000) on the previous outstanding balance. They plan on having the \$500,000 caught up by the end of the month.

##### Financial Management System

- The fixed asset information will be imported from the previous software into the new software soon. When that is complete, the finance department will be able to manage fixed assets more efficiently.

##### Truck Tenders

- Unit 628 required replacing – the unit had 204,000 km. The successful bid was accepted from Peace River Ford in the amount of \$33,669.00 + GST for the supply of one 2015 F-150 Extended Cab Truck. Other bids received were:
 

Windsor Ford	\$36,107.45 + GST
Tercier Motors	\$34,919.00 + GST
Whitecap Motors	\$38,480.72 + GST
Edmonton Motors	\$33,693.00 + GST

- Unit 601 required replacing – the unit had 344,000 km. The successful bid was accepted from Peace River Ford in the amount of \$34,779.00 + GST for the supply of one 2015 F-250 4x4 Super Cab Truck. Other bids received were:
  - Windsor Ford \$39,129.50 + GST
  - Tercier Motors \$42,072.00 + GST
  - Whitecap Motors \$42,660.51 + GST
  - Edmonton Motors \$38,111.00 + GST
- Funds for both trucks will come from the 2014-2105 Capital Budget.

**Conclusion**

- Our priorities over the next month will be the preparation of the January update and the start of the 2015-2016 budget process



School Jurisdiction Code: 1280

## STATEMENTS OF OPERATIONS

For the Period Ending December 31, 2014 (in dollars)

	Actual 2011-2012 (Restated)	Actual 2012-2013	Actual 2013-2014	Actual YTD Dec 31 2014-2015	Budget 2014-2015 June Approved	Budget 2014-2015 Nov. Revised	Balance to be received or spent
<b>REVENUES</b>							
Alberta Education	\$37,455,386	\$37,200,087	\$34,930,635	\$11,051,764	\$36,668,698	\$37,011,527	\$25,959,763
Other - Government of Alberta	\$1,095,583	\$966,929	\$699,650	\$155,474	\$930,824	\$930,824	\$775,350
Federal Government and First Nations	\$20,845,936	\$20,862,392	\$20,962,847	\$8,017,000	\$20,966,622	\$23,696,172	\$15,679,172
Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other sales and services	\$565,572	\$656,887	\$3,631,096	\$69,202	\$1,274,650	\$1,494,069	\$1,424,867
Investment income	\$39,891	\$10,292	\$67,600	\$0	\$40,000	\$40,000	\$40,000
Gifts and donations	\$693,754	\$665,555	\$154,469	\$139,189	\$450,000	\$450,000	\$310,811
Rental of facilities	\$1,000,651	\$973,522	\$832,864	\$307,330	\$957,530	\$957,530	\$650,200
Fundraising	\$347,164	\$251,134	\$489,715	\$0	\$0	\$0	\$0
Gains (losses) on disposal of capital assets	\$1,260	\$156,458	\$200	\$8,608	\$0	\$0	(\$8,608)
Other revenue	\$0	\$0	\$1,365,154	\$33,435	\$0	\$0	(\$33,435)
<b>TOTAL REVENUES</b>	<b>\$62,045,197</b>	<b>\$61,743,256</b>	<b>\$63,134,231</b>	<b>\$19,782,002</b>	<b>\$61,288,324</b>	<b>\$64,580,122</b>	<b>\$44,798,120</b>
<b>EXPENSES</b>							
Certificated salaries	\$21,544,783	\$21,031,068	\$20,878,113	\$7,014,574	\$20,940,642	\$21,919,528	\$14,904,954
Certificated benefits	\$4,218,552	\$4,092,469	\$4,390,192	\$1,258,776	\$4,351,911	\$4,172,140	\$2,913,364
Non-certificated salaries and wages	\$13,536,225	\$13,282,741	\$12,583,963	\$4,323,066	\$13,306,691	\$13,602,297	\$9,279,231
Non-certificated benefits	\$2,959,078	\$2,916,643	\$2,805,020	\$917,500	\$3,642,980	\$3,473,654	\$2,556,154
<b>SUB - TOTAL SALARIES AND BENEFITS</b>	<b>\$42,258,638</b>	<b>\$41,322,920</b>	<b>\$40,657,288</b>	<b>\$13,513,916</b>	<b>\$42,242,224</b>	<b>\$43,167,619</b>	<b>\$29,653,703</b>
Services, contracts and supplies	\$16,204,273	\$15,450,160	\$16,819,789	\$4,977,592	\$14,683,930	\$16,882,421	\$11,904,829
Amortization of supported tangible capital assets	\$3,138,632	\$3,192,543	\$3,526,233	\$0	\$3,272,623	\$3,272,623	\$3,272,623
Amortization of unsupported tangible capital assets	\$995,957	\$1,609,872	\$2,232,457	\$0	\$1,208,400	\$1,208,400	\$1,208,400
Supported interest on capital debt	\$40,429	\$23,193	\$9,178	\$0	\$0	\$0	\$0
Unsupported interest on capital debt	\$650	\$433	\$216	\$0	\$0	\$0	\$0
Other interest and finance charges	\$4,690	\$29,008	\$2,430	\$0	\$45,162	\$45,162	\$45,162
Losses on disposal of tangible capital assets	\$33,167	\$67,735	\$52,002	\$0	\$0	\$0	\$0
Other expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$62,676,435</b>	<b>\$61,695,864</b>	<b>\$63,299,592</b>	<b>\$18,491,508</b>	<b>\$61,452,339</b>	<b>\$64,576,225</b>	<b>\$46,084,717</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(\$631,238)</b>	<b>\$47,392</b>	<b>(\$165,361)</b>	<b>\$1,290,494</b>	<b>(\$164,015)</b>	<b>\$3,897</b>	<b>(\$1,286,597)</b>
<b>EXPENSES</b>							
Instruction	\$40,504,149	\$39,872,808	\$39,459,882	\$12,223,295	\$39,379,882	\$41,553,778	\$27,156,587
Plant operations and maintenance	\$9,968,293	\$9,696,288	\$11,636,159	\$2,572,610	\$9,438,207	\$10,187,496	\$6,865,598
Transportation	\$3,753,651	\$3,721,237	\$3,578,213	\$1,092,310	\$3,572,676	\$3,555,872	\$2,480,367
Administration	\$3,173,874	\$3,233,159	\$3,532,499	\$1,066,996	\$3,774,411	\$3,933,415	\$2,707,415
External services	\$5,274,639	\$5,172,372	\$5,092,839	\$1,536,298	\$5,287,162	\$5,345,664	\$3,750,863
<b>TOTAL EXPENSES</b>	<b>\$62,674,606</b>	<b>\$61,695,864</b>	<b>\$63,299,593</b>	<b>\$18,491,508</b>	<b>\$61,452,339</b>	<b>\$64,576,225</b>	<b>\$42,960,830</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(\$629,409)</b>	<b>\$47,392</b>	<b>(\$165,361)</b>	<b>\$1,290,494</b>	<b>(\$164,015)</b>	<b>\$3,897</b>	<b>\$1,837,290</b>





Northland School Division  
Federal Accounts Receivable

**Aged Summary**

Months Outstanding	ACFN	Indian Education Authority	Mikisew	Peerless Kateri First Nation	Bigstone	Chip Prairie	Lesser Slave Lake	Lubicon Cree	Indian Affairs	Woodland Cree	Aging by Month
Dec-14	-	-	248,573.14	-	695,373.98	-	6,705.70	-	0.10	63,541.24	1,014,194.16
Nov-14	-	-	-	-	-	-	-	-	0.10	63,541.24	63,541.34
Oct-14	-	-	-	-	-	-	-	-	0.10	63,541.24	63,541.34
Sep-14	-	-	-	-	-	-	-	-	0.10	63,541.24	63,541.34
Aug-14	70,366.40	-	246,074.20	78,688.60	216,791.96	23,120.50	-	37,753.80	39,586.81	(387,280.68)	325,101.59
Jul-14	-	-	-	-	-	-	-	-	0.00	-	-
Jun-14	-	-	248,573.14	-	-	-	-	0.30	-	63,541.24	312,114.68
May-14	-	-	248,573.14	-	-	-	-	-	-	63,541.24	312,114.38
Apr-14	-	-	-	-	-	-	-	-	-	63,541.24	63,541.24
Mar-14	-	-	243,116.62	-	-	-	-	-	-	(176,120.18)	66,996.44
Feb-14	-	-	249,482.56	-	-	-	-	-	-	103,485.51	352,968.07
Jan-14	-	-	249,482.56	-	-	-	-	-	-	103,485.51	352,968.07
Dec-13	-	-	249,482.56	-	-	-	-	-	-	43,485.51	292,968.07
Nov-13	-	-	157,337.48	-	-	-	-	-	-	116,109.45	273,446.93
Oct-13	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Sep-13	5,208.60	-	-	-	-	-	-	-	-	7,172.94	12,381.54
Aug-13	-	-	-	-	-	-	-	-	-	(112,840.40)	(112,840.40)
Jul-13	-	-	-	-	-	-	-	-	-	-	-
Jun-13	-	-	-	-	-	-	-	-	-	(115,756.16)	(115,756.16)
May-13	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Apr-13	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Mar-13	-	-	-	-	-	-	-	-	0.37	7,172.94	7,173.31
Feb-13	-	-	-	-	-	-	-	-	4,820.01	7,172.94	11,992.95
Jan-13	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Dec-12	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Nov-12	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Oct-12	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Sep-12	-	-	-	-	-	-	-	-	-	7,172.94	7,172.94
Dec 2005 & older	-	61,333.22	-	-	-	-	-	-	-	-	61,333.22
	75,575.00	61,333.22	2,140,695.40	78,688.60	912,165.94	23,120.50	6,705.70	37,754.10	44,407.59	98,459.58	3,478,905.63

Current	-	-	248,573.14	-	695,373.98	-	6,705.70	-	0.10	63,541.24	1,014,194.16
30 days	-	-	-	-	-	-	-	-	0.10	63,541.24	63,541.34
60 days	-	-	-	-	-	-	-	-	0.10	63,541.24	63,541.34
90 days	-	-	246,074.20	-	-	-	-	-	0.10	63,541.24	309,615.54
120 days	70,366.40	-	248,573.14	78,688.60	216,791.96	23,120.50	-	37,753.80	39,586.81	(387,280.68)	327,600.53
180 days	-	-	248,573.14	-	-	-	-	-	-	0.00	248,573.14
181 - 365	-	-	1,148,901.78	-	-	-	-	0.30	-	395,415.40	1,544,317.48
1 yr - 2 yr	5,208.60	-	-	-	-	-	-	-	-	(163,840.10)	(153,811.12)
Over 2 yr	-	61,333.22	-	-	-	-	-	-	-	0.00	61,333.22

Current	75,575.00	61,333.22	2,140,695.40	78,688.60	912,165.94	23,120.50	6,705.70	37,754.10	44,407.59	98,459.58	3,478,905.63
Long Term	-	-	-	-	-	-	-	-	-	-	-
Total Aging	75,575.00	61,333.22	2,140,695.40	78,688.60	912,165.94	23,120.50	6,705.70	37,754.10	44,407.59	98,459.58	3,478,905.63

## Northland School Division No. 61

Accounts Receivable  
Federal Government and First Nations

9-Jan-15

Monthly Billing REG rate ECS Rate

13-14 Student Count Reg E.C.S.	Student Counts	Prior to & 2004/2005	Outstanding Aug-2011 2010/2011	Outstanding Aug-2012 2011/2012	Outstanding Aug-2013 2012/2013	Outstanding Aug-2014 2013/2014	Outstanding Dec-2014 2014/2015	Mths O/S	Total Outstanding	Monthly Billing	REG rate	ECS Rate
111	26	-	(0.00)	0.00	4,820.01	39,587.18	0.40	0.2	44,407.59	230,027.84	1,868.86	868.63
6	4	-	-	-	(0.00)	-	6,705.70	1.0	6,705.70	6,924.96	1,154.16	465.93
360	26	-	(0.00)	0.00	0.00	216,791.96	695,373.98	1.3	912,165.94	695,373.98	1,868.86	868.63
0	0	61,333.22	-	-	-	70,386.40	-	1.1	61,333.22	-	-	-
40	2	-	-	-	5,208.60	1,994,826.56	-	8.6	75,575.00	71,773.40	1,750.93	868.10
138	8	-	0.00	-	(102,704.30)	(51,865.28)	248,573.14	1.0	214,069.50	248,573.14	1,750.93	868.10
54	3	-	-	(0.00)	(103,840.10)	254,164.96	-	0.3	98,459.58	103,524.33	1,868.86	868.63
72	11	-	-	-	-	37,754.10	-	0.2	37,754.10	144,112.85	1,868.86	868.63
57	8	-	0.00	0.00	0.00	23,120.50	-	0.2	23,120.50	113,474.06	1,868.86	868.63
201	21	-	-	(0.00)	0.00	78,688.60	-	0.2	78,688.60	393,882.09	1,868.86	868.63
1039	109	61,333.22	(0.00)	0.00	(196,515.79)	2,409,270.02	1,204,818.18		3,478,905.63			

Total Outstanding

3,478,905.63

Altabasca Chip	71,773.40	Dec 2014
Peerless Trout	392,881.86	Dec 2014
INAC	230,027.74	Dec 2014
Lubicon	184,095.94	Dec 2014
Chipewyan Prairie	113,474.06	Dec 2014
LSJIRC	20,117.10	Sept-Nov 2014
Bigstone Cree	695,373.98	Nov 2014
Mikisew Cree	248,573.14	Nov 2014
Woodland Cree	240,000.00	Sept 2013-Dec 2013
	<u>2,196,317.22</u>	

Bigstone #'s does not include Career Pathways  
Career Pathway is being paid by CEU's earned by the students  
Liaison - Bigstone Cree  
Liaison - Mikisew paid by INAC

**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** DRAFT 2015-2016 NORTHLAND SCHOOL YEAR CALENDAR

**ORIGINATOR:** EDUCATION COMMITTEE

<b>INFORMATION</b>
The Board of Trustees receive as information the draft versions of the Northland School Division 2015-2016 School Year Calendar, as attached.

\*\*\*\*\*

**CURRENT SITUATION:** The 'Northland School Division 2015-2016 School Year Calendar' has received feedback from the C2 committee. Some of the suggestions offered have been incorporated into the current draft version.

This will be reviewed with principals at the February Administrators' meeting.

**BACKGROUND:**

**OPTIONS:** Schools will have the option of Calendar 'A' or 'B'.

### **Feedback from the C2 Committee:**

- The vast majority of teachers liked the mid-term break in November. He mentions that he has also heard from others that maybe an earlier school closure in June 2016 would also be nice.
- Why 5 days upfront of org
- Why so late. June 30th. Our last diploma at this school is 24th.
- Why 3 extra days in total even after you put in the November one week off
- If we are thinking about our students why go so late in the year when the student population dwindles. Most students are up late, out hunting not interested in the last couple of weeks of school. June is our worst attendance month.
- Why not work extra hours during the week and leave earlier to accommodate this attendance issue."
- Presented the 2015-16 calendar in a staff meeting and the staff were happy with it. Their one concern was if the four days added in November to compensate for the early start could be broken up and "put" in somewhere else? I said I didn't have an answer for that. If you have information that I could pass on to the staff regarding this concern, it would be appreciated.
- I also presented the issue of the proposed four day week. There was no immediate approval or disapproval. I explained how this would have ramifications not only for the teachers, but for the entire community. I told them that you had said how the Division would like to try this in a couple of schools. I hope I was not speaking out of turn. Staff was left with the idea that this should talked about more broadly. We also need to get the principals thought on this.

### **Feedback from Elizabeth School:**

- After showing both proposed calendars, the LSBC was unanimously opposed to the calendar that had a full week off in mid-November. They cited two main reasons for their decision. Firstly, since so many people on the settlement are working, it would be a hardship on the parents to find sitters to look after their kids on that week. Secondly, since we are tied to Cold Lake schools, the grade 9 to 12 students would still have regular classes so parents would not be able to take a holiday during that week.



# Draft Northland School Division No.61 2015-2016 SCHOOL YEAR CALENDAR 'A'



2015

## August

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

18(pm)-20 - New Teacher Orientation  
17(pm)-18 - New Principal Orientation  
20 - Admin Meeting  
24-28 - Organizational Days  
31 - School Begins

## September

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

7 - Labor Day

## October

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

TBA - Administrators' Meetings  
12 - Thanksgiving Day

## November

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

11- Remembrance Day  
9-10, 12-13 - Mid-Term Break  
(School closed for students and staff)

## December

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

21 - 31 Christmas Break

2016

## January

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

1 - Christmas Break

## February

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

9-10 - Admin Meetings  
10 - Convention Travel Day  
11-12 - ATA Convention  
15 - Family Day

## March

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

25 - Good Friday  
28-31 - Easter Break

## April

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

1 - Easter Break

## May

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

5-6 - Administrators' Meetings  
(Peace River)  
23-Victoria Day

## June

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

3 - School Closed/  
Farmers' Day/Treaty Day  
28 - Last Day for Students  
29 - Organizational Day for Staff

179 Instructional Days (Green)  
(less 5 PLC days = 174 Instructional Days)  
198 Operational Days

Please add to your calendar:

- 4 Local PD Fridays (or Mondays)
- 4 Family Days
- 1 Day-in-Lieu for Parent/Teacher Interviews
- Up to the equivalent of 1 half-day Friday (or Monday) early dismissal per month for PLCs when deemed appropriate. PLEASE DO NOT deduct early dismissal time for PLC and staff meetings from the 179 days. Please record any early dismissal hours in the textbox below the calendar.

NOTE: Schools will follow common Christmas (Dec 21, 2015 - Jan 1, 2016) and Easter (March 25 - April 1, 2016) holiday breaks; however to align holidays with neighboring jurisdictions some exceptions will be made on a case by case basis.

There is an expectation that schools will organize Community Engagement Events.  
Minimum Hours of Instruction: Elementary (1-9) = 950 hours; High School = 1000 hours.

# THE JOURNAL OF THE ROYAL ANTHROPOLOGICAL INSTITUTE

1905

THE JOURNAL OF THE  
ROYAL ANTHROPOLOGICAL INSTITUTE  
VOLUME XXXV  
PART I  
1905

THE JOURNAL OF THE  
ROYAL ANTHROPOLOGICAL INSTITUTE  
VOLUME XXXV  
PART II  
1905

THE JOURNAL OF THE  
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PART III  
1905

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PART IV  
1905

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PART V  
1905

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VOLUME XXXV  
PART VI  
1905

THE JOURNAL OF THE  
ROYAL ANTHROPOLOGICAL INSTITUTE  
VOLUME XXXV  
PART VII  
1905





# Draft Northland School Division No.61 2015-2016 SCHOOL YEAR CALENDAR 'B'



## 2015

### August

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

18(pm)-20 - New Teacher Orientation  
17(pm)-18 - New Principal Orientation  
20 - Admin Meeting  
24-28 - Organizational Days  
31 - School Begins

### September

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

7 - Labor Day

### October

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

TBA - Administrators' Meetings  
12 - Thanksgiving Day

### November

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

11 - Remembrance Day

### December

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

21 - 31 Christmas Break

## 2016

### January

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

1 - Christmas Break

### February

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

9-10 - Admin Meetings  
10 - Convention Travel Day  
11-12 - ATA Convention  
15 - Family Day

### March

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

25 - Good Friday  
28-31 - Easter Break

### April

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

1 - Easter Break

### May

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

5-6 - Administrators' Meetings  
(Peace River)  
23 - Victoria Day

### June

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

3 - School Closed/  
Farmers' Day/Treaty Day  
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(less 5 PLC days = 174 Instructional Days)  
198 Operational Days

Please add to your calendar:

- 4 Local PD Fridays (or Mondays)
- 8 Family Days
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NOTE: Schools will follow common Christmas (Dec 21, 2015 – Jan 1, 2016) and Easter (March 25 – April 1, 2016) holiday breaks; however to align holidays with neighboring jurisdictions some exceptions will be made on a case by case basis.

There is an expectation that schools will organize Community Engagement Events.  
Minimum Hours of Instruction: Elementary (1-9) = 950 hours; High School = 1000 hours.

## 2015-2016 Draft Calendar Notes:

- Northland schools will decide whether to have a November mid-term break (Calendar 'A') or choose to distribute the four days throughout the school year (Calendar 'B') where it makes sense to do so.
- With respect to the 5 organizational days in August 2015, we have received considerable feedback from new teacher/principals and program organizers that the centralized August Orientation should be shortened to accommodate more of an opportunity for new staff to acclimatize and engage with their own school communities. The 5 days upfront are intended as organizational days involving a combination of staff and community orientation experiences like community engagement events involving the school and community, opportunity for PLC work, professional development and staff meetings. This represents a shift in focus from a centralized August Orientation to a more local engagement of staff and community. How the 5 days are organized is left up to schools.

An earlier June 2016 closure is included in the calendar. The last diploma examination scheduled to be written is June 28<sup>th</sup>, 2016. Several of our neighbouring jurisdictions have decided to use June 28<sup>th</sup> as the last school day for students with the 29<sup>th</sup> as an organizational day for staff.

Creating a school culture around regular June attendance patterns may be difficult for some schools but certainly not impossible. The latter part of June could be devoted a different programming model designed to keep students engaged in the learning process. By way of example, an engaging programming model could include ideas like: (a) a reading boot camp for delayed students, (b) advance high school study camps for those students who are writing diploma examination, (c) credit recovery for other students, (d) independent study and special project-based learning (e) mini CTF/CTS sessions could be organized through Randy Chernipeski's assistance, and/or (f) in-depth cultural camps. These programming ideas could engage students and garner their interests in a number of different subject areas when attendance is seen as problematic.

- The Framework Agreement between the Province of Alberta, the ATA and the ASBA under Part 'B' Instructional Time (3a) – reads in part "... Any school board that does not currently have a limit on Instruction Time in their Collective Agreement..."

Northland School Division does have a limit on instruction time in the Collective Agreement where Section 3.2 states:

**"3.2 A teacher will not be assigned duties in excess of *thirty hours per week*, of which, *whenever possible, a maximum of twenty three and one third hours* will be devoted to instruction of pupils.**

The remainder of the assignable hours will provide for supervision of students, extra-curricular school activities and such professional activities as in-service sessions, staff meetings, committee work and parent teacher interviews."



## **BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** PROCEDURE 303 - HOMEWORK

<b>INFORMATION</b>
That the Board of Trustees receive the following information about the strategies and processes to support Procedure 303 – Homework, as attached.

\*\*\*\*\*

The administration will be discussing homework and will share the strategies related to homework with school administrators at the February Administrators' meeting.

BOARD OF TRUSTEES

OFFICE OF THE SECRETARY

OFFICE OF THE CHIEF OF BUREAU

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR 1900

AND OF THE CHIEF OF BUREAU

1. The Board of Trustees has the honor to acknowledge the receipt of the report of the Chief of Bureau for the year 1900, and to express its appreciation of the services rendered by him during the year.
2. The Board of Trustees has the honor to acknowledge the receipt of the report of the Chief of Bureau for the year 1900, and to express its appreciation of the services rendered by him during the year.
3. The Board of Trustees has the honor to acknowledge the receipt of the report of the Chief of Bureau for the year 1900, and to express its appreciation of the services rendered by him during the year.
4. The Board of Trustees has the honor to acknowledge the receipt of the report of the Chief of Bureau for the year 1900, and to express its appreciation of the services rendered by him during the year.
5. The Board of Trustees has the honor to acknowledge the receipt of the report of the Chief of Bureau for the year 1900, and to express its appreciation of the services rendered by him during the year.

Respectfully,  
The Board of Trustees

Attest: This 1st day of January, 1901, at the City of New York, New York.

Homework fulfills four functions:

1. Practice (e.g., after the teacher has directly taught a math algorithm in class, the homework is to complete several problems requiring use of that algorithm).
2. Preparation (e.g., pre-reading or looking over a new unit of study in a text for the next class meeting).
3. Study (e.g., reviewing content to prepare for a test).
4. Extend or elaborate (e.g., completing a project or paper on a topic such as investigating the causes of the Vietnam War).

Source: Kathy Ruhl, Charles Hughes, *Reading Rockets*, 2010

### Three General Recommendations

Amount of time spent on homework:

Grades 1-3	20 - 30 minutes per night
Grades 4 - 6	30 - 60 minutes per night
Grades 7 -12	60 - 90 minutes per night

### ECS

**15-20 minutes per night**

- At this level homework should be fun and designed to allow young children the opportunity to practice skills learned in school.
- Students could be read to by their parents or older siblings or other relatives. This could include story telling in the place of a book.
- Students could practice counting and measuring things.
- Students could practice letters, sounds and/or sight words when they are ready.
- Students could practice developmental skills such as tying their shoes, getting dressed for outdoors, learning their first and last names and how to spell them, cutting and colouring skills.
- Students could strengthen their fine motor skills making creations with play dough, finger painting, sorting objects, stringing beads or popcorn.
- Students could practice oral language by telling stories, practicing for show and tell.
- Students could practice with magnetic letters, play memory games or any kind of games where they have to follow directions and rules such as Snakes and Ladders, Candyland or card games such as Old Maid.

### Grades 1- 3

**20-30 minutes per night**

- Homework should not be difficult for students at this level and should they need help it should be very basic so that students do not get frustrated.
- Homework should allow the child to showcase their skill mastery to their parents.
- Home reading should be at their independent level so as to minimize frustration.
- The goal here is to establish good habits and to foster a lifelong love of learning, demonstrate to students that learning happens outside of school and create positive partnerships with parents who after all are their child's primary educators.
- Homework at this level reinforces what was learned in class such as basic reading, writing and math skills. Examples of this would be sight word practice and basic addition and subtraction practice.

- A minimum of 15 minutes of home reading which can include a parent, guardian or sibling reading to them. It can also include listening to a book through Books on Tape or Tumblebooks or other similar programs.
- provide students an opportunity to explore a topic of their own interest- an example would be if they are interested in airplanes they could read and write about airplanes at their level. This could be as simple as drawing pictures of different kinds of airplanes and sharing the pictures with their teacher the next day.

#### **Grades 4-6**

##### **30-60 minutes per night**

- Homework can be used at these grade levels to assist with practice, preparation, study, or extension or elaboration of what was learned in class. At no time should there be homework assigned that covers material that the student does not know how to complete. If parents and children are getting into a conflict over homework and how to complete it they should contact their child's teacher right away. This will alleviate any conflict that could be happening in the home. We do not want to cause a problem between the home and the school but instead strengthen the bond by having parents aware of what their children are learning.

Some strategies for consideration with homework for grades four-six students are:

- Homework is assigned as practice (e.g., after the teacher has directly taught a math algorithm in class, the homework is to complete several problems requiring use of that algorithm). A further example of this would be that long division has been covered in class and the teacher would assign a few problems for the student to practice. Practice could also be completing a journal entry.
- Homework is assigned as preparation. An example of this would be to write a rough draft of a paragraph on a topic that has been assigned in class. The follow up activity in the class would be learning to edit and revise.
- Homework is assigned as a study tool (e.g., reviewing content to prepare for a test).
- Homework is assigned to extend or elaborate (e.g., completing a project on a topic such as the Water Cycle).
- Students should as part of their daily homework be reading for 10-15 minutes at their independent level.

#### **Grades 7-12**

##### **60 – 90 minutes per night**

- Home reading.
- Respond to reading or other learning this could include a video clip in areas where there is access to technology.
- Homework could include completion of projects both hands on and written or multimedia, terminology and vocabulary review, study for tests, outlines, written assignments in English class such as reports, stories, articles, poetry etc.
- Clear guidelines must be presented to parents which match up with course outlines.
- Teachers do not expect parents to act as experts.
- Nothing should be assigned if the students is not 100% familiar with how to complete the task.
- Provide students an opportunity to explore a topic of their own interest.

**Procedure 303****Homework**

---

**Background**

It is important for students to develop and practice study skills that will enhance a life of independent study and self-discipline as life long learners.

**Procedures**

1. The principal shall develop a school homework policy through discussions with the Local School Board Committee, staff and community members.
2. The school homework policy shall include reference to the following:
  - 2.1 Age and grade levels.
  - 2.2 Amount of homework time required.
  - 2.3 Definition, purposes and value of homework.
  - 2.4 Abilities of students.
  - 2.5 Facilities and environment for study.
  - 2.6 Tutoring and supervision.
  - 2.7 Special circumstances for individual cases.
  - 2.8 Co-ordination of homework assignments between teacher expectation and subject area demands.
  - 2.9 Implementation and monitoring.

1875-1876

1876-1877

1877-1878

1878-1879

1879-1880

1880-1881

1881-1882

1882-1883

1883-1884

1884-1885

1885-1886

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1929-1930

1930-1931

1931-1932

1932-1933

1933-1934

1934-1935

**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** C2 UPDATE

**ORIGINATOR:** WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

***INFORMATION ITEM***

\*\*\*\*\*

Northland School Division is required by section C2 of the Quality Assurance for Students Act to meet and discuss issues and strategies to improve teacher efficacy in Northland School Division. Northland's C2 Meeting was held Monday, November 17, 2014. The next meeting is scheduled for April 27<sup>th</sup>, 2015.

The Committee reviewed last year's priorities and progress. Progress has been seen on Staff Recognition and Engagement. There is still work to be done with Technology Implementation, Community Engagement, Literacy Leads and Jurisdiction Assessment. Other topics included 2015-2016 Calendar, Inventory Management, Inclusion, Program/Project Implementation, SLAs and Inclusion. Minutes are still to be approved.

Progress has been made in regards to the Teacher Recognition and Appreciation priority. The local and the board have collaborated to plan a Teacher Appreciation event on the evening of Wednesday, February 11th, 2015 in conjunction with the February Northland Principals' Meeting and the Northeast Teachers' Convention in Edmonton. The program is still being developed. A highlight will be Taylor Mali whom the local has arranged to provide a keynote address.

Taylor Mali is a working poet. He is an author, most recently of "What Teachers Make: In Praise of the Greatest Job in the World" (Putnam 2012) as well as two books of poetry, The Last Time As We Are (Write Bloody Books 2009) and What Learning Leaves (Hanover 2002). He received a New York Foundation for the Arts Grant in 2001 to develop Teacher! Teacher!, a one-man show about poetry, teaching, and math which won the jury prize for best solo performance at the 2001 Comedy Arts Festival.

**2014-2015 Northland C2 Committee**

<b>Co-Chairs</b>	<b>Lorrie Renaud (Mistassiniy School)</b> <b>Wesley Oginski (Director of HR)</b>
<b>ATA Representatives</b>	<b>Mark Burke (Northland ATA Local President)</b> <b>Shelly Hamelin (Hillview School Principal – on Professional Improvement Leave)</b> <b>Robert Molcak (Peerless Lake School)</b>
<b>Board Representative</b>	<b>Don Tessier (Associate Superintendent)</b>



# **NORTHLAND SCHOOL DIVISION JOINT C2 ACTION PLAN**

Outcome	Context	Goal	Strategy	Person Most Responsible	Others	Resources -		Timelines & Milestone Events
						Internal	External	
Staff Recognition and Appreciation	recognition of good news and accolades, awards, days-in-lieu	Increase Teacher Efficacy	(a) Teachers Convention event	(a) Quality of Worklife Committee; (b) Superintendent	NSD Leadership Team, Principals, Teachers	NSD net; Google; NSD Support staff		Feb 11 2015
Technology Implementation	frustration with server and email transition, support for educational use	Manage Teacher Workload	(a) "How to" Webinars on Archive (b) hire Ed Tech Supervisor or contract support; (c) Increase Tech Support Staffing (Help Desk & IT Field Tech); (d) IT Committee to ID tech in-service needs and staff competencies	(a, b & c) IT dept; (d) IT Committee	IT dept & committee	IT Dept	NRLC	(a, b) - ongoing
Jurisdiction Assessment Requirements	concern related to validity of PM Benchmark Fall reporting too early, frequency of reporting, ability to complete reporting without release	Manage Teacher Workload; Increase Teacher Efficacy	(a) Extend PM Assessment timelines to align with reporting periods; (b) More responsive Literacy PD; (c) Report Card review; (d) Determine alignment of PM Benchmarks with PATs	(a, b, d) Literacy Supervisor & Leads; (b) Assessment Committee	IT dept; Learning Services Team	Learning Services Team; IT; Literacy Leads	NRLC	(a) ongoing

Outcome	Context	Goal	Strategy	Person Most Responsible	Others	Resources - Internal	Resources - External	Timelines & Milestone Events
Community Engagement	desire for guidelines and expectations, concern of time commitment; clarification of what community engagement is/means	Manage Teacher Workload; Increase Teacher Efficacy	Work with ATA Local to deepen understanding of Community Engagement Model and NSD FNMI Action Plan to provide examples and types of activities to engage; (b) Further data collection with clarification with school leadership, LSBC, community & NSD leadership	C2 Committee; Principals	school leadership, LSBC, community & NSD leadership	Community, LSBC		(a, b, c) in development
Literacy Lead Expectations	Concern of time allocation & workload for mandated position; Clarification of expectations of role	Manage Teacher Workload	Determine what is working, where the struggles are and suggestions with improvement	Literacy Supervisor & Leads		Learning Services Team; IT; Literacy Leads		Nov-ongoing

Outcome	Context	Goal	Strategy	Person Most Responsible	Others	Resources - Internal	Resources - External	Timelines & Milestone Events
<u>Actions Underway</u> Forms	Length of forms; complexity; meaningfulness	Revisions being made to some forms	Revise selected forms and seek feedback	Associate Superintendent	Principals	Learning Services Team		ongoing
Principals as Landlords	Principals are on-site representatives of jurisdiction but conducting check-ins/outs and managing leases is extraordinary to role	Move to QWL Committee	Have QWL review and provide guidance as per collective agreement	Superintendent	QWL Committee	HR, Housing Manager		ongoing

<u>Parking Lot Items</u>								
School Professional Substitute Account	Concerns as to how incentive program works; confusion as to who/how applies							
Calendar	Loss of Local calendars and days-in-lieu; concern regarding scheduling PD, PLC and exam days							



## BOARD OF TRUSTEES

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** STAFF ABSENTEEISM DATA

**ORIGINATOR:** WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

### ***INFORMATION ITEM***

\*\*\*\*\*

The table below is a summary of staff absenteeism data for August 25<sup>th</sup> to December 31<sup>st</sup>, 2014.

NON-TEACHERS		Type of Leave	TEACHERS	
Days Taken	No. of people utilizing		Days Taken	No. of people utilizing
348.5	53	annual		
1	1	ATA business	36.5	18
		birth/adoption leave	2	1
97	30	compassionate leave	73	19
2	2	court	3	2
50	13	critical illness leave	23	7
229.5	83	family care leave	132	46
15.5	5	field trip	37.5	16
37.5	15	lieu time	18.5	7
3	2	meetings	61	22
15.5	6	other	2	2
218	87	personal leave	72.5	60
39.5	18	professional development	124.5	56
8	5	school business	68.5	33
1221.5	202	sick leave	833	166
9	1	WCB		
<b>2295.5</b>		<b>TOTAL DAYS</b>	<b>1487</b>	

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## **BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** NORTHLAND EMPLOYEE AND FAMILY ASSISTANCE PROGRAM

**ORIGINATOR:** WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

### ***INFORMATION ITEM***

\*\*\*\*\*

NSD has offered all staff access to additional support for psychological, life balance, health and career counselling through the Family Centre's Family Services Employee Assistance Program on a contract basis for the last several years. NSD has terminated its contract with the Family Centre and will begin a new service with the Alberta School Board Employee Benefit Plan February 1<sup>st</sup>, 2015.

ASEBP's new program is being provided by Homewood Health Inc.





**BOARD OF TRUSTEES**

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** NORTHLAND TEACHER CAREER FAIR DATES & RECRUITMENT

**ORIGINATOR:** WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

***INFORMATION ITEM***

\*\*\*\*\*

NSD, on average the past few years, hires 20-30 teachers and 4-6 principals/vice-principals. Most hiring occurs late in the school year as hiring postings are not posted until the division and school budgets are confirmed. Lately, the selection of qualified Canadian candidates has been dropping.

Northland needs to be proactive in its search for both certificated leadership and instructional staff, recognizing the search for instructional staff will be different from that for divisional leaders.

Part of recruitment is having recognition and understanding of who the Northland student is and what the benefits of working for Northland School Division are. NSD's HR Department will build recognition by actively participating in career fairs and pre-interview forums in Alberta & Saskatchewan. Identifying appropriate candidates as soon as possible is critical to successful staffing processes.

REPORT OF THE

DATE: 10/10/1910

NAME: J. H. HARRIS

LOCATION: NEW YORK

REMARKS: The following is a report of the

work done during the month of October, 1910.

The first part of the month was spent in

the study of the various papers and reports

received from the various departments.

The second part of the month was spent in

the study of the various papers and reports

received from the various departments.

The third part of the month was spent in

the study of the various papers and reports

received from the various departments.

The fourth part of the month was spent in

the study of the various papers and reports

received from the various departments.

The fifth part of the month was spent in

the study of the various papers and reports

received from the various departments.

**2014-2015 Career Fair Schedule:**

DATE	LOCATION	NORTHLAND REPRESENTATIVES
January 21, 2015	Werklund School of Education (University of Calgary)	Delores Pruden-Barrie, Shelly Hamelin, Wesley Oginski
January 26, 2015	Faculty of Education (University of Alberta)	Delores Pruden-Barrie, Shelly Hamelin, Wesley Oginski
January 28, 2015	Faculty of Education (University of Saskatchewan)	Delores Pruden-Barrie, Shelly Hamelin, Wesley Oginski, plus Carlene Gladue (J.F. Dion LSBC)
January 29, 2015	Teacher Education North (Grande Prairie Regional College)	Delores Pruden-Barrie, Shelly Hamelin, Wesley Oginski, plus Robin Guild (St. Theresa LSBC)





*Northland*  
School Division No. 61

## RECRUITMENT STRATEGY 2014-2015

Northland School Division No. 61 is an Alberta public education system whose population is primarily First Nations, Metis and Inuit (FNMI). The division requires certificated leaders and instructional staff who enable Indigenous Learning and support FNM Language and Culture to help lead education in its communities. Appropriate recruitment and assignment of division leaders and instructional staff is essential to providing high quality educational programs and services to the students of the division. As certificated staff will be working in diverse aboriginal communities it is also vital that potential employees have opportunities for engaging with local community perspectives and expectations within the process.

### Teacher Recruitment

Northland School Division needs to be proactive in its search for both certificated leadership and instructional staff. However, the search for instructional staff will be different from the search for divisional leaders. Teachers or instructional staff will be recruited from university faculties of education, with an emphasis on Western Canada and those that provide or are affiliated with Aboriginal Teacher Education Programs (ATEP). Northland will also advertise nationally for potential applicants from other universities and school boards.

Part of recruitment is having recognition and understanding of who the Northland student is and what the benefits of working for Northland School Division are. Building recognition and understanding requires Northland's Human Resource Department actively participate in career fairs and pre-interview forums when available. Even though the budget cycle is often out of synch with the prime recruitment time, identifying appropriate candidates as soon as possible is critical to successful staffing processes.

Northland School Division Human Resource Department will establish a Recruitment Team that includes the Directors of Human Resources and FNMI Education, with an FNMI principal. The team's activities will include the following:

- Attend faculty of education career fairs at Western Canada Universities, with a priority being placed on programs with affiliations with ATEP (January-February);
- Attend student forums at colleges and universities offering ATEP (January-March); and
- Participate in pre-interview forums to identify potential instructional candidates from education students in Western Canada to short-list for interviews in communities at a later date (January-March);
  - Recommend for a contract with the assignment to be determined later exceptional candidates who display a significant match and value to the needs and priorities of Northland School Division to the superintendent. These employees would be the first brought forward to local school interview committees for consideration when hiring begins in the spring; and

- Every year the board will establish a cap on the number of such contracts that can be offered.
- Work with ATEPs in Western Canada to develop awareness of Northland School Division (year round).

A representative of a Northland community will be invited to career fairs and ATEPs to provide a sample of the local context.

The Northland Recruitment Team will look to identify certificated teaching staff who demonstrate relevant:

- Academic preparation, including overall achievement and program content.
- Coursework in second language learning, indigenous education, experiential learning, inclusive instruction and individual differences.
- Competency in the Alberta Teacher Quality Standard, including classroom routines and management, teacher/student/parent relations, and lesson development and delivery.
- Experience with indigenous language and cultural settings. Qualified indigenous and/or local applicants shall be considered for employment equity.
- Overall suitability based on areas of expertise and personal background including philosophy of education, extracurricular and community interests.

#### Principal Recruitment:

Principal recruitment is much different than teacher recruitment. There is no ready source of new principals like there is of new teachers. School boards look to identify established successful leaders looking for a change or potential new principals with successful teaching experience looking for a move to a leadership position.

Northland is also looking for instructional leaders who have successful experience in Aboriginal and rural communities, school-based leadership, can build on the current strengths of the school, and can work towards improvement of literacy and language improvement through common Division goals and initiatives. Qualifications will include:

- Experience with and a passion for promoting educational success for Aboriginal learners, especially in their indigenous language and culture. Fluency in the language would be an asset.
- Focus on improving student success in achievement, literacy, numeracy and Aboriginal languages and culture.
- Ability to work closely with the community to build relationships in order to create a positive, inviting school environment that is integrated into the life of the community.
- Able to actively seek local partnerships to create innovative program opportunities to engage and challenge students and promote a sense of pride and accomplishment.
- Strong instructional leader who will work with staff to ensure that students have high quality learning experiences.
- Leads by example and is active in the life of the community.

- Has a minimum of 5 successful years of teaching experience. Completion of or progress towards a post-graduate program in Education Administration or equivalent will be an asset.

Northland leaders will hold as priority, improved student achievement, literacy, attendance, and professional development and training opportunities for all staff.

Recruitment will involve advertising regionally and nationally. The Northland Recruitment Team will pre-interview candidates who display a significant number of the identified qualifications desirable in a principal in the division. These pre-interviews is intended to create a pool of candidates every year that local school board interview committees can draw upon to interview for local leadership positions.





# **BOARD OF TRUSTEES**

P. 361

**COLIN KELLY**  
**TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** CTS BLAST TRAILER INFORMATION

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**ORIGINATOR:** DON TESSIER, ASSOCIATE SUPERINTENDENT

<b>INFORMATION</b>
Northland would like to include a version of BLAST (Busy Learning and Serving Together) into the high school programming at Northland. Attached is information received from Fort Vermilion School Division outlining the requirements needed for this to happen.

\*\*\*\*\*

THE BOARD OF TRUSTEES

OF THE CITY OF NEW YORK

IN SENATE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDING DECEMBER 31, 1900

ALBANY: J. B. LIPPINCOTT & CO., 1901.

THE BOARD OF TRUSTEES OF THE CITY OF NEW YORK, created by Chapter 109 of the Laws of 1898, Chapter 109 of the Laws of 1899, and Chapter 109 of the Laws of 1900, has the honor to submit herewith its report for the year ending December 31, 1900. The Board has the pleasure to announce that during the year it has been able to complete the work assigned to it by the Legislature, and to make such progress as to enable it to submit this report. The Board has the honor to acknowledge the assistance and cooperation of the various departments of the City of New York, and the assistance of the various boards and commissions created by the Legislature, in the performance of its duties. The Board has the honor to acknowledge the assistance and cooperation of the various departments of the City of New York, and the assistance of the various boards and commissions created by the Legislature, in the performance of its duties.

# BLAST

Building Learning and Serving Together

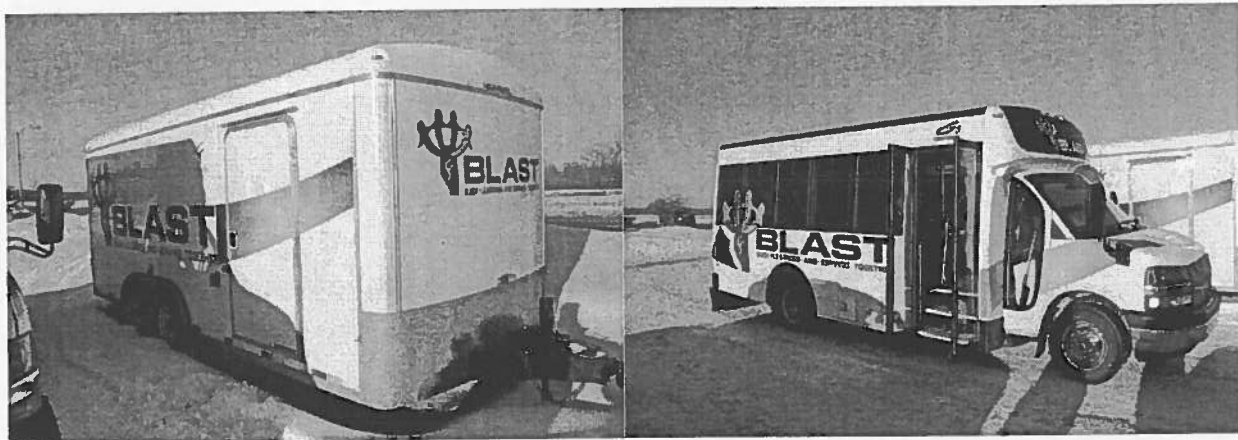
Info from FVSD,  
Requirements for NSD to put a version of BLAST  
Into operation

1) BLAST (Busy Learning and Serving Together) Trailer FVSD

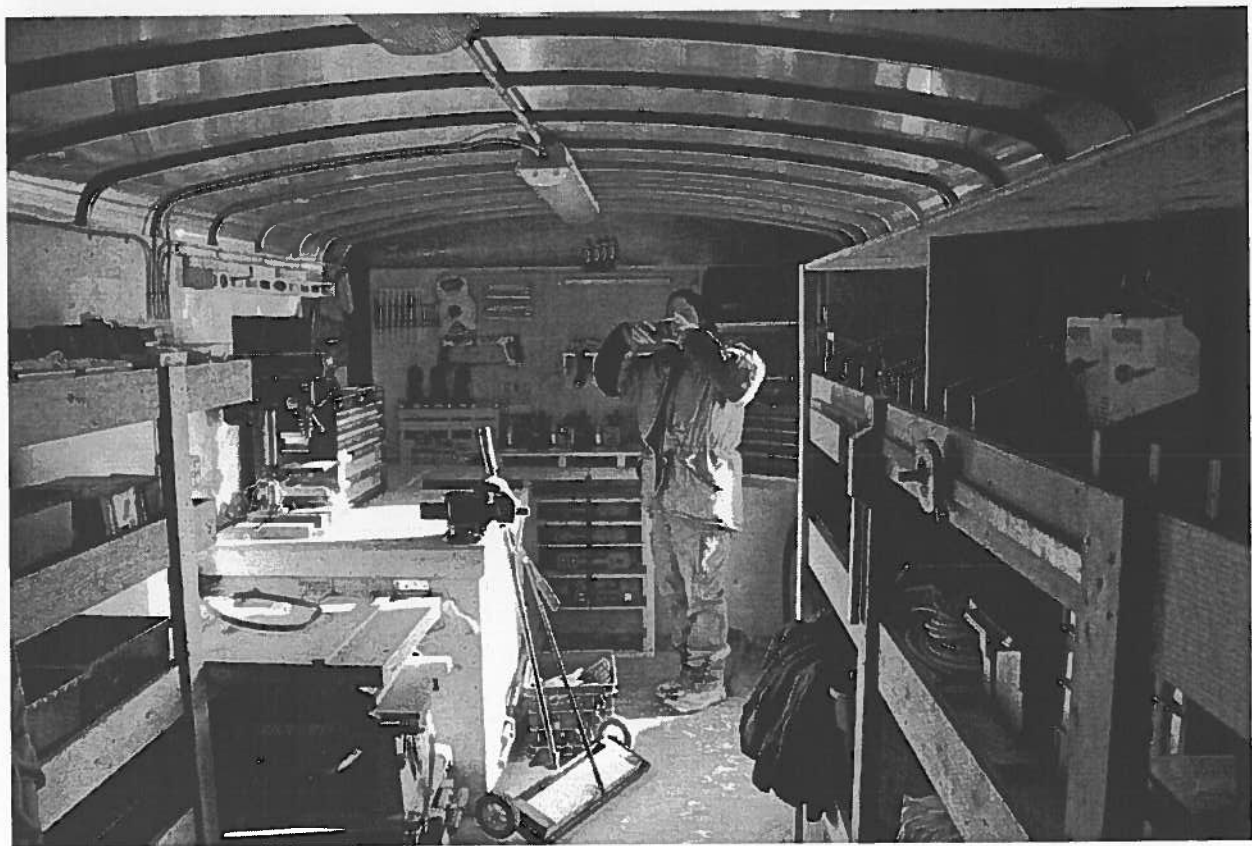
And possibilities of how to

Transfer this type of CTS Programming to NSD

Exterior of Trailer and mini-bus for student pickup/tow vehicle



Interior of BLAST trailer



What it takes to provide a BLAST like CTS opportunity for students.

- 1) Teacher/tradesperson with appropriate **professional, academic, trade ticket, planning and people skills.**  
 -This person will have a willingness to move by the semester, year or project.  
 -It would be advantageous to have a bus driving license, class 2 with School Bus endorsement recommended. A class 4 license is acceptable for buses 24 passengers or smaller. A license higher than class 5 would be valuable for field trips, picking up students for projects and so on.  
 (There is also the possibility of a trade person with the above qualifications having a teacher sign off the course work.)
- 2) A list/pool of trade people that are willing to come in for a few billable hours at a time to oversee their particular trade's portion of a project.
- 3) Good planning and ready access to supplies from a lumberyard or hardware to allow the projects to move forward.
- 4) Budget/sponsor to get gear in place and cover program and material costs for a small class size. These costs would need to be covered for several years until the program can begin to save NSD money.

The purchasing and equipping of a BLAST type trailer and tow unit is very doable.

- 5) The trailer is set up to store tools, equipment and basic hardware needed on the worksite. There is also the ability to haul some supplies. The capacity to do some small projects inside exists, but space would be limited for more than a couple people. The intent is much like that of what many contractors use similar trailers for in their business, weatherproof and safe storage of equipment and supplies.
- 6) The tow unit can be very basic or set up as a high tech classroom.

\*\*\*Hiring the right person to lead the program will require careful dialogue, thought and attention to detail. The person leading a BLAST type program should be chosen first and then have input in the development of the program and procurement of vehicle, trailer and equipment.

Budget	Year 1	Year 2	Year 3
Teacher/Tradesperson	150 000	153 500	157 000
Travel and Subsistence	30 000	31 000	32 000
Bus/towing unit	120 000	30 000	30 000
Trailer	15 000	2 000	2 000
Tools and Equipment	20 000	4 000	4 000
Sub Total	335 000	220 500	225 000
<i>Less Cenovus \$</i>	<i>- 35 000</i>	<i>- 6 000</i>	
<b>Total</b>	<b>\$300 000</b>	<b>\$214 500</b>	<b>\$225 000</b>

Notes: Over a three-year period, the budget for a mobile BLAST-Type program will require an infusion of over seven hundred thousand dollars less monies generated from work projects and high school credits earned.

**Additional Information from FVSD** (mikem@fvsd.ab.ca)

Student numbers – FVSD has 12 – 15 students in the BLAST program every 10 weeks

Credits earned at present are 250 – 300 per year, about 4 or 5 credits per student. FVSD thinks that their credits earned will increase with implementation of High School Redesign. We might not have as high credit earned averages to begin with.

Cost recovery – FVSD does not have a program sponsor but bills out the work at \$3500 a week. Bidding on projects mostly for the school division. Currently they are generating \$140 000 per year in revenue this way. This income covers the salary, transportation and supplies specific to BLAST program but not the project materials. Their total cost several years ago to get bus, trailer and tools in place was \$125 000. Our distances are greater so teacher would not be able to live at 'home' most of the time. Also logistics for materials, supplies and tradesperson overlap would be more complex and costly for NSD geography vs FVSD.

FVSD is open to and welcomes further questions. They are willing to work with us and our teacher once we have one in place





## **BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** LIST OF ACRONYMS

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That the Board of Trustees receive as information a list of acronyms, as attached.

\*\*\*\*\*

# REPORT OF THE

COMMISSIONER OF THE

LAND OFFICE

IN RESPONSE TO

RESOLUTION NO. 10, PASSED BY THE

LEGISLATURE, JANUARY 19, 1901

AND THE REPORT OF THE

COMMISSIONER OF THE LAND OFFICE

FOR THE YEAR 1901

ALBANY, N. Y., 1902

WILLIAM W. BROWN, COMMISSIONER

OF THE LAND OFFICE

ALBANY, N. Y., 1902

WILLIAM W. BROWN, COMMISSIONER

OF THE LAND OFFICE

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OF THE LAND OFFICE

ALBANY, N. Y., 1902

WILLIAM W. BROWN, COMMISSIONER



# **NORTHLAND SCHOOL DIVISION NO. 61** **ACRONYMS**

**P. 371**

AANDC	Aboriginal Affairs and Northern Development Canada	
ACV	Aboriginal Content Validation	
AI	Alberta Infrastructure	
AISI	Alberta Initiative for School Improvement	
ARCQE	Alberta Research Consortium for Quality Education	
AERR	Annual Education Results Report	
AOTC	Assembly of Treaty Chiefs	
ASBA	Alberta School Boards Association	
ASEBP	Alberta School Employee Benefit Plan	
	EAS	Experience Adjustment System
	EDB	Extended Disability Benefits
	EDB-NS	EDB Non-Surcharge Pool
	EDB-S	EDB Surcharge Pool
	RITE	Retirement Incentive for Teachers and Employees
ASBOA	Association of School Business Officials of Alberta	
ASETS	Aboriginal Strategies Employment Training Services	
ATA	Alberta Teachers Association	
ATC	Athabasca Tribal Council	
CASS	College of Alberta School Superintendents	
CCES	Conklin Community Enhancing Society	
CEFPI	Council of Facility Planners International	
CEP	Community Enhancement Program	
CEU	Credit Enrollment Unit	
CTS	Career and Technology Strand	
DDC	Direct Digital Control (Computerized heating and air handling controls)	
DLT	Division Leadership Team	
ERP	Enterprises Resource Planning Software	
EYE	Early Years Evaluation	
FMT	Finance Maintenance Transportation	
FNMI	First Nation Métis & Inuit	
HVAC	Heating Ventilation & Air Conditioning (Air Handling Units)	

PMR 72	Infrastructure Maintenance Renewal Program
IT	Information Technology
KCEC	Kapaskwatinak Cultural Educational Centre
KKP	Kweskipta Kipimatsowin Program
KTC	Kee Tas Kee Now Tribal Council
LSBC	Local School Board Committee
MD	Municipal District
NLC	Northern Lakes College
NSD	Northland School Division No. 61
OH & S	Occupational Health and Safety
OPK	Oski Pasikoniwew Kamik
OSLI	Oil Sands Leadership Initiative
PASI	Provincial Approach to Student Information
PAT	Provincial Achievement Tests
PMR	Principal Monthly Report
PO&M	Plant Operations & Maintenance (Costs or revenues related to facility maintenance)
PSBA	Public School Boards Association
PTR	Pupil Teacher Ratio
PUF	Program Unit Funding
RAP	Registered Apprenticeship Program
RFP	Request for Proposal
RFQ	Request for Qualifications
RTU	Roof Top Unit
SCCM	System Center Configuration Manager
SLA	Student Learning Assessments
SWALE	Shallow-sided, sloped channels intended for the conveyance of surface runoff towards the nearest street, lane, or ditch
TLE	Treaty Land Entitlement
WWAH	When We Are Healthy
YAP	Youth Apprenticeship Program

## **BOARD OF TRUSTEES**

**COLIN KELLY  
TRUSTEE OF THE BOARD**

**DATE: JANUARY 30, 2015**

**PRESENTED BY:** DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUBJECT:** PAYMENT OF ACCOUNTS

---

**ORIGINATOR** TRUDY RASMUSON, SECRETARY-TREASURER

<b>INFORMATION ITEM</b>
Attached is a list of accounts approved for payment in accordance with Board Motion 11329/82 and 11515/82 – 11517/82 inclusive.

\*\*\*\*\*

**Pay Period:** November 14, 2014 – January 23, 2015

## REPORT OF THE

COMMISSIONER OF THE

LAND OFFICE

IN RESPONSE TO A RESOLUTION OF THE

LEGISLATIVE ASSEMBLY

PASSED ON THE 14TH DAY OF MAY 1906

IN RELATION TO THE

LANDS BELONGING TO THE GOVERNMENT OF THE  
NORTH-WEST TERRITORY  
AND THE LANDS BELONGING TO THE  
INDIAN RESERVES

PRESENTED TO THE LEGISLATIVE ASSEMBLY  
ON THE 14TH DAY OF MAY 1906

BY

THE COMMISSIONER OF THE

## N O R T H L A N D   S C H O O L   D I V I S I O N

DATE 23-Jan-2015 01:52 PM

## SUMMARY - ISSUED CHEQUE REPORT

PAGE 1

START DATE: 14-Nov-2014 TO END DATE: 23-Jan-2015

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
-----						
COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 14-Nov-2014 AND 23-Jan-2015						
0077000001	0001	0000293370	868	ABORIGINAL MULTI-MEDIA SOCIETY	14-Nov-14	630.00
0077000002	0001	0000293371	8663	AIR LIQUIDE CANADA INC	14-Nov-14	567.00
0077000003	0001	0000293372	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	14-Nov-14	67.88
0077000004	0001	0000293373	8507	ALTAGAS UTILITIES INC	14-Nov-14	153.29
0077000005	0001	0000293374	7524	ASSOCIATED ENGINEERING ALBERTA LTD.	14-Nov-14	2,310.00
0077000006	0001	0000293375	8059	BERGER, CARLA	14-Nov-14	67.50
0077000007	0001	0000293376	5785	CARTRIDGE SOLUTIONS	14-Nov-14	263.85
0077000008	0001	0000293377	7078	CHRISTENSEN, NICKY	14-Nov-14	174.42
0077000009	0001	0000293378	5287	DIRECT ENERGY REGULATED SERVICES	14-Nov-14	251.31
0077000010	0001	0000293379	693	FRESON BROS. (HP)	14-Nov-14	230.00
0077000011	0001	0000293380	10040	GFL ENVIRONMENTAL SOLID WASTE INC	14-Nov-14	100.29
0077000012	0001	0000293381	699	GREYHOUND COURIER EXPRESS	14-Nov-14	44.88
0077000013	0001	0000293382	3100	GUILD, ROBIN	14-Nov-14	662.42
0077000014	0001	0000293383	3179	HIGGINSON, SHARON	14-Nov-14	59.75
0077000015	0001	0000293384	5517	JULIAN PACKER	14-Nov-14	7,500.00
0077000016	0001	0000293385	7731	L'HIRONDELLE, DALLAS	14-Nov-14	102.00
0077000017	0001	0000293386	10134	L'HIRONDELLE, SHIRLEY-ANN	14-Nov-14	700.00
0077000018	0001	0000293387	1846	LADEROUTE, DALE	14-Nov-14	52.02
0077000019	0001	0000293388	3354	LADEROUTE, JOYCE	14-Nov-14	99.14
0077000020	0001	0000293389	5741	LEARNING NETWORK EDUCATIONAL SERVICES	14-Nov-14	300.00
0077000021	0001	0000293390	425	MACDOUGALL, SUSAN	14-Nov-14	200.00
0077000022	0001	0000293391	16	MARSHALL AUTOMOTIVE (P.R.) LTD.	14-Nov-14	474.05
0077000023	0001	0000293392	3431	MCBAIN CAMERA	14-Nov-14	620.71
0077000024	0001	0000293393	2441	NATIVE REFLECTIONS	14-Nov-14	415.36
0077000025	0001	0000293394	1814	NORALTA REWIND	14-Nov-14	1,800.07
0077000026	0001	0000293395	10180	PEACE FIRE EXTINGUISHER & SAFETY LTD	14-Nov-14	943.43
0077000027	0001	0000293396	1471	PEACE RIVER FORD SALES INC	14-Nov-14	179.86
0077000028	0001	0000293397	2378	PEARSON CANADA INC T46254	14-Nov-14	141.53
0077000029	0001	0000293398	249	PRAIRIE RIVER GAS CO-OP	14-Nov-14	15.75
0077000030	0001	0000293399	1403	PUROLATOR COURIER LTD.	14-Nov-14	12.86
0077000031	0001	0000293400	349	RECEIVER GENERAL FOR CANADA	14-Nov-14	112,420.00
0077000032	0001	0000293401	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	14-Nov-14	848.50
0077000033	0001	0000293402	10005	RICOH CANADA INC	14-Nov-14	1,973.56
0077000034	0001	0000293403	8994	SEA-CAN CONTAINERS (1989) LTD.	14-Nov-14	803.25
0077000035	0001	0000293404	8	TELUS COMMUNICATIONS INCORPORATED	14-Nov-14	164.93
0077000036	0001	0000293405	8039	THE NORTHERN STORES FINANCIAL SERVICES	14-Nov-14	2,449.62
0077000037	0001	0000293406	1843	WABASCA HOME HARDWARE	14-Nov-14	130.40
0077000038	0001	0000293407	3808	WHITEHEAD, SHIRLEY	14-Nov-14	341.10
0077ET0001	0001	*****	10163	ARCTIC BUILDERS	14-Nov-14	5,558.33
0077ET0002	0001	*****	10114	AUGER, SAMANTHA	14-Nov-14	700.00
0077ET0003	0001	*****	8471	BEAUVAIS, MELISA	14-Nov-14	170.00
0077ET0004	0001	*****	10087	BEST, ROSALIND	14-Nov-14	79.56
0077ET0005	0001	*****	1715	BIGSTONE CREE NATION EDUCATION AUTHORITY	14-Nov-14	29,120.52
0077ET0006	0001	*****	9549	GAGNON, PRISCILLA	14-Nov-14	702.08
0077ET0007	0001	*****	9314	HARFORD, BREANNA L	14-Nov-14	433.78
0077ET0008	0001	*****	EM14547	HERMAN, FAYTH	14-Nov-14	46.92
0077ET0009	0001	*****	EM10814	HORON, RICK	14-Nov-14	846.44
0077ET0010	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	14-Nov-14	1,450.00
0077ET0011	0001	*****	2301	JACKNIFE, MAUREEN	14-Nov-14	179.52

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0077ET0012	0001	*****	8071	KOKORA, KOFFI	14-Nov-14	415.00
0077ET0013	0001	*****	443	LADEROUTE, BARBARA MS.	14-Nov-14	150.66
0077ET0014	0001	*****	10152	LADEROUTE, DAPHNE	14-Nov-14	700.00
0077ET0015	0001	*****	EM10237	LANDRY, JAMIE MR	14-Nov-14	415.46
0077ET0016	0001	*****	9300	MACLEAN, SHELLEY	14-Nov-14	56.14
0077ET0017	0001	*****	10099	MCRAE, JENNIFER	14-Nov-14	18.02
0077ET0018	0001	*****	3794	PAHLKE, GORDON & LINDA	14-Nov-14	791.68
0077ET0019	0001	*****	551	PARKER, BRYAN	14-Nov-14	220.00
0077ET0020	0001	*****	EM11200	PARKER, RAY	14-Nov-14	560.00
0077ET0021	0001	*****	7345	RENAUD, LORRIE	14-Nov-14	234.19
0077ET0022	0001	*****	7245	SINOTTE, RONNIE	14-Nov-14	135.00
0077ET0023	0001	*****	EM18289	SOURAY, SHANNON	14-Nov-14	174.42
0077ET0024	0001	*****	EM18233	STEPANIUK, ROBERT D	14-Nov-14	1,111.53
0077ET0025	0001	*****	8378	SUN MEDIA	14-Nov-14	1,375.08
0077ET0026	0001	*****	EM15212	TENGER, KARLI	14-Nov-14	762.29
0077ET0027	0001	*****	9003	TWEEDLE, JENNIFER	14-Nov-14	1,633.38
0077ET0028	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	14-Nov-14	280.35
0077ET0029	0001	*****	EM10066	WOODFINE, BERNARD	14-Nov-14	504.10
0078000001	0001	0000293408	402	CANADA BREAD WEST (MCGAVINS) #4065	20-Nov-14	532.15
0078000002	0001	0000293409	6425	FRESON BROS MANNING	20-Nov-14	19.23
0078000003	0001	0000293410	5977	HIGH COUNTRY REFRIGERATION	20-Nov-14	2,050.65
0078000004	0001	0000293411	10142	MAGGIE'S CATERING	20-Nov-14	160.00
0078000005	0001	0000293412	347	MCMURRAY AVIATION	20-Nov-14	256.41
0078000006	0001	0000293413	5202	MICHEL'S SUPER A FOODS	20-Nov-14	81.98
0078000007	0001	0000293414	319	RUSSELL FOOD EQUIPMENT	20-Nov-14	230.46
0078000008	0001	0000293415	570	WAWANESA LIFE	20-Nov-14	254.46
0078ET0001	0001	*****	8744	GFS PRAIRIES INC	20-Nov-14	23,767.97
0078ET0002	0001	*****	6081	STAN'S EAGLE'S NEST	20-Nov-14	300.00
0078ET0003	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	20-Nov-14	12,305.03
0078ET0004	0001	*****	7099	THUNDER, JULIE	20-Nov-14	26.24
0079000001	0001	0000293416	5004	1176976 ALBERTA LTD.	20-Nov-14	31.50
0079000002	0001	0000293417	6907	ACCORD ANSWERING SERVICE	20-Nov-14	315.00
0079000003	0001	0000293418	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	20-Nov-14	481.73
0079000004	0001	0000293419	1149	ALOOK, MARIE	20-Nov-14	253.00
0079000005	0001	0000293420	8507	ALTAGAS UTILITIES INC	20-Nov-14	7,218.56
0079000006	0001	0000293421	6333	ANDERSON, FLORA	20-Nov-14	100.00
0079000007	0001	0000293422	8015	ANDREWS, MADELINE	20-Nov-14	37.00
0079000008	0001	0000293423	244	ATCO ELECTRIC LTD.	20-Nov-14	60.18
0079000009	0001	0000293424	927	AUGER, MAGGIE	20-Nov-14	232.00
0079000010	0001	0000293425	EM18317	AUGER, RAYMOND MARVIN	20-Nov-14	37.34
0079000011	0001	0000293426	3789	AUGER, SHELLEY	20-Nov-14	253.00
0079000012	0001	0000293427	1115	BELCOURT, GORDON	20-Nov-14	241.25
0079000013	0001	0000293428	8876	BELL CANADA	20-Nov-14	77.18
0079000014	0001	0000293429	7868	BIGSTONE, ANGELA	20-Nov-14	756.94
0079000015	0001	0000293430	9404	BISSELL, THOMAS	20-Nov-14	241.25
0079000016	0001	0000293431	6979	BLACK, TINA	20-Nov-14	241.25
0079000017	0001	0000293432	4461	BOSKOYOUS, SANDRA	20-Nov-14	253.00
0079000018	0001	0000293433	10184	BROCHU, CAROLE	20-Nov-14	330.00
0079000019	0001	0000293434	346	CANADA WIDE	20-Nov-14	272.08
0079000020	0001	0000293435	4489	CARDINAL, HEATHER	20-Nov-14	241.25
0079000021	0001	0000293436	8429	CARDINAL, LOUIE AUGUST	20-Nov-14	883.52
0079000022	0001	0000293437	8087	CARDINAL, SOPHIE	20-Nov-14	25.00

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0079000023	0001	0000293438	831	CARLSON, VIOLET	20-Nov-14	253.00
0079000024	0001	0000293439	1394	CHRISTIAN, DORIS	20-Nov-14	37.00
0079000025	0001	0000293440	1949	COURTOREILLE, CLAUDIA	20-Nov-14	533.20
0079000026	0001	0000293441	6976	COURTOREILLE, KIM	20-Nov-14	1,040.60
0079000027	0001	0000293442	10041	COYOTE VAC SERVICES INC	20-Nov-14	640.00
0079000028	0001	0000293443	3438	CRYSTAL CLEAR WATER SALES	20-Nov-14	102.00
0079000029	0001	0000293444	8404	CUNNINGHAM, BRAD	20-Nov-14	241.25
0079000030	0001	0000293445	4217	CUNNINGHAM, DAVIS	20-Nov-14	241.25
0079000031	0001	0000293446	6419	CUNNINGHAM, DON	20-Nov-14	241.25
0079000032	0001	0000293447	6219	D'LUGOS, JOANNE	20-Nov-14	103.73
0079000033	0001	0000293448	5287	DIRECT ENERGY REGULATED SERVICES	20-Nov-14	1,672.35
0079000034	0001	0000293449	18	EDMONTON PUBLIC SCHOOLS	20-Nov-14	2,160.85
0079000035	0001	0000293450	9425	FISCHER, MICHAEL	20-Nov-14	241.25
0079000036	0001	0000293451	10158	FLEETCOR CANADA MASTERCARD	20-Nov-14	129.50
0079000037	0001	0000293452	529	FRESON BROS.	20-Nov-14	28.08
0079000038	0001	0000293453	9395	GAUCHIER, GREG	20-Nov-14	253.00
0079000039	0001	0000293454	5546	GAUCHIER, LEEANN	20-Nov-14	253.00
0079000040	0001	0000293455	1645	GAUDET, JILL	20-Nov-14	562.36
0079000041	0001	0000293456	10040	GFL ENVIRONMENTAL SOLID WASTE INC	20-Nov-14	346.32
0079000042	0001	0000293457	2139	GIFT LAKE DEVELOPMENT CORPORATIION	20-Nov-14	1,653.61
0079000043	0001	0000293458	8418	GLADUE, CARLENE	20-Nov-14	253.00
0079000044	0001	0000293459	1077	GLADUE, DWIGHT G.	20-Nov-14	253.00
0079000045	0001	0000293460	1511	GLADUE, GAYLE	20-Nov-14	17.50
0079000046	0001	0000293461	9140	GLADUE, TYLER	20-Nov-14	241.25
0079000047	0001	0000293462	10012	GOVERNMENT OF ALBERTA	20-Nov-14	8,947.80
0079000048	0001	0000293463	1093	GREYEVES, KAREN	20-Nov-14	241.25
0079000049	0001	0000293464	3100	GUILD, ROBIN	20-Nov-14	1,040.60
0079000050	0001	0000293465	8436	GULLION, ROBERT	20-Nov-14	241.25
0079000051	0001	0000293466	3811	HAGGERTY, JOAN	20-Nov-14	253.00
0079000052	0001	0000293467	8414	HARTE, SHELLY LYNN	20-Nov-14	241.25
0079000053	0001	0000293468	1660	HIGH PRAIRIE SCHOOL DIVISION #48	20-Nov-14	825.00
0079000054	0001	0000293469	105	HOULE, WILLIAM	20-Nov-14	241.25
0079000055	0001	0000293470	9426	HOUSE, DUSTIN	20-Nov-14	241.25
0079000056	0001	0000293471	10185	JANVIER, GREGORY	20-Nov-14	142.80
0079000057	0001	0000293472	6994	JUNKIN, JEFF	20-Nov-14	253.00
0079000058	0001	0000293473	1426	KNOWBUDDY MARKETING	20-Nov-14	606.44
0079000059	0001	0000293474	9120	KOOTENAY PUMPING SYSTEMS (1985) LTD	20-Nov-14	693.53
0079000060	0001	0000293475	5826	L&P DISPOSALS	20-Nov-14	968.84
0079000061	0001	0000293476	4602	L'HIRONDELLE, KAREN	20-Nov-14 CANCEL 10-Dec-14	241.25
0079000062	0001	0000293477	5441	LABOUCAN, BRYAN	20-Nov-14	241.25
0079000063	0001	0000293478	4665	LABOUCAN, NELSON	20-Nov-14	100.00
0079000064	0001	0000293479	8424	LABOUCAN, TROY	20-Nov-14	241.25
0079000065	0001	0000293480	2375	LABOUCANE, LILLIAN	20-Nov-14	280.00
0079000066	0001	0000293481	8122	LAC LA BICHE COUNTY	20-Nov-14	17.15
0079000067	0001	0000293482	1846	LADEROUTE, DALE	20-Nov-14 CANCEL 06-Jan-15	241.25
0079000068	0001	0000293483	10059	LADEROUTE, HELEN	20-Nov-14	100.00
0079000069	0001	0000293484	9438	LEFFERSON, DANIELLE	20-Nov-14	76.80
0079000070	0001	0000293485	9398	LINDSAY, KRISTEN	20-Nov-14	241.25
0079000071	0001	0000293486	9215	MARTIN, JOSCELYN	20-Nov-14	476.00
0079000072	0001	0000293487	3503	MATRIX VIDEO COMMUNICATIONS CORP	20-Nov-14	78.75
0079000073	0001	0000293488	9184	MAX MECHANICAL	20-Nov-14	4,797.58
0079000074	0001	0000293489	336	MCDONALD, JANET	20-Nov-14	253.00
0079000075	0001	0000293490	1948	MIKISEW TECHNICAL SERVICES	20-Nov-14	692.95

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0079000076	0001	0000293491	9428	MOSURE, DELORES	20-Nov-14	253.00
0079000077	0001	0000293492	656	MUNICIPAL DISTRICT OF OPPORTUNITY #17	20-Nov-14	4,291.12
0079000078	0001	0000293493	9344	NEW WATER LTD.	20-Nov-14	1,581.00
0079000079	0001	0000293494	8443	NOKOHOO, MARTHA	20-Nov-14	253.00
0079000080	0001	0000293495	341	NOOSKEY, RETA	20-Nov-14	150.00
0079000081	0001	0000293496	248	NORTH PEACE GAS CO-OP	20-Nov-14	1,274.57
0079000082	0001	0000293497	2532	NOSKIYE, LAUREL	20-Nov-14	241.25
0079000083	0001	0000293498	8628	NOSKIYE, MARCEL	20-Nov-14	241.25
0079000084	0001	0000293499	3877	NOVAK, LINDA AGNES	20-Nov-14	130.00
0079000085	0001	0000293500	1076	OMINAYAK, LARRY ANGUS	20-Nov-14	241.25
0079000086	0001	0000293501	8423	OMOTH, KATHY	20-Nov-14	253.00
0079000087	0001	0000293502	1471	PEACE RIVER FORD SALES INC	20-Nov-14	136.40
0079000088	0001	0000293503	2378	PEARSON CANADA INC T46254	20-Nov-14	4,882.27
0079000089	0001	0000293504	8374	PEAVINE INN & SUITES	20-Nov-14	1,449.70
0079000090	0001	0000293505	9411	PEDERSON, JEN	20-Nov-14	131.04
0079000091	0001	0000293506	9429	PICHE, LEISHA	20-Nov-14	241.25
0079000092	0001	0000293507	9272	POSITIVE BEHAVIOR SUPPORT, INC	20-Nov-14	1,978.29
0079000093	0001	0000293508	249	PRAIRIE RIVER GAS CO-OP	20-Nov-14	3,884.25
0079000094	0001	0000293509	7057	PRATT, JOANNE	20-Nov-14	225.10
0079000095	0001	0000293510	3790	PRINZ, VICTOR	20-Nov-14	241.25
0079000096	0001	0000293511	8422	PROCHINSKY, WALLACE V.	20-Nov-14	241.25
0079000097	0001	0000293512	2395	QUINTAL, KATHRYN	20-Nov-14	241.25
0079000098	0001	0000293513	650	QUINTAL, MARGARET A.	20-Nov-14 CANCEL 21-Nov-14	1,338.41
0079000099	0001	0000293514	8438	RATHBONE, ANTHONY	20-Nov-14	241.25
0079000100	0001	0000293515	4587	RECOVERY AUTOMOTIVE	20-Nov-14	709.76
0079000101	0001	0000293516	2409	RIMAR HOLDINGS LTD	20-Nov-14	141.02
0079000102	0001	0000293517	74	SCHOLASTIC CANADA LIMITED	20-Nov-14	1,883.87
0079000103	0001	0000293518	6054	SCHOOL SPECIALTY CANADA	20-Nov-14	809.00
0079000104	0001	0000293519	10183	SEESSEQUON, DAWN	20-Nov-14	312.50
0079000105	0001	0000293520	1017	SHAW, KENNETH RUSSELL	20-Nov-14	836.60
0079000106	0001	0000293521	6692	SILVERTIP ENTERPRISE LTD.	20-Nov-14	5,569.72
0079000107	0001	0000293522	9079	SLAVE LAKE INN AND CONFERENCE CENTRE	20-Nov-14	357.31
0079000108	0001	0000293523	805	SMITH, TAMMY	20-Nov-14	165.53
0079000109	0001	0000293524	10149	SOFTCHOICE LP	20-Nov-14	4,456.20
0079000110	0001	0000293525	985	ST. JOSEPH CATHOLIC HIGH SCHOOL	20-Nov-14	695.00
0079000111	0001	0000293526	2325	STAPLES #145	20-Nov-14	3,586.97
0079000112	0001	0000293527	3143	SUPREME OFFICE PRODUCTS LTD	20-Nov-14	217.79
0079000113	0001	0000293528	8	TELUS COMMUNICATIONS INCORPORATED	20-Nov-14	134.20
0079000114	0001	0000293529	2809	THE FEVER	20-Nov-14	299.25
0079000115	0001	0000293530	7734	THE LUBE SHOP	20-Nov-14	58.46
0079000116	0001	0000293531	8039	THE NORTHERN STORES FINANCIAL SERVICES	20-Nov-14	245.96
0079000117	0001	0000293532	10174	THOMPSON, ASHLEY	20-Nov-14	700.00
0079000118	0001	0000293533	634	UFA CO-OPERATIVE LIMITED	20-Nov-14	129.67
0079000119	0001	0000293534	10181	VALUE DRUG MART ASSOCIATES LTD	20-Nov-14	1,058.33
0079000120	0001	0000293535	9431	WALKER, VICTORIA	20-Nov-14	241.25
0079000121	0001	0000293536	8301	WALTER-DESJARLAIS, RHONDA	20-Nov-14	241.25
0079000122	0001	0000293537	267	WATSON, JOHN	20-Nov-14	165.00
0079000123	0001	0000293538	10182	WHITEHEAD, JEANETTE	20-Nov-14	100.00
0079000124	0001	0000293539	26	WINTERGREEN LEARNING MATERIALS	20-Nov-14	567.29
0079000125	0001	0000293540	79	XEROX CANADA LTD.	20-Nov-14	1,108.49
0079000126	0001	0000293541	9392	YUCK, JASON	20-Nov-14	253.00
0079ET0001	0001	*****	9541	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	20-Nov-14	1,260.00

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0079ET0002	0001	*****	3765	ALOOK, CORINNE	20-Nov-14	120.00
0079ET0003	0001	*****	7139	ATKINSON, STACEY	20-Nov-14	241.25
0079ET0004	0001	*****	62	AUGER, RITA	20-Nov-14	37.00
0079ET0005	0001	*****	10107	BILYEA, JACKIE	20-Nov-14	37.00
0079ET0006	0001	*****	9278	CARDINAL, GLORIA	20-Nov-14	230.40
0079ET0007	0001	*****	3689	CARDINAL, INIER	20-Nov-14	1,000.00
0079ET0008	0001	*****	4462	CARDINAL, PAMELA	20-Nov-14 CANCEL 25-Nov-14	260.00
0079ET0009	0001	*****	4597	CARDINAL, RAYMOND	20-Nov-14	400.00
0079ET0010	0001	*****	6969	CDW CANADA INC.	20-Nov-14	869.78
0079ET0011	0001	*****	8889	COOK, TERRY LYNN	20-Nov-14	425.00
0079ET0012	0001	*****	602	DANIELS, JOAN	20-Nov-14	253.00
0079ET0013	0001	*****	EM18295	DERAPS, MICHAEL	20-Nov-14	1,043.10
0079ET0014	0001	*****	6273	ENMAX CORPORATION (NEW)	20-Nov-14	68,187.59
0079ET0015	0001	*****	9303	ETHIER, SEAN	20-Nov-14	34.52
0079ET0016	0001	*****	10092	FAFARD, MARIO	20-Nov-14	29.99
0079ET0017	0001	*****	3829	FONTAINE, ALICE	20-Nov-14	253.00
0079ET0018	0001	*****	6457	GAUCHIER, TEASA	20-Nov-14	228.48
0079ET0019	0001	*****	279	GIFT LAKE SCHOOL FUND	20-Nov-14	375.00
0079ET0020	0001	*****	5894	GILLIS, GERARD	20-Nov-14	205.02
0079ET0021	0001	*****	5294	GRACH, ERNIE	20-Nov-14	241.25
0079ET0022	0001	*****	5466	HERMAN, LAURETTE	20-Nov-14	241.25
0079ET0023	0001	*****	EM11365	HOLT, DIANE	20-Nov-14	331.26
0079ET0024	0001	*****	10172	LEDINGHAM, KATHLEEN	20-Nov-14	1,400.00
0079ET0025	0001	*****	410	LITTLE BUFFALO SCHOOL	20-Nov-14	450.00
0079ET0026	0001	*****	EM10490	MANTAI, MELANIE	20-Nov-14	26.25
0079ET0027	0001	*****	3364	MILLENIUM CABINS INC.	20-Nov-14	1,572.70
0079ET0028	0001	*****	2932	MOLCAK, ROBERT	20-Nov-14	164.84
0079ET0029	0001	*****	10086	NANOCH, JENNIFER	20-Nov-14	311.12
0079ET0030	0001	*****	3785	NOSKIYE, IDA	20-Nov-14	253.00
0079ET0031	0001	*****	10070	ODIOBALA, ERICA	20-Nov-14	112.52
0079ET0032	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	20-Nov-14	13.81
0079ET0033	0001	*****	6433	QUINTAL-JANVIER, VERNA	20-Nov-14	253.00
0079ET0034	0001	*****	6617	RAYMOND, BARBARA	20-Nov-14	107.83
0079ET0035	0001	*****	7345	RENAUD, LORRIE	20-Nov-14	750.00
0079ET0036	0001	*****	3820	SAWAN, RANDALL	20-Nov-14	37.00
0079ET0037	0001	*****	63	SHAW, BILL	20-Nov-14	74.00
0079ET0038	0001	*****	5181	SPARKSMAN TRANSPORTATION LTD.	20-Nov-14	25,630.31
0079ET0039	0001	*****	EM18233	STEPANIUK, ROBERT D	20-Nov-14	229.40
0079ET0040	0001	*****	EM15212	TENGER, KARLI	20-Nov-14	84.49
0079ET0041	0001	*****	EM13899	TREMBLAY, PAMELA	20-Nov-14	116.25
0079ET0042	0001	*****	9003	TWEEDLE, JENNIFER	20-Nov-14	720.89
0079ET0043	0001	*****	EM10468	VIJENDREN, VIJEN	20-Nov-14	750.00
0079ET0044	0001	*****	3572	WALMSLEY, KATHRYN	20-Nov-14	39.47
0079ET0045	0001	*****	751	WESCLEAN - (EDM)	20-Nov-14	9,332.00
0079ET0046	0001	*****	6407	WINIK, LEE	20-Nov-14	73.48
0079ET0047	0001	*****	9451	WRITE WAY COMMUNICATIONS	20-Nov-14	3,182.50
0079ET0048	0001	*****	3786	YELLOWKNEE, EVA	20-Nov-14	241.25
0079ET0049	0001	*****	9355	YELLOWKNEE, NORA	20-Nov-14	682.40
0080000001	0001	0000293552	8429	CARDINAL, LOUIE AUGUST	25-Nov-14	679.98
0080000002	0001	0000293553	4462	CARDINAL, PAMELA	25-Nov-14	260.00
0080000003	0001	0000293554	6976	COURTOREILLE, KIM	25-Nov-14	220.00
0080000004	0001	0000293555	3100	GUILD, ROBIN	25-Nov-14	220.00

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0080000005	0001	0000293556	75	HOLTBY HOLDINGS LTD	25-Nov-14	4,287.50
0080000006	0001	0000293557	650	QUINTAL, MARGARET A.	25-Nov-14	253.00
0080000007	0001	0000293558	1714	RECEIVER GENERAL FOR CANADA	25-Nov-14	8,044.96
0080000008	0001	0000293559	10186	SCHOOL DATEBOOKS, INC	25-Nov-14	100.00
0080000009	0001	0000293560	1017	SHAW, KENNETH RUSSELL	25-Nov-14	601.44
0080ET0001	0001	*****	8062	668040 ALBERTA LTD.	25-Nov-14	1,890.00
0080ET0002	0001	*****	7693	ANDERSON BUSING	25-Nov-14	8,704.49
0080ET0003	0001	*****	9306	ANDERSON, JAY	25-Nov-14	7,917.31
0080ET0004	0001	*****	776	CHRISTENSEN BUSING	25-Nov-14	6,763.86
0080ET0005	0001	*****	2994	DESJARLAIS BUSES	25-Nov-14	8,904.38
0080ET0006	0001	*****	4884	NOSKEY BUS LINES	25-Nov-14	7,411.63
0080ET0007	0001	*****	2461	ORR, CHARLES	25-Nov-14	1,815.05
0081000001	0001	0000293561	6323	CAN-WEST CORPORATE AIR CHARTERS	26-Nov-14	506.10
0081000002	0001	0000293562	1610	FORT VERMILION SCHOOL DIVISION NO.52	26-Nov-14	16,563.40
0081000003	0001	0000293563	319	RUSSELL FOOD EQUIPMENT	26-Nov-14	85.03
0081ET0001	0001	*****	8744	GFS PRAIRIES INC	26-Nov-14	9,623.48
0081ET0002	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	26-Nov-14	2,595.62
0081ET0003	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	26-Nov-14	149.63
0082000001	0001	0000293564	7924	AIM INTEGRATED PEST MANAGEMENT	28-Nov-14	1,115.63
0082000002	0001	0000293565	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	28-Nov-14	3,189.80
0082000003	0001	0000293566	447	ALL WEST GLASS - PR	28-Nov-14	56.70
0082000004	0001	0000293567	8679	ALL-PRO TRUCK & TRAILER REPAIR	28-Nov-14	6,786.86
0082000005	0001	0000293568	9180	ALLEN DESJARLAIS INDEPENDENT INSPECTIONS	28-Nov-14	630.00
0082000006	0001	0000293569	10131	ALOOK, JOSEPHINE	28-Nov-14	95.00
0082000007	0001	0000293570	8507	ALTAGAS UTILITIES INC	28-Nov-14	7,840.62
0082000008	0001	0000293571	6160	ANDERSON, GLEN	28-Nov-14	107.00
0082000009	0001	0000293572	9432	ANDERSON, GLORIA	28-Nov-14	168.66
0082000010	0001	0000293573	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	28-Nov-14	80.84
0082000011	0001	0000293574	8417	AUGER, KEVIN S.	28-Nov-14	202.00
0082000012	0001	0000293575	9423	AUGER, NELSON	28-Nov-14	80.42
0082000013	0001	0000293576	2911	BARTLE & GIBSON - FT M	28-Nov-14	775.36
0082000014	0001	0000293577	454	BARTLE & GIBSON - PR	28-Nov-14	1,294.83
0082000015	0001	0000293578	8757	BEAVER, RONALD	28-Nov-14	241.25
0082000016	0001	0000293579	9154	BELVEDERE ROOFING	28-Nov-14	4,313.97
0082000017	0001	0000293580	8740	BEYOND 2000	28-Nov-14	849.74
0082000018	0001	0000293581	1081	BIGSTONE, CAROLINE	28-Nov-14	241.25
0082000019	0001	0000293582	10189	BLUE ROSE CONTRACTING	28-Nov-14	404.25
0082000020	0001	0000293583	1099	CALLIOU, CANDICE	28-Nov-14	253.00
0082000021	0001	0000293584	7647	CALLIOU, LISA	28-Nov-14	178.50
0082000022	0001	0000293585	10187	CAMPERS VILLAGE	28-Nov-14	2,351.58
0082000023	0001	0000293586	6065	CARDINAL, ESTHER	28-Nov-14	12.00
0082000024	0001	0000293587	6186	CARDINAL, LORRAINE J.	28-Nov-14	160.84
0082000025	0001	0000293588	10188	CARIFELLE, VALENE	28-Nov-14	200.00
0082000026	0001	0000293589	224	CHARLIE'S SECURITY	28-Nov-14	809.29
0082000027	0001	0000293590	8806	CHRISTIAN, PRISCILLA	28-Nov-14	241.25
0082000028	0001	0000293591	9022	CLOUTIER, AUDREY	28-Nov-14	90.48
0082000029	0001	0000293592	7007	COLOURS BY TIFFANY	28-Nov-14	254.96
0082000030	0001	0000293593	6287	COPPER BEECH	28-Nov-14	797.86
0082000031	0001	0000293594	8399	CZIBERE, DAVE	28-Nov-14	168.66
0082000032	0001	0000293595	7495	D' LUGOS, JERIMIAH	28-Nov-14	208.80
0082000033	0001	0000293596	9209	DALYN DISPOSALS LTD.	28-Nov-14	609.00

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0082000034	0001	0000293597	9322	DEERLAND EQUIPMENT	28-Nov-14	293.24
0082000035	0001	0000293598	6977	DEMMONS, CRYSTAL	28-Nov-14	241.25
0082000036	0001	0000293599	5287	DIRECT ENERGY REGULATED SERVICES	28-Nov-14	2,578.52
0082000037	0001	0000293600	1322	DON VALLEY ELECTRIC LTD.	28-Nov-14	8,192.34
0082000038	0001	0000293601	472	ELECTRIC MOTOR SERVICE(EDM.)	28-Nov-14	404.25
0082000039	0001	0000293602	3252	EPCOR ENERGY SERVICES ( ALBERTA) INC.	28-Nov-14	353.29
0082000040	0001	0000293603	9390	FARNHAM, JULIE	28-Nov-14	253.00
0082000041	0001	0000293604	3618	FEHR BUILDING MATERIALS LTD	28-Nov-14	10,489.78
0082000042	0001	0000293605	9531	FIRECOM INDUSTRIES INC	28-Nov-14	16,561.65
0082000043	0001	0000293606	9190	FONTAINE, EDGAR	28-Nov-14	281.50
0082000044	0001	0000293607	3193	FORT MCMURRAY HOME HARDWARE	28-Nov-14	183.65
0082000045	0001	0000293608	765	GAMBLER, LOUISE	28-Nov-14	80.42
0082000046	0001	0000293609	1408	GESCAN	28-Nov-14	81.53
0082000047	0001	0000293610	8805	GHOSTKEEPER, KRISTEN	28-Nov-14	241.25
0082000048	0001	0000293611	1525	GRANDE PRAIRIE SCHOOL DISTRICT #2357	28-Nov-14	20,000.00
0082000049	0001	0000293612	2936	GREENING, CHARLES	28-Nov-14	185.66
0082000050	0001	0000293614	1660	HIGH PRAIRIE SCHOOL DIVISION #48	28-Nov-14	39,520.55
0082000051	0001	0000293615	6454	IRON MOUNTAIN CANADA	28-Nov-14	147.15
0082000052	0001	0000293616	342	JACKNIFE, TRACY	28-Nov-14	241.25
0082000053	0001	0000293617	5517	JULIAN PACKER	28-Nov-14	16,234.45
0082000054	0001	0000293618	10134	L'HIRONDELLE, SHIRLEY-ANN	28-Nov-14	700.00
0082000055	0001	0000293619	2375	LABOUCANE, LILLIAN	28-Nov-14	30.00
0082000056	0001	0000293620	4056	LAC LA BICHE BUILDING PRODUCTS	28-Nov-14	343.35
0082000057	0001	0000293621	5926	LAC LA BICHE TRANSPORT LTD	28-Nov-14	296.96
0082000058	0001	0000293622	1170	LAKELAND FIRE & SAFETY SUPPLY(1990)LTD.	28-Nov-14	251.68
0082000059	0001	0000293623	5907	LEPINE, GWEN	28-Nov-14	241.25
0082000060	0001	0000293624	180	LESPLAN EDUCATIONAL SERVICES LTD.	28-Nov-14	189.00
0082000061	0001	0000293625	5505	LONETECH ENTERPRISES	28-Nov-14	261.45
0082000062	0001	0000293626	3994	MARTEN MOUNTAIN METAL	28-Nov-14	132.72
0082000063	0001	0000293627	7371	MARTEN, BONNIE A.	28-Nov-14	300.00
0082000064	0001	0000293628	9323	MARVIN WILLISCROFT CONTRACTING	28-Nov-14	1,228.73
0082000065	0001	0000293629	3431	MCBAIN CAMERA	28-Nov-14	8,050.51
0082000066	0001	0000293630	8435	MCDONALD, CHARLES	28-Nov-14	160.84
0082000067	0001	0000293631	3652	MCDONALD, RACHELLE	28-Nov-14	253.00
0082000068	0001	0000293632	8402	MCINTOSH, CINDY	28-Nov-14	241.25
0082000069	0001	0000293633	6836	MCLEOD, SANDRA	28-Nov-14	107.00
0082000070	0001	0000293634	347	MCMURRAY AVIATION	28-Nov-14	873.58
0082000071	0001	0000293635	9427	MERCREDI, DANNY	28-Nov-14	241.25
0082000072	0001	0000293636	9401	METSIKASSUS, CONRAD	28-Nov-14	241.25
0082000073	0001	0000293637	9400	METSIKASSUS, SHANE	28-Nov-14	241.25
0082000074	0001	0000293638	334	MOBERLY, MARYANNE	28-Nov-14	168.66
0082000075	0001	0000293639	9283	MPH-MICHAUD PLUMBING & HEATING	28-Nov-14	1,275.75
0082000076	0001	0000293640	1814	NORALTA REWIND	28-Nov-14	835.01
0082000077	0001	0000293641	611	NORTHERN AIR CHARTER	28-Nov-14	5,244.78
0082000078	0001	0000293642	4652	NORTHERN DIGITAL SERVICES	28-Nov-14	420.73
0082000079	0001	0000293643	2669	NORTHERN HARDWARE LIMITED	28-Nov-14	320.25
0082000080	0001	0000293644	2895	NORTHERN LAKES COLLEGE	28-Nov-14	926.50
0082000081	0001	0000293645	5157	NOSKEY, NORMA	28-Nov-14	372.17
0082000082	0001	0000293646	5024	NOSKIYE, JULIANNE	28-Nov-14	253.00
0082000083	0001	0000293647	374	PADDLE PRAIRIE GAS CO-OP	28-Nov-14	2,070.96
0082000084	0001	0000293648	3373	PARKLAND INDUSTRIES LTD	28-Nov-14	20,083.64

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0082000085	0001	0000293649	806	PEACE RIVER HEATING(1971)LTD.	28-Nov-14	498.75
0082000086	0001	0000293650	455	PEACE RIVER HOME CENTRE INC.	28-Nov-14	1,083.82
0082000087	0001	0000293651	521	PEACE WAPITI SCHOOL DIVISION NO. 76	28-Nov-14	1,177.43
0082000088	0001	0000293652	5651	PELICAN AUTO & SAFETY SUPPLY	28-Nov-14	1,193.81
0082000089	0001	0000293653	9462	PHASAR ELECTRIC LTD.	28-Nov-14	14,702.27
0082000090	0001	0000293654	5825	PITNEYWORKS	28-Nov-14	86.25
0082000091	0001	0000293655	7831	POITRAS, DOREEN	28-Nov-14	253.00
0082000092	0001	0000293656	276	PRESSE COMMERCE	28-Nov-14	333.04
0082000093	0001	0000293657	1403	PURULATOR COURIER LTD.	28-Nov-14	11.64
0082000094	0001	0000293658	4587	RECOVERY AUTOMOTIVE	28-Nov-14	2,412.70
0082000095	0001	0000293659	7880	REECE, CLEO	28-Nov-14	80.42
0082000096	0001	0000293660	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	28-Nov-14	4,070.43
0082000097	0001	0000293661	715	RENTCO EQUIPMENT LTD.	28-Nov-14	1,108.77
0082000098	0001	0000293662	4233	ROGER'S AUTO	28-Nov-14	102.63
0082000099	0001	0000293663	5951	RONA HOME CENTRE #245	28-Nov-14	440.91
0082000100	0001	0000293664	5759	SCHMIDT, GWEN	28-Nov-14	160.84
0082000101	0001	0000293665	6054	SCHOOL SPECIALTY CANADA	28-Nov-14	600.64
0082000102	0001	0000293666	8825	SHANAHAN'S	28-Nov-14	2,856.00
0082000103	0001	0000293667	6981	SHAW, HOWARD	28-Nov-14	241.25
0082000104	0001	0000293668	6692	SILVERTIP ENTERPRISE LTD.	28-Nov-14	1,079.53
0082000105	0001	0000293669	9079	SLAVE LAKE INN AND CONFERENCE CENTRE	28-Nov-14	486.06
0082000106	0001	0000293670	460	SOPER'S SUPPLY LTD.	28-Nov-14	629.16
0082000107	0001	0000293671	605	SOUTH PEACE NEWS	28-Nov-14	820.51
0082000108	0001	0000293672	2288	STANDARD ROOFING & EXTERIOR LTD.	28-Nov-14	11,829.30
0082000109	0001	0000293673	8496	SUNCOR ENERGY PRODUCTS PARTNERSHIP	28-Nov-14	1,659.40
0082000110	0001	0000293674	8286	SUPERIOR SAFETY CODES	28-Nov-14	6,793.65
0082000111	0001	0000293675	8	TELUS COMMUNICATIONS INCORPORATED	28-Nov-14	13,280.68
0082000112	0001	0000293676	6094	THE NORTH WEST COMPANY	28-Nov-14	419.82
0082000113	0001	0000293677	8039	THE NORTHERN STORES FINANCIAL SERVICES	28-Nov-14	270.44
0082000114	0001	0000293678	5948	THOMPSON, SHEILA	28-Nov-14	241.25
0082000115	0001	0000293679	3344	TULLOCH, BRENDA	28-Nov-14	118.80
0082000116	0001	0000293680	634	UFA CO-OPERATIVE LIMITED	28-Nov-14	28,091.88
0082000117	0001	0000293681	1068	VOYAGEUR, CLARIS FAYE	28-Nov-14	84.33
0082000118	0001	0000293682	10133	WABASCA RESCUE	28-Nov-14	210.00
0082000119	0001	0000293683	8433	WANYANDIE, CATHY	28-Nov-14	80.42
0082000120	0001	0000293684	9430	WANYANDIE, ROBERT	28-Nov-14	80.42
0082000121	0001	0000293685	EM18162	WASON, SHANNON	28-Nov-14	204.00
0082000122	0001	0000293686	9433	WEBER-PILLWAX, CORA	28-Nov-14	253.00
0082000123	0001	0000293687	5382	WHITECAP MOTORS	28-Nov-14	73.45
0082000124	0001	0000293688	3808	WHITEHEAD, SHIRLEY	28-Nov-14	832.56
0082000125	0001	0000293689	79	XEROX CANADA LTD.	28-Nov-14	23,246.71
0082ET0001	0001	*****	3677	ACKLANDS GRAINGER	28-Nov-14	7.60
0082ET0002	0001	*****	9541	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	28-Nov-14	9,279.19
0082ET0003	0001	*****	7777	ALEXANDER, BRIAN	28-Nov-14	750.00
0082ET0004	0001	*****	8745	ANDERSON, JAMES	28-Nov-14	2,100.00
0082ET0005	0001	*****	10163	ARCTIC BUILDERS	28-Nov-14	23,003.01
0082ET0006	0001	*****	3796	BARTMAN, SHELLEY	28-Nov-14	253.00
0082ET0007	0001	*****	9370	BRUSTER P.H.C.LTD.	28-Nov-14	41,697.74
0082ET0008	0001	*****	EM13154	CARDINAL, GWEN	28-Nov-14	160.84
0082ET0009	0001	*****	1935	CARDINAL, JULIA MARGARET	28-Nov-14	253.00
0082ET0010	0001	*****	5332	CASTLE STONE MASONRY LTD.	28-Nov-14	1,194.94

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0082ET0011	0001	*****	EM10098	CHARTRAND, SUSAN	28-Nov-14	100.02
0082ET0012	0001	*****	641	CHERNIPESKI, MAUREEN	28-Nov-14	270.00
0082ET0013	0001	*****	1262	COURTORIELLE, WILLIAM	28-Nov-14	107.00
0082ET0014	0001	*****	EM18266	DARRAH, RICHARD	28-Nov-14	17.52
0082ET0015	0001	*****	EM12348	DASHCAVICH, TANIA	28-Nov-14	898.39
0082ET0016	0001	*****	6899	DEBOER, MARIA	28-Nov-14	1,355.23
0082ET0017	0001	*****	EM10719	DEWAR, BRIAN	28-Nov-14	701.26
0082ET0018	0001	*****	EM14135	FRIESEN, HOLLY	28-Nov-14	413.42
0082ET0019	0001	*****	EM11136	GEISSER-SMITH, CARMEN	28-Nov-14	55.00
0082ET0020	0001	*****	561	GRIMSHAW TRUCKING	28-Nov-14	1,551.59
0082ET0021	0001	*****	27	HALFORDS	28-Nov-14	3,239.13
0082ET0022	0001	*****	5876	J.F.DION SCHOOL STAFF	28-Nov-14	570.14
0082ET0023	0001	*****	1876	JANVIER, EVA	28-Nov-14	170.35
0082ET0024	0001	*****	EM12806	JOHNSON, PATTY	28-Nov-14	945.81
0082ET0025	0001	*****	1513	LABOUCANE, RHONDA	28-Nov-14	681.36
0082ET0026	0001	*****	EM12100	LAGIMODIERE, TRACY	28-Nov-14	181.00
0082ET0027	0001	*****	410	LITTLE BUFFALO SCHOOL	28-Nov-14	608.35
0082ET0028	0001	*****	10091	LOBEL, RACHEL	28-Nov-14	1,000.00
0082ET0029	0001	*****	727	MCBRIDE, DEBBRA	28-Nov-14	750.00
0082ET0030	0001	*****	3364	MILLENIUM CABINS INC.	28-Nov-14	1,025.99
0082ET0031	0001	*****	EM11505	NOSKIYE, ROSEMARIE	28-Nov-14	121.30
0082ET0032	0001	*****	10173	P3 MARKETING SOLUTIONS INC	28-Nov-14	15,277.28
0082ET0033	0001	*****	1801	PADDLE PRAIRIE SCHOOL	28-Nov-14	240.00
0082ET0034	0001	*****	8027	PARAMOUNT PARTS INC	28-Nov-14	70.70
0082ET0035	0001	*****	3820	SAWAN, RANDALL	28-Nov-14	257.00
0082ET0036	0001	*****	162	ST. THERESA SCHOOL	28-Nov-14	134.57
0082ET0037	0001	*****	8378	SUN MEDIA	28-Nov-14	803.71
0082ET0038	0001	*****	10000	SUPERIOR PROPANE	28-Nov-14	14,024.60
0082ET0039	0001	*****	8503	THE CAT RENTAL STORE (EDM)	28-Nov-14	2,598.75
0082ET0040	0001	*****	EM11720	THOMAS, DAFYDD	28-Nov-14	185.66
0082ET0041	0001	*****	EM10468	VIJENDREN, VIJEN	28-Nov-14	- 70.00
0082ET0042	0001	*****	751	WESCLEAN - (EDM)	28-Nov-14	8,619.38
0083000001	0001	0000293690	351	ALBERTA MAINTENANCE ENFORCEMENT PROGRAM	01-Dec-14	2,557.00
0083000002	0001	0000293691	353	ALBERTA TEACHERS ASSOCIATION	01-Dec-14	25,895.31
0083000003	0001	0000293692	357	INDUSTRIAL-ALLIANCE	01-Dec-14	773.75
0083000004	0001	0000293693	355	LOCAL AUTHORITIES PENSION PLAN	01-Dec-14	141,857.73
0083000005	0001	0000293694	356	LONDON LIFE	01-Dec-14	4,413.04
0083000006	0001	0000293695	349	RECEIVER GENERAL FOR CANADA	01-Dec-14	519,264.30
0083000007	0001	0000293696	1714	RECEIVER GENERAL FOR CANADA	01-Dec-14	251.36
0083000008	0001	0000293697	354	TEACHER'S RETIREMENT FUND	01-Dec-14	220,699.79
0083ET0001	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	01-Dec-14	167,404.83
0084000001	0001	0000293698	10143	1832648 ALBERTA LTD	05-Dec-14	859.94
0084000002	0001	0000293699	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	05-Dec-14	2,089.91
0084000003	0001	0000293700	170	ALBERTA NATIVE NEWS	05-Dec-14	57.75
0084000004	0001	0000293701	8507	ALTAGAS UTILITIES INC	05-Dec-14	2,506.09
0084000005	0001	0000293702	927	AUGER, MAGGIE	05-Dec-14	180.00
0084000006	0001	0000293703	10190	AUGER, ROSIE M	05-Dec-14	468.18
0084000007	0001	0000293704	9351	BABEY, SUSAN	05-Dec-14	164.09
0084000008	0001	0000293705	10191	C-KEN'S	05-Dec-14	276.25
0084000009	0001	0000293706	2124	CANADIAN CENTRE FOR OCCUPATIONAL HEALTH	05-Dec-14	350.00
0084000010	0001	0000293707	9403	CARDINAL, PAUL	05-Dec-14	160.84

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0084000011	0001	0000293708	8749	CARDINAL, TRALLINA	05-Dec-14	171.60
0084000012	0001	0000293709	831	CARLSON, VIOLET	05-Dec-14	400.00
0084000013	0001	0000293710	9506	CCI WIRELESS	05-Dec-14	69.29
0084000014	0001	0000293711	6976	COURTOREILLE, KIM	05-Dec-14	200.00
0084000015	0001	0000293712	9402	COURTOREILLE, VERONICA	05-Dec-14	80.42
0084000016	0001	0000293713	1503	DAVIDSON, BEATRICE ANN	05-Dec-14	184.11
0084000017	0001	0000293714	9322	DEERLAND EQUIPMENT	05-Dec-14	66.42
0084000018	0001	0000293715	5287	DIRECT ENERGY REGULATED SERVICES	05-Dec-14	2,170.65
0084000019	0001	0000293716	18	EDMONTON PUBLIC SCHOOLS	05-Dec-14	7,778.67
0084000020	0001	0000293717	3142	EDUCATION STATION	05-Dec-14	362.38
0084000021	0001	0000293718	4795	ERNIES SPORTS EXPERTS	05-Dec-14	1,914.87
0084000022	0001	0000293719	9547	FAICHNEY, BARBARA R	05-Dec-14	218.70
0084000023	0001	0000293720	916	FIRST WINDSHIELD & GLASS	05-Dec-14	546.00
0084000024	0001	0000293721	529	FRESON BROS.	05-Dec-14	42.17
0084000025	0001	0000293722	10192	GAUCHIER, ZAREKA	05-Dec-14	50.00
0084000026	0001	0000293723	10105	GLOBALXPRTS	05-Dec-14	6,756.75
0084000027	0001	0000293724	2936	GREENING, CHARLES	05-Dec-14	668.40
0084000028	0001	0000293725	3323	GREGOIRE RV TRUCK WASH LTD	05-Dec-14	27.41
0084000029	0001	0000293726	699	GREYHOUND COURIER EXPRESS	05-Dec-14	22.34
0084000030	0001	0000293727	3100	GUILD, ROBIN	05-Dec-14	200.00
0084000031	0001	0000293728	9396	HALCROW, DARCY	05-Dec-14	168.66
0084000032	0001	0000293729	1660	HIGH PRAIRIE SCHOOL DIVISION #48	05-Dec-14	1,024.67
0084000033	0001	0000293730	10100	HILLMAN, NICOLE	05-Dec-14	683.00
0084000034	0001	0000293731	75	HOLTBY HOLDINGS LTD	05-Dec-14	77.00
0084000035	0001	0000293732	5578	HUNTER MOTORS LTD.	05-Dec-14	68.20
0084000036	0001	0000293733	5782	J.APPLESEED	05-Dec-14	668.46
0084000037	0001	0000293734	5517	JULIAN PACKER	05-Dec-14	1,500.00
0084000038	0001	0000293735	3354	LADEROUTE, JOYCE	05-Dec-14	63.46
0084000039	0001	0000293736	384	LAKESIDE LEADER	05-Dec-14	273.42
0084000040	0001	0000293737	3807	LAMOUCHE, JESSE	05-Dec-14	84.33
0084000041	0001	0000293738	3994	MARTEN MOUNTAIN METAL	05-Dec-14	221.55
0084000042	0001	0000293739	8030	MARTEN, EDWARD	05-Dec-14	500.00
0084000043	0001	0000293740	10194	MARTEN, VI	05-Dec-14	780.00
0084000044	0001	0000293741	9184	MAX MECHANICAL	05-Dec-14	330.75
0084000045	0001	0000293742	8717	MODSPACE	05-Dec-14	15,719.55
0084000046	0001	0000293743	1135	NATIVE JOURNAL	05-Dec-14	181.51
0084000047	0001	0000293744	2441	NATIVE REFLECTIONS	05-Dec-14	149.66
0084000048	0001	0000293745	6234	NORTHERN ELEMENTS FURNITURE	05-Dec-14	1,659.82
0084000049	0001	0000293746	10117	OMNI PROACTIVE SERVICES INC	05-Dec-14	1,938.24
0084000050	0001	0000293747	8160	PAQUETTE, AARON	05-Dec-14	6,059.14
0084000051	0001	0000293748	1263	PEACE COUNTRY CO-OP	05-Dec-14	24.78
0084000052	0001	0000293749	7536	PEACE RIVER BROADCASTING CORP. LTD	05-Dec-14	564.38
0084000053	0001	0000293750	455	PEACE RIVER HOME CENTRE INC.	05-Dec-14	1,009.42
0084000054	0001	0000293751	8374	PEAVINE INN & SUITES	05-Dec-14	140.61
0084000055	0001	0000293752	10193	POWDER-WHITFORD, ALYSHA	05-Dec-14	50.00
0084000056	0001	0000293753	10076	PRAIRIE DISPOSAL LTD.	05-Dec-14	353.85
0084000057	0001	0000293754	2573	PRAIRIE VIEW OUTREACH SCHOOL	05-Dec-14	795.50
0084000058	0001	0000293755	8529	PRINTER WORLD INTERNATIONAL INC	05-Dec-14	3,383.10
0084000059	0001	0000293756	7668	REGISTRATIONS ARE US	05-Dec-14	25.20
0084000060	0001	0000293757	10039	RFS CANADA	05-Dec-14	11,884.88
0084000061	0001	0000293758	5870	RONA	05-Dec-14	151.10
0084000062	0001	0000293759	8075	RONA LAC LA BICHE	05-Dec-14	177.14



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0084000063	0001	0000293760	882	RUSSELL A. FARROW LIMITED	05-Dec-14	618.53
0084000064	0001	0000293761	8093	SAVAILIN ENTERPRISES LTD.	05-Dec-14	139.26
0084000065	0001	0000293762	6739	SAWRIDGE INN - PEACE RIVER	05-Dec-14	368.42
0084000066	0001	0000293763	865	SCHOOL DISTRICT #59(PEACE RIVER SOUTH)	05-Dec-14	15,367.50
0084000067	0001	0000293764	8994	SEA-CAN CONTAINERS (1989)LTD.	05-Dec-14	162.75
0084000068	0001	0000293765	1560	SEXAUER LIMITED	05-Dec-14	4,913.21
0084000069	0001	0000293766	9529	SLOAN CONSULTANTS LTD	05-Dec-14 CANCEL 06-Jan-15	2,440.23
0084000070	0001	0000293767	460	SOPER'S SUPPLY LTD.	05-Dec-14	1,026.60
0084000071	0001	0000293768	2288	STANDARD ROOFING & EXTERIOR LTD.	05-Dec-14	13,907.25
0084000072	0001	0000293769	2325	STAPLES #145	05-Dec-14	56.27
0084000073	0001	0000293770	9457	STAPLES #332	05-Dec-14	47.75
0084000074	0001	0000293771	7412	STAPLES #338	05-Dec-14	29.55
0084000075	0001	0000293772	9458	SUPER 8 PEACE RIVER	05-Dec-14	141.65
0084000076	0001	0000293773	2951	TAIT, STEVEN	05-Dec-14	543.07
0084000077	0001	0000293774	102	TELUS MOBILITY INCORPORATED	05-Dec-14	5,002.47
0084000078	0001	0000293775	6094	THE NORTH WEST COMPANY	05-Dec-14	381.42
0084000079	0001	0000293776	8039	THE NORTHERN STORES FINANCIAL SERVICES	05-Dec-14	384.01
0084000080	0001	0000293777	9501	THORSTAD COMPUTERS INC.	05-Dec-14	136.50
0084000081	0001	0000293778	203	TIMBERLAND BUILDING SUPPLIES	05-Dec-14	93.30
0084000082	0001	0000293779	4170	UNIVERSITY OF ALBERTA	05-Dec-14	815.00
0084000083	0001	0000293780	683	UNIVERSITY OF TORONTO PRESS	05-Dec-14	582.36
0084000084	0001	0000293781	1843	WABASCA HOME HARDWARE	05-Dec-14	1,298.78
0084000085	0001	0000293782	812	WASTE MANAGEMENT	05-Dec-14	525.00
0084000086	0001	0000293783	5382	WHITECAP MOTORS	05-Dec-14	73.45
0084000087	0001	0000293784	8734	WILTER AUTO & IND SUPPLY	05-Dec-14	29.76
0084000088	0001	0000293785	8630	WOLSELEY MECHANICAL GROUP	05-Dec-14	1,163.88
0084000089	0001	0000293786	79	XEROX CANADA LTD.	05-Dec-14	11,365.69
0084000090	0001	0000293787	5480	XPLORNET COMMUNICATIONS INC	05-Dec-14	157.49
0084000091	0001	0000293788	1800	ZEE MEDICAL, INC.	05-Dec-14	260.48
0084ET0001	0001	*****	3803	ANDERSON, JENNIFER	05-Dec-14	700.00
0084ET0002	0001	*****	10132	ANDERSON, PAMELA	05-Dec-14	1,796.61
0084ET0003	0001	*****	7908	ANDERSON, PATRICIA DOREEN	05-Dec-14	700.00
0084ET0004	0001	*****	9030	BARCA, BEVERLEY	05-Dec-14	497.76
0084ET0005	0001	*****	9278	CARDINAL, GLORIA	05-Dec-14	340.06
0084ET0006	0001	*****	9407	CARDINAL, KENDRICK	05-Dec-14	937.50
0084ET0007	0001	*****	4597	CARDINAL, RAYMOND	05-Dec-14	500.00
0084ET0008	0001	*****	EM18168	CAVANAUGH, JANETTE	05-Dec-14	190.00
0084ET0009	0001	*****	6969	CDW CANADA INC.	05-Dec-14	864.95
0084ET0010	0001	*****	9329	CERETZKE, KERRI	05-Dec-14	880.93
0084ET0011	0001	*****	641	CHERNIPESKI, MAUREEN	05-Dec-14	3,061.67
0084ET0012	0001	*****	EM18260	COLE, KATELYNN P	05-Dec-14	17.06
0084ET0013	0001	*****	4189	COLVILLE, CRYSTAL	05-Dec-14	120.00
0084ET0014	0001	*****	EM10719	DEWAR, BRIAN	05-Dec-14	224.00
0084ET0015	0001	*****	2710	DR. MARY JACKSON SCHOOL FUND RAISERS	05-Dec-14	13.04
0084ET0016	0001	*****	1545	ELIZABETH SCHOOL	05-Dec-14	1,100.00
0084ET0017	0001	*****	10101	ERNEST, ROSE	05-Dec-14	395.50
0084ET0018	0001	*****	10093	EVANS, BRIAN	05-Dec-14	879.40
0084ET0019	0001	*****	10092	FAFARD, MARIO	05-Dec-14	193.80
0084ET0020	0001	*****	10151	FLETT, SHAWNA	05-Dec-14	700.00
0084ET0021	0001	*****	10144	FOURNIER, DONNA	05-Dec-14	1,400.00
0084ET0022	0001	*****	5894	GILLIS, GERARD	05-Dec-14	231.54
0084ET0023	0001	*****	9214	GOULET, CORINNE	05-Dec-14	2,100.00

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0084ET0024	0001	*****	5334	GRAY, MARCELLA	05-Dec-14	676.50
0084ET0025	0001	*****	27	HALFORDS	05-Dec-14	618.66
0084ET0026	0001	*****	7297	HAROLDSON, LEE	05-Dec-14	439.57
0084ET0027	0001	*****	9378	HERMAN, MICHELLE	05-Dec-14	700.00
0084ET0028	0001	*****	8245	HEYDE, ROBERT	05-Dec-14	119.34
0084ET0029	0001	*****	EM10814	HORON, RICK	05-Dec-14	511.40
0084ET0030	0001	*****	620	HOULE, JUNE	05-Dec-14	195.84
0084ET0031	0001	*****	6929	KAZIUK, BARB	05-Dec-14	480.66
0084ET0032	0001	*****	9377	LABOUCANE, CYNTHIA	05-Dec-14	700.00
0084ET0033	0001	*****	9095	LADEROUTE, RANDI	05-Dec-14	1,400.00
0084ET0034	0001	*****	8590	LANDRY, KAYLA	05-Dec-14	725.70
0084ET0035	0001	*****	10172	LEDINGHAM, KATHLEEN	05-Dec-14	700.00
0084ET0036	0001	*****	EM11933	LOUTITT, SARA	05-Dec-14	1,025.61
0084ET0037	0001	*****	10167	MAH, DELILAH DENISE	05-Dec-14	700.00
0084ET0038	0001	*****	10008	MANITOULIN	05-Dec-14	125.57
0084ET0039	0001	*****	7875	MARSHALL, PAULINE	05-Dec-14	700.00
0084ET0040	0001	*****	7371	MARTEN, BONNIE A.	05-Dec-14	300.00
0084ET0041	0001	*****	2028	MCGIMPSEY, MARK	05-Dec-14	902.61
0084ET0042	0001	*****	10099	MCRAE, JENNIFER	05-Dec-14	75.36
0084ET0043	0001	*****	3364	MILLENIUM CABINS INC.	05-Dec-14	765.50
0084ET0044	0001	*****	10097	MURPHY, ROBIN	05-Dec-14	655.00
0084ET0045	0001	*****	8262	ROWLAND, ROBERT	05-Dec-14	750.00
0084ET0046	0001	*****	7245	SINOTTE, RONNIE	05-Dec-14	120.00
0084ET0047	0001	*****	10000	SUPERIOR PROPANE	05-Dec-14	8,953.96
0084ET0048	0001	*****	783	SUTHERLAND, KYLA	05-Dec-14	700.00
0084ET0049	0001	*****	EM10878	TESSIER, DONALD	05-Dec-14	280.00
0084ET0050	0001	*****	EM11720	THOMAS, DAFYDD	05-Dec-14	498.54
0084ET0051	0001	*****	EM18309	TURPIN, WAYNE	05-Dec-14	1,335.65
0084ET0052	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	05-Dec-14	1,083.39
0084ET0053	0001	*****	EM12430	VOGEL, KATHY	05-Dec-14	66.10
0084ET0054	0001	*****	751	WESCLEAN - (EDM)	05-Dec-14	8,700.07
0084ET0055	0001	*****	10179	WILLIER, AMANDA	05-Dec-14	1,400.00
0084ET0056	0001	*****	9355	YELLOWKNEE, NORA	05-Dec-14	169.30
0085000001	0001	0000293789	5004	1176976 ALBERTA LTD.	12-Dec-14	90.72
0085000002	0001	0000293790	10022	1789135 AB LTD	12-Dec-14	12.50
0085000003	0001	0000293791	868	ABORIGINAL MULTI-MEDIA SOCIETY	12-Dec-14	393.75
0085000004	0001	0000293792	8568	ACSI CONNECT	12-Dec-14	22,256.41
0085000005	0001	0000293793	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	12-Dec-14	727.80
0085000006	0001	0000293794	10196	ALBERTA EDUCATION HEALTH & SAFETY ASSOC	12-Dec-14	175.00
0085000007	0001	0000293795	315	ALBERTA SCHOOL BOARDS ASSOCIATION	12-Dec-14	9,596.48
0085000008	0001	0000293796	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	12-Dec-14	978.54
0085000009	0001	0000293797	8417	AUGER, KEVIN S.	12-Dec-14	135.00
0085000010	0001	0000293798	3959	AUGER, LEILA	12-Dec-14	263.02
0085000011	0001	0000293799	10153	AULOTTE, MABEL	12-Dec-14	108.00
0085000012	0001	0000293800	1192	BADGER, JOE	12-Dec-14	250.00
0085000013	0001	0000293801	2911	BARTLE & GIBSON - FT M	12-Dec-14	4.69
0085000014	0001	0000293802	454	BARTLE & GIBSON - PR	12-Dec-14	8,471.90
0085000015	0001	0000293803	2889	BARTLE & GIBSON -EDM	12-Dec-14	1,029.00
0085000016	0001	0000293804	6683	BIM'S CAR TRUCK WASH & GRAVEL SALES	12-Dec-14	852.60
0085000017	0001	0000293805	7647	CALLIOU, LISA	12-Dec-14	107.00
0085000018	0001	0000293806	6065	CARDINAL, ESTHER	12-Dec-14	82.00

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0085000019	0001	0000293807	6832	CARDINAL, MONICA	12-Dec-14	101.25
0085000020	0001	0000293808	8087	CARDINAL, SOPHIE	12-Dec-14	95.00
0085000021	0001	0000293809	224	CHARLIE'S SECURITY	12-Dec-14	12.60
0085000022	0001	0000293810	1394	CHRISTIAN, DORIS	12-Dec-14	107.00
0085000023	0001	0000293811	433	CLASSIC ELECTRIC INC.	12-Dec-14	476.70
0085000024	0001	0000293812	9022	CLOUTIER, AUDREY	12-Dec-14	487.78
0085000025	0001	0000293813	8964	CYBERA INC.	12-Dec-14	603.75
0085000026	0001	0000293814	6338	DAVID VAN TAMELEN EDUCATIONAL CONSULTING	12-Dec-14	1,916.25
0085000027	0001	0000293815	9322	DEERLAND EQUIPMENT	12-Dec-14	1,110.95
0085000028	0001	0000293816	3338	DELL CANADA INC.	12-Dec-14	39,612.30
0085000029	0001	0000293817	5287	DIRECT ENERGY REGULATED SERVICES	12-Dec-14	9,288.18
0085000030	0001	0000293818	10154	DUROCHER, EDGAR	12-Dec-14	88.80
0085000031	0001	0000293819	10155	FAYANT, KIMBERLY	12-Dec-14	140.40
0085000032	0001	0000293820	10168	FLAMOND, JORDAN	12-Dec-14	25.50
0085000033	0001	0000293821	7235	FLETT, DOUG	12-Dec-14	107.00
0085000034	0001	0000293822	8610	FORT CHIP MARINE TRANSPORT LTD	12-Dec-14	15,540.00
0085000035	0001	0000293823	1408	GESCAN	12-Dec-14	49.94
0085000036	0001	0000293824	10040	GFL ENVIRONMENTAL SOLID WASTE INC	12-Dec-14	446.61
0085000037	0001	0000293825	1272	GIFT LAKE METIS SETTLEMENT	12-Dec-14	480.00
0085000038	0001	0000293826	10105	GLOBALXPRTS	12-Dec-14	693.00
0085000039	0001	0000293827	10195	GOVERNMENT OF ALBERTA	12-Dec-14	346.50
0085000040	0001	0000293828	1227	GRANDE CACHE MOUNTAINEER	12-Dec-14	161.12
0085000041	0001	0000293829	699	GREYHOUND COURIER EXPRESS	12-Dec-14	67.02
0085000042	0001	0000293830	549	HALCROW, CHRIS	12-Dec-14	465.40
0085000043	0001	0000293831	9138	HALCROW, LYLE	12-Dec-14	30.00
0085000044	0001	0000293832	7594	HOLIDAY INN EXPRESS S.L.	12-Dec-14	305.18
0085000045	0001	0000293833	8704	JO KAT STORE & PUMPS	12-Dec-14	1,910.70
0085000046	0001	0000293834	10156	JOHNSON, DENA	12-Dec-14	116.10
0085000047	0001	0000293835	5859	KIVA GROUP CORP.	12-Dec-14	1,260.00
0085000048	0001	0000293836	10197	KLERITEC	12-Dec-14	95.77
0085000049	0001	0000293837	4602	L'HIRONDELLE, KAREN	12-Dec-14	241.25
0085000050	0001	0000293838	4056	LAC LA BICHE BUILDING PRODUCTS	12-Dec-14	2,377.25
0085000051	0001	0000293839	5926	LAC LA BICHE TRANSPORT LTD	12-Dec-14	55.17
0085000052	0001	0000293840	425	MACDOUGALL, SUSAN	12-Dec-14	200.00
0085000053	0001	0000293841	5683	MARCEL, DOROTHY	12-Dec-14	405.00
0085000054	0001	0000293842	16	MARSHALL AUTOMOTIVE(P.R.)LTD.	12-Dec-14	68.25
0085000055	0001	0000293843	3431	MCBAIN CAMERA	12-Dec-14	992.88
0085000056	0001	0000293844	347	MCMURRAY AVIATION	12-Dec-14	52.92
0085000057	0001	0000293845	8367	NAHACHICK, DOREEN	12-Dec-14	288.00
0085000058	0001	0000293846	5199	NATIVE CULTURAL ARTS MUSEUM	12-Dec-14	288.00
0085000059	0001	0000293847	9454	NEWCAP RADIO INC.	12-Dec-14	116.13
0085000060	0001	0000293848	373	NORTH EAST GAS CO-OP	12-Dec-14	245.60
0085000061	0001	0000293849	6234	NORTHERN ELEMENTS FURNITURE	12-Dec-14	628.95
0085000062	0001	0000293850	2895	NORTHERN LAKES COLLEGE	12-Dec-14	372.75
0085000063	0001	0000293851	3452	OXFORD UNIVERSITY PRESS	12-Dec-14	1,919.98
0085000064	0001	0000293852	1263	PEACE COUNTRY CO-OP	12-Dec-14	236.58
0085000065	0001	0000293853	2378	PEARSON CANADA INC T46254	12-Dec-14	503.59
0085000066	0001	0000293854	8374	PEAVINE INN & SUITES	12-Dec-14	1,546.71
0085000067	0001	0000293855	9411	PEDERSON, JEN	12-Dec-14	70.56
0085000068	0001	0000293856	5651	PELICAN AUTO & SAFETY SUPPLY	12-Dec-14	186.52
0085000069	0001	0000293857	1275	PRAIRIE RIVER JUNIOR HIGH SCHOOL	12-Dec-14	2,216.50

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0085000070	0001	0000293858	9371	PRAXAIR DISTRIBUTION	12-Dec-14	49.39
0085000071	0001	0000293859	1403	PURULATOR COURIER LTD.	12-Dec-14	93.46
0085000072	0001	0000293860	349	RECEIVER GENERAL FOR CANADA	12-Dec-14	106,800.00
0085000073	0001	0000293861	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	12-Dec-14	259.26
0085000074	0001	0000293862	10005	RICOH CANADA INC	12-Dec-14	303.59
0085000075	0001	0000293863	2409	RIMAR HOLDINGS LTD	12-Dec-14	62.93
0085000076	0001	0000293864	9446	ROCK & BOWL INC	12-Dec-14	2,860.00
0085000077	0001	0000293865	8075	RONA LAC LA BICHE	12-Dec-14	21.08
0085000078	0001	0000293866	6739	SAWRIDGE INN - PEACE RIVER	12-Dec-14	1,267.67
0085000079	0001	0000293867	6054	SCHOOL SPECIALTY CANADA	12-Dec-14	7,296.69
0085000080	0001	0000293868	3466	SHAJACHAN HOLDINGS LTD	12-Dec-14	1,952.75
0085000081	0001	0000293869	31	SPECTRUM EDUCATIONAL SUPPLIES LTD.	12-Dec-14	2,278.71
0085000082	0001	0000293870	5413	STAN LADEROUTE CONSTRUCTION	12-Dec-14	5,350.00
0085000083	0001	0000293871	9458	SUPER 8 PEACE RIVER	12-Dec-14	141.65
0085000084	0001	0000293872	7734	THE LUBE SHOP	12-Dec-14	54.57
0085000085	0001	0000293873	6094	THE NORTH WEST COMPANY	12-Dec-14	455.49
0085000086	0001	0000293874	8039	THE NORTHERN STORES FINANCIAL SERVICES	12-Dec-14	1,006.53
0085000087	0001	0000293875	10174	THOMPSON, ASHLEY	12-Dec-14	700.00
0085000088	0001	0000293876	203	TIMBERLAND BUILDING SUPPLIES	12-Dec-14	433.23
0085000089	0001	0000293877	2061	TOWN OF HIGH LEVEL	12-Dec-14	1,681.50
0085000090	0001	0000293878	539	TOWN OF PEACE RIVER	12-Dec-14	260.40
0085000091	0001	0000293879	1891	U.S. BANCORP CANADA CO.	12-Dec-14	126,271.59
0085000092	0001	0000293880	634	UFA CO-OPERATIVE LIMITED	12-Dec-14	135.25
0085000093	0001	0000293881	3095	UNIVERSITY OF SASKATCHEWAN	12-Dec-14	498.75
0085000094	0001	0000293882	1843	WABASCA HOME HARDWARE	12-Dec-14	3,258.65
0085000095	0001	0000293883	EM18162	WASON, SHANNON	12-Dec-14	509.00
0085000096	0001	0000293884	812	WASTE MANAGEMENT	12-Dec-14	1,479.52
0085000097	0001	0000293885	8630	WOLSELEY MECHANICAL GROUP	12-Dec-14	18.81
0085000098	0001	0000293886	79	XEROX CANADA LTD.	12-Dec-14	2,141.46
0085000099	0001	0000293887	3236	YELLOWKNEE, DONNA	12-Dec-14	95.00
0085ET0001	0001	*****	8062	668040 ALBERTA LTD.	12-Dec-14	- 876.00
0085ET0002	0001	*****	3765	ALOOK, CORRINE	12-Dec-14	120.00
0085ET0003	0001	*****	7693	ANDERSON BUSING	12-Dec-14	700.00
0085ET0004	0001	*****	9306	ANDERSON, JAY	12-Dec-14	700.00
0085ET0005	0001	*****	1996	ANZAC COMMUNITY SCHOOL	12-Dec-14	1,240.62
0085ET0006	0001	*****	10163	ARCTIC BUILDERS	12-Dec-14	18,030.98
0085ET0007	0001	*****	62	AUGER, RITA	12-Dec-14	107.00
0085ET0008	0001	*****	10114	AUGER, SAMANTHA	12-Dec-14	700.00
0085ET0009	0001	*****	1715	BIGSTONE CREE NATION EDUCATION AUTHORITY	12-Dec-14	16,396.37
0085ET0010	0001	*****	9370	BRUSTER P.H.C.LTD.	12-Dec-14	19,937.21
0085ET0011	0001	*****	6159	CARDINAL, DENNIS R.	12-Dec-14	107.00
0085ET0012	0001	*****	5332	CASTLE STONE MASONRY LTD.	12-Dec-14	5,745.15
0085ET0013	0001	*****	6969	CDW CANADA INC.	12-Dec-14	12,306.69
0085ET0014	0001	*****	2431	CHALIFOUX, DAVID	12-Dec-14	160.84
0085ET0015	0001	*****	776	CHRISTENSEN BUSING	12-Dec-14	1,800.00
0085ET0016	0001	*****	2994	DESJARLAIS BUSES	12-Dec-14	3,000.00
0085ET0017	0001	*****	EM10719	DEWAR, BRIAN	12-Dec-14	155.10
0085ET0018	0001	*****	2710	DR. MARY JACKSON SCHOOL FUND RAISERS	12-Dec-14	525.00
0085ET0019	0001	*****	4452	FRIESEN, JUDITH	12-Dec-14	1,168.33
0085ET0020	0001	*****	6457	GAUCHIER, TEASA	12-Dec-14	342.72
0085ET0021	0001	*****	27	HALFORDS	12-Dec-14	6,910.73

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0085ET0022	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	12-Dec-14	125.00
0085ET0023	0001	*****	8728	JOHN DEERE FINANCIAL	12-Dec-14	124.87
0085ET0024	0001	*****	8138	KHAN COMMUNICATION SERVICES, INC.	12-Dec-14	12,732.50
0085ET0025	0001	*****	8071	KOKORA, KOFFI	12-Dec-14	425.00
0085ET0026	0001	*****	EM12100	LAGIMODIERE, TRACY	12-Dec-14	107.00
0085ET0027	0001	*****	EM10237	LANDRY, JAMIE MR	12-Dec-14	61.10
0085ET0028	0001	*****	8590	LANDRY, KAYLA	12-Dec-14	612.20
0085ET0029	0001	*****	10106	MATTHEWS, CHRISTIE	12-Dec-14	750.00
0085ET0030	0001	*****	10135	MCLEAN, DARLENE	12-Dec-14	700.00
0085ET0031	0001	*****	3364	MILLENIUM CABINS INC.	12-Dec-14	2,832.69
0085ET0032	0001	*****	10086	NANOOCH, JENNIFER	12-Dec-14	821.34
0085ET0033	0001	*****	4884	NOSKEY BUS LINES	12-Dec-14	1,400.00
0085ET0034	0001	*****	EM11505	NOSKIYE, ROSEMARIE	12-Dec-14	288.00
0085ET0035	0001	*****	3088	O'CONNOR, DANIELLE	12-Dec-14	28.35
0085ET0036	0001	*****	10070	ODIOBALA, ERICA	12-Dec-14	750.00
0085ET0037	0001	*****	2461	ORR, CHARLES	12-Dec-14	700.00
0085ET0038	0001	*****	10175	ORR, TAYLOR	12-Dec-14	700.00
0085ET0039	0001	*****	3794	PAHLKE, GORDON & LINDA	12-Dec-14	593.76
0085ET0040	0001	*****	EM11200	PARKER, RAY	12-Dec-14	245.00
0085ET0041	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	12-Dec-14	33.87
0085ET0042	0001	*****	8768	POTTS, KRYSTAL	12-Dec-14	306.84
0085ET0043	0001	*****	690	RATHBONE, DENISE	12-Dec-14	181.00
0085ET0044	0001	*****	8773	SHEEHAN, KELSEY	12-Dec-14	32.88
0085ET0045	0001	*****	1448	STRANG, LINDA	12-Dec-14	750.00
0085ET0046	0001	*****	EM18309	TURPIN, WAYNE	12-Dec-14	791.83
0085ET0047	0001	*****	9134	WALTY, CURTIS	12-Dec-14	140.00
0085ET0048	0001	*****	600	WARD, ELAINE	12-Dec-14	178.76
0085ET0049	0001	*****	751	WESCLEAN - (EDM)	12-Dec-14	4,694.43
0085ET0050	0001	*****	2942	WHEELER, PEGGY	12-Dec-14	350.00
0085ET0051	0001	*****	10088	WILE, MICHELLE	12-Dec-14	750.00
0085ET0052	0001	*****	9451	WRITE WAY COMMUNICATIONS	12-Dec-14	5,000.00
0086000001	0001	0000293888	402	CANADA BREAD WEST (MCGAVINS) #4065	16-Dec-14	177.85
0086000002	0001	0000293889	2277	REVENUE CANADA	16-Dec-14	15,276.07
0086000003	0001	0000293890	8951	STANDARD LIFE	16-Dec-14	1,329.44
0086ET0001	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	16-Dec-14	9,994.74
0086ET0002	0001	*****	8744	GFS PRAIRIES INC	16-Dec-14	27,051.77
0086ET0003	0001	*****	5069	LAMOUCHE, MARLENE MARIE	16-Dec-14	86.70
0086ET0004	0001	*****	6081	STAN'S EAGLE'S NEST	16-Dec-14	100.00
0086ET0005	0001	*****	5081	SYSKO FOOD SERVICES OF EDMONTON	16-Dec-14	42,945.72
0087000001	0001	0000293891	10203	A-1 JANITORIAL SUPPLY	19-Dec-14	122.37
0087000002	0001	0000293892	6907	ACCORD ANSWERING SERVICE	19-Dec-14	315.00
0087000003	0001	0000293893	469	ALBERTA ASSESSMENT CONSORTIUM	19-Dec-14	1,595.69
0087000004	0001	0000293894	8457	ALBERTA BLUE CROSS	19-Dec-14	1,320.00
0087000005	0001	0000293895	8507	ALTAGAS UTILITIES INC	19-Dec-14	13,304.19
0087000006	0001	0000293896	244	ATCO ELECTRIC LTD.	19-Dec-14	61.00
0087000007	0001	0000293897	8417	AUGER, KEVIN S.	19-Dec-14	147.00
0087000008	0001	0000293898	8876	BELL CANADA	19-Dec-14	77.18
0087000009	0001	0000293899	9222	BILLY TAHA TRUCKING	19-Dec-14	304.50
0087000010	0001	0000293900	2129	BILLOU, TIMOTHY	19-Dec-14	4,045.78
0087000011	0001	0000293901	8973	CATTERSON, DIANNE	19-Dec-14	872.40
0087000012	0001	0000293902	10198	CEILING CENTRE	19-Dec-14	1,490.40

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0087000013	0001	0000293903	7843	CLASIK HARDWARE INC	19-Dec-14	17.69
0087000014	0001	0000293904	7007	COLOURS BY TIFFANY	19-Dec-14	366.40
0087000015	0001	0000293905	3438	CRYSTAL CLEAR WATER SALES	19-Dec-14	60.00
0087000016	0001	0000293906	9209	DALYN DISPOSALS LTD.	19-Dec-14	606.90
0087000017	0001	0000293907	5287	DIRECT ENERGY REGULATED SERVICES	19-Dec-14	3,238.85
0087000018	0001	0000293908	1322	DON VALLEY ELECTRIC LTD.	19-Dec-14	20,476.91
0087000019	0001	0000293909	5170	EAST PRAIRIE METIS SETTLEMENT	19-Dec-14	160.00
0087000020	0001	0000293910	7540	EDUCATION LOGISTICS INC	19-Dec-14	4,275.00
0087000021	0001	0000293911	472	ELECTRIC MOTOR SERVICE(EDM.)	19-Dec-14	1,362.38
0087000022	0001	0000293912	7235	FLETT, DOUG	19-Dec-14	107.00
0087000023	0001	0000293913	1133	FORT PETROLEUM LTD PARTNERSHIP	19-Dec-14	725.72
0087000024	0001	0000293914	10199	FRASER, CHARLES	19-Dec-14	1,225.00
0087000025	0001	0000293915	1577	FRED'S HEATING	19-Dec-14	177.65
0087000026	0001	0000293916	693	FRESON BROS. (HP)	19-Dec-14	142.06
0087000027	0001	0000293917	765	GAMBLER, LOUISE	19-Dec-14	445.80
0087000028	0001	0000293918	2139	GIFT LAKE DEVELOPMENT CORPORATIION	19-Dec-14	2,132.33
0087000029	0001	0000293919	1881	GLADUE, SOPHIE	19-Dec-14	48.44
0087000030	0001	0000293920	10012	GOVERNMENT OF ALBERTA	19-Dec-14	8,947.80
0087000031	0001	0000293921	1517	GULLION, VIVIAN	19-Dec-14	940.00
0087000032	0001	0000293922	8523	HALTER'S AUTOMOTIVE	19-Dec-14	436.80
0087000033	0001	0000293923	2583	HEAVY EQUIPMENT REPAIR	19-Dec-14	1,286.37
0087000034	0001	0000293924	217	HIGH PRAIRIE TRU HARDWARE	19-Dec-14	1,258.74
0087000035	0001	0000293925	6910	HOCKLEY, JAMES	19-Dec-14	400.00
0087000036	0001	0000293926	7594	HOLIDAY INN EXPRESS S.L.	19-Dec-14	937.34
0087000037	0001	0000293927	75	HOLTBY HOLDINGS LTD	19-Dec-14	4,287.50
0087000038	0001	0000293928	10069	INTERJURISDICTIONAL RESOURCE CENTRE	19-Dec-14	13,190.06
0087000039	0001	0000293929	8661	ION PRINT SOLUTIONS	19-Dec-14	1,019.55
0087000040	0001	0000293930	5826	L&P DISPOSALS	19-Dec-14	720.83
0087000041	0001	0000293931	9326	LABOUCAN OILFIELD SERVICES	19-Dec-14	829.00
0087000042	0001	0000293932	4056	LAC LA BICHE BUILDING PRODUCTS	19-Dec-14	976.75
0087000043	0001	0000293933	8122	LAC LA BICHE COUNTY	19-Dec-14	135.24
0087000044	0001	0000293934	5926	LAC LA BICHE TRANSPORT LTD	19-Dec-14	230.61
0087000045	0001	0000293935	10201	LOGAN, MATILDA	19-Dec-14	125.00
0087000046	0001	0000293936	6243	MARTIN DEERLINE	19-Dec-14	3,147.90
0087000047	0001	0000293937	5941	MCLENNAN ROSS LLP	19-Dec-14	195.04
0087000048	0001	0000293938	347	MCMURRAY AVIATION	19-Dec-14	186.24
0087000049	0001	0000293939	981	MUNICIPAL DISTRICT OF BIG LAKES	19-Dec-14	793.86
0087000050	0001	0000293940	656	MUNICIPAL DISTRICT OF OPPORTUNITY #17	19-Dec-14	4,656.16
0087000051	0001	0000293941	248	NORTH PEACE GAS CO-OP	19-Dec-14	2,287.12
0087000052	0001	0000293942	4652	NORTHERN DIGITAL SERVICES	19-Dec-14	89.25
0087000053	0001	0000293943	6234	NORTHERN ELEMENTS FURNITURE	19-Dec-14	355.95
0087000054	0001	0000293944	2478	NORTHWEST REGIONAL LEARNING CONSORTIUM	19-Dec-14	500.00
0087000055	0001	0000293945	5631	NUFLOORS	19-Dec-14	297.99
0087000056	0001	0000293946	10117	OMNI PROACTIVE SERVICES INC	19-Dec-14	3,270.27
0087000057	0001	0000293947	374	PADDLE PRAIRIE GAS CO-OP	19-Dec-14	3,835.35
0087000058	0001	0000293948	8160	PAQUETTE, AARON	19-Dec-14 CANCEL 08-Jan-15	6,059.14
0087000059	0001	0000293949	3373	PARKLAND INDUSTRIES LTD	19-Dec-14	15,407.76
0087000060	0001	0000293950	6067	PEACE AUTO & SUPPLY LTD 6505	19-Dec-14	80.50
0087000061	0001	0000293951	10180	PEACE FIRE EXTINGUISHER & SAFETY LTD	19-Dec-14	6,210.74
0087000062	0001	0000293952	806	PEACE RIVER HEATING(1971)LTD.	19-Dec-14	1,348.24
0087000063	0001	0000293953	455	PEACE RIVER HOME CENTRE INC.	19-Dec-14	8,253.45
0087000064	0001	0000293954	5651	PELICAN AUTO & SAFETY SUPPLY	19-Dec-14	990.45

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0087000065	0001	0000293955	4370	PEREDERY, CHERYL	19-Dec-14	95.26
0087000066	0001	0000293956	1789	PHONECO INC.	19-Dec-14	94.51
0087000067	0001	0000293957	8509	PITNEY BOWES	19-Dec-14	1,048.61
0087000068	0001	0000293958	457	POPS HARDWARE & BUILDING CENTRE INC	19-Dec-14	413.05
0087000069	0001	0000293959	8599	POSITIVE CULTURE	19-Dec-14	977.02
0087000070	0001	0000293960	249	PRAIRIE RIVER GAS CO-OP	19-Dec-14	8,180.02
0087000071	0001	0000293961	10200	PREMIER INDUSTRIAL LTD	19-Dec-14	1,103.31
0087000072	0001	0000293962	1403	PUROLATOR COURIER LTD.	19-Dec-14	19.89
0087000073	0001	0000293963	593	RATHBONE SERVICE	19-Dec-14	1,625.00
0087000074	0001	0000293964	1714	RECEIVER GENERAL FOR CANADA	19-Dec-14	2,663.40
0087000075	0001	0000293965	4587	RECOVERY AUTOMOTIVE	19-Dec-14	2,716.96
0087000076	0001	0000293966	10039	RFS CANADA	19-Dec-14	4,115.33
0087000077	0001	0000293967	4233	ROGER'S AUTO	19-Dec-14	16.07
0087000078	0001	0000293968	8075	RONA LAC LA BICHE	19-Dec-14	731.50
0087000079	0001	0000293969	5951	RONA HOME CENTRE #245	19-Dec-14	702.22
0087000080	0001	0000293970	8825	SHANAHAN'S	19-Dec-14	233.10
0087000081	0001	0000293971	6692	SILVERTIP ENTERPRISE LTD.	19-Dec-14	5,739.17
0087000082	0001	0000293972	3242	SINCLAIR, AGNES	19-Dec-14	144.00
0087000083	0001	0000293973	460	SOPER'S SUPPLY LTD.	19-Dec-14	1,105.46
0087000084	0001	0000293974	5413	STAN LADEROUTE CONSTRUCTION	19-Dec-14	2,155.00
0087000085	0001	0000293975	8496	SUNCOR ENERGY PRODUCTS PARTNERSHIP	19-Dec-14	1,859.54
0087000086	0001	0000293976	7531	TALLMAN, RAYMOND	19-Dec-14	288.00
0087000087	0001	0000293977	8	TELUS COMMUNICATIONS INCORPORATED	19-Dec-14	504.47
0087000088	0001	0000293978	8039	THE NORTHERN STORES FINANCIAL SERVICES	19-Dec-14	457.26
0087000089	0001	0000293979	203	TIMBERLAND BUILDING SUPPLIES	19-Dec-14	35.66
0087000090	0001	0000293980	8123	TREATY 8 FIRST NATIONS OF ALBERTA	19-Dec-14	341.24
0087000091	0001	0000293981	634	UFA CO-OPERATIVE LIMITED	19-Dec-14	29,623.29
0087000092	0001	0000293982	683	UNIVERSITY OF TORONTO PRESS	19-Dec-14	2,882.16
0087000093	0001	0000293983	2711	VANDECK PLUMBING & HEATING	19-Dec-14	1,871.57
0087000094	0001	0000293984	4067	VENTURE BUILDING SUPPLIES INC.	19-Dec-14	406.09
0087000095	0001	0000293985	8113	VENTURE PARTS SUPPLY	19-Dec-14	285.86
0087000096	0001	0000293986	1843	WABASCA HOME HARDWARE	19-Dec-14	5,007.33
0087000097	0001	0000293987	812	WASTE MANAGEMENT	19-Dec-14	1,374.72
0087000098	0001	0000293988	8734	WILTER AUTO & IND SUPPLY	19-Dec-14	54.55
0087000099	0001	0000293989	8630	WOLSELEY MECHANICAL GROUP	19-Dec-14	416.86
0087000100	0001	0000293990	79	XEROX CANADA LTD.	19-Dec-14	566.90
0087ET0001	0001	*****	8062	668040 ALBERTA LTD.	19-Dec-14	1,890.00
0087ET0002	0001	*****	10073	ACTON, AMANDA	19-Dec-14	750.00
0087ET0003	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	19-Dec-14 CANCEL 05-Jan-15	4,152.81
0087ET0004	0001	*****	7693	ANDERSON BUSING	19-Dec-14	7,285.40
0087ET0005	0001	*****	9306	ANDERSON, JAY	19-Dec-14	6,780.16
0087ET0006	0001	*****	EM15245	AUBREY, JOSCELYN	19-Dec-14	169.34
0087ET0007	0001	*****	EM18310	AUGER, TRISTEN	19-Dec-14	450.00
0087ET0008	0001	*****	9030	BARCA, BEVERLEY	19-Dec-14	291.21
0087ET0009	0001	*****	8304	BARRETT, DONNA	19-Dec-14	113.16
0087ET0010	0001	*****	10107	BILYEA, JACKIE	19-Dec-14	107.00
0087ET0011	0001	*****	9370	BRUSTER P.H.C.LTD.	19-Dec-14	5,073.86
0087ET0012	0001	*****	9278	CARDINAL, GLORIA	19-Dec-14	140.15
0087ET0013	0001	*****	EM18168	CAVANAUGH, JANETTE	19-Dec-14	189.62
0087ET0014	0001	*****	EM14251	CHALIFOUX, JESSICA	19-Dec-14	700.00
0087ET0015	0001	*****	776	CHRISTENSEN BUSING	19-Dec-14	6,477.40
0087ET0016	0001	*****	EM18313	COLE, LILY	19-Dec-14	411.30

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0087ET0017	0001	*****	4189	COLVILLE, CRYSTAL	19-Dec-14	71.32
0087ET0018	0001	*****	8889	COOK, TERRY LYNN	19-Dec-14	410.39
0087ET0019	0001	*****	2994	DESJARLAIS BUSES	19-Dec-14	12,296.81
0087ET0020	0001	*****	6284	DUROSE, ADAM	19-Dec-14	65.00
0087ET0021	0001	*****	6273	ENMAX CORPORATION (NEW)	19-Dec-14	64,355.59
0087ET0022	0001	*****	10093	EVANS, BRIAN	19-Dec-14	433.03
0087ET0023	0001	*****	5894	GILLIS, GERARD	19-Dec-14	129.54
0087ET0024	0001	*****	EM13072	HAMELIN, SHELLY	19-Dec-14	853.08
0087ET0025	0001	*****	7297	HAROLDSON, LEE	19-Dec-14	26.21
0087ET0026	0001	*****	EM11729	HOULE, CHARLES	19-Dec-14	725.00
0087ET0027	0001	*****	EM13033	HOULE, SANDRA	19-Dec-14	653.65
0087ET0028	0001	*****	EM10514	HURLEY, SARAH	19-Dec-14	1,818.00
0087ET0029	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	19-Dec-14	400.00
0087ET0030	0001	*****	1876	JANVIER, EVA	19-Dec-14	1,192.30
0087ET0031	0001	*****	EM12806	JOHNSON, PATTY	19-Dec-14	761.25
0087ET0032	0001	*****	EM13030	JUNEAU, JASON	19-Dec-14	330.00
0087ET0033	0001	*****	EM10237	LANDRY, JAMIE MR	19-Dec-14	92.79
0087ET0034	0001	*****	8590	LANDRY, KAYLA	19-Dec-14	12.60
0087ET0035	0001	*****	9301	LAROCQUE, JOYCE	19-Dec-14	79.01
0087ET0036	0001	*****	410	LITTLE BUFFALO SCHOOL	19-Dec-14	3,595.90
0087ET0037	0001	*****	10008	MANITOULIN	19-Dec-14	760.50
0087ET0038	0001	*****	727	MCBRIDE, DEBBRA	19-Dec-14	24.41
0087ET0039	0001	*****	3364	MILLENIUM CABINS INC.	19-Dec-14	567.69
0087ET0040	0001	*****	10090	MURPHY, LISA	19-Dec-14	1,584.48
0087ET0041	0001	*****	30	NELSON EDUCATION LTD.	19-Dec-14	2,323.64
0087ET0042	0001	*****	5650	NORTHERN PLUMBING & HEATING	19-Dec-14	4,635.20
0087ET0043	0001	*****	4884	NOSKEY BUS LINES	19-Dec-14	7,909.50
0087ET0044	0001	*****	3088	O'CONNOR, DANIELLE	19-Dec-14	700.76
0087ET0045	0001	*****	8775	OLIVER, LEONARD J.	19-Dec-14	351.18
0087ET0046	0001	*****	2461	ORR, CHARLES	19-Dec-14	1,689.12
0087ET0047	0001	*****	551	PARKER, BRYAN	19-Dec-14	442.11
0087ET0048	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	19-Dec-14	69.74
0087ET0049	0001	*****	690	RATHBONE, DENISE	19-Dec-14	1,345.67
0087ET0050	0001	*****	5181	SPARKSMAN TRANSPORTATION LTD.	19-Dec-14	22,134.01
0087ET0051	0001	*****	EM10225	STEVENS, BENJAMIN	19-Dec-14	2,805.25
0087ET0052	0001	*****	10000	SUPERIOR PROPANE	19-Dec-14	9,030.52
0087ET0053	0001	*****	9295	TURPIN, CHRIS	19-Dec-14	894.26
0087ET0054	0001	*****	EM18309	TURPIN, WAYNE	19-Dec-14	1,261.03
0087ET0055	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	19-Dec-14	433.65
0087ET0056	0001	*****	10071	WEIR, DARREN	19-Dec-14	389.24
0087ET0057	0001	*****	751	WESCLEAN - (EDM)	19-Dec-14	184.42
0087ET0058	0001	*****	9123	YELLOWKNEE, ROSIE	19-Dec-14	100.00
0087ET0059	0001	*****	9359	YOUNG, DORIS M.	19-Dec-14	55.08
0088000001	0001	0000293991	351	ALBERTA MAINTENANCE ENFORCEMENT PROGRAM	22-Dec-14	2,557.00
0088000002	0001	0000293992	353	ALBERTA TEACHERS ASSOCIATION	22-Dec-14	25,783.68
0088000003	0001	0000293993	8507	ALTAGAS UTILITIES INC	22-Dec-14	8,703.72
0088000004	0001	0000293994	6160	ANDERSON, GLEN	22-Dec-14	107.00
0088000005	0001	0000293995	8749	CARDINAL, TRALLINA	22-Dec-14	158.40
0088000006	0001	0000293996	5287	DIRECT ENERGY REGULATED SERVICES	22-Dec-14	490.55
0088000007	0001	0000293997	18	EDMONTON PUBLIC SCHOOLS	22-Dec-14	231.00
0088000008	0001	0000293998	693	FRESON BROS. (HP)	22-Dec-14	234.97



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0088000009	0001	0000293999	10207	GLOBAL INDUSTRIAL	22-Dec-14	1,744.41
0088000010	0001	0000294000	357	INDUSTRIAL-ALLIANCE	22-Dec-14	773.75
0088000011	0001	0000294001	9120	KOOTENAY PUMPING SYSTEMS (1985) LTD	22-Dec-14	874.13
0088000012	0001	0000294002	180	LESPLAN EDUCATIONAL SERVICES LTD.	22-Dec-14	94.50
0088000013	0001	0000294003	355	LOCAL AUTHORITIES PENSION PLAN	22-Dec-14	142,616.05
0088000014	0001	0000294004	356	LONDON LIFE	22-Dec-14	4,413.04
0088000015	0001	0000294005	521	PEACE WAPITI SCHOOL DIVISION NO. 76	22-Dec-14	199.00
0088000016	0001	0000294006	349	RECEIVER GENERAL FOR CANADA	22-Dec-14	530,344.38
0088000017	0001	0000294007	1714	RECEIVER GENERAL FOR CANADA	22-Dec-14	251.36
0088000018	0001	0000294008	681	RIVERSIDE CONVENIENCE	22-Dec-14	3,113.25
0088000019	0001	0000294009	25	SCHOLAR'S CHOICE	22-Dec-14	39.89
0088000020	0001	0000294010	6054	SCHOOL SPECIALTY CANADA	22-Dec-14	1,912.74
0088000021	0001	0000294011	9276	SRB EDUCATION SOLUTIONS	22-Dec-14	9,360.12
0088000022	0001	0000294012	354	TEACHER'S RETIREMENT FUND	22-Dec-14	218,551.27
0088000023	0001	0000294013	539	TOWN OF PEACE RIVER	22-Dec-14	226.80
0088000024	0001	0000294014	3236	YELLOWKNEE, DONNA	22-Dec-14	95.00
0088ET0001	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	22-Dec-14 CANCEL 05-Jan-15	1,068.54
0088ET0002	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	22-Dec-14	168,195.40
0088ET0003	0001	*****	3803	ANDERSON, JENNIFER	22-Dec-14	700.00
0088ET0004	0001	*****	1262	COURTORIELLE, WILLIAM	22-Dec-14	107.00
0088ET0005	0001	*****	10152	LADEROUTE, DAPHNE	22-Dec-14	700.00
0088ET0006	0001	*****	9095	LADEROUTE, RANDI	22-Dec-14	1,400.00
0088ET0007	0001	*****	3364	MILLENIUM CABINS INC.	22-Dec-14	602.25
0088ET0008	0001	*****	30	NELSON EDUCATION LTD.	22-Dec-14	158.24
0088ET0009	0001	*****	EM11432	SAWAN, ROSEANNA	22-Dec-14	1,200.00
0088ET0010	0001	*****	31	SPECTRUM EDUCATIONAL SUPPLIES LTD.	22-Dec-14	4,208.35
0088ET0011	0001	*****	751	WESCLEAN - (EDM)	22-Dec-14	9,531.12
0089000001	0001	0000294015	6323	CAN-WEST CORPORATE AIR CHARTERS	22-Dec-14	506.10
0089000002	0001	0000294016	402	CANADA BREAD WEST(MCGAVINS) #4065	22-Dec-14	90.74
0089000003	0001	0000294017	1610	FORT VERMILION SCHOOL DIVISION NO.52	22-Dec-14	16,563.40
0089000004	0001	0000294018	6425	FRESON BROS MANNING	22-Dec-14	- 49.98
0089000005	0001	0000294019	347	MCMURRAY AVIATION	22-Dec-14	1,267.61
0089000006	0001	0000294020	6536	STORMS, PATRICIA	22-Dec-14	350.00
0089ET0001	0001	*****	6899	DEBOER, MARIA	22-Dec-14	764.19
0089ET0002	0001	*****	8744	GFS PRAIRIES INC	22-Dec-14	21,138.50
0089ET0003	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	22-Dec-14	124.68
0089ET0004	0001	*****	751	WESCLEAN - (EDM)	22-Dec-14	611.73
0090000001	0001	0000294021	6323	CAN-WEST CORPORATE AIR CHARTERS	08-Jan-15	506.10
0090000002	0001	0000294022	402	CANADA BREAD WEST(MCGAVINS) #4065	08-Jan-15	87.27
0090000003	0001	0000294023	6425	FRESON BROS MANNING	08-Jan-15	67.18
0090000004	0001	0000294024	4538	GRANDE CACHE HOME FURNITURE	08-Jan-15	701.45
0090000005	0001	0000294025	1846	LADEROUTE, DALE	08-Jan-15	438.37
0090000006	0001	0000294026	347	MCMURRAY AVIATION	08-Jan-15	867.68
0090000007	0001	0000294027	5202	MICHEL'S SUPER A FOODS	08-Jan-15	35.21
0090000008	0001	0000294028	319	RUSSELL FOOD EQUIPMENT	08-Jan-15	419.21
0090000009	0001	0000294029	9529	SLOAN CONSULTANTS LTD	08-Jan-15	2,440.23
0090000010	0001	0000294030	570	WAWANESA LIFE	08-Jan-15	624.84
0090ET0001	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	08-Jan-15	5,221.35
0090ET0002	0001	*****	8744	GFS PRAIRIES INC	08-Jan-15	11,468.02
0090ET0003	0001	*****	8160	PAQUETTE, AARON	08-Jan-15	6,059.14
0090ET0004	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	08-Jan-15	26,740.90
0091000001	0001	0000294031	10143	1832648 ALBERTA LTD	09-Jan-15	585.01

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0091000002	0001	0000294032	8663	AIR LIQUIDE CANADA INC	09-Jan-15	364.51
0091000003	0001	0000294033	170	ALBERTA NATIVE NEWS	09-Jan-15	343.88
0091000004	0001	0000294034	315	ALBERTA SCHOOL BOARDS ASSOCIATION	09-Jan-15	781.32
0091000005	0001	0000294035	9180	ALLEN DESJARLAIS INDEPENDENT INSPECTIONS	09-Jan-15	1,260.00
0091000006	0001	0000294036	10131	ALOOK, JOSEPHINE	09-Jan-15	95.00
0091000007	0001	0000294037	8507	ALTAGAS UTILITIES INC	09-Jan-15	3,917.99
0091000008	0001	0000294038	10206	API INDUSTRIES	09-Jan-15	3,628.00
0091000009	0001	0000294039	9287	ARMSTRONG'S COMMUNICATION LTD	09-Jan-15	428.24
0091000010	0001	0000294040	4326	B & R ECKEL'S TRANSPORT LTD.	09-Jan-15	117.04
0091000011	0001	0000294041	9442	BANNER POST	09-Jan-15	102.06
0091000012	0001	0000294042	6683	BIM'S CAR TRUCK WASH & GRAVEL SALES	09-Jan-15	138.34
0091000013	0001	0000294043	6781	BONNYVILLE CENTRALIZED HIGH	09-Jan-15	65.00
0091000014	0001	0000294044	9512	BORS, STAN	09-Jan-15	604.80
0091000015	0001	0000294045	7647	CALLIOU, LISA	09-Jan-15	107.00
0091000016	0001	0000294046	6065	CARDINAL, ESTHER	09-Jan-15	82.00
0091000017	0001	0000294047	EM11960	CARDINAL, LORRAINE C.	09-Jan-15 CANCEL 21-Jan-15	750.00
0091000018	0001	0000294048	8087	CARDINAL, SOPHIE	09-Jan-15	100.00
0091000019	0001	0000294049	9506	CCI WIRELESS	09-Jan-15	69.29
0091000020	0001	0000294050	1394	CHRISTIAN, DORIS	09-Jan-15	107.00
0091000021	0001	0000294051	255	COLLINS, JOYCE	09-Jan-15	450.00
0091000022	0001	0000294052	6287	COPPER BEECH	09-Jan-15	213.15
0091000023	0001	0000294053	3438	CRYSTAL CLEAR WATER SALES	09-Jan-15	48.00
0091000024	0001	0000294054	1963	CUNNINGHAM, KEN	09-Jan-15	900.00
0091000025	0001	0000294055	3338	DELL CANADA INC.	09-Jan-15	9,248.18
0091000026	0001	0000294056	5287	DIRECT ENERGY REGULATED SERVICES	09-Jan-15	14,027.30
0091000027	0001	0000294057	18	EDMONTON PUBLIC SCHOOLS	09-Jan-15	1,021.12
0091000028	0001	0000294058	3252	EPCOR ENERGY SERVICES ( ALBERTA) INC.	09-Jan-15	255.24
0091000029	0001	0000294059	10158	FLEETCOR CANADA MASTERCARD	09-Jan-15	41.50
0091000030	0001	0000294060	9190	FONTAINE, EDGAR	09-Jan-15	281.87
0091000031	0001	0000294061	10205	FORT MCMURRAY CONNECT	09-Jan-15	160.11
0091000032	0001	0000294062	529	FRESON BROS.	09-Jan-15	45.17
0091000033	0001	0000294063	185	GOVERNMENT OF ALBERTA	09-Jan-15	52.50
0091000034	0001	0000294064	699	GREYHOUND COURIER EXPRESS	09-Jan-15	66.43
0091000035	0001	0000294065	8021	HRDOWNLOADS INC.	09-Jan-15	519.75
0091000036	0001	0000294066	8661	ION PRINT SOLUTIONS	09-Jan-15	1,081.50
0091000037	0001	0000294067	5517	JULIAN PACKER	09-Jan-15	27,846.07
0091000038	0001	0000294068	5859	KIVA GROUP CORP.	09-Jan-15	1,524.60
0091000039	0001	0000294069	5719	LEPINE, ROBERT	09-Jan-15	129.60
0091000040	0001	0000294070	6836	MCLEOD, SANDRA	09-Jan-15	107.00
0091000041	0001	0000294071	8960	MCROBIE, JOHN JASON	09-Jan-15	312.13
0091000042	0001	0000294072	2642	MEYER, JUDY	09-Jan-15	281.29
0091000043	0001	0000294073	5202	MICHEL'S SUPER A FOODS	09-Jan-15	104.50
0091000044	0001	0000294074	10208	MOBERLY, BERTHA	09-Jan-15	648.00
0091000045	0001	0000294075	2441	NATIVE REFLECTIONS	09-Jan-15	1,600.72
0091000046	0001	0000294076	9454	NEWCAP RADIO INC.	09-Jan-15	342.30
0091000047	0001	0000294077	373	NORTH EAST GAS CO-OP	09-Jan-15	632.44
0091000048	0001	0000294078	4652	NORTHERN DIGITAL SERVICES	09-Jan-15	433.49
0091000049	0001	0000294079	9294	NORTHERN JOURNAL	09-Jan-15	344.40
0091000050	0001	0000294080	6391	NORTHERN LAKES COLLEGE	09-Jan-15	702.94
0091000051	0001	0000294081	3415	OKEMOW, LAURIE	09-Jan-15	140.00
0091000052	0001	0000294082	7536	PEACE RIVER BROADCASTING CORP. LTD	09-Jan-15	609.00
0091000053	0001	0000294083	1471	PEACE RIVER FORD SALES INC	09-Jan-15	68.20

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0091000054	0001	0000294084	455	PEACE RIVER HOME CENTRE INC.	09-Jan-15	50.04
0091000055	0001	0000294085	8374	PEAVINE INN & SUITES	09-Jan-15	843.66
0091000056	0001	0000294086	9411	PEDERSON, JEN	09-Jan-15	50.40
0091000057	0001	0000294087	5825	PITNEYWORKS	09-Jan-15	3,150.00
0091000058	0001	0000294088	10076	PRAIRIE DISPOSAL LTD.	09-Jan-15	246.12
0091000059	0001	0000294089	9371	PRAXAIR DISTRIBUTION	09-Jan-15	50.86
0091000060	0001	0000294090	1403	PULOLATOR COURIER LTD.	09-Jan-15	75.77
0091000061	0001	0000294091	4587	RECOVERY AUTOMOTIVE	09-Jan-15	2,530.84
0091000062	0001	0000294092	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	09-Jan-15	4,703.52
0091000063	0001	0000294093	7668	REGISTRATIONS ARE US	09-Jan-15	9.45
0091000064	0001	0000294094	10039	RFS CANADA	09-Jan-15	3,152.10
0091000065	0001	0000294095	10005	RICOH CANADA INC	09-Jan-15	36.39
0091000066	0001	0000294096	10204	RUBICON PUBLISHING INC	09-Jan-15	500.00
0091000067	0001	0000294097	10186	SCHOOL DATEBOOKS, INC	09-Jan-15	102.52
0091000068	0001	0000294098	865	SCHOOL DISTRICT #59(PEACE RIVER SOUTH)	09-Jan-15	5,122.50
0091000069	0001	0000294099	805	SMITH, TAMMY	09-Jan-15	278.55
0091000070	0001	0000294100	605	SOUTH PEACE NEWS	09-Jan-15	162.96
0091000071	0001	0000294101	34	SPORTFACTOR INC.	09-Jan-15	3,657.52
0091000072	0001	0000294102	5413	STAN LADEROUTE CONSTRUCTION	09-Jan-15	2,400.00
0091000073	0001	0000294103	2951	TAIT, STEVEN	09-Jan-15	641.08
0091000074	0001	0000294104	8	TELUS COMMUNICATIONS INCORPORATED	09-Jan-15	13,323.69
0091000075	0001	0000294105	3325	THE ECHO	09-Jan-15	108.86
0091000076	0001	0000294106	2809	THE FEVER	09-Jan-15	414.65
0091000077	0001	0000294107	8039	THE NORTHERN STORES FINANCIAL SERVICES	09-Jan-15	816.09
0091000078	0001	0000294108	539	TOWN OF PEACE RIVER	09-Jan-15	464.00
0091000079	0001	0000294109	3344	TULLOCH, BRENDA	09-Jan-15	145.20
0091000080	0001	0000294110	1891	U.S. BANCORP CANADA CO.	09-Jan-15	91,959.70
0091000081	0001	0000294111	8891	VIKING REFRIGERATION LTD	09-Jan-15	682.50
0091000082	0001	0000294112	8776	WAJAX POWER SYSTEMS	09-Jan-15	379.68
0091000083	0001	0000294113	EM18162	WASON, SHANNON	09-Jan-15	607.62
0091000084	0001	0000294114	812	WASTE MANAGEMENT	09-Jan-15	685.39
0091000085	0001	0000294115	5382	WHITECAP MOTORS	09-Jan-15	374.08
0091000086	0001	0000294116	3808	WHITEHEAD, SHIRLEY	09-Jan-15	264.00
0091000087	0001	0000294117	8734	WILTER AUTO & IND SUPPLY	09-Jan-15	40.75
0091000088	0001	0000294118	26	WINTERGREEN LEARNING MATERIALS	09-Jan-15	1,103.52
0091000089	0001	0000294119	79	XEROX CANADA LTD.	09-Jan-15	14,226.89
0091000090	0001	0000294120	5480	XPLORNET COMMUNICATIONS INC	09-Jan-15	157.49
0091ET0001	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	09-Jan-15	4,319.48
0091ET0002	0001	*****	9541	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	09-Jan-15	1,558.32
0091ET0003	0001	*****	5653	ALBERTA TEACHERS' ASSOC. NORTHLAND LOCAL #	09-Jan-15	74,052.00
0091ET0004	0001	*****	3765	ALOOK, CORRINE	09-Jan-15	120.00
0091ET0005	0001	*****	8015	ANDREWS, MADELINE	09-Jan-15	219.35
0091ET0006	0001	*****	5882	AXIA SUPERNET LTD.	09-Jan-15	40,665.47
0091ET0007	0001	*****	7868	BIGSTONE, ANGELA	09-Jan-15	756.94
0091ET0008	0001	*****	6220	BRAKE, DELPHINE	09-Jan-15	750.00
0091ET0009	0001	*****	9278	CARDINAL, GLORIA	09-Jan-15	750.00
0091ET0010	0001	*****	4597	CARDINAL, RAYMOND	09-Jan-15	400.00
0091ET0011	0001	*****	552	CARDINAL, VIRGINIA	09-Jan-15	328.44
0091ET0012	0001	*****	6969	CDW CANADA INC.	09-Jan-15	4,650.82
0091ET0013	0001	*****	EM18313	COLE, LILY	09-Jan-15	2,150.15
0091ET0014	0001	*****	4189	COLVILLE, CRYSTAL	09-Jan-15	143.60

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0091ET0015	0001	*****	9110	DIAMOND INTERNATIONAL TRUCKS LTD	09-Jan-15	3,238.74
0091ET0016	0001	*****	7384	EVOLUTION PRESENTATION TECHNOLOGIES	09-Jan-15	809.03
0091ET0017	0001	*****	10151	FLETT, SHAWNA	09-Jan-15	700.00
0091ET0018	0001	*****	EM10894	FOSTER, LINDA	09-Jan-15	707.82
0091ET0019	0001	*****	10144	FOURNIER, DONNA	09-Jan-15	1,400.00
0091ET0020	0001	*****	4452	FRIESEN, JUDITH	09-Jan-15	171.51
0091ET0021	0001	*****	6457	GAUCHIER, TEASA	09-Jan-15	228.48
0091ET0022	0001	*****	5894	GILLIS, GERARD	09-Jan-15	129.54
0091ET0023	0001	*****	9214	GOULET, CORINNE	09-Jan-15	2,100.00
0091ET0024	0001	*****	EM13072	HAMELIN, SHELLY	09-Jan-15	994.28
0091ET0025	0001	*****	9378	HERMAN, MICHELLE	09-Jan-15	700.00
0091ET0026	0001	*****	EM10814	HORON, RICK	09-Jan-15	323.75
0091ET0027	0001	*****	7968	HOULE, ANN	09-Jan-15	350.00
0091ET0028	0001	*****	9088	IRWIN, J. ANDREW	09-Jan-15	335.00
0091ET0029	0001	*****	8728	JOHN DEERE FINANCIAL	09-Jan-15	840.58
0091ET0030	0001	*****	EM12806	JOHNSON, PATTY	09-Jan-15	61.20
0091ET0031	0001	*****	6929	KAZIUK, BARB	09-Jan-15	1,039.86
0091ET0032	0001	*****	8138	KHAN COMMUNICATION SERVICES, INC.	09-Jan-15	8,850.00
0091ET0033	0001	*****	8071	KOKORA, KOFFI	09-Jan-15	205.00
0091ET0034	0001	*****	9377	LABOUCANE, CYNTHIA	09-Jan-15	700.00
0091ET0035	0001	*****	1513	LABOUCANE, RHONDA	09-Jan-15	487.05
0091ET0036	0001	*****	7604	LEVESQUE, SERGE	09-Jan-15	423.00
0091ET0037	0001	*****	410	LITTLE BUFFALO SCHOOL	09-Jan-15	8,942.19
0091ET0038	0001	*****	10167	MAH, DELILAH DENISE	09-Jan-15	700.00
0091ET0039	0001	*****	7875	MARSHALL, PAULINE	09-Jan-15	700.00
0091ET0040	0001	*****	10099	MCRAE, JENNIFER	09-Jan-15	64.24
0091ET0041	0001	*****	3364	MILLENIUM CABINS INC.	09-Jan-15	1,092.30
0091ET0042	0001	*****	4577	MOBERLY, ALICE	09-Jan-15	315.00
0091ET0043	0001	*****	9105	MYBUDGETFILE INC	09-Jan-15	5,880.00
0091ET0044	0001	*****	30	NELSON EDUCATION LTD.	09-Jan-15	19,193.82
0091ET0045	0001	*****	3794	PAHLKE, GORDON & LINDA	09-Jan-15	335.84
0091ET0046	0001	*****	2378	PEARSON CANADA INC T46254	09-Jan-15	65.11
0091ET0047	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	09-Jan-15	134.15
0091ET0048	0001	*****	9297	RECK, KIMBERLEY	09-Jan-15	69.57
0091ET0049	0001	*****	292	REIN, KENT	09-Jan-15	335.00
0091ET0050	0001	*****	9331	RICH, KRISTEN	09-Jan-15	700.00
0091ET0051	0001	*****	EM10185	RITCEY, STEPHANIE	09-Jan-15	315.00
0091ET0052	0001	*****	8378	SUN MEDIA	09-Jan-15	273.84
0091ET0053	0001	*****	783	SUTHERLAND, KYLA	09-Jan-15	700.00
0091ET0054	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	09-Jan-15	266.83
0091ET0055	0001	*****	EM12430	VOGEL, KATHY	09-Jan-15	62.42
0091ET0056	0001	*****	600	WARD, ELAINE	09-Jan-15	135.58
0091ET0057	0001	*****	9445	WAVEMACH COMMUNICATIONS	09-Jan-15 CANCEL 16-Jan-15	3,821.21
0091ET0058	0001	*****	10071	WEIR, DARREN	09-Jan-15	454.77
0091ET0059	0001	*****	751	WESCLEAN - (EDM)	09-Jan-15	7,798.10
0091ET0060	0001	*****	EM12750	WHITE, JANINE	09-Jan-15	144.90
0091ET0061	0001	*****	10179	WILLIER, AMANDA	09-Jan-15	1,400.00
0092ET0001	0001	*****	7693	ANDERSON BUSING	13-Jan-15	700.00
0092ET0002	0001	*****	9306	ANDERSON, JAY	13-Jan-15	700.00
0092ET0003	0001	*****	776	CHRISTENSEN BUSING	13-Jan-15	1,800.00
0092ET0004	0001	*****	2994	DESJARLAIS BUSES	13-Jan-15	3,000.00
0092ET0005	0001	*****	4884	NOSKEY BUS LINES	13-Jan-15	1,400.00

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0092ET0006	0001	*****	2461	ORR, CHARLES	13-Jan-15	700.00
0092ET0007	0001	*****	9451	WRITE WAY COMMUNICATIONS	13-Jan-15	5,000.00
0093000001	0001	0000294121	831	CARLSON, VIOLET	14-Jan-15	241.31
0093000002	0001	0000294122	6976	COURTOREILLE, KIM	14-Jan-15	200.00
0093000003	0001	0000294123	3100	GUILD, ROBIN	14-Jan-15	200.00
0094000001	0001	0000294124	402	CANADA BREAD WEST (MCGAVINS) #4065	15-Jan-15	124.55
0094000002	0001	0000294125	595	E & M FOODS LTD.	15-Jan-15	33.16
0094000003	0001	0000294126	233	NOSKEY, YVONNE	15-Jan-15	100.00
0094000004	0001	0000294127	2277	REVENUE CANADA	15-Jan-15	15,438.95
0094000005	0001	0000294128	8951	STANDARD LIFE	15-Jan-15	1,394.70
0094ET0001	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	15-Jan-15	9,897.61
0094ET0002	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	15-Jan-15	8,188.96
0094ET0003	0001	*****	751	WESCLEAN - (EDM)	15-Jan-15	611.73
0095000001	0001	0000294129	5004	1176976 ALBERTA LTD.	16-Jan-15	40.32
0095000002	0001	0000294130	5407	ACTION ELEVATOR SERVICE LTD	16-Jan-15	1,532.05
0095000003	0001	0000294131	7476	ADAMSGREEN CONTRACTING	16-Jan-15	315.00
0095000004	0001	0000294132	3081	ADVANTAGE AUTOMOTIVE	16-Jan-15	513.66
0095000005	0001	0000294133	8555	ALBERTA HEALTH SERVICES (RED DEER)	16-Jan-15	410.00
0095000006	0001	0000294134	353	ALBERTA TEACHERS ASSOCIATION	16-Jan-15	105.00
0095000007	0001	0000294135	4836	ANSELL'S REFRIGERATION & HEATING LTD.	16-Jan-15	4,016.28
0095000008	0001	0000294136	9469	ARCTIC BLASTER	16-Jan-15	913.50
0095000009	0001	0000294137	8417	AUGER, KEVIN S.	16-Jan-15	75.00
0095000010	0001	0000294138	4326	B & R ECKEL'S TRANSPORT LTD.	16-Jan-15	110.97
0095000011	0001	0000294139	9351	BABEY, SUSAN	16-Jan-15	294.30
0095000012	0001	0000294140	2911	BARTLE & GIBSON - FT M	16-Jan-15	466.69
0095000013	0001	0000294141	454	BARTLE & GIBSON - PR	16-Jan-15	24.81
0095000014	0001	0000294142	8740	BEYOND 2000	16-Jan-15 CANCEL 21-Jan-15	3,677.91
0095000015	0001	0000294143	8429	CARDINAL, LOUIE AUGUST	16-Jan-15	679.98
0095000016	0001	0000294144	10212	CARDINAL, PAMELA	16-Jan-15	260.00
0095000017	0001	0000294145	7639	CAREER CRUISING	16-Jan-15	1,300.95
0095000018	0001	0000294146	252	CASS	16-Jan-15	4,620.00
0095000019	0001	0000294147	224	CHARLIE'S SECURITY	16-Jan-15	262.50
0095000020	0001	0000294148	6287	COPPER BEECH	16-Jan-15	1,398.81
0095000021	0001	0000294149	6976	COURTOREILLE, KIM	16-Jan-15	220.00
0095000022	0001	0000294150	10176	COX CONTRACTORS LTD	16-Jan-15	2,618.93
0095000023	0001	0000294151	8964	CYBERA INC.	16-Jan-15	498.75
0095000024	0001	0000294152	5287	DIRECT ENERGY REGULATED SERVICES	16-Jan-15	4,572.34
0095000025	0001	0000294153	8982	DLUGOSZ, GAYLE	16-Jan-15	5,000.00
0095000026	0001	0000294154	1322	DON VALLEY ELECTRIC LTD.	16-Jan-15	2,968.99
0095000027	0001	0000294155	5170	EAST PRAIRIE METIS SETTLEMENT	16-Jan-15	160.00
0095000028	0001	0000294156	813	ESSO TASTY EXPRESS	16-Jan-15	17.01
0095000029	0001	0000294157	3193	FORT MCMURRAY HOME HARDWARE	16-Jan-15	946.36
0095000030	0001	0000294158	1577	FRED'S HEATING	16-Jan-15	52.50
0095000031	0001	0000294159	693	FRESON BROS. (HP)	16-Jan-15	186.28
0095000032	0001	0000294160	10040	GFL ENVIRONMENTAL SOLID WASTE INC	16-Jan-15	100.29
0095000033	0001	0000294161	2139	GIFT LAKE DEVELOPMENT CORPORATION	16-Jan-15	1,554.37
0095000034	0001	0000294162	10012	GOVERNMENT OF ALBERTA	16-Jan-15	8,947.80
0095000035	0001	0000294163	699	GREYHOUND COURIER EXPRESS	16-Jan-15	21.95
0095000036	0001	0000294164	3100	GUILD, ROBIN	16-Jan-15	220.00
0095000037	0001	0000294165	216	HIGH PRAIRIE GLASS 2003	16-Jan-15	668.85
0095000038	0001	0000294166	1933	HOLY FAMILY CATHOLIC	16-Jan-15	300.00
0095000039	0001	0000294167	8106	HUNT, DOROTHY JOYCE	16-Jan-15	1,241.48

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0095000040	0001	0000294168	403	IMPERIAL DATA SUPPLY	16-Jan-15	1,858.50
0095000041	0001	0000294169	10185	JANVIER, GREGORY	16-Jan-15	285.60
0095000042	0001	0000294170	8704	JO KAT STORE & PUMPS	16-Jan-15	845.31
0095000043	0001	0000294171	5859	KIVA GROUP CORP.	16-Jan-15	2,400.00
0095000044	0001	0000294172	9120	KOOTENAY PUMPING SYSTEMS (1985) LTD	16-Jan-15	359.10
0095000045	0001	0000294173	10134	L'HIRONDELLE, SHIRLEY-ANN	16-Jan-15	700.00
0095000046	0001	0000294174	5926	LAC LA BICHE TRANSPORT LTD	16-Jan-15	55.17
0095000047	0001	0000294175	10059	LADEROUTE, HELEN	16-Jan-15	60.00
0095000048	0001	0000294176	3354	LADEROUTE, JOYCE	16-Jan-15	67.94
0095000049	0001	0000294177	1360	LAMOUCHE, SHAUNA	16-Jan-15	288.00
0095000050	0001	0000294178	9045	LES BUCHERONS LUMBERJACKS INC./CABINE SO	16-Jan-15	500.00
0095000051	0001	0000294179	6116	LUBBERS, MARJOLYN	16-Jan-15	106.91
0095000052	0001	0000294180	425	MACDOUGALL, SUSAN	16-Jan-15	200.00
0095000053	0001	0000294181	631	MAX FUEL DISTRIBUTORS LTD.	16-Jan-15	85.68
0095000054	0001	0000294182	5941	MCLENNAN ROSS LLP	16-Jan-15	1,469.64
0095000055	0001	0000294183	8717	MODSPACE	16-Jan-15	15,719.55
0095000056	0001	0000294184	656	MUNICIPAL DISTRICT OF OPPORTUNITY #17	16-Jan-15	3,850.48
0095000057	0001	0000294185	9344	NEW WATER LTD.	16-Jan-15	1,063.30
0095000058	0001	0000294186	6583	ORCA BOOK PUBLISHERS	16-Jan-15	1,462.71
0095000059	0001	0000294187	1471	PEACE RIVER FORD SALES INC	16-Jan-15	2,396.61
0095000060	0001	0000294188	806	PEACE RIVER HEATING(1971)LTD.	16-Jan-15	1,222.66
0095000061	0001	0000294189	8374	PEAVINE INN & SUITES	16-Jan-15	162.41
0095000062	0001	0000294190	5651	PELICAN AUTO & SAFETY SUPPLY	16-Jan-15	254.46
0095000063	0001	0000294191	9462	PHASAR ELECTRIC LTD.	16-Jan-15	1,367.57
0095000064	0001	0000294192	8788	PHONECO INC	16-Jan-15	735.95
0095000065	0001	0000294193	1789	PHONECO INC.	16-Jan-15	880.70
0095000066	0001	0000294194	457	POPS HARDWARE & BUILDING CENTRE INC	16-Jan-15	44.08
0095000067	0001	0000294195	10210	PORTO BELLO JOBBER	16-Jan-15	115.50
0095000068	0001	0000294196	249	PRAIRIE RIVER GAS CO-OP	16-Jan-15	9,693.84
0095000069	0001	0000294197	1403	PURULATOR COURIER LTD.	16-Jan-15	25.70
0095000070	0001	0000294198	349	RECEIVER GENERAL FOR CANADA	16-Jan-15	146,200.00
0095000071	0001	0000294199	7668	REGISTRATIONS ARE US	16-Jan-15	9.45
0095000072	0001	0000294200	2409	RIMAR HOLDINGS LTD	16-Jan-15	20.53
0095000073	0001	0000294201	10209	ROBERTSON, JUSTIN	16-Jan-15	168.98
0095000074	0001	0000294202	4233	ROGER'S AUTO	16-Jan-15	48.05
0095000075	0001	0000294203	5951	RONA HOME CENTRE #245	16-Jan-15	584.89
0095000076	0001	0000294204	6739	SAWRIDGE INN - PEACE RIVER	16-Jan-15	470.88
0095000077	0001	0000294205	6054	SCHOOL SPECIALTY CANADA	16-Jan-15	2,300.73
0095000078	0001	0000294206	8994	SEA-CAN CONTAINERS (1989)LTD.	16-Jan-15	320.25
0095000079	0001	0000294207	1560	SEXAUER LIMITED	16-Jan-15	472.46
0095000080	0001	0000294208	8825	SHANAHAN'S	16-Jan-15	194.25
0095000081	0001	0000294209	1017	SHAW, KENNETH RUSSELL	16-Jan-15	601.44
0095000082	0001	0000294210	3242	SINCLAIR, AGNES	16-Jan-15	357.00
0095000083	0001	0000294211	9457	STAPLES #332	16-Jan-15	519.71
0095000084	0001	0000294212	8496	SUNCOR ENERGY PRODUCTS PARTNERSHIP	16-Jan-15	1,398.15
0095000085	0001	0000294213	7531	TALLMAN, RAYMOND	16-Jan-15	20.00
0095000086	0001	0000294214	8	TELUS COMMUNICATIONS INCORPORATED	16-Jan-15	89.21
0095000087	0001	0000294215	1449	THE BRICK	16-Jan-15	619.50
0095000088	0001	0000294216	4863	THE FAMILY CENTRE	16-Jan-15	7,669.01
0095000089	0001	0000294217	8039	THE NORTHERN STORES FINANCIAL SERVICES	16-Jan-15	113.25
0095000090	0001	0000294218	10211	TUCCARO, LAWRENCE J	16-Jan-15	250.00

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0095000091	0001	0000294219	634	UFA CO-OPERATIVE LIMITED	16-Jan-15	23,915.51
0095000092	0001	0000294220	4067	VENTURE BUILDING SUPPLIES INC.	16-Jan-15	98.85
0095000093	0001	0000294221	5725	VIKING FIRE PROTECTION INC.	16-Jan-15	3,671.85
0095000094	0001	0000294222	1843	WABASCA HOME HARDWARE	16-Jan-15	117.67
0095000095	0001	0000294223	812	WASTE MANAGEMENT	16-Jan-15	1,547.61
0095000096	0001	0000294224	9445	WAVEMACH COMMUNICATIONS	16-Jan-15	3,821.21
0095000097	0001	0000294225	79	XEROX CANADA LTD.	16-Jan-15	1,876.43
0095ET0001	0001	*****	8518	ABOUGOUSH, JOHN	16-Jan-15	43,375.50
0095ET0002	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	16-Jan-15	3,292.48
0095ET0003	0001	*****	8745	ANDERSON, JAMES	16-Jan-15	2,100.00
0095ET0004	0001	*****	7908	ANDERSON, PATRICIA DOREEN	16-Jan-15	700.00
0095ET0005	0001	*****	EM15245	AUBREY, JOSCELYN	16-Jan-15	73.71
0095ET0006	0001	*****	62	AUGER, RITA	16-Jan-15	107.00
0095ET0007	0001	*****	8471	BEAUVAIS, MELISA	16-Jan-15	80.00
0095ET0008	0001	*****	10087	BEST, ROSALIND	16-Jan-15	124.44
0095ET0009	0001	*****	10107	BILYEA, JACKIE	16-Jan-15	107.00
0095ET0010	0001	*****	9370	BRUSTER P.H.C.LTD.	16-Jan-15	11,554.63
0095ET0011	0001	*****	2174	CALLING LAKE SCHOOL FUNDRAISING	16-Jan-15	3,500.00
0095ET0012	0001	*****	9278	CARDINAL, GLORIA	16-Jan-15	250.27
0095ET0013	0001	*****	9407	CARDINAL, KENDRICK	16-Jan-15	375.00
0095ET0014	0001	*****	6969	CDW CANADA INC.	16-Jan-15	13,685.65
0095ET0015	0001	*****	9329	CERETZKE, KERRI	16-Jan-15	2,536.75
0095ET0016	0001	*****	589	CHALIFOUX, EDWARD	16-Jan-15	235.62
0095ET0017	0001	*****	EM10121	CLARKE, LISA	16-Jan-15	123.73
0095ET0018	0001	*****	4189	COLVILLE, CRYSTAL	16-Jan-15	1,285.85
0095ET0019	0001	*****	4544	COX, DAVID	16-Jan-15	2,100.00
0095ET0020	0001	*****	9107	DANCO, TARAS	16-Jan-15	77.00
0095ET0021	0001	*****	18	EDMONTON PUBLIC SCHOOLS	16-Jan-15	1,002.86
0095ET0022	0001	*****	7384	EVOLUTION PRESENTATION TECHNOLOGIES	16-Jan-15	874.65
0095ET0023	0001	*****	8744	GFS PRAIRIES INC	16-Jan-15	1,824.60
0095ET0024	0001	*****	5894	GILLIS, GERARD	16-Jan-15	129.54
0095ET0025	0001	*****	620	HOULE, JUNE	16-Jan-15	171.36
0095ET0026	0001	*****	1876	JANVIER, EVA	16-Jan-15	160.79
0095ET0027	0001	*****	10152	LADERROUTE, DAPHNE	16-Jan-15	700.00
0095ET0028	0001	*****	10148	LADERROUTE, KRISTEL	16-Jan-15	88.21
0095ET0029	0001	*****	EM12100	LAGIMODIERE, TRACY	16-Jan-15	157.60
0095ET0030	0001	*****	8255	LAMBTON, PATRICK	16-Jan-15	1,400.00
0095ET0031	0001	*****	410	LITTLE BUFFALO SCHOOL	16-Jan-15	685.07
0095ET0032	0001	*****	10008	MANITOULIN	16-Jan-15	195.79
0095ET0033	0001	*****	10135	MCLEAN, DARLENE	16-Jan-15	700.00
0095ET0034	0001	*****	347	MCMURRAY AVIATION	16-Jan-15	73.00
0095ET0035	0001	*****	3364	MILLENIUM CABINS INC.	16-Jan-15	672.10
0095ET0036	0001	*****	30	NELSON EDUCATION LTD.	16-Jan-15	14,950.51
0095ET0037	0001	*****	5650	NORTHERN PLUMBING & HEATING	16-Jan-15	2,104.03
0095ET0038	0001	*****	EM11200	PARKER, RAY	16-Jan-15	350.00
0095ET0039	0001	*****	2597	PRUDEN-BARRIE, DELORES	16-Jan-15	1,410.00
0095ET0040	0001	*****	2794	QUINTEL COMMUNICATIONS	16-Jan-15	3,187.83
0095ET0041	0001	*****	9331	RICH, KRISTEN	16-Jan-15	700.00
0095ET0042	0001	*****	10005	RICOH CANADA INC	16-Jan-15	8,205.83
0095ET0043	0001	*****	63	SHAW, BILL	16-Jan-15	107.00
0095ET0044	0001	*****	7245	SINOTTE, RONNIE	16-Jan-15	270.00

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0095ET0045	0001	*****	5181	SPARKSMAN TRANSPORTATION LTD.	16-Jan-15	19,197.09
0095ET0046	0001	*****	34	SPORTFACTOR INC.	16-Jan-15	75.60
0095ET0047	0001	*****	8378	SUN MEDIA	16-Jan-15	283.96
0095ET0048	0001	*****	10000	SUPERIOR PROPANE	16-Jan-15	25,971.06
0095ET0049	0001	*****	10094	TWEEDLE, ANDREW	16-Jan-15	204.00
0095ET0050	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	16-Jan-15	342.03
0095ET0051	0001	*****	751	WESCLEAN - (EDM)	16-Jan-15	10,402.15
0095ET0052	0001	*****	EM12750	WHITE, JANINE	16-Jan-15	100.80
0096ET0001	0001	*****	2994	DESJARLAIS BUSES	19-Jan-15	1,000.00
0097000001	0001	0000294226	6907	ACCORD ANSWERING SERVICE	23-Jan-15	315.00
0097000002	0001	0000294227	315	ALBERTA SCHOOL BOARDS ASSOCIATION	23-Jan-15	6,374.03
0097000003	0001	0000294228	8507	ALTAGAS UTILITIES INC	23-Jan-15	23,134.14
0097000004	0001	0000294229	244	ATCO ELECTRIC LTD.	23-Jan-15	71.44
0097000005	0001	0000294230	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	23-Jan-15	240.44
0097000006	0001	0000294231	8417	AUGER, KEVIN S.	23-Jan-15	65.00
0097000007	0001	0000294232	10153	AULOTTE, MABEL	23-Jan-15	86.40
0097000008	0001	0000294233	10215	AYERS, BETTY-LOU	23-Jan-15	1,937.00
0097000009	0001	0000294234	4326	B & R ECKEL'S TRANSPORT LTD.	23-Jan-15	93.31
0097000010	0001	0000294235	1192	BADGER, JOE	23-Jan-15	250.00
0097000011	0001	0000294236	454	BARTLE & GIBSON - PR	23-Jan-15	522.82
0097000012	0001	0000294237	8876	BELL CANADA	23-Jan-15	75.08
0097000013	0001	0000294238	8740	BEYOND 2000	23-Jan-15	3,164.46
0097000014	0001	0000294239	1546	CAPSLE	23-Jan-15	288.75
0097000015	0001	0000294240	6832	CARDINAL, MONICA	23-Jan-15	123.75
0097000016	0001	0000294241	1201	CARR MCLEAN	23-Jan-15	581.13
0097000017	0001	0000294242	9022	CLOUTIER, AUDREY	23-Jan-15	141.89
0097000018	0001	0000294243	7007	COLOURS BY TIFFANY	23-Jan-15	257.75
0097000019	0001	0000294244	3509	CONSUN CONTRACTING LTD.	23-Jan-15	4,063.50
0097000020	0001	0000294245	6517	CRYSTAL GLASS	23-Jan-15	538.85
0097000021	0001	0000294246	9209	DALYN DISPOSALS LTD.	23-Jan-15	530.25
0097000022	0001	0000294247	7553	DIGITAL CONNECTION OFFICE SYSTEMS	23-Jan-15	855.35
0097000023	0001	0000294248	215	DIPPER OILFIELD DEVELOPMENT	23-Jan-15	376.43
0097000024	0001	0000294249	5287	DIRECT ENERGY REGULATED SERVICES	23-Jan-15	4,122.79
0097000025	0001	0000294250	10154	DUROCHER, EDGAR	23-Jan-15	66.60
0097000026	0001	0000294251	10033	ECCO SUPPLY	23-Jan-15	357.77
0097000027	0001	0000294252	3252	EPCOR ENERGY SERVICES ( ALBERTA) INC.	23-Jan-15	57.40
0097000028	0001	0000294253	10155	FAYANT, KIMBERLY	23-Jan-15	157.95
0097000029	0001	0000294254	10168	FLAMOND, JORDAN	23-Jan-15	15.30
0097000030	0001	0000294255	529	FRESON BROS.	23-Jan-15	39.18
0097000031	0001	0000294256	10040	GFL ENVIRONMENTAL SOLID WASTE INC	23-Jan-15	346.32
0097000032	0001	0000294257	8418	GLADUE, CARLENE	23-Jan-15	646.78
0097000033	0001	0000294258	1227	GRANDE CACHE MOUNTAINEER	23-Jan-15	435.51
0097000034	0001	0000294259	3100	GUILD, ROBIN	23-Jan-15	683.03
0097000035	0001	0000294260	3846	GULLION, ELMER	23-Jan-15	705.48
0097000036	0001	0000294261	549	HALCROW, CHRIS	23-Jan-15	260.00
0097000037	0001	0000294262	1660	HIGH PRAIRIE SCHOOL DIVISION #48	23-Jan-15	23,463.07
0097000038	0001	0000294263	217	HIGH PRAIRIE TRU HARDWARE	23-Jan-15	242.12
0097000039	0001	0000294264	10156	JOHNSON, DENA	23-Jan-15	51.60
0097000040	0001	0000294265	5826	L&P DISPOSALS	23-Jan-15	787.03
0097000041	0001	0000294266	8122	LAC LA BICHE COUNTY	23-Jan-15	136.53
0097000042	0001	0000294267	8124	LAC LA BICHE GLASS & MIRROR	23-Jan-15	367.50



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CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
0097000043	0001	0000294268	9045	LES BUCHERONS LUMBERJACKS INC./CABINE SO	23-Jan-15	1,804.75
0097000044	0001	0000294269	656	MUNICIPAL DISTRICT OF OPPORTUNITY #17	23-Jan-15	5,400.00
0097000045	0001	0000294270	10214	NAHACHICK, NADINE	23-Jan-15	700.00
0097000046	0001	0000294271	1135	NATIVE JOURNAL	23-Jan-15	181.51
0097000047	0001	0000294272	2441	NATIVE REFLECTIONS	23-Jan-15	196.89
0097000048	0001	0000294273	248	NORTH PEACE GAS CO-OP	23-Jan-15	2,680.25
0097000049	0001	0000294274	611	NORTHERN AIR CHARTER	23-Jan-15	5,356.68
0097000050	0001	0000294275	4652	NORTHERN DIGITAL SERVICES	23-Jan-15	2,570.24
0097000051	0001	0000294276	6234	NORTHERN ELEMENTS FURNITURE	23-Jan-15	418.95
0097000052	0001	0000294277	374	PADDLE PRAIRIE GAS CO-OP	23-Jan-15	3,537.58
0097000053	0001	0000294278	1263	PEACE COUNTRY CO-OP	23-Jan-15	33.76
0097000054	0001	0000294279	7536	PEACE RIVER BROADCASTING CORP. LTD	23-Jan-15	338.62
0097000055	0001	0000294280	1471	PEACE RIVER FORD SALES INC	23-Jan-15	68.20
0097000056	0001	0000294281	9462	PHASAR ELECTRIC LTD.	23-Jan-15	22,156.30
0097000057	0001	0000294282	7057	PRATT, JOANNE	23-Jan-15	100.00
0097000058	0001	0000294283	276	PRESSE COMMERCE	23-Jan-15	416.31
0097000059	0001	0000294284	1403	FUROLATOR COURIER LTD.	23-Jan-15	17.01
0097000060	0001	0000294285	10039	RFS CANADA	23-Jan-15	8,013.60
0097000061	0001	0000294286	865	SCHOOL DISTRICT #59(PEACE RIVER SOUTH)	23-Jan-15	5,122.50
0097000062	0001	0000294287	6054	SCHOOL SPECIALTY CANADA	23-Jan-15	3,578.82
0097000063	0001	0000294288	460	SOPER'S SUPPLY LTD.	23-Jan-15	482.17
0097000064	0001	0000294289	9245	STEIL, ANGIE	23-Jan-15	37.42
0097000065	0001	0000294290	8	TELUS COMMUNICATIONS INCORPORATED	23-Jan-15	239.48
0097000066	0001	0000294291	2809	THE FEVER	23-Jan-15	175.09
0097000067	0001	0000294292	10006	THE LEARNING BAR	23-Jan-15	5,434.80
0097000068	0001	0000294293	6094	THE NORTH WEST COMPANY	23-Jan-15	87.72
0097000069	0001	0000294294	8039	THE NORTHERN STORES FINANCIAL SERVICES	23-Jan-15	174.02
0097000070	0001	0000294295	10174	THOMPSON, ASHLEY	23-Jan-15	700.00
0097000071	0001	0000294296	1843	WABASCA HOME HARDWARE	23-Jan-15	2,322.71
0097000072	0001	0000294297	5382	WHITECAP MOTORS	23-Jan-15	103.72
0097000073	0001	0000294298	3808	WHITEHEAD, SHIRLEY	23-Jan-15	220.00
0097000074	0001	0000294299	79	XEROX CANADA LTD.	23-Jan-15	1,387.02
0097ET0001	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	23-Jan-15	675.99
0097ET0002	0001	*****	EM11976	ANDERSON, AUDREY	23-Jan-15	244.99
0097ET0003	0001	*****	8015	ANDREWS, MADELINE	23-Jan-15	107.00
0097ET0004	0001	*****	10114	AUGER, SAMANTHA	23-Jan-15	700.00
0097ET0005	0001	*****	9030	BARCA, BEVERLEY	23-Jan-15	149.60
0097ET0006	0001	*****	EM11646	BEAUDOIN, NORMA R	23-Jan-15	2,000.00
0097ET0007	0001	*****	9370	BRUSTER P.H.C.LTD.	23-Jan-15	20,285.79
0097ET0008	0001	*****	EM11569	CAMPBELL, DOROTHY	23-Jan-15	2,000.00
0097ET0009	0001	*****	EM12061	CARDINAL, LORRAINE D.	23-Jan-15	750.00
0097ET0010	0001	*****	9329	CERETZKE, KERRI	23-Jan-15	652.39
0097ET0011	0001	*****	EM18260	COLE, KATELYNN F	23-Jan-15	17.17
0097ET0012	0001	*****	EM12348	DASHCAVICH, TANIA	23-Jan-15	1,105.00
0097ET0013	0001	*****	518	DATA-SOLUTIONS BEYOND PRINT	23-Jan-15	2,829.75
0097ET0014	0001	*****	3338	DELL CANADA INC.	23-Jan-15	12,786.48
0097ET0015	0001	*****	18	EDMONTON PUBLIC SCHOOLS	23-Jan-15	4,709.69
0097ET0016	0001	*****	8744	GFS PRAIRIES INC	23-Jan-15	234.00
0097ET0017	0001	*****	7297	HAROLDSON, LEE	23-Jan-15	750.00
0097ET0018	0001	*****	EM10514	HURLEY, SARAH	23-Jan-15	658.00
0097ET0019	0001	*****	9088	IRWIN, J. ANDREW	23-Jan-15	504.33

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CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
0097ET0020	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	23-Jan-15	440.00
0097ET0021	0001	*****	EM10237	LANDRY, JAMIE MR	23-Jan-15	54.52
0097ET0022	0001	*****	8590	LANDRY, KAYLA	23-Jan-15	571.20
0097ET0023	0001	*****	10172	LEDINGHAM, KATHLEEN	23-Jan-15	700.00
0097ET0024	0001	*****	410	LITTLE BUFFALO SCHOOL	23-Jan-15	963.19
0097ET0025	0001	*****	10008	MANITOULIN	23-Jan-15	263.67
0097ET0026	0001	*****	EM14209	MARTEN, MELISSA	23-Jan-15	500.00
0097ET0027	0001	*****	10086	NANOOCH, JENNIFER	23-Jan-15	181.56
0097ET0028	0001	*****	30	NELSON EDUCATION LTD.	23-Jan-15	145.07
0097ET0029	0001	*****	551	PARKER, BRYAN	23-Jan-15	205.00
0097ET0030	0001	*****	2378	PEARSON CANADA INC T46254	23-Jan-15	3,176.28
0097ET0031	0001	*****	EM15194	PETLEY-JONES, ANNA	23-Jan-15	75.47
0097ET0032	0001	*****	457	POPS HARDWARE & BUILDING CENTRE INC	23-Jan-15	712.35
0097ET0033	0001	*****	10200	PREMIER INDUSTRIAL LTD	23-Jan-15	670.21
0097ET0034	0001	*****	10126	RASMUSON, TRUDY	23-Jan-15	33.75
0097ET0035	0001	*****	8553	REICHEL, MARIAN	23-Jan-15	580.00
0097ET0036	0001	*****	EM10185	RITCEY, STEPHANIE	23-Jan-15	460.51
0097ET0037	0001	*****	319	RUSSELL FOOD EQUIPMENT	23-Jan-15	538.70
0097ET0038	0001	*****	3417	RYAN, RUTH ANNE	23-Jan-15	553.12
0097ET0039	0001	*****	1199	SANDER, JACQUELINE	23-Jan-15	400.00
0097ET0040	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	23-Jan-15	151.51
0097ET0041	0001	*****	7245	SINOTTE, RONNIE	23-Jan-15	105.00
0097ET0042	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	23-Jan-15	1,819.44
0097ET0043	0001	*****	EM18309	TURPIN, WAYNE	23-Jan-15	885.00
0097ET0044	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	23-Jan-15	102.43
0097ET0045	0001	*****	EM10066	WOODFINE, BERNARD	23-Jan-15	1,612.93
0097ET0046	0001	*****	9355	YELLOWKNEE, NORA	23-Jan-15	446.54
0098000001	0001	0000294300	402	CANADA BREAD WEST(MCGAVINS) #4065	23-Jan-15	72.06
0098000002	0001	0000294301	6519	COLD LAKE FOODS	23-Jan-15	37.96
0098000003	0001	0000294302	2898	GRANDE YELLOWHEAD REGIONAL DIVISION NO.3	23-Jan-15	2,925.00
0098000004	0001	0000294303	7588	MCKINLEY & TAYLOR	23-Jan-15	55,718.25
0098000005	0001	0000294304	6094	THE NORTH WEST COMPANY	23-Jan-15	68.29
0098000006	0001	0000294305	570	WAWANESA LIFE	23-Jan-15	619.17
0098ET0001	0001	*****	8744	GFS PRAIRIES INC	23-Jan-15	15,477.92
0098ET0002	0001	*****	347	MCMURRAY AVIATION	23-Jan-15	1,286.90
0098ET0003	0001	*****	6081	STAN'S EAGLE'S NEST	23-Jan-15	50.00
0098ET0004	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	23-Jan-15	13,967.65
0098ET0005	0001	*****	751	WESCLEAN - (EDM)	23-Jan-15	611.73
TOTALS FOR BANK - 0001						5,830,690.98
TOTAL CANCELLED CHEQUES						30,866.83
NET CHEQUE TOTAL						5,799,824.15
TOTAL NUMBER OF CHEQUES						1,426
TOTAL NUMBER OF CHEQUES WITH MICR						925

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CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	AMOUNT
-----						
GRAND TOTAL						5,830,690.98
CANCELLED TOTAL						30,866.83
NET GRAND TOTAL						5,799,824.15
GRAND TOTAL NUMBER OF CHEQUES						1,426
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						925

WARNING: NUMBER OF CHEQUES DOES NOT MATCH NUMBER OF CHEQUES WITH MICR

