



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 18 – 09

AGENDA

Location: Star of the North Centre, St. Albert, AB

Date & Time: October 19, 2018

Note: If agenda is ahead of schedule, items will be moved up

Page No.

A. CALL TO ORDER (9:00 a.m.)

1. Opening Prayer/Cultural Reflection
2. In-Camera (9:00 a.m. – 9:30 a.m.)

B. PUBLIC MEETING (9:30 a.m. – 3:00 p.m.)

C. GENERAL BUSINESS (9:30 a.m. – 9:45 a.m.)

1. Approval of Agenda
2. Approval of Minutes 3
 - 2.1. September 21, 2018 4
 - 2.2. October 4, 2018 10
3. Business Arising from Previous Meeting(s)
 - 3.1. Board Action Items 12

D. ACTION ITEMS (9:45 a.m. – 12:00 p.m.)

1. Locally Developed Courses (G. Atkinson) 14
2. The Attendance Recognition and Award Program (D. Tessier) 15
3. Fort McMurray Catholic School Division Boundaries (T. Rasmuson) 18
4. Audit Planning Letter (T. Rasmuson) 22
5. Enrolment Report (W. Oginski) 30
6. Review Draft Fall Budget (T. Rasmuson) 32
7. Policy 7 Appendix B Board Professional Development Plan & Guidelines-Second Reading (L.Byers/T. Rasmuson) 149
8. Policy 7 Housekeeping (T. Rasmuson) 153
9. Policy 10 Policy Making - 1st and 2nd Reading (T. Rasmuson) 166
10. Appointment of Trustee Lamouche to Zone 1 Ad Hoc Committee (M. Daniels) 170
11. Board Evaluation 171

E. RECESS (10:30 a.m. - 10:45 a.m.)

F. REPORTS (1:00 p.m. – 2:30 p.m.)

1. Board Chair (1:00 p.m. – 1:15 p.m.) 184
 - 1.1. Board Expenses for the period ending September, 2018
 - 1.2. Correspondence (via email)
 - 1.2.1. Sept. 25th Email forwarded to the Board from David Eggen: Implementation of An Act to Support Gay-Straight Alliances
 - 1.2.2. Sept. 24th Email forwarded to the Board regarding Landbased Learning Conference
 - 1.2.3. Sept. 20th: Email forwarded to the Board from Kit Anderson -Call for Interest to Trustees to fill the ASBA Observer position
 - 1.2.4. Sept. 18th: Email forwarded to the Board from Kit Anderson - Position Statement
 - 1.2.5. Survey for Generative Discussion at FGM 2018
 - 1.2.6. Sept. 5th: Email forwarded to the Board from David Eggen - Welcome Back to a New School Year
 - 1.2.7. Aug. 29th Email forwarded to the Board from PSBA: Background: impact of the federal government elimination of 1/3 tax exemption



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1.2.8. Aug. 28th Email forwarded to the Board from David Eggen: Implementation of An Act to Support Gay Straight Alliances

1.3. Board Chair Correspondence (via letter ~ attached)

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1.3.6. ASBA Zone News	198

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3.1 Area 2 Associate Superintendent Report (N. Spencer-Poitras)	210
3.2 FNMI Department Report (L. Cardinal-Roy).....	213
3.3 IT Department Report (J. Juneau)	221
3.4 Maintenance Department Report (D. Cox)	226
4. Association Reports	
4.1 None	

G. INFORMATION ITEMS (2:30 p.m. – 2:45 p.m.)

1. Paddle Prairie CTS Shop Update (T. Rasmuson).....	244
2. Draft Committee Schedule/Calendar (G. Atkinson)	246

H. TRUSTEE REPORTS (2:45 p.m. – 3:00 p.m.)

(Purpose: 2 minutes to share information: for example attendance at school council(s) meeting or representative meeting(s) the trustee has attended)

I. ADJOURNMENT & CLOSING CULTURAL REFLECTION (3:00 p.m.)

*** Board Assessment Tool (survey link will be sent to Trustees after meeting)**



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: Krystal Potts, Executive Assistant

SUBJECT: Approval of Minutes – September 21, 2018 and October 4, 2018

ORIGINATOR: Board of Trustees
Policy 7 Board Governance and Operations

REFERENCE(S) & ATTACHMENTS: September 21, 2018 Minutes
October 4, 2018 Minutes

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of September 21st and October 4th, 2018 as attached.

BACKGROUND:

This is a requirement as per Policy 7 Board Governance and Operations section 8.

RISK ANALYSIS:

[Empty box for Risk Analysis]

MINUTES OF THE NORTHLAND SCHOOL DIVISION
NO. 61 BOARD OF TRUSTEES REGULAR MEETING
ON SEPTEMBER 21, 2018 AT STAR OF THE NORTH
CENTRE, ST. ALBERT

MEMBERSHIP		
✓	Maddy Daniels	• Chair Ward 1
✓	Cathy Wanyandie	• Trustee Ward 2
✓	Randy Anderson	• Vice-Chair Ward 3
✓	Jesse Lamouche	• Trustee Ward 4
✓	Louis Cardinal	• Trustee Ward 5
X	Silas Yellowknee	• Trustee Ward 6
✓	Robin Guild	• Trustee Ward 7
X	Loretta Gladue	• Trustee Ward 8
✓	Rubi Sakeskanip	• Trustee Ward 9
✓	Jules Nokohoo	• Trustee Ward 10
✓	Karen Telford	• Trustee Ward 11
✓	Lois Byers	• Board Advisor
✓	Gord Atkinson	• Superintendent of Schools
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Shelley Willier	• Associate Superintendent – Area 1
✓	Wes Oginski	• Associate Superintendent – Human Resources
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant

CALL TO ORDER	24686/18	Chair Daniels called the meeting to order 9:01 a.m.
IN CAMERA SESSION	24687/18	Trustee Anderson moved that the meeting go in camera at 9:02 a.m.
		8-0 CARRIED
REGULAR SESSION	24688/18	Trustee Lamouche moved that the meeting revert to regular session at 10:23 a.m.
		CARRIED
		While in camera the Board discussed land, staffing and legal issues.
RECESS		The meeting recessed at 10:23 a.m. The meeting reconvened at 10:41 p.m.
		Trustee Wanyandie joined the meeting at 10:41 p.m.
CULTURAL		Trustee Cardinal gave the opening cultural reflection.

REFLECTION

Chair Daniels, acknowledged that the meeting was being held on Treaty 6 land and the contribution of the Metis people.

ADOPT AGENDA

24689/18 Trustee Guild moved that the Board of Trustees adopt the agenda as presented.

9-0
CARRIED

MINUTES –
AUGUST 23, 2018

24690/18 Trustee Cardinal moved that the Board of Trustees approve the August 23, 2018 minutes as presented.

9-0
CARRIED

OLD BUSINESS –
BOARD ACTION
ITEMS

24691/18 Trustee Nokohoo moved that the Board of Trustees receive as information the action taken by administration with respect to directives given by the Board.

9-0
CARRIED

BALANCED
CALENDAR

24692/18 Trustee Sakeskanip moved that the Board of Trustees direct the Superintendent to explore and develop a plan, for the Board's consideration, learning calendar and learning program which includes community engagement and that reflects and honours Indigenous Ways of Knowing and Ways of Being.

- 1- Trustee Cardinal
- 1- Trustee Sakeskanip
- 1- Trustee Guild
- 1- Trustee Anderson
- 1- Trustee Telford
- 1- Trustee Wanyandie
- 1- Trustee Lamouche
- 1- Trustee Nokohoo
- 1- Trustee Daniels

9-0
CARRIED

-
- POLICY 11,
APPENDIX A
SIGNING
AUTHORITY
CHART
- 24693/18 Trustee Guild that the Board of Trustees approve the first reading to Policy 11, Appendix A Signing Authority Chart, as presented.
- 9-0
CARRIED
- TRANSFER OF
ALBERTA
EDUCATION
SCHOOL CODES
TO KEE TAS KEE
NOW TRIBAL
COUNCIL
EDUCATION
AUTHORITY
(KTCEA)
- 24694/18 Trustee Lamouche moved the Board of Trustees transfer administrative and operational responsibility of Peerless Lake School, Kateri School and Little Buffalo School to the Kee Tas Kee Now Tribal Council Educational Authority (KTCEA) as of August 15, 2018.
- Trustee Daniels directed administration to include in the background the school code to Alberta Education means administrative and operational control is transferred.
- 9-0
CARRIED
- LOCALLY
DEVELOPED
COURSES
- 24695/18 Trustee Sakeskanip that the Board of Trustees approve the Locally Developed courses from Calgary Roman Catholic Separate School District No. 1, Learning Strategies 15-25-35.
- 9-0
CARRIED
- PROVINCIAL
ACHIEVEMENT TEST
RESULTS PROCESS
AND SPECIAL
BOARD MEETING
REQUEST
- 24696/18 Trustee Telford moved that the Board of Trustees schedule a special teleconference Board meeting on Thursday October 4th at 9:00 am to receive as information the district provincial achievement test and diploma exam results reports.
- Trustee Guild left the meeting at 11:31 am
- 7-0
CARRIED
- Trustee Guild joined the meeting at 11:34 am

Northland School Division No. 61 September 21, 2018

POLICY 7 APPENDIX A SCHEDULE OF RATES HOUSEKEEPING	24697/18	Trustee Anderson moved that the Board of Trustees approve the housekeeping changes to Policy 7 Appendix A Schedule of Rates, as attached.
		9-0 CARRIED
POLICY 7 APPENDIX B BOARD PROFESSIONAL DEVELOPMENT PLAN & GUIDELINES	24698/18	Trustee Cardinal moved that the Board of Trustees approve the first reading of Policy 7 Appendix B Board Professional Development Plan & Guidelines, as attached.
		9-0 CARRIED
RECESS		The meeting recessed for lunch at 11:45 a.m. The meeting reconvened at 11:47 p.m.
		Superintendent Atkinson and Curtis Walty left the meeting at 11:46 a.m.
		Trustee Lamouche left the meeting at 11:47 a.m. Trustee Lamouche joined the meeting at 11:50 a.m.
POLICY 12 ROLE OF THE SUPERINTENDENT	24699/18	Trustee Sakeskanip moved that the Board of Trustees approve the housekeeping change to Policy 12 Role of the Superintendent and Appendix B Superintendent Performance Assessment Guide, as attached.
		9-0 CARRIED
BOARD CHAIR REPORT	24700/18	Trustee Lamouche that the Board of Trustees accept as information the Board Chair Report as presented and attached.
		9-0 CARRIED
RECESS		The meeting recessed for lunch at 12:05 p.m. The meeting reconvened at 1:02 p.m.

SUPERINTENDENT'S REPORT 24701/18 Trustee Cardinal moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached.

Trustee Daniels left the meeting at 1:07 pm

8-0
CARRIED

MONITORING REPORTS – AREA 1 ASSOCIATE SUPERINTENDENT'S REPORT TO THE BOARD 24702/18 Trustee Lamouche moved that the Board of Trustees receive as information the Area 1 Associate Superintendent's Report to the Board, as presented and attached.

Trustee Daniels joined the meeting at 1:13 pm

9-0
CARRIED

MONITORING REPORTS – PERSONNEL DEPARTMENT'S REPORT 24703/18 Trustee Telford moved that the Board of Trustees receive as information the Associate Superintendent of Human Resources Report to the Board, as presented.

9-0
CARRIED

MONITORING REPORTS – COMMUNICATIONS' DEPARTMENT REPORT 24704/18 Trustee Lamouche that the Board of Trustees receive as information the Communications Coordinators Report to the Board, as presented and attached.

9-0
CARRIED

TRUSTEE REPORTS

Trustee Cardinal – nothing to report.

Trustee Sakeskanip – went to ACFN meeting with Superintendent and Board Chair.

Trustee Guild – housing issue, announcement of new high school in Wabasca.

Trustee Anderson – Facebook communication from teachers to parents, attended NSD Day in Peavine.

Trustee Nokohoo left the meeting at 2:29 pm
Trustee Nokohoo joined the meeting at 2:33 pm

Trustee Telford – attended the TEBA meeting.

Trustee Wanyandie – higher enrolment at Susa Creek School, parent council meeting on the 2nd.

Trustee Lamouche – attended Blanket Exercise in East Prairie, met new staff at Hillview, attended ASBA Edwin Parr awards.

Trustee Nokohoo – met the new teachers at Father R. Perin, met with Regional Municipal of Wood Buffalo council, met with Athabasca Tribal Council Chief and Council, suggested to invite Chiefs to Board meetings.

Trustee Daniels– attended get to know you night at Paddle Praire School and was very well attended.

INFORMATION
ITEMS

24705/18 Trustee Telford moved that the Board of Trustees receive the following items as information:
Strategic Communication Plan 2018-2019

9-0
CARRIED

ADJOURNMENT

24706/18 Trustee Lamouche that the Board of Trustees declare the meeting adjourned at 2:59 pm.

9-0
CARRIED

CLOSING CULTURAL
REFLECTION

Trustee Sakeskanip gave the closing cultural reflection.

Maddy Daniels, Board Chair

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Krystal Potts, Executive Assistant

MINUTES OF THE NORTHLAND SCHOOL DIVISION
NO. 61 BOARD OF TRUSTEES SPECIAL MEETING ON
OCTOBER 4, 2018 VIA TELECONFERENCE AT
CENTRAL OFFICE, PEACE RIVER, AB

MEMBERSHIP		
✓	Maddy Daniels	• Chair Ward 1
✓	Cathy Wanyandie	• Trustee Ward 2
✓	Randy Anderson	• Vice-Chair Ward 3
✓	Jesse Lamouche	• Trustee Ward 4
✓	Louis Cardinal	• Trustee Ward 5
X	Silas Yellowknee	• Trustee Ward 6
✓	Robin Guild	• Trustee Ward 7
X	Loretta Gladue	• Trustee Ward 8
✓	Rubi Sakeskanip	• Trustee Ward 9
✓	Jules Nokohoo	• Trustee Ward 10
✓	Karen Telford	• Trustee Ward 11
✓	Lois Byers	• Board Advisor
✓	Gord Atkinson	• Superintendent of Schools
✓	Trudy Rasmuson	• Secretary-Treasurer
x	Wes Oginski	• Associate Superintendent – Human Resources
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant

CALL TO ORDER 24707/18 Chair Daniels called the meeting to order 9:09 a.m.

In attendance:

- Trustee Daniels -1
- Trustee Sakeskanip-1
- Trustee Guild-1
- Trustee Cardinal- 1
- Trustee Wanyandie-1
- Trustee Anderson-1
- Trustee Lamouche-1
- Trustee Telford - 1

CULTURAL REFLECTION Trustee Sakeskanip gave the opening cultural reflection.

ADOPT AGENDA 24708/18 Trustee Guild moved that the Board of Trustees adopt the agenda as amended.

Omit from agenda:

- 1. Waiver

8-0

CARRIED

DIVISION
ACHIEVEMENT
RESULTS

24709/18 Trustee Wanyandie moved that the Board of Trustees receive as information the Diploma Multiyear Results, the Provincial Achievement Test and Diploma Message Map and Media Release.

Trustee Nokohoo joined the meeting at 9:25 am

9-0
CARRIED

FORT MCKAY
UPDATE

24710/18 Trustee Sakeskanip moved that the Board of Trustees accept as information, the verbal update on Fort McKay.

9-0
CARRIED

ADJOURNMENT

24711/18 Trustee Anderson that the Board of Trustees declare the meeting adjourned at 10:22 pm.

9-0
CARRIED

Maddy Daniels, Board Chair

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Krystal Potts, Executive Assistant



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Board Action Items

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Action Items

ATTACHMENTS: Policy 7 – Board Governance and Operations

RECOMMENDATION:

THAT the Board of Trustees receive as information the action taken by administration with respect to directives given by the Board.

BACKGROUND:

Policy 7 – Board Governance and Operations clause 8.4.3 – The Superintendent shall ensure all motions are tracked and business arising is completed and reported to the Board.

RISK ANALYSIS:

[Empty box for Risk Analysis]

Current Board Action Items

	Meeting	Date of Meeting		Assigned To	Agenda Item	Task	Due Date	Status	Action
1	Board	9/21/2018		Trudy	KTCEA TRANSFER OF ALBERTA EDUCATION SCHOOL CODES TO KEE TAS KEE NOW TRIBAL COUNCIL EDUCATION AUTHORITY (KTCEA)	Trustee Daniels directed administration to include in the background the school code to Alberta Education means administrative and operational control is transferred.	10/19/2018	Completed	
2	Board	9/21/2018		Trudy	Monitoring Reports - Associate Superintendent HR Report	Put housing on the Oct. 23/18 COTW agenda	10/19/2018	Completed	Krystal put on the agenda. Share the housing plan - needs to be updated to take out KTCEA schools
3	Board	8/23/2018		Gord	Superintendent Report	Invite all Trustees to orientation for one day next year or have the board meeting where the orientation is.	3/21/2019	In progress	The Trustees will be sent invitations to new teacher orientation once the details are finalized.
4	Board	5/24/2018		Trudy	Combining of Wards 6 & 7.	Administration to begin the process of seeking Ministerial approval to combine Wards 6 & 7, which would have one ward with 2 trustees.	5/1/2021	In Progress	October 2018 update - with further conversations with Alberta Education, they are willing to work on combining Wards 6 & 7.
5	Board	10/12/2017		Gord/ Trudy	Bigstone Education Authority - MOU	Administration to engage with other First Nation Education Authorities where Northland School Division students attend, with regard to entering into the same revenue based allocation model as Bigstone Education Authority, for the 2017-2018 school year.	5/24/2018 11/30/2017	In Progress	The Board agreed to extend the current MOU for the reciprocal tuition agreement with Bigstone Education Authority to Aug 31/19.



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Locally Developed Courses

ORIGINATOR: Administration

REFERENCE(S) & ATTACHMENTS: AP 219 – Locally Developed Courses
School Act Section 39 (1), 60-2 and Guide to Education ECS - Grade 12, page 67

RECOMMENDATION:

That the Board of Trustees approve the Locally Developed courses Forensic Science 25-3 and 35-3 from Edmonton Public School District#7 and Forensic Science 35-5 from Pembina Hills Regional Division No. 7.

BACKGROUND:

As per Administrative Procedure 219 – Locally Developed Courses, clause 7; all locally developed courses must be approved by the Board prior to implementation.

These courses will be offered as part of the high school course offering at Mistassiniy School for the 2018-2019 school year.

Forensic Science 25-3, 35-3, 35-5

In Forensic Studies 25-35, students will investigate and evaluate the processes involved in the collection and preservation of crime scene evidence. As students delve into forensic studies, they will investigate and analyze the strengths and limitations of forensic evidence analysis. This course will focus on the ethical considerations involved in the use of forensic evidence. As well, students will explore a variety of occupations and potential career opportunities in the field of forensics.

RISK ANALYSIS:

There are no risks or hazards specifically inherent to this curriculum.



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 21, 2018
SUBMITTED BY: Don Tessier, Director of Student Engagement, Attendance, and Completion
SUBJECT: Attendance Recognition & Award Program
ORIGINATOR: Administration
REFERENCE(S) & ATTACHMENTS: NSD61 'Every Day Counts' Strategic & Operational Plan

RECOMMENDATION:

That the Board of Trustees approve the attendance recognition and award program.

BACKGROUND:

The Board approved the NSD61 'Every Day Counts' Strategic & Operational Plan on February 23, 2018

Long-Term Outcome 1 + 2: Northland School Division students are strong in identity, healthy and successful. Northland School Division is a leader for Indigenous education excellence

Goal 2: Northland students are engaged in learning

Strategy 2.3: Create an atmosphere of respect and appreciation for individuals.

Eight attendance recognition and award program strategies are listed below to support NSD61's 'Every Day Counts' Attendance Improvement Initiative. Details of each attendance improvement strategy are outlined on the following page.

Award Strategy #1: Eagle Perfect Attenders Club

Award Strategy #2: Year-end Plaques & Attendance Award presented to schools achieving an overall attendance rate 88% (or better)

Award Strategy #3: Year-end Draw for \$500 Family Gift Card

Award Strategy #4: High School Leaders Group

Award Strategy #5: Central Leadership Team Acknowledge & Support Student Achievements

Award Strategy #6: Monthly Attendance draws by division (e.g. K-3, 4-5, 7-9 & 10-12) for students achieving 90% or better

Award Strategy #7: Students achieving perfect attendance throughout the school year are provided with 'certificates of achievement' and a lunch outing with the school principal

Award Strategy #8: Highest Percentage Attendance Growth Award

Northland Attendance Recognition & Award Program Award Strategies

Award Strategy #1: Eagle Perfect Attenders Club

- a. *Achimowin* will publish monthly the number of students achieving perfect attendance by school.

Award Strategy #2: Year-end Plaques & Attendance Award presented to schools achieving an overall attendance rate 88% (or better)

- a. Plaques are presented to schools during the last week of June with great fanfare and a write-up placed in *Achimowin*.
- b. Schools achieving this goal will be eligible for a draw to win \$3000.00; monies to be used by the school to achieve future educational goals of their choice (with receipts to support expenditures).

Award Strategy #3: Year-end Draw for \$500 Family Gift Card

- a. At year-end, names of all students whose attendance is between 90 – 100 % are placed in a hat for a \$500 Family Gift Card draw. The gift card is to be used by the child's family to celebrate this attendance achievement.

Award Strategy #4: High School Leaders Group

- a. High school students earning 20 credits (or more) in a semester will have their names placed in a hat to win one of two \$100 gift cards per semester - January and June.

Award Strategy #5: Central Leadership Team Acknowledge & Support Student Achievements

- a. The Central Executive Team (Associates, Directors, HR, & Communication) and Board of Trustees (where possible) will attend monthly school assemblies and year-end award celebrations to recognize and present attendance awards.
- b. Photos of these celebrations and special award events will be published in *Achimowin*.

Award Strategy #6: Monthly Attendance draws by division (e.g. K-3, 4-5, 7-9 & 10-12) for students achieving 90% or better

- a. Names of students placed in a hat for a draw at the end of each month in the following grade categories:
 - Division 1 (ECS-3), Division 2 (4-6),
 - Division 3 (7-9), Division 4 (10-12)
- b. One \$50 gift card per attendance grouping (as noted above) is presented monthly.

Award Strategy #7: Students achieving perfect attendance throughout the school year are provided with 'certificates of achievement' and a lunch outing with the school principal

- a. At year end, students achieving perfect attendance for the entire school year will receive a lunch outing with the principal along with certificates of achievement.
- b. Presentations to be made at a June school ceremony by the School Trustee.

Award Strategy #8: Highest Percentage Attendance Growth Award

- a. At year-end, two schools with the highest percentage growth in attendance over the previous school year will receive a \$1000.00 award; monies to be used by the school to achieve future educational goals of their choice (with receipts to support expenditures).

The budget required to implement the eight attendance recognition & award program strategies over a three year period is \$36,960.00. Year to -year costs are also provided in the budget table.

Expense Description	Expense Amount			Grand Total
	Year 1	Year 2	Year 3	3 Year Total
Strategy #1				No Overt Cost
Strategy #2a	\$ 300.00	\$ 420.00	\$ 540.00	\$1260.00
Strategy #2b	\$3000.00	\$3000.00	\$3000.00	\$9000.00
Strategy #3	\$ 500.00	\$ 500.00	\$ 500.00	\$1500.00
Strategy #4	\$ 400.00	\$ 400.00	\$ 400.00	\$1200.00
Strategy #5	\$2000.00	\$2000.00	\$2000.00	\$6000.00
Strategy #6	\$2000.00	\$2000.00	\$2000.00	\$6000.00
Strategy #7	\$2000.00	\$2000.00	\$2000.00	\$6000.00
Strategy #8	\$2000.00	\$2000.00	\$2000.00	\$6000.00
Totals	\$12200.00	\$12320.00	\$12440.00	\$36960.00

RISK ANALYSIS:



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018
SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer
SUBJECT: Fort McMurray Public School Division transportation boundary change
ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer
REFERENCE(S) & ATTACHMENTS: February 23, 2017 boundary change request
 2 maps outlining the boundary change (in yellow)

RECOMMENDATION:
 That the Board of Trustees move to re-affirm that Northland School Division will accept Fort McMurray Public School Division’s expansion of its transportation boundaries, as outlined

BACKGROUND:
 This was approved by the Official Trustee at the Feb. 23, 2017 board meeting. However, the Minister of Education is requesting that Fort McMurray Public School Division administration receive a re-affirmation of the request from Northland School Division, due to the election of the new board.

RISK ANALYSIS:
 There is a slight risk that a future student residing in the area may wish to attend the Fort McKay school.

BOARD OF TRUSTEES

**TO: LOIS BYERS
TRUSTEE OF THE BOARD**

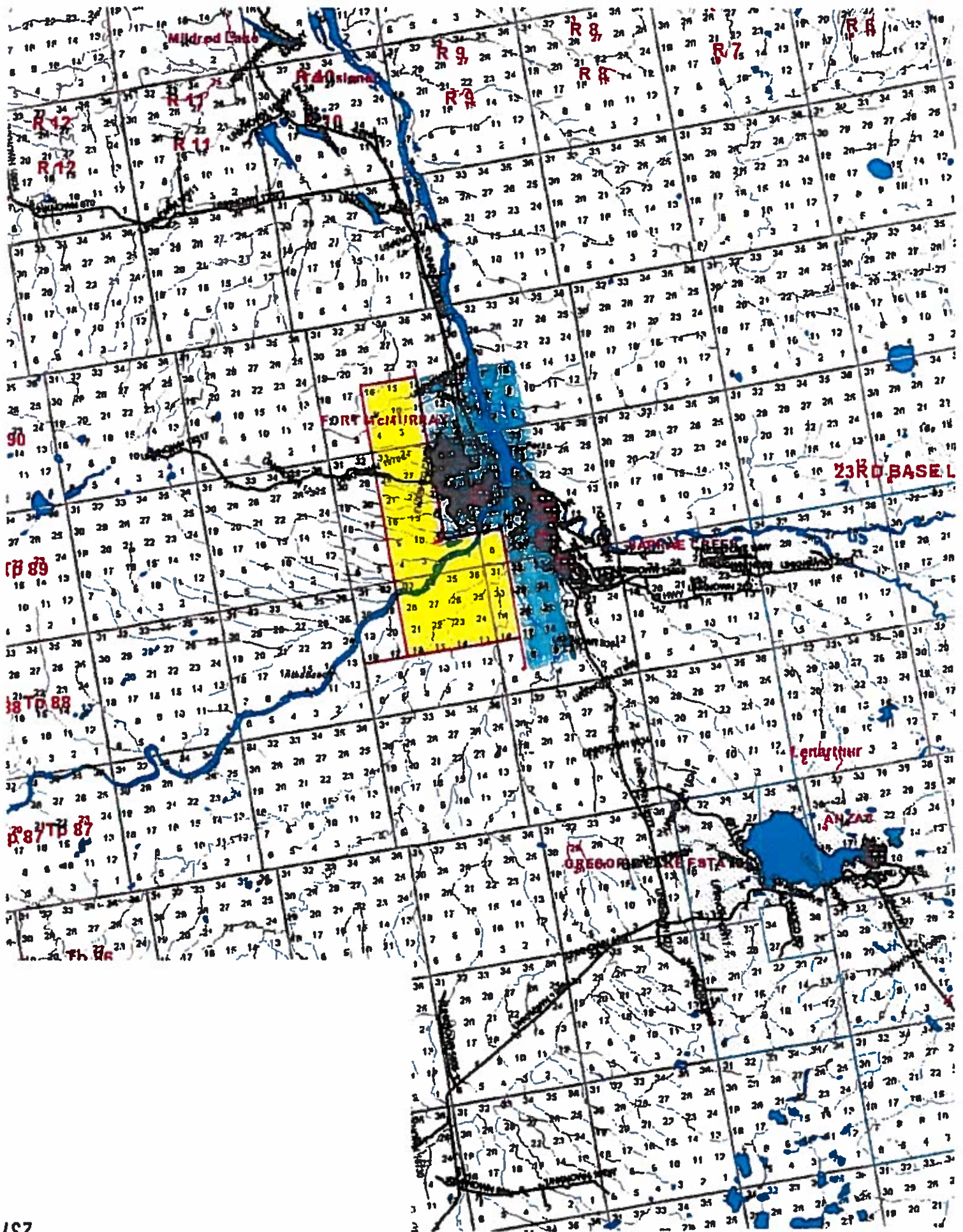
DATE: FEBRUARY 23, 2017

PRESENTED BY: TRUDY RASMUSON, SECRETARY-TREASURER

**SUBJECT: FORT MCMURRAY TRANSPORTATION BOUNDARY CHANGE
REQUEST**

<i>INFORMATION ITEM</i>

Fort McMurray Public School District No. 2833 (FMPSD) has requested a transportation boundary change. The reason for the request is so FMPSD can catch up with the growth of the City of Fort McMurray. The city is currently larger than the FMPSD boundaries. Susanne Jones, Transportation Manager has confirmed that Northland does not have any students in the area that has been requested. Attached are the maps showing the proposed expansion.



10

9

90

89

88

18	17	16	15	14	13	18	17	16
7	8	9	10	11	12	7	8	9
6	5	4	3	2	1	6	5	4
31	32	33	34	35	36	31	32	33
30	29	28	27	26	25	30	29	28
19	20	21	22	23	24	19	20	21
18	17	16	15	14	13	18	17	16
7	8	9	10	11	12	7	8	9
6	5	4	3	2	1	6	5	4
31	32	33	34	35	36	31	32	33
30	29	28	27	26	25	30	29	28
19	20	21	22	23	24	19	20	21
18	17	16	15	14	13	18	17	16
7	8	9	10	11	12	7	8	9



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018
SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer
SUBJECT: Approval of the 2017-2018 Audit Planning Letter
ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer
REFERENCE(S) & ATTACHMENTS: Audit Planning Letter

RECOMMENDATION:
That the Board of Trustees move to approve the 2017-2018 audit planning letter as attached.

BACKGROUND:
This item is for board approval as per Policy 2 *Role of the Board*, item 5.10, under Fiscal Responsibility, to receive and approve and annual audit plan.

RISK ANALYSIS:
The risk for not approving the audit plan is that the auditors will not perform the duties as expected or understood by the board, or undertake any additional tasks as requested.



September 11, 2018

Northland School Division No. 61
 P.O. Bag 1400
 9809 – 77 Avenue
 Peace River, Alberta T8S 1V2

DELIVERED VIA EMAIL

Attention: Board of Trustees

Dear Board of Trustees:

RE: 2018 AUDIT PLANNING

A. INTRODUCTION

The objectives of this letter are as follows:

- a) To communicate clearly with the Board of Trustees (“the Trustees”) our responsibilities in relation to the financial statement audit, and provide an overview of the planned scope and timing of the audit;
- b) To obtain from the Trustees information relevant to the audit;
- c) To provide the Trustees with timely observations arising from the audit that are significant and relevant to the Trustees’ responsibility to oversee the financial reporting process; and
- d) To promote effective two-way communication between the auditor and the Trustees.

Clear two-way communication between the auditor and those charged with governance (Trustees) is an integral part of every audit. After reviewing this letter please advise us whether there are additional areas of concern to the Trustees which we should consider.

B. SERVICES TO BE PROVIDED

As previously agreed to we have been engaged to perform the following services:

a) Audit services

- Audit of the Northland School Division No. 61 financial statements for the year ending August 31, 2018.
- Audit of the schedule of Net Operating Costs of Athabasca Delta Community School for the year ending August 31, 2018.

.../2



b) Non-audit services

- We have not been engaged to provide any non-audit services.

C. AUDITOR INDEPENDENCE

At the core of the provision of external audit services is the concept of the independence. Canadian generally accepted auditing standards require us to communicate to the Trustees, at least annually, all relationships between our Firm and the Division that, in our professional judgment, may reasonably be thought to bear on our independence.

We will provide our annual letter confirming our independence up to the date of our auditor report at the conclusion of the audit.

D. AUDITOR RESPONSIBILITY

It is important for the Trustees to understand the responsibilities that rest with the Division and its management and those that belong to the auditor in relation to the financial statement audit.

Our audit of the Division's financial statements will be performed in accordance with Canadian Auditing Standards. These standards requires that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and cash flows of the Division in accordance with Canadian public sector accounting standards. Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.

Canadian Auditing Standards does not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to the Trustees.

E. MANAGEMENT RESPONSIBILITY

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

F. PLANNED SCOPE AND TIMING OF AUDIT

In gathering our audit evidence we will utilize an approach to the audit of the Division that allows us to issue an audit opinion on the financial statements in the most cost-effective manner, while still obtaining the assurance necessary to support our audit opinion. In performing our audit, our work will be focused on, but not limited to, areas that we believe have a higher risk of being materially misstated.

To assess risk correctly, we will require a clear understanding of the Division's business and the environment it operates in. We will gain this understanding primarily through discussions with management and staff. We welcome any insights the Trustees would like to provide to us on what you perceive to be risky.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our independent auditors' report, we will require managements' representations in writing to support the content of our report.

Audit Approach

Based on our knowledge of the Division, we are planning on utilizing a combination of tests of internal control that are relevant to the audit and substantive procedures (this is the same approach we have used in the past). This approach is more appropriate when an entity processes a high volume of transactions and has strong internal controls. By obtaining some of our assurance through tests of controls, we can reduce the substantive procedures that are required.

Reliance on Internal Audit Work

Our goal is to perform both an efficient and effective audit. As part of that goal, we plan to rely on the internal audit work Division staff performs with respect to the accounting for school generated funds at the various schools in addition to our audit of three Division schools (elementary, middle and high school).

Our firm is responsible for obtaining sufficient appropriate audit evidence to afford a reasonable basis to support the content of our report. Our responsibility is not reduced by using internal audit work; however, certain efficiencies can be gained by using this work as part of our audit evidence (rather than visiting several schools each year). Before relying on any internal audit work, we will evaluate and corroborate the work to determine if it is sufficient and appropriate for our purposes.

We will discuss with the Assistant Secretary Treasurer matters such as the objectives of the work; the scope and timing of the specific internal audit work; the extent of testing; the documentation of the work performed; and the review and reporting procedures. We will also need to be advised of, and have access to, any relevant internal audit working papers and reports, and be kept informed of any significant matters which may affect our work.

We are responsible for the opinion or conclusions in our report and therefore we will not refer to the use of any internal audit work in our audit report.

Materiality

Materiality in an audit is used as a guide for planning the nature and extent of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found and determining the appropriate audit opinion to express.

A misstatement, or the aggregate of all misstatements in financial statements, is considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the financial statements, and who has a reasonable knowledge of business and economic activities (the user), would be changed or influenced by such misstatement or the aggregate of all misstatements. The materiality decision ultimately is based on the auditors' professional judgment.

Canadian generally accepted auditing standards require the use of both quantitative and qualitative factors in determining materiality. In planning our audit, we have concluded that a materiality level of 2% of the lower revenue or expenses is appropriate. However, we anticipate that management will record any adjustments that we propose that are of a non-trivial nature.

Audit Team

The Division expects skilled professionals who have experience working on school division audits. We will provide the following team:

Michael Epp, CPA, CA, CMA	Engagement Partner
Jeffrey Alliston, CPA, CA	Manager
Craig Poeter, CPA	Senior Accountant
Sarah Shapka (CPA student)	Senior Accountant
Bradley Krysa (CPA student)	Staff Accountant
Philip Dirks, CPA, CA	File Quality Review Partner

Timing of the Audit

Interim audit work was performed August 29 – 31, 2018.

The year-end audit fieldwork is tentatively scheduled to take place during the week of October 15, 2018.

We anticipate presenting the audited financial statements to the Board at the November 29, 2018 meeting.

G. REQUESTS OF THE BOARD OF TRUSTEES

During the course of your duties as the Trustees, you may become aware of additional areas of concern, from an audit perspective, that you would like us to address. We welcome discussion on any areas of audit concern that Trustees may have.

Auditors are required to enquire whether the Trustees has knowledge of any actual, suspected or alleged fraud affecting the Division. Therefore, should the Trustees be aware of any of these matters we request that you communicate these to us prior to the commencement of our year-end audit work.

H. COMMUNICATION OF RESULTS

At the completion of our audit, we will communicate to the Board matters arising from the financial statement audit. Our communication will include the following:

- Matters required to be communicated to the Board under Canadian auditing standards including possible fraudulent activities, possible illegal acts, significant weaknesses in internal control and certain related party transactions;
- Our views about significant qualitative aspects of the Division's accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;
- Other matters arising from the audit that, in our professional judgment, are important and relevant to the Committee, and
- Any other matters previously agreed with you to be communicated to the Board.

I. AUDIT FEES

We understand that the Division demands value and we strive to provide the highest quality services while working with the Division to control costs.

In our audit proposal dated June 30, 2017, we estimated our audit fees for the 2017-18 fiscal year to be \$22,000. This amount does not include Goods and Services Tax.

The above fee estimate, which does not include out-of-pocket expenses, is based on the assumption the Division will provide all necessary supporting working papers, and that minimal adjusting journal entries will be required.

J. ACCOUNTING CHANGES

Mandatory for the 2018 financial statements with financial or disclosure impact, if any:

Introduction to Public Sector Accounting Standards (Amended)

- Now provides the framework to be followed by government partnerships.

K. NEW AND REVISED PUBLIC SECTOR ACCOUNTING COMMITTEE STANDARDS

The following is a summary of recently issued *Public Sector Accounting Committee* pronouncements. We encourage the Division's accounting staff to review these to determine the potential impact to the Division.

Effective Fiscal Years Beginning on or After April 1, 2018 (earlier adoption is permitted)

PS 3430 - Restructuring Transactions (new)

- Establishes standards for recognizing and measuring the assets and liabilities transferred in a restructuring transaction.
- The transfer of assets and liabilities in a restructuring transaction will be accounted for at their carrying amounts at the transaction date.

Effective Fiscal Years Beginning on or After April 1, 2021 (earlier adoption is permitted)

PS 1201 – Financial Statement Presentation (new)

- This Section establishes general reporting principles and standards for the disclosure of information in government financial statements.

PS 2601 – Foreign Currency Translation (new)

- This Section establishes standards on how to account for and report transactions that are denominated in a foreign currency in government financial statements.

PS 3041 – Portfolio Investments (new)

- This Section establishes standards on how to account for and report portfolio investments in government financial statements.

PS 3450 – Financial Instruments (new)

- This Section establishes standards on how to account for and report all types of financial instruments including **derivatives**.

PS 3280 – Asset Retirement Obligations (new)

- This Section establishes standards on how to account for and report legal **obligations** associated with the **retirement** of certain tangible capital **assets** and solid waste landfill sites.

Northland School Division No. 61
September 11, 2018
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We trust this communication will clarify our responsibility and provide a brief overview of our planned audit approach. Please do not hesitate to contact us about any of the above items or other matters of concern to the Trustees.

This communication should not be distributed without the prior consent of Metrix Group LLP. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

Yours truly,

METRIX GROUP LLP

A handwritten signature in black ink, appearing to read "Michael Epp". The signature is written in a cursive, flowing style.

Michael Epp, CPA, CA, CMA
Partner

cc: Ms. Trudy Rasmuson, Secretary Treasurer
Mr. Gord Atkinson, Superintendent of Schools



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018
SUBMITTED BY: Wes Oginski, Associate Superintendent - HR
SUBJECT: SEPTEMBER 2018 ENROLLMENT UPDATE
ORIGINATOR: Wes Oginski, Associate Superintendent - HR
REFERENCE(S) & ATTACHMENTS: 2018-19 September 30 Student Enrollment

RECOMMENDATION:
That the Board of Trustees accept as information, the September 30, 2018 student enrolment.

BACKGROUND:
Administration will provide a monthly update of student enrollment .

RISK ANALYSIS:
It is important for the Division to be aware of student enrollments, as this affects how Northland is able to organize and deliver services. A monthly update will be provided to the Board as information.

SEPT 28, 2018 MAPLEWOOD Enrollment Count																	MyBudget File
																	Projected Sept 2018
AREA 1																	Diff
	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total	
Bishop Routhier	0	9	9	11	11	7	8	6	0	0	0	0	0	0	0	61	-13
Gift Lake	0	13	16	18	14	19	15	16	14	10	13	0	0	0	0	148	-19
Grouard Northland	0	9	5	10	10	9	11	4	6	3	3	0	0	0	0	70	-8
Hillview School	1	2	3	2	1	2	2	3	0	0	0	0	0	0	0	16	1
Paddle Prairie	0	5	6	8	8	14	19	8	10	13	6	4	14	6	0	121	-13
Susa Creek	0	7	3	6	2	11	3	5	4	4	0	0	0	0	0	45	4
Total	1	45	42	55	46	62	58	42	34	30	22	4	14	6	0	461	-48
AREA 2																	MyBudget File
	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total	Projected Sept 2018
Calling Lake	0	14	16	16	5	8	7	13	8	9	9	8	4	0	0	117	-6
Calling Lake Outreach School	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	-2
Career Pathways School	0	0	0	0	0	0	0	0	0	0	0	21	11	16	0	48	-20
Chipewyan Lakes	0	6	3	0	5	4	2	0	1	0	6	2	0	0	0	29	9
Pelican Mountain	0	2	3	4	2	3	1	1	0	0	0	0	0	0	0	16	1
Mistassiniy School	0	0	0	0	0	0	0	0	37	29	43	57	36	39	0	241	-43
St. Theresa	0	50	54	47	41	35	36	39	0	0	0	0	0	0	0	302	-27
Total	0	72	76	67	53	50	46	53	46	38	58	88	52	55	0	754	-88
AREA 3																	MyBudget File
	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total	Projected Sept 2018
Athabasca Delta Community School	0	13	24	14	15	19	16	14	9	17	20	18	18	15	0	212	-5
Anzac Community School	0	29	16	17	16	5	0	0	0	0	0	0	0	0	0	83	-23
Bill Woodward School	0	0	0	0	0	5	19	11	21	11	14	15	15	20	0	131	21
Conklin	0	4	1	1	4	2	3	5	2	6	3	0	0	0	0	31	-2
Elizabeth School	3	8	16	13	11	13	13	13	12	10	0	0	0	0	0	112	-16
Father R. Perin	0	12	8	16	10	6	7	9	7	5	0	0	0	0	0	80	-6
JF Dion	1	11	11	7	10	10	7	9	9	8	0	0	0	0	0	83	-11
Fort McKay School	0	6	8	5	6	5	8	7	0	0	0	0	0	0	0	45	-38
Total	4	83	84	73	72	65	73	68	60	57	37	33	33	35	0	777	-80
SEPTEMBER 28, 2018 Total																	MyBudget File
																	Projected Sept 2018
																	Diff
5	200	202	195	171	177	177	163	140	125	117	125	99	96	0	1992	-216	



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION INFORMATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018

SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer

SUBJECT: Draft 2018-2019 Fall Budget

ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer

**REFERENCE(S) &
ATTACHMENTS:** Draft 2018-2019 Fall Budget

BACKGROUND:

The draft 2018-2019 Fall budget is presented to the board for information, in preparation for approving the final draft at the November board meeting.

Policy 2, Role of the Board states in 5.1, under Fiscal Accountability, "Approve the annual budget and allocation of resources to achieve desired results."

The 2018-2019 operating budget was approved by the Board of Trustees in May, 2018. Subsequent to this date there have been changes to enrolment and funding, which is reflected in this budget.

Overview

The 2018-2019 budget projects an operating deficit of \$3 million. Significant changes from the prior year budget are decreased enrolment and a decrease in the Five-year Investment Grant and base funding, all related to enrolment.

Alberta Education requires a summary of the Fall budget to be submitted by November 30, 2018.

RISK ANALYSIS:



NORTHLAND SCHOOL DIVISION NO. 61

**Draft Fall
Budget
report**

2018/2019

This document outlines the updated figures, based on actual fall enrolment.

Report to the
Board of Trustees
October 19, 2018

Our students love to come to school in Northland

2018-2019 Fall Operating Budget

ENROLMENT

The final enrolment for the 2018-2019 school year is 1,992, 713 fewer than last year, and 215 fewer than the 2,207 budgeted in the spring. Of the 713, 432 were attending the Little Buffalo, Peerless Lake School and Kateri Schools, which were transferred this fall to the KeeTasKeeNow Tribal Council Education Authority.

It is interesting to note that the percentage of First Nations students attending our schools has dropped from almost 43% of the students to almost 38%, a change of five percent.

REVENUE

Overall, revenue fell from \$62 million in the spring budget to \$58.9 million in the fall budget.

Base funding from the provincial government fell about \$1.3 million, all related to enrolment. Differential funding fell very little, at about \$150,000, as there are other factors involved with the funding calculation, other than just enrolment.

Other provincial funding overall remained steady, with the exception of the 5-year investment grant fund. The province was projecting the funding in the spring guidelines would be at \$6.112 million. However, due to the change in enrolment, the funding will be \$5.023 million, a decrease of \$1.1 million.

Revenue from supported amortization* from the province is projected to fall this year. Supported amortization is when the province funds a building project. It provides revenue to the division to offset the depreciation expense, until the building (or funded asset) has been fully depreciated.

Revenue from the First Nations is almost identical to what was projected in the spring.

Local revenues are up slightly, by \$200,000. The bulk of this increase is the funding of two additional educational assistants by the Fort McKay First Nation, that was not included in the spring budget.

**Further discussion and examples regarding amortization/depreciation are available at the end of this document.*

EXPENSES

Overall, expenses are down 1.54%, or \$956,735 from the Spring budget. However, an additional \$3 million needs to be either cut from the budget or be funded by operating or unrestricted reserves, or a combination of both. This will be discussed at the end of the individual categories.

Schools

Staffing - Certificated staff were budgeted at 158 in the spring, and have been reduced to 155. Uncertificated staff were budgeted at 95.1 in the spring, and are 95.3 in the fall budget. Pupil to teacher ratio was at 13.97 in the spring budget, and has dropped to 12.83 in the fall budget.

Operational Funding - Overall, funding to schools has increased by \$90,000, but the schools received additional targeted funding of \$407,750 for Land-Based Learning Initiatives, and some schools have received additional targeted funding from the \$268,000 Classroom Improvement Fund. The schools are required to submit a plan for spending the money before the funds are released. This brings the total cut from school operations to \$585,750, with some of it replaced with the targeted funds. These additional funds can be seen as revenue in the Non-Transferrable Budget Allocation, and the corresponding expense can be located either in the donations or supplies line near the bottom of the school budgets.

These budgets have not yet been released to the schools, so there is an expense item, Budget Adjustment, that is either positive or negative, depending on the difference between the budgeted enrolment at the school and the actual enrolment. School experiencing an increase in enrolment received additional funds, and the schools with decreased enrolment will have their budgets reduced accordingly.

The school budgets are complete, with the exception of \$1,500 revenue and expense per school for the operation of school councils (for snacks or PD). As well, donations and surplus carryforward (or deficit) have not been added yet. These additions will be reflected in the November budget.

Central Services

The Central Services budgets have been adjusted, based on actual costs incurred in 2017-2018 school year. Most of the adjustments relate to travel costs, utilities, groceries, and supported and unsupported amortization. As well, some departments were charged in the June budget with an amount to reduce the department budget to help reduce the June budget deficit. These

charges have been stripped out of their budgets, to get a clear picture of the department's expenses. Balancing the overall budget will be discussed at the end.

Most of the Central Services budgets have not yet been reviewed by the managers, and that will take place over the next couple of weeks, so additional changes may be made, depending on the judgement of the department manager.

ASSOCIATE SUPERINTENDENTS

The increase in the budget is \$40,000, which is a result of the actual cost of travelling being adjusted to the budget.

FIRST NATIONS, METIS AND INUIT

The staffing requirement has increased by one staff member, to provide support for Land-Based Learning curriculum development. The \$400,000 was transferred to the schools, for Land-Based Learning projects.

INSTRUCTIONAL SUPPLY

The teacher training expense was moved to Instructional Supply, and represents money earmarked in the Five-year Investment Fund. As well, there is a block expense of \$1,088,000, that represents the difference between \$6.112 million and \$5.023 million that the province will fund the division. Supported amortization needs to be added to this department.

OCCUPATIONAL HEALTH AND SAFETY

The budget increased by the amount of one staff member - the OHS Manager. This position is a requirement under the new OHS legislation, and reports directly to the Superintendent.

PEDAGOGICAL

The changes to the budget are as a result of comparison of the final expenses to the Spring budget. Items such as travel and vehicle expenses, insurance and printing and binding were adjusted.

SCHOOL COUNCILS

This budget remains the same as in the Spring, but the \$70,000 will be allocated. \$1,500 will be given to each school to operate the school councils, and the balance will be used to fund the ward councils and the Council of School Councils.

SYSTEM COMPUTERS

The changes made to the budget reflect the comparison of final expenses to the Spring budget. Items such as travel, insurance, and school internet (reflecting the transfer of the three schools and the closure of Dr. Mary Jackson)

TESTING AND ACHIEVEMENT

The change to the budget reflect the comparison of final expenses to the Spring budget. The travel budget was adjusted downwards.

HOUSING

The housing budget is down from the Spring, as supported depreciation is lower, due to the adjustment based on actual expenses.

SCHOOL FOOD SERVICES

The change in the budget is a result of comparing actual costs to spring budgeted costs. The change is reflected in the grocery costs, and the reduction in lunch expenses due to the closure of Dr. Mary Jackson. As well, the increase of the supplies budget (in blue) reflects the Five-year Investment Grant's contribution to SFS. This money will be used to upgrade equipment, or supplement the grocery budgets.

BUSINESS SERVICES

This budget has been changed in the following respects:

An increase in the staffing budget to keep the additional Accounts Payable staff member (the position was going to be eliminated in January). The number of expense claims and VISA claims have increased over the past year, due to increased staff and board members, and training opportunities for staff (which means increased travel).

Other expense lines have been reduced in order to fund the increase in staff, such as travel, periodicals and professional development. Other items have increased, such as Secretary-Treasurer travel, insurance and professional services (maternity leave relief, costs of land transfers).

TRUSTEE EXPENSE BUDGET

There are two sheets included in the package - the summary as of August 31, 2018, which outlines the expenses for the trustees during their first year. This document is provided as information as to what was spent where, in anticipation of the board setting its budget.

The second sheet is the budget as it was presented in the Spring Budget. No changes have been made. It represents an increase of \$80,000 over the 2017-2018 budget, funded by the Five-year Investment Grant.

HUMAN RESOURCES

The Human Resources budget had increased by \$122,500. This is a result of increased use of legal services, staff counselling at the schools, and travelling for staff recruitment. It is anticipated that these costs will not be reduced this year.

MAINTENANCE

The Maintenance budget has increased by approximately \$500,000 from the June budget. This is a result of the removal of the budget adjustment in the June budget, to reduce the overall division budget deficit.

TRANSPORTATION

The transportation budget has increased by \$178,000. This is a result of an increase in unsupported amortization, and the removal of the budget adjustment from June.

IMR PROJECTS/CAPITAL PROJECTS

This lists all the IMR and capital projects that the division is looking to complete. This list is in no order of priority, and will have to be looked at before the final November budget, in relation to the amount of capital the division will have to spend.

DEFICIT REDUCTION

The budget is currently sitting at a \$3 million deficit. Alberta Education expects that the division will balance its budget.

There are several ways in which this can be handled (or in combination):

- Submit a budget with a deficit to Alberta Education, with a plan to repay the deficit over two or three years.
- Cut spending at Central Services by \$3 million, pro-rated on the department budgets. For example:

Deficit amount	\$3,000,000	
% of departments below	9.83%	
Draft Central Services Reductions		
	Board pkg	Reduction
Departments to make up the deficit:	balance	
FNMI	\$689,370	\$67,746
Inservice and training	\$1,021,500	\$100,385
Instructional supply	\$5,323,934	\$523,197
Literacy	\$345,741	\$33,977
OHS	\$247,163	\$24,289
Pedagogical	\$1,150,100	\$113,023
Substitutes	\$781,722	\$76,822
System Computers	\$1,483,475	\$145,785
Testing and Achieving	\$3,627,540	\$356,488
Business services	\$1,485,261	\$145,960
HR	\$685,560	\$67,372
Public Relations	\$158,447	\$15,571
Superintendent's Office	\$675,979	\$66,430
Maintenance	\$9,104,726	\$894,745
Transportation	\$3,746,827	\$368,210
	\$30,527,345	\$3,000,000

- Use some of the division's unrestricted surplus. As of August 31, 2017, the unrestricted surplus was \$2.3 million, but that may have changed throughout this year, depending on the capital spending. As well, there may be some additional surplus from this year's operations, but until the federal calculation is completed and the financial statements are finished, that is not known.

The advantages to all the above would be that it would allow the division to balance its budget. The disadvantages are:

- If a deficit budget is submitted, with a plan for repayment later, there is no plan currently in place to realign spending (or increase revenue), so that there are future surpluses to repay this year's deficit, and to ensure that deficits don't continue into the future.
- If the plan is to cut Central Services by almost 10%, some department (maintenance) do not have enough surplus to cut. In some areas, there would be the possibility of layoffs, and/or service reductions.
- If the plan is to use the division's unrestricted surplus, the spending on capital items or projects would be restricted in the coming years.

The fact that there is an outstanding deficit brings some issues into focus. They are:

- Pupil/teacher ratio of 12.8
- Small schools
- Enrolment trends
- Revenue trends (related to enrolment)

Further work will continue in these areas, with input from department managers, so that the implications of the deficit recommendation will be fully understood, with a plan presented to the November board meeting.

Amortization/depreciation - the systematic allocation to expenses of the historical cost of a tangible capital asset over its useful life.

For example:

The division buys a school bus for \$400,000. The useful life is expected to be 8 years. The amortization/depreciation expense would be \$50,000 a year. ($\$50,000 \times 8 \text{ years} = \$400,000$).

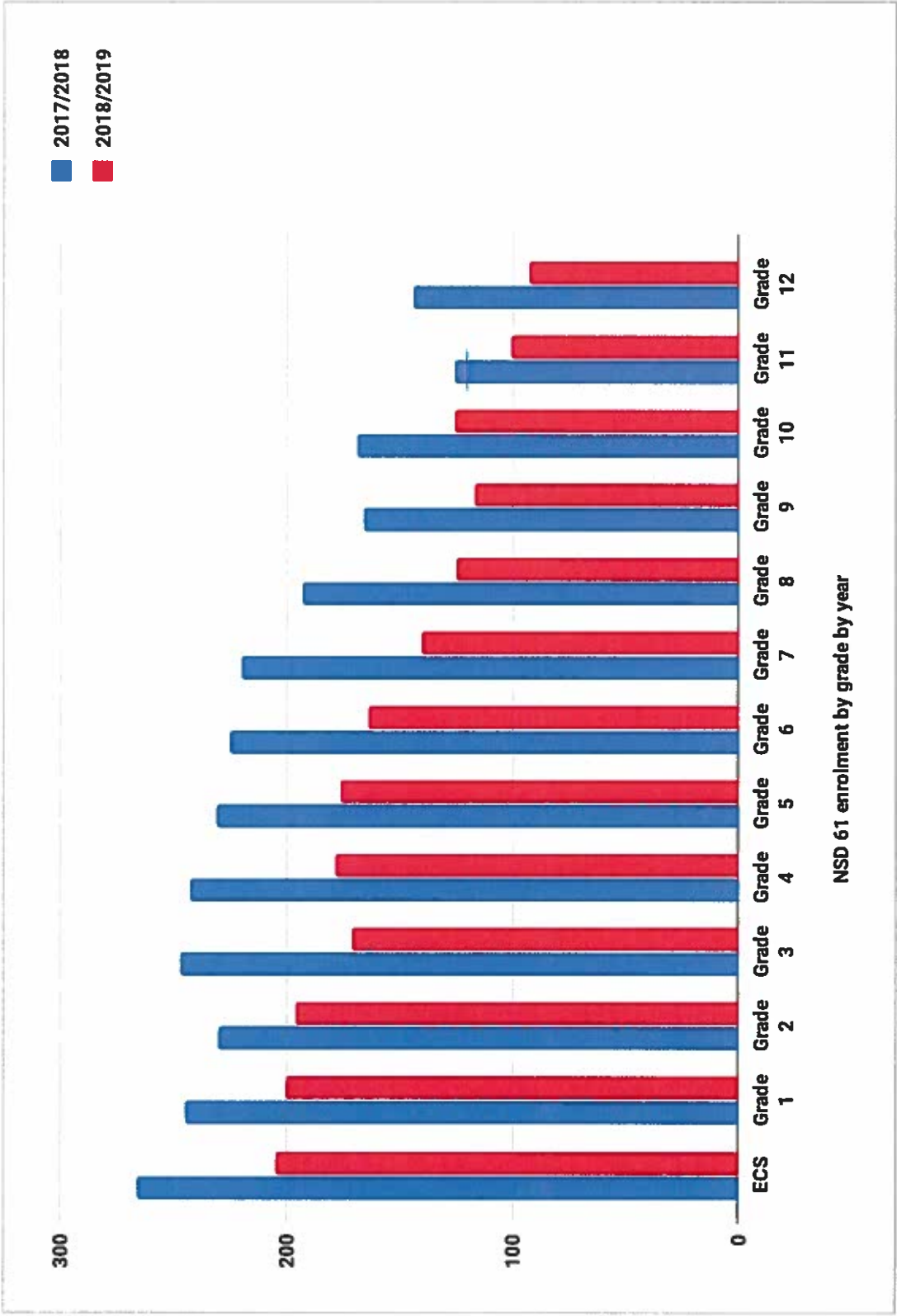
Unsupported amortization/depreciation - this is the example above. The school division takes division money and buys an asset (a school bus, above). The depreciation expenses are accumulated and become part of the division's capital, which is used to buy other assets (or in the case above, replace the bus after 8 years).

Supported amortization/depreciation - the systematic allocation to expenses of the historical cost of a tangible capital asset **purchased by a third party (Alberta Education)** over its useful life. There is revenue provided by the third party to offset the expense. The depreciation expenses are not accumulated on the division's capital - they are accumulated by the third party.

For example:

Alberta Infrastructure builds a school for \$20 million, and hands it over to the division to own and operate. The useful life is expected to be 40 years. The amortization/depreciation expense would be \$500,000 per year. ($\$500,000 \times 40 \text{ years} = \20 million). Alberta Education would then give \$500,000 a year as revenue to the division, to offset the \$500,000 expense. In this way, the amortization/depreciation expense is transferred to Alberta Education (who spent the money to begin with), and there is no net impact to the division's financial statement.

NORTHLAND SCHOOL DIVISION NO. 61					
2018-2019 Enrolment Detail					
Projected for 2018-2019					
	Student Enrolment			Variance	
	2017-2018	2018-2019	Enrolment	%	
	Actual	Actual	Change	Change	
Athabasca Delta	218	212	(6)	-2.75%	
Anzac	73	84	11	15.07%	
Bill Woodward	112	131	19	16.96%	
Bishop Routhier	60	61	1	1.67%	
Calling Lake	111	117	6	5.41%	
Calling Lake Outreach	2	1	(1)	-50.00%	
Career Pathways	74	48	(26)	-35.14%	
Chipewyan Lakes	18	29	11	61.11%	
Conklin	39	31	(8)	-20.51%	
Dr. Mary Jackson	29	0	(29)	-100.00%	
Elizabeth	146	112	(34)	-23.29%	
Father R. Perin	78	79	1	1.28%	
Fort McKay School	74	45	(29)	-39.19%	
Gift Lake School	190	148	(42)	-22.11%	
Grouard	68	70	2	2.94%	
Hillview	16	16	0	0.00%	
J.F. Dion	85	83	(2)	-2.35%	
Kateri	96	0	(96)	-100.00%	
Little Buffalo	202	0	(202)	-100.00%	
Mistassiniy	343	241	(102)	-29.74%	
Paddle Prairie	121	121	0	0.00%	
Peerless Lake	134	0	(134)	-100.00%	
Pelican Mountain	20	16	(4)	-20.00%	
St. Theresa	363	302	(61)	-16.80%	
Susa Creek	33	45	12	36.36%	
	2,705	1,992	(713)	-26.36%	
ECS	266	205	(61)	-22.93%	
Grades 1-6	1,421	1,085	(336)	-23.65%	
Grades 7-9	579	382	(197)	-34.02%	
Grades 10-12	439	320	(119)	-27.11%	
	2,705	1,992	(713)	-26.36%	
Federal Enrolment	1159	755	(404)	-23.65%	
% of students	42.85%	37.90%			
Note: Budgeted enrolment for 2018-2019 was 2,207.					



**Northland School Division
2018-2019 Fall Budget
Revenue Details 1**

			2018-2019 Fall Budget	2018-2019 Spring Budget
Base Funding				
ADDITIONAL FUNDING			-\$386,000	-\$386,000
BASIC INSTRUCTION GRADES 10-12			\$747,809	\$831,377
Severe Grade 10-12 CEUs	1295 CEU			
Total Tier 1 CEUs	2623.31 CEU			
Total Tier 2 CEUs	0 CEU			
Total Tier 3 CEUs	0 CEU			
Tier 1 CEU Grant Rate	\$190.85			
Tier 2 CEU Grant Rate	\$203.69			
Tier3 CEU Grant Rate	\$227.03			
BASIC INSTRUCTION GRADES 1-9			\$6,843,210	\$7,974,108
Grade1-3 Basic Instruction Grant Rate	\$8,201.47			
Grade4-6 Basic Instruction Grant Rate	\$6,679.79			
Grade 7-9 Basic Instruction Grant Rate	\$6,679.79			
Provincial Total Enrolment Gr 1 to 3	362 students			
Provincial Total Enrolment Gr 4 to 6	340 students			
Provincial Total Enrolment Gr 7 to 9	240 students			
BOARD GOVERNANCE & ADMIN			\$471,000	\$471,000
E.C.S. BASIC PROGRAM			\$524,895	\$570,003
ECS Basic Instruction Grant Rates	\$4,100.74			\$4,101
Provincial Pre Kindergarten Enrolment	0 students			
Provincial Kindergarten Enrolment	128 students			
HOME EDUCATION GRADES 1 TO 9			\$10,025	\$10,025
Home Education Basic Grant Rate	\$1,670.81			\$1,671
Home Ed Enrol Grade 1 to 9	6 students			
HOME EDUCATION HIGH SCHOOL			\$5,012	\$5,012
Home Education Basic Grant Rate	\$1,670.81			\$1,671
Home Ed Enrol Gr 10 to 12	3 students			
BASE FUNDING ENROLMENT ADJUSTMENT			-\$40,580	-\$46,877
BASIC INSTRUCTION GRADES 10-12	\$747,809			\$831,377
BASIC INSTRUCTION GRADES 1-9	\$6,843,210			\$7,974,108
E.C.S. BASIC PROGRAM	\$524,895			\$570,003
Provincial Enrolment Adjustment Factor	0.5 %			
Total Base Funding			\$8,175,371	\$9,428,648
Percent of Revenue And Allocations to Budget Center				

Differential Funding				
ECS PROGRAM UNIT FUNDING			\$1,000,000	\$1,000,000
EQUITY OF OPPORTUNITY			\$1,335,000	\$1,335,000
ESL FUNDING			\$432,952	\$432,952
ESL FTE Students - Provincial	367.5	students		
English Second Language Rate	\$1,178.10			
FIRST NATION METIS INUIT			\$1,361,884	\$1,361,884
FNMI FTE Students - Provincial	1156	students		
First Nations Metis Inuit Education Rate	\$1,178.10			
INCLUSIVE EDUCATION			\$2,977,500	\$2,977,500
NORTHERN ALLOWANCE			\$570,995	\$704,561
Lower Zone FTE Funded Enrolment	69.5	students		
Intermediate Zone FTE Funded Enrolment	112.5	students		
Upper Zone FTE Funded Enrolment	166	students		
Northern Allowance Lower Zone Grant Rate	\$471.24			
Northern Allowance Intermediate Zone Grant Rate	\$705.84			
Northern Allowance Upper Zone Grant Rate	\$1,060.80			
OUTREACH PROGRAM FUNDING			\$125,946	\$125,946
Outreach Sites	2	sites		
Outreach Basic Funding Grant Rate	\$62,972.76			
PLANT OPERATION & MAINTENANCE			\$3,339,142	\$3,339,142
SMALL SCHOOLS BY NECESSITY			\$3,158,000	\$3,158,000
SOCIO ECONOMIC STATUS			\$164,724	\$192,880
Provincial Total FTE Enrolment	1368.5	students		
SES Incidence Rate	\$0.30	rate		
Socio-Economic Status Rate	\$471.24			
SPECIAL APPROVALS FUNDING			\$2,100,000	\$2,100,000
DIFFERENTIAL FUNDING ENROLMENT ADJUSTMENT			-\$34,215	-\$35,024
EQUITY OF OPPORTUNITY	\$1,335,000			\$1,335,000
ESL FUNDING	\$432,952			\$432,952
FIRST NATION METIS INUIT	\$1,361,884			\$1,361,884
INCLUSIVE EDUCATION	\$2,977,500			\$2,977,500
NORTHERN ALLOWANCE	\$570,995			\$70,561
SOCIO ECONOMIC STATUS	\$164,724			\$192,881
Provincial Enrolment Adjustment Factor	0.5	%		0.5
Total Differential Funding:			\$16,531,927	\$16,692,840
Percent of Revenue And Allocations To Budget Center				
Targeted Funding				
SUPERNET FUNDING			\$211,200	\$211,200
Sites For Supernet Funding	22	sites		
High Speed Networking Grant Rate	\$800			
RCSD FUNDING			\$528,000	\$560,000
Total Targeted Funding			\$739,200	\$771,200
Percent of Revenue And Allocations To Budget Center				

Transportation Funding				
BOARDING ALLOWANCE			\$88,305	\$88,305
Boarded Students	21	students		
Boarding Grant Rate	\$4,205			
RURAL STUDENT TRANSPORTATION			\$2,220,647	\$2,220,647
Rural Weighted Passengers	1620	passengers		
Average Rural Weighted Passenger Funding Rate	\$1,370.77			
STUDENT TRANSPORTATION - Inter-School			\$25,452	\$25,452
Total Transportation Funding			\$2,334,404	\$2,334,404
Percent of Revenue and Allocations to Budget Center				
Other Provincial Funding				
FORT MCMURRAY COLA			\$585,000	\$585,000
CLASSROOM IMPROVEMENT FUND			\$268,000	\$268,000
PROVINCIAL FUNDING (INNOVATION GRANT)			\$111,000	\$111,000
ONE TIME FUNDING			\$5,105,224	\$6,194,000
TEACHER RETIREMENT FUND			\$2,500,000	\$2,500,000
Total Other Provincial Funding			\$8,569,224	\$9,658,000
Percent of Revenue and Allocations to Budget Center				
Other Revenues				
AMORT. OF CAPITAL ALLOC			\$358,117	\$154,000
AMORTIZATION OF CAPITAL			\$2,485,600	\$3,346,015
Total Other Revenue			\$2,843,717	\$3,500,015
Percent of Revenue and Allocations to Budget Center				

Federal Funding			
Regular Tuition - Bigstone			
Bigstone	339 students		
Federal Tuition Fee Monthly Rate - Gr 1 - 12	\$1,908.36		
Months in Tuition Period	10 months		
Tuition Enrolment Adjustment Factor	3 %		
Regular Tuition - Chip Prairie		\$1,073,643	\$1,277,265
Chip Prairie	58 students		
Federal Tuition Fee Monthly Rate - Gr 1 - 12	\$1,908.36		
Months in Tuition Period	10 months		
Tuition Enrolment Adjustment Factor	3 %		
Regular Tuition - Indian Affairs		\$2,258,353	\$2,850,708
INAC (Edmonton)	122 students		
Federal Tuition Fee Monthly Rate - Gr 1 - 12	\$1,908.36		
Months in Tuition Period	10 months		
Tuition Enrolment Adjustment Factor	3 %		
Regular Tuition - Mikisew		\$2,768,938	\$1,564,270
Mikisew	154 students		
Fort Chip Tuition Rate Gr 1 to 12	\$1,853.62		
Months in Tuition Period	10 months		
Tuition Enrolment Adjustment Factor	3 %		
REGULAR TUITION			
Lesser Slave Lake Indian Regional Council	\$0	\$81,000	\$81,000
ECS Tuition - Bigstone		\$563,815	\$433,704
Bigstone ECS	39 students		
Federal Tuition Fee Monthly Rate - ECS	\$1,445.68		
Months in Tuition Period	10 months		
ECS Tuition Enrolment Adjustment Factor	0 %		
ECS Tuition - Chip Prairie		\$130,111	\$115,654
Chip Prairie ECS	9 students		
Federal Tuition Fee Monthly Rate - ECS	\$1,445.68		
Months in Tuition Period	10 months		
ECS Tuition Enrolment Adjustment Factor	0 %		
ECS Tuition - Indian Affairs		\$231,309	\$173,482
INAC (Edmonton) ECS	16 students		
Federal Tuition Fee Monthly Rate - ECS	\$1,445.68		
Months in Tuition Period	10 months		
ECS Tuition Enrolment Adjustment Factor	0 %		
ECS Tuition - Mikisew		\$61,110	\$61,110
Mikisew ECS	10 students		
Fort Chip Tuition Rate - ECS	\$611.10		
Months in Tuition Period	10 months		
FEDERAL REVENUE			
Administration	0		
Miscellaneous - Federal	\$64,000		
Federal Outreach funding - Career Pathways		\$400,000	\$400,000
Total Federal Revenue		\$13,907,539	\$13,925,827
Percent of Revenue and Allocations to Budget Center			

Capital Funding			
IMR		\$661,475	\$661,475
Total Federal Revenue		\$661,475	\$661,475
Percent of Revenue and Allocations to Budget Center			
Local Revenues			
SCHOOL FOOD SERVICES		\$3,168,000	\$3,168,000
DONATIONS		\$0	\$0
RENTAL REVENUE - RESIDENTIAL		\$583,050	\$583,050
HOT LUNCH REVENUES		\$26,400	\$26,475
INDUSTRY FUNDED REVENUE		\$441,300	\$311,300
Cenovus CTS	\$0		\$0
Cenovus Literacy	\$0		\$0
Conklin	\$0		\$0
Fort Chipewyan (ADCS)	\$85,000		\$85,000
Fort McKay	\$130,000		\$0
Grouard	\$0		\$0
J.F. Dion (Fishing Lake)	\$0		\$0
Mistassiniy (Desmarais)	\$60,000		\$60,000
NSD Partnership	\$166,300		\$166,300
OTHER REVENUE		\$929,913	\$920,503
Admin	0		\$0
AMHB	\$479,913		\$470,503
SGF Fundraising	\$450,000		\$450,000
REBATES-PROPANE/GAS-CNTR		\$20,000	\$20,000
Central services	\$20,000		\$0
INTEREST ON INVESTMENTS		\$40,000	\$40,000
Investments	\$40,000		\$0
Total Local Revenue		\$5,208,663	\$5,069,328
Percent of Revenue and Allocations to Budget Center			
		\$58,971,521	\$62,041,737

**Northland School Division
2018-2019 Fall Budget
Revenue Details 2**

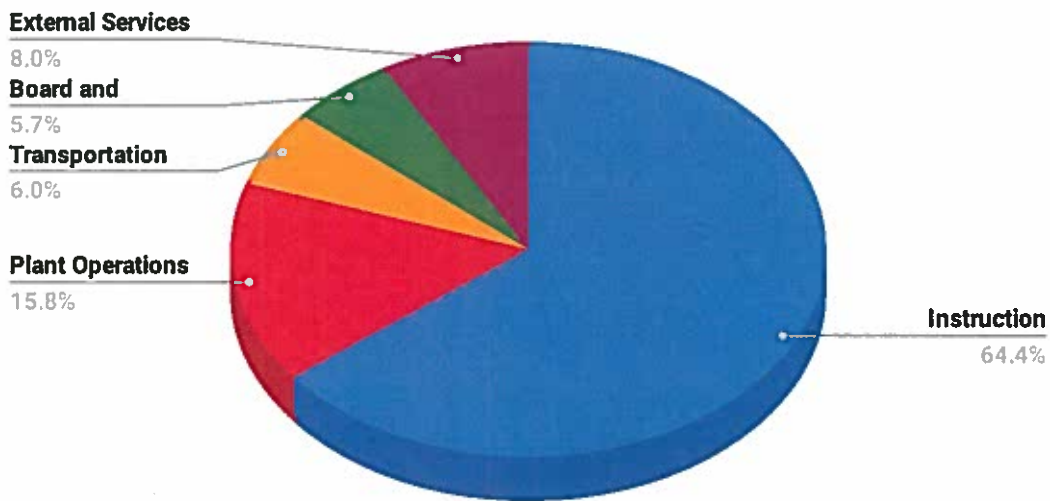
	2018-2019 Fall Budget	2018/2019 Spring Budget
ALBERTA EDUCATION		
Base Funding		
Early Childhood Services (ECS)	\$ 524,895	\$ 570,003
Base Instruction (Gr 1-9)	6,843,210	7,974,108
Base Instruction (Gr 10-12)	747,809	831,377
Home Education	15,037	15,037
System Administration Reduction	(386,000)	(386,000)
Board Governance & Administration	471,000	471,000
Funding reduction due file deficiencies	(40,580)	(46,877)
	8,175,371	9,428,648
Differential Cost Funding		
ECS Program Unit Funding (PUF)	1,000,000	1,000,000
Equity of Opportunity	1,335,000	1,335,000
English as a Second Language	432,952	432,952
First Nation, Metis, Inuit Funding	1,361,884	1,361,884
Inclusive Education	2,977,500	2,977,500
Northern Allowance	570,995	704,561
Outreach Program Funding	125,946	125,946
Plant Operation & Maintenance	3,339,142	3,339,142
Small Schools by Necessity	3,158,000	3,158,000
Socio Economic Status	164,724	192,880
Special Approvals Funding	2,100,000	2,100,000
Funding reduction due file deficiencies	(34,215)	(35,024)
	16,531,927	16,692,840
Targeted Funding		
Supernet Funding	211,200	211,200
Regional Collaborative Service Delivery	528,000	560,000
	739,200	771,200
Transportation Funding	2,334,404	2,334,404
Infrastructure Maintenance Renewal (IMR)	661,475	661,475
Other Alberta Education Revenue		
Fort McMurray COLA	585,000	585,000
Classroom Improvement Fund	268,000	268,000
One-time funding and Five Year Investment Grant	5,105,224	6,194,000
Innovation Funding	111,000	111,000
	6,069,224	7,158,000
Alberta Education Supported Amortization	2,843,717	3,500,015
Teacher Retirement Fund	2,500,000	2,500,000
TOTAL PROVINCIAL FUNDING	39,855,319	43,046,582

	2018-2019	2018/2019
FEDERAL REVENUE	Fall Budget	Spring Budget
Regular Tuition		
Bigstone First Nation	6,275,260	6,904,634
Chip Prairie	1,073,643	1,277,265
Indigenous and Northern Affairs Canada	2,258,353	2,850,708
Lubicon Lake Band	-	-
Mikisew Cree First Nation	2,768,938	1,564,270
Peerless Trout First Nation	-	-
Fort Chipewyan Education Authority	81,000	81,000
	12,457,194	12,677,877
Early Childhood Services Tuition		
Bigstone First Nation	563,815	433,704
Chip Prairie	130,111	115,654
Mikisew Cree First Nation	61,110	61,110
Indigenous and Northern Affairs Canada	231,309	173,482
Lubicon Lake Band	-	-
Peerless Trout First Nation	-	-
	986,345	783,950
Federal Outreach	400,000	400,000
Additonal Federal Revenue	64,000	64,000
TOTAL FEDERAL FUNDING	13,907,539	13,925,827
OTHER REVENUES		
School Food Services	3,168,000	3,168,000
Rental Revenue	583,050	583,050
Hot Lunch Revenue	26,400	26,475
Industry Funded Revenue/Donations	441,300	311,300
Alberta Mental Health Project	479,913	470,503
School Generated Fundraising	450,000	450,000
Investment income/rebates	60,000	60,000
	5,208,663	5,069,328
	19,116,202	18,995,155
TOTAL BUDGET	58,971,521	62,041,737

SPENDING BY PROGRAM

Spending by Program	2018-2019 F	2018-2019 S	Variance	% Change
Total Expenditures	\$61,979,644	\$62,936,379	-\$956,735	-1.54%
Instruction	\$39,941,666	\$41,541,752	-\$1,600,086	-4.01%
Plant Operations and Maintenance	\$9,766,201	\$9,272,364	\$493,837	5.06%
Transportation	\$3,746,827	\$3,568,539	\$178,288	4.76%
Board and Administration	\$3,546,997	\$3,450,564	\$96,433	2.72%
External Services	\$4,977,953	\$5,103,160	-\$125,207	-2.52%

Spending By Program



NORTHLAND SCHOOL DIVISION NO. 61
2018/2019 FALL BUDGET
SCHOOL EXPENSES

	2018/2019 Fall Budget	2018/2019 Spring Budget	\$ Change
Home Education	20,266	20,266	-
Anzac	1,274,248	1,246,082	28,166
Athabasca Delta	3,018,383	2,822,186	196,197
Bill Woodward	1,287,842	1,244,401	43,441
Bishop Routhier	766,709	736,138	30,571
Calling Lake	1,235,580	1,215,452	20,128
Calling Lake Outreach	-	-	
Career Pathways	674,646	652,015	22,631
Chipewyan Lakes	391,231	370,624	20,607
Conklin	485,190	494,949	(9,759)
Dr. Mary Jackson	-	388,151	(388,151)
Elizabeth	1,457,039	1,300,324	156,715
Father R. Perin	986,283	952,630	33,653
Fort McKay School	914,566	895,658	18,908
Gift Lake School	1,802,383	1,777,448	24,935
Grouard	889,346	856,328	33,018
Hillview	319,833	310,920	8,913
J.F. Dion	997,614	963,165	34,449
Little Buffalo		-	
Kateri		-	
Mistassiniy	2,468,191	2,596,796	(128,605)
Paddle Prairie	1,118,087	985,943	132,144
Peerless Lake	-	-	-
Pelican Mountain	341,227	332,881	8,346
St. Theresa	3,360,131	3,500,414	(140,283)
Susa Creek	427,413	454,970	(27,557)
	\$24,236,208	\$24,117,741	\$ 90,301

**NORTHLAND SCHOOL DIVISION NO. 61
2019/2019 FALL BUDGET
SCHOOL STAFFING (FTEs)**

	2018/2019 Fall Budget		2018/2019 Spring Budget		Change in FTE		Pupil to Teacher Ratio
	FTE		FTE		Certificated	Uncertificated	
	Certificated	Uncertificated	Certificated	Uncertificated	Certificated	Uncertificated	
Athabasca Delta	20	10	19	10	1	0	10.60
Anzac	7.5	4.1	7.5	4.1	0	0	11.20
Bill Woodward	7.5	4	7.5	4	0	0	17.47
Bishop Routhier	5	3	5	3	0	0	12.20
Calling Lake	9	3	9	3	0	0	13.00
Career Pathways	4	2.5	4	2.5	0	0	12.00
Chipewyan Lakes	2	2	2	2	0	0	14.50
Conklin	3	2	3	2.5	0	-0.5	10.33
Elizabeth	9.82	6.6	9	5.25	0.82	1.35	11.41
Father R. Perin	7	2.6	7	2.6	0	0	11.29
Fort McKay School	4	5	5	3	-1	2	11.25
Gift Lake School	11	9	11	9	0	0	13.45
Grouard	6	3	6	3	0	0	11.67
Hillview	2	1.25	2	1.25	0	0	8.00
J.F. Dion	6	5.16	6	4.5	0	0.66	13.83
Mistassiniy	18.5	5	19	6.5	-0.5	-1.5	13.03
Paddle Prairie	8	2.9	7	2.9	1	0	15.13
Pelican Mountain	2	1.6	2	1.6	0	0	8.00
St. Theresa	20	20	22	20	-2	0	15.10
Susa Creek	3	0.8	3	1.7	0	-0.9	15.00
	155.32	93.51	156.00	92.4	-0.68	1.11	12.83

**Home Education
2018-2019 Fall Budget**

REVENUE	18-19 June Budget	17-18 final Nov. Budget
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$15,037	\$15,037
% of Revenue	74.20%	74.20%
Other Items		
Other Items	\$5,229	\$5,229
% of Revenue	25.80%	25.80%
TOTAL REVENUE	\$20,266	\$20,266
EXPENDITURES		
Other Operating Expenses		
Central Services	\$20,266	\$20,266
TOTAL EXPENDITURES	\$20,266	\$20,266

Anzac		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$1,184,670	\$1,186,098
Non-Transferable Personnel Allocation	\$1,184,670	\$1,186,098
% of Revenue	92.97%	95.19%
Transferable Budget Allocations		
Transferable Budget Allocations	\$43,406	\$49,925
% of Revenue	3.41%	4.01%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$46,172	\$10,059
% of Revenue	3.62%	0.81%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$1,274,248	\$1,246,082
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$920,413	\$921,840
Uncertificated	\$264,258	\$264,258
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$1,500	\$1,500
	\$1,500	\$1,500
School Regular Budget		
School Photocopier	\$8,000	\$8,000
School Internet	\$200	\$200
Field Trip	\$1,250	\$750
General Supplies - Regular	\$10,419	\$10,419
General Supplies - Severe	\$200	\$200
General Supplies Testing	\$200	\$200
Supplies - Literacy	\$200	\$200
Sports Supplies	\$500	\$200

Science Supplies	\$200	\$200
Fine Art Supplies	\$900	\$200
Awards	\$1,000	\$1,000
Textbooks	\$300	\$300
Library Books	\$500	\$1,000
Audio Visual Regular Instr.	\$1,000	\$1,000
Computer Software	\$100	\$100
Computer Soft. Severely Dis.	\$200	\$200
Furniture and Equip	\$1,000	\$2,000
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	\$8,023	\$12,564
	\$34,192	\$38,733
School Administration Budget		
Inservice / Prof Dev	\$300	\$300
Prof Services Computers	\$1,500	\$1,500
Postage	\$200	\$200
Travel and Subst. School Admin	\$500	\$500
Employee/Student Accident	\$200	\$200
Telephone	\$4,500	\$4,500
	\$7,200	\$7,200
Computer Technology		
Computer Tech Purchases	\$1,310	\$1,310
	\$1,310	\$1,310
Attendance Initiative		
Supplies	\$1,101	\$1,101
	\$1,101	\$1,101
Total Transferable Budget Allocation	\$45,303	\$49,844
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Professional Services	\$500	\$500
Field Trips	\$500	\$500
Supplies	\$5,074	\$5,074
Prior Year Surplus/Deficit	\$0	\$4,066
	\$6,074	\$10,140
Donations		
Donations	\$0	\$0
Supplies	\$38,200	\$0
Non-transferable Budget Allocation	\$44,274	\$10,140
TOTAL EXPENDITURES	\$1,274,248	\$1,246,082

Athabasca Delta Community School		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$2,803,370	\$2,692,588
Non-Transferable Personnel Allocation	\$0	\$0
% of Revenue	0.00%	0.00%
Transferable Budget Allocations		
Transferable Budget Allocations	\$107,743	\$109,004
% of Revenue	3.57%	3.86%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$107,269	\$20,593
% of Revenue	3.55%	0.73%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$3,018,382	\$2,822,185
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$2,247,817	\$2,137,034
Uncertificated	\$555,554	\$555,554
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$500	\$500
	\$500	\$500
School Regular Budget		
School Photocopier	\$16,000	\$16,000
Professional Services	\$1,500	\$1,500
School Internet	\$800	\$800
Correspondence	\$3,000	\$3,000
Field Trip	\$2,000	\$2,000
General Supplies - Regular	\$27,208	\$27,208
General Supplies Testing	\$500	\$500
Supplies - Literacy	\$1,500	\$1,500

	Sports Supplies	\$1,500	\$1,500
	Science Supplies	\$1,500	\$1,500
	CTS Regular Instruction	\$7,000	\$7,000
	Fine Art Supplies	\$3,000	\$3,000
	Awards	\$1,500	\$1,500
	Textbooks	\$4,000	\$4,000
	Library Books	\$2,000	\$2,000
	Outdoor Education	\$1,000	\$1,000
	Furniture and Equipment	\$5,000	\$5,000
	Freight - instruction supplies	\$5,000	\$5,000
	Prior Year Surplus/Deficit	\$0	\$0
	Budget Adjustments	-\$2,560	-\$824
		\$81,448	\$83,184
	School Administration Budget		
	Inservice - orientation	\$2,000	\$2,000
	Inservice / Prof Dev	\$3,000	\$3,000
	Postage	\$1,200	\$1,200
	Travel and Subst. School Admin	\$5,000	\$5,000
	Employee/Student Accident	\$500	\$500
	Telephone	\$6,000	\$6,000
		\$17,700	\$17,700
	School Vehicle		
	Insurance	\$2,000	\$2,000
	Repairs & Maintenance	\$3,000	\$3,000
	Gas, Oil and Antifreeze	\$2,500	\$2,500
	Tires	\$500	\$500
		\$8,000	\$8,000
	Total Transferable Budget Allocation	\$107,648	\$109,384
	Non-transferable Budget Allocation		
	First Nations, Metis and Inuit		
	Bus Drivers for FNMI field trip	\$637	\$637
	Professional Services	\$11,577	\$11,577
	Field Trips	\$2,000	\$2,000
	Supplies	\$6,000	\$6,000
	Prior Year Surplus/Deficit	\$0	\$0
		\$20,214	\$20,214
	Donations		
	Donations	\$0	\$0
	Other Funding		
	Supplies - grant	\$87,150	\$0
	Attendance Initiative		

Supplies	\$0	\$0
Non-transferable Budget Allocation	\$20,214	\$20,214
TOTAL EXPENDITURES	\$3,018,383	\$2,822,186

Bill Woodward		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$1,160,283	\$1,167,433
Non-Transferable Personnel Allocation	\$1,160,283	\$1,167,433
% of Revenue	90.10%	93.81%
Transferable Budget Allocations		
Transferable Budget Allocations	\$72,627	\$66,528
% of Revenue	5.64%	5.35%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$54,932	\$10,439
% of Revenue	4.27%	0.84%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$1,287,842	\$1,244,400
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$918,518	\$917,668
Uncertificated	\$249,765	\$249,765
School Regular Budget		
School Photocopier	\$8,000	\$8,000
Travel & Subst. - Guidance	\$500	\$500
School Internet	\$400	\$400
Correspondence	\$3,000	\$3,000
Field Trip	\$10,907	\$10,907
General Supplies - Regular	\$37,264	\$37,264
General Supplies - Severe	\$500	\$500
General Supplies Testing	\$1,500	\$1,500
Sports Supplies	\$1,000	\$1,000
Science Supplies	\$500	\$500
CTS Regular Instruction	\$4,500	\$3,000
Awards	\$1,500	\$1,500

Textbooks	\$1,000	\$2,000
Library Books	\$500	\$1,000
Computer Software	\$499	\$500
Furniture and Equipment	\$1,000	\$1,000
Budget Adjustments	-\$12,265	-\$12,357
	\$60,305	\$60,214
School Administration Budget		
Inservice / Prof Dev	\$1,500	\$1,500
Prof Services Computers	\$1,500	\$1,500
Printing and Binding	\$150	\$150
Postage	\$500	\$500
Travel and Subst. School Admin	\$250	\$250
Employee/Student Accident	\$200	\$200
Telephone	\$2,500	\$2,500
	\$6,600	\$6,600
Total Transferable Budget Allocation	\$66,905	\$66,814
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Field Trips	\$2,000	\$2,000
Supplies	\$8,154	\$8,154
	\$10,154	\$10,154
Supplies	\$42,500	\$0
Non-transferable Budget Allocation	\$52,654	\$10,154
TOTAL EXPENDITURES	\$1,287,842	\$1,244,401

Bishop Routhier
2018-2019 Fall Budget

REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$688,443	\$688,949
Non-Transferable Personnel Allocation	\$688,443	\$688,949
% of Revenue	89.79%	93.59%
Transferable Budget Allocations		
Transferable Budget Allocations	\$36,277	\$40,167
% of Revenue	4.73%	5.46%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$41,989	\$7,023
% of Revenue	5.48%	0.95%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$766,709	\$736,139
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$549,773	\$550,279
Uncertificated	\$138,670	\$138,670
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$500	\$500
ECS Library Books	\$100	\$100
	\$600	\$600
School Regular Budget		
School Photocopier	\$13,000	\$13,000
General Supplies - Regular	\$13,715	\$13,715
General Supplies - Severe	\$1,000	\$1,000
Supplies - Literacy	\$1,500	\$1,500
CTS Regular Instruction	\$1,340	\$1,340
Textbooks	\$2,050	\$2,050
Periodicals	\$300	\$300

	Furniture and Equipment	\$2,000	\$2,000
	Prior Year Surplus/Deficit	\$0	\$0
	Budget Adjustments	-\$1,166	\$3,957
		\$33,739	\$38,862
	Attendance Initiative		
	Supplies	\$1,084	\$1,084
	Total Transferable Budget Allocation	\$35,423	\$40,546
	Non-transferable Budget Allocation		
	First Nations, Metis and Inuit		
	Supplies	\$6,643	\$6,643
	Donations		
	Donations	\$0	\$0
	Supplies	\$36,200	\$0
	Non-transferable Budget Allocation	\$42,843	\$6,643
	TOTAL EXPENDITURES	\$766,709	\$736,138

Chipewyan Lake
2018-2019 Fall Budget

REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$341,697	\$341,393
Non-Transferable Personnel Allocation	\$341,697	\$341,393
% of Revenue	87.34%	92.11%
Transferable Budget Allocations		
Transferable Budget Allocations	\$30,382	\$27,333
% of Revenue	7.77%	7.37%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$19,152	\$1,898
% of Revenue	4.90%	0.51%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$391,231	\$370,624
EXPENDITURES	18-19 June Budget	17-18 final Nov. Budget
Certificated	\$236,535	\$236,231
Uncertificated	\$105,162	\$105,162
Transferable Budget Allocation		
School Regular Budget		
School Photocopier	\$5,500	\$5,500
School Internet	\$100	\$100
Student Enrichment Program	\$400	\$400
Field Trip	\$3,328	\$3,328
General Supplies - Regular	\$5,065	\$5,065
Sports Supplies	\$1,000	\$1,000
Science Supplies	\$300	\$300
CTS Regular Instruction	\$100	\$100
Fine Art Supplies	\$300	\$300
Awards	\$300	\$300
Textbooks	\$400	\$400

	Library Books	\$400	\$400
	Periodicals	\$100	\$100
	Computer Software	\$50	\$50
	Furniture and Equip	\$250	\$250
	Prior Year Surplus/Deficit	\$0	\$0
	Budget Adjustments	\$1,328	-\$2,575
		\$18,921	\$15,018
	School Administration Budget		
	Inservice - orientation	\$500	\$500
	Prof Services Computers	\$500	\$500
	Postage	\$100	\$100
	Travel and Subst. School Admin	\$1,000	\$1,000
	Employee/Student Accident	\$100	\$100
	Telephone	\$5,000	\$5,000
		\$7,200	\$7,200
	School Vehicle		
	Insurance	\$700	\$700
	Repairs & Maintenance	\$1,000	\$1,000
	Gas, Oil and Antifreeze	\$1,000	\$1,000
	Tires	\$1,000	\$1,000
		\$3,700	\$3,700
	Computer Technology		
	Computer Tech Purchases	\$200	\$200
	Attendance Initiative		
	Supplies	\$1,500	\$1,500
	Total Transferable Budget Allocation	\$31,521	\$27,618
	Non-transferable Budget Allocation		
	First Nations, Metis and Inuit		
	Supplies	\$1,613	\$1,613
	Donations		
	Donations	\$0	\$0
	Supplies	\$16,400	\$0
	Non-transferable Budget Allocation	\$18,013	\$1,613
	TOTAL EXPENDITURES	\$391,231	\$370,624

Conklin		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$441,370	\$459,430
Industry Funded Staffing Allocation	\$0	\$0
Non-Transferable Personnel Allocation	\$441,370	\$459,430
% of Revenue	90.97%	92.82%
Transferable Budget Allocations		
Transferable Budget Allocations	\$31,128	\$32,388
% of Revenue	6.42%	6.54%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$12,692	\$3,132
% of Revenue	2.62%	0.63%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$485,190	\$494,950
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$334,430	\$334,490
Uncertificated	\$106,940	\$124,940
School Regular Budget		
Casual Wages	\$400	\$400
School Photocopier	\$6,000	\$6,000
School Internet	\$300	\$300
Field Trip	\$2,200	\$2,200
General Supplies - Regular	\$5,565	\$5,565
Supplies - Literacy	\$2,000	\$2,000
Sports Supplies	\$1,100	\$1,100
Science Supplies	\$500	\$500
CTS Regular Instruction	\$500	\$500
Fine Art Supplies	\$500	\$500
Awards	\$500	\$500

Textbooks	\$1,500	\$1,500
Periodicals	\$200	\$200
Computer Software	\$600	\$600
Furniture and Equipment	\$1,000	\$1,000
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	-\$3,306	-\$1,857
	\$19,559	\$21,008
School Administration Budget		
Inservice / Prof Dev	\$3,000	\$3,000
Prof Services Computers	\$1,700	\$1,700
Postage	\$200	\$200
Travel and Subst. School Admin	\$3,000	\$3,000
Telephone	\$2,400	\$2,400
	\$10,300	\$10,300
Computer Technology		
Computer Tech Purchases	\$700	\$700
Total Transferable Budget Allocation	\$30,559	\$32,008
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Professional Services	\$1,011	\$1,011
Field Trips	\$1,500	\$1,500
Supplies	\$1,000	\$1,000
Prior Year Surplus/Deficit	\$0	\$0
	\$3,511	\$3,511
Donations		
Donations to Schools	0	0
Supplies	\$9,750	\$0
Non-transferable Budget Allocation	\$13,261	\$3,511
TOTAL EXPENDITURES	\$485,190	\$494,949

Elizabeth		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$1,367,648	\$1,225,444
Non-Transferable Personnel Allocation	\$1,367,648	\$1,225,444
% of Revenue	93.86%	94.24%
Transferable Budget Allocations		
Transferable Budget Allocations	\$57,162	\$62,731
% of Revenue	3.92%	4.82%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$32,229	\$12,147
% of Revenue	2.21%	0.93%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$1,457,039	\$1,300,322
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$1,069,948	\$980,926
Uncertificated	\$297,700	\$244,518
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$500	\$500
ECS Library Books	\$300	\$300
	\$800	\$800
School Regular Budget		
Casual Wages	\$400	\$400
School Photocopier	\$7,000	\$7,000
R&M Instructional Equipment	\$400	\$400
School Internet	\$500	\$500
Student Enrichment Program	\$300	\$300
Field Trip	\$5,499	\$5,499
General Supplies - Regular	\$17,705	\$17,705

General Supplies - Severe	\$500	\$500
Supplies - Literacy	\$1,000	\$1,000
Sports Supplies	\$2,000	\$2,000
Science Supplies	\$1,000	\$1,000
CTS Regular Instruction	\$500	\$500
Fine Art Supplies	\$500	\$500
Awards	\$3,000	\$3,000
Textbooks	\$2,000	\$2,000
Library Books	\$2,000	\$2,000
Periodicals	\$500	\$500
Computer Software	\$500	\$500
Furniture and Equipment	\$5,000	\$5,000
Budget Adjustments	-\$9,909	-\$2,820
	\$40,395	\$47,484
School Admin Budget		
Inservice - Orientation	\$500	\$500
Inservice / Prof Dev	\$3,000	\$3,000
Prof Services Computers	\$1,000	\$1,000
Postage	\$1,200	\$1,200
Travel and Subst. School Admin	\$3,500	\$3,500
Employee/Student Accident	\$300	\$300
Telephone	\$3,000	\$3,000
	\$12,500	\$12,500
Attendance Initiative		
Supplies	\$0	\$0
Total Transferable Budget Allocation	\$53,695	\$60,784
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Bus Drivers FNMI field trip	\$1,000	\$1,000
Casual Labour	\$1,166	\$1,166
Professional Services	\$1,000	\$1,000
Field Trips	\$4,930	\$4,930
Supplies	\$5,000	\$5,000
Prior Year Surplus/Deficit	\$0	\$0
	\$13,096	\$13,096
Donations		
Donations	\$0	\$0
Other Funding		

Supplies	\$21,600	\$0
Attendance Initiative		
Supplies	\$1,000	\$1,000
Non-transferable Budget Allocation	\$35,696	\$14,096
TOTAL EXPENDITURES	\$1,457,039	\$1,300,324

Father R. Perin
2018-2019 Fall Budget

REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$895,399	\$895,399
Non-Transferable Personnel Allocation	\$895,399	\$895,399
% of Revenue	90.76%	93.99%
Transferable Budget Allocations		
Transferable Budget Allocations	\$45,711	\$49,071
% of Revenue	4.63%	5.15%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$45,497	\$8,161
% of Revenue	4.61%	0.86%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$986,607	\$952,631
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$764,671	\$764,995
Uncertificated	\$130,404	\$130,404
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$750	\$750
ECS Library Books	\$200	\$200
	\$950	\$950
School Regular Budget		
School Photocopier	\$9,500	\$9,500
School Internet	\$300	\$300
Field Trip	\$5,000	\$2,000
General Supplies - Regular	\$7,000	\$5,000
Supplies - Literacy	\$4,000	\$5,000
Sports Supplies	\$1,000	\$1,000
Science Supplies	\$3,000	\$3,000

CTS Regular Instruction	\$800	\$800
CTS Supplies	\$1,000	\$1,000
Fine Art Supplies	\$1,200	\$1,200
Awards	\$1,000	\$1,000
Textbooks	\$2,610	\$2,610
Library Books	\$1,000	\$1,000
Periodicals	\$800	\$800
Computer Software	\$1,000	\$1,000
Furniture and Equipment	\$1,000	\$1,000
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	-\$3,943	\$4,703
	\$36,267	\$40,913
School Admin Budget		
Inservice - Orientation	\$531	\$531
Inservice / Prof Dev	\$1,000	\$1,000
Postage	\$400	\$400
Travel and Subst. School Admin	\$1,703	\$1,000
Employee/Student Accident	\$145	\$145
Telephone	\$3,000	\$3,000
	\$6,779	\$6,076
Attendance Initiative		
Supplies	\$2,000	\$2,000
Total Transferable Budget Allocation	\$45,996	\$49,939
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Field Trips	\$4,000	\$2,000
Supplies	\$3,212	\$5,212
Prior Year Surplus/Deficit	\$0	\$80
	\$7,212	\$7,292
Donations		
Donations	\$0	\$0
Supplies	\$38,000	\$0
Non-transferable Budget Allocation	\$45,212	\$7,292
TOTAL EXPENDITURES	\$986,283	\$952,630

Fort McKay		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$715,954	\$842,895
Industry Funded Staffing Allocation	\$130,000	\$0
Non-Transferable Personnel Allocation	\$845,954	\$842,895
% of Revenue	92.50%	94.11%
Transferable Budget Allocations		
Transferable Budget Allocations	\$33,542	\$44,886
% of Revenue	3.67%	5.01%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$35,071	\$7,877
% of Revenue	3.83%	0.88%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$914,567	\$895,658
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$509,785	\$635,348
Uncertificated	\$336,169	\$207,537
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$300	\$500
ECS Library Books	\$300	\$500
	\$600	\$1,000
School Regular Budget		
Casual Wages	2500	2500
School Photocopier	\$6,500	\$6,500
Student Enrichment Program	\$500	\$500
Field Trip	\$2,000	\$2,000
General Supplies - Regular	\$5,678	\$5,178
General Supplies - Severe	\$500	\$500

General Supplies Testing	\$200	\$200
Supplies - Literacy	\$2,500	\$3,000
Sports Supplies	\$600	\$500
Science Supplies	\$600	\$500
CTS Regular Instruction	\$1,000	\$1,000
Fine Art Supplies	\$600	\$500
Awards	\$500	\$500
Textbooks	\$4,000	\$4,000
Library Books	\$1,500	\$1,500
Library Books Severely Dis.	\$300	\$200
Periodicals	\$400	\$400
Outdoor Education	\$700	\$700
Furniture and Equip	\$11,984	\$11,984
Budget Adjustments	-\$25,323	-\$10,362
	\$17,239	\$31,800
School Administration Budget		
Training System Computers	\$500	\$500
Inservice / Prof Dev	\$1,500	\$1,500
Printing and Binding	\$500	\$500
Postage	\$800	\$800
Travel and Subst. School Admin	\$1,000	\$1,000
Employee/Student Accident	\$796	\$796
Telephone	\$3,500	\$3,500
	\$8,596	\$8,596
Computer Technology		
Computer Tech Purchases	\$1,895	\$1,895
	\$1,895	\$1,895
Attendance Initiative		
Supplies	\$1,795	\$1,795
Total Transferable Budget Allocation	\$30,125	\$45,086
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Bus Drivers FNMI field trip	\$2,000	\$2,000
Professional Services	\$500	\$500
Field Trips	\$2,500	\$2,500
Supplies	\$1,687	\$1,687
Furniture and Equip-Cultural	\$1,000	\$1,000
Prior Year Surplus/Deficit	\$0	\$0
	\$7,687	\$7,687
Donations		

	Donations	\$0	\$0
	Supplies	\$30,800	\$0
	Non-transferable Budget Allocation	\$38,487	\$7,687
	TOTAL EXPENDITURES	\$914,566	\$895,658

Gift Lake
2018-2019 Fall Budget

REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$1,589,228	\$1,590,322
Industry Funded Staffing Allocation	\$60,000	\$60,000
Non-Transferable Personnel Allocation	\$1,649,228	\$1,650,322
% of Revenue	91.50%	92.85%
Transferable Budget Allocations		
Transferable Budget Allocations	\$70,360	\$77,678
% of Revenue	3.90%	4.37%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$82,795	\$49,448
% of Revenue	4.59%	2.78%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$1,802,383	\$1,777,448
EXPENDITURES		
	18-19 Nov. Budget	18-19 June Budget
Certificated	\$1,206,988	\$1,208,082
Uncertificated	\$442,240	\$442,240
Transferable Budget Allocation		
School ECS Budget		
Instructional	\$250	\$250
Awards	\$500	\$500
ECS Library Books	\$300	\$300
	\$1,050	\$1,050
School Regular Budget		
School Photocopier	\$12,000	\$12,000
Professional Services	\$1,000	\$1,000
Travel & Subst. - Guidance	\$1,000	\$1,000
Field Trip	\$7,000	\$7,000
General Supplies - Regular	\$20,000	\$20,000

General Supplies - Severe	\$750	\$750
Supplies - Literacy	\$3,000	\$3,000
Sports Supplies	\$2,000	\$2,000
Science Supplies	\$1,200	\$1,200
CTS Regular Instruction	\$3,000	\$3,000
Fine Art Supplies	\$1,000	\$1,000
Textbooks	\$4,000	\$4,000
Library Books	\$3,000	\$3,000
Periodicals	\$1,000	\$1,000
Outdoor Education	\$1,500	\$1,500
Furniture and Equip	\$2,500	\$2,500
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	\$21,172	\$30,293
	\$85,122	\$94,243
School Administration Budget		
Inservice / Prof Dev	\$2,415	\$2,415
Prof Services Computers	\$1,000	\$1,000
Postage	\$1,000	\$1,000
Telephone	\$4,000	\$4,000
	\$8,415	\$8,415
Computer Technology		
Computer Tech Purchases	\$4,000	\$4,000
Attendance Initiative		
Supplies	\$3,000	\$3,000
Total Transferable Budget Allocation	\$101,587	\$110,708
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Professional Services	\$5,000	\$5,000
Field Trips	\$5,000	\$5,000
Supplies	\$6,418	\$6,418
Prior Year Surplus/Deficit	\$0	\$0
	\$16,418	\$16,418
Donations		
Donations	\$0	\$0
Other Funding		
Industry Funding - LTA	0	0
Supplies	\$35,150	\$0
Non-transferable Budget Allocation	\$51,568	\$16,418
TOTAL EXPENDITURES	\$1,802,383	\$1,777,448

Grouard		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$802,716	\$803,121
Non-Transferable Personnel Allocation	\$802,716	\$803,121
% of Revenue	90.26%	93.79%
Transferable Budget Allocations		
Transferable Budget Allocations	\$42,986	\$45,805
% of Revenue	4.83%	5.35%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$43,643	\$7,402
% of Revenue	4.91%	0.86%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$889,345	\$856,328
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$659,516	\$659,921
Uncertificated	\$143,200	\$143,200
Transferable Budget Allocation		
School Regular Budget		
School Photocopier	\$9,000	\$9,000
School Internet	\$500	\$400
Student Enrichment Program	\$800	\$900
Field Trip	\$8,000	\$8,000
General Supplies - Regular	\$4,588	\$4,588
Supplies - Literacy	\$1,557	\$1,557
Sports Supplies	\$1,000	\$1,000
Science Supplies	\$1,000	\$1,000
CTS Regular Instruction	\$1,000	\$1,000
Fine Art Supplies	\$1,000	\$1,000
Awards	\$1,000	\$1,000

Textbooks	\$2,000	\$2,000
Library Books	\$750	\$1,000
Periodicals	\$750	\$1,000
Computer Software	\$200	\$200
Outdoor Education	\$2,000	\$2,000
Furniture and Equipment	\$2,000	\$2,000
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	-\$2,398	\$1,179
	\$34,747	\$38,824
School Admin Budget		
Inservice / Prof Dev	\$3,000	\$3,000
Postage	\$500	\$500
Travel and Subst. School Admin	\$1,565	\$1,565
Employee/Student Accident	\$200	\$200
Telephone	\$2,000	\$2,000
Attendance Initiative	\$500	
	\$7,765	\$7,265
Total Transferable Budget Allocation	\$42,512	\$46,089
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Bus Drivers FNMI field trip	\$3,000	\$3,000
Field Trips	\$3,000	\$3,000
Supplies	\$1,118	\$1,118
Prior Year Surplus/Deficit	\$0	\$0
	\$7,118	\$7,118
Donations		
Donations	\$0	\$0
Supplies	\$37,000	\$0
Non-transferable Budget Allocation	\$44,118	\$7,118
TOTAL EXPENDITURES	\$889,346	\$856,328

Hillview		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$287,062	\$287,002
Non-Transferable Personnel Allocation	\$287,062	\$287,002
% of Revenue	89.75%	92.31%
Transferable Budget Allocations		
Transferable Budget Allocations	\$22,778	\$22,494
% of Revenue	7.12%	7.23%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$9,993	\$1,424
% of Revenue	3.12%	0.46%
TOTAL REVENUE	\$319,833	\$310,920
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$226,727	\$226,667
Uncertificated	\$60,335	\$60,335
Transferable Budget Allocation		
School Regular Budget		
School Photocopier	\$8,000	\$8,000
School Internet	\$150	\$150
Field Trip	\$3,500	\$3,500
General Supplies - Regular	\$1,315	\$1,315
Supplies - Literacy	\$800	\$800
Sports Supplies	\$500	\$500
Science Supplies	\$800	\$800
Fine Art Supplies	\$600	\$600
Awards	\$400	\$400
Textbooks	\$400	\$400
Library Books	\$500	\$500
Periodicals	\$950	\$950
Audio Visual Regular Instr.	\$500	\$500
Computer Software	\$150	\$150
Budget Adjustments	\$13	-\$365

		\$18,578	\$18,200
	School Admin Budget		
	Inservice / Prof Dev	\$500	\$500
	Prof Services Computers	\$1,300	\$1,300
	Postage	\$100	\$100
	Travel and Subst. School Admin	\$150	\$150
	Employee/Student Accident	\$150	\$150
	Telephone	\$1,800	\$1,800
		\$4,000	\$4,000
	Attendance Initiative	\$200	\$200
	Total Transferable Budget Allocation	\$22,778	\$22,400
	Non-transferable Budget Allocation		
	First Nations, Metis and Inuit		
	Bus Drivers FNMI field trip	\$500	\$500
	Professional Services	\$500	\$500
	Field Trips	\$18	\$18
	Supplies	\$500	\$500
		\$1,518	\$1,518
	Donations		
	Donations	\$0	\$0
	Supplies	\$8,475	\$0
	Non-transferable Budget Allocation	\$9,993	\$1,518
	TOTAL EXPENDITURES	\$319,833	\$310,920

JF Dion		
2018-2019 Fall Budget		
REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$903,322	\$903,114
Industry Funded Staffing Allocation	\$0	\$0
Non-Transferable Personnel Allocation	\$903,322	\$903,114
% of Revenue	90.55%	93.77%
Transferable Budget Allocations		
Transferable Budget Allocations	\$47,716	\$51,131
% of Revenue	4.78%	5.31%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$46,577	\$8,921
% of Revenue	4.67%	0.93%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$997,615	\$963,166
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$657,718	\$658,204
Uncertificated	\$245,604	\$244,910
School Regular Budget		
School Photocopier	\$7,000	\$7,000
Travel & Subst. - Guidance	\$2,500	\$2,500
School Internet	\$350	\$350
Field Trip	\$1,500	\$1,500
General Supplies - Regular	\$7,781	\$7,781
Supplies - Literacy	\$5,000	\$5,000
Sports Supplies	\$1,500	\$1,500
Science Supplies	\$450	\$250
Awards	\$500	\$500
Textbooks	\$1,500	\$1,500
Library Books	\$2,000	\$2,000

Periodicals	\$500	\$500
Computer Software	\$250	\$250
Furniture and Equip	\$3,670	\$3,670
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	-\$895	\$3,564
	\$33,606	\$37,865
School Administration Budget		
Inservice / Prof Dev	\$4,000	\$4,000
Prof Services Computers	\$1,500	\$1,500
Postage	\$500	\$500
Travel and Subst. School Admin	\$3,000	\$3,000
Employee/Student Accident	\$200	\$200
Telephone	\$2,000	\$2,000
	\$11,200	\$11,200
Computer Technology		
Computer Tech Purchases	\$1,500	\$1,500
	\$1,500	\$1,500
Attendance Initiative		
Supplies	\$1,000	\$1,200
Total Transferable Budget Allocation	\$47,306	\$51,765
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Professional Services	\$3,000	\$3,000
Supplies	\$5,286	\$5,286
Prior Year Surplus/Deficit	\$0	\$0
	\$8,286	\$8,286
Donations	\$0	\$0
Supplies	\$38,700	\$0
Non-transferable Budget Allocation	\$46,986	\$8,286
TOTAL EXPENDITURES	\$997,614	\$963,165

Mistassiniy
2018-2019 Fall Budget

REVENUE	18-19 Nov. Budget	18-19 June Budget
Non-Transferable Personnel Allocation		
Salary Allocations	\$2,268,631	\$2,421,046
Non-Transferable Personnel Allocation	\$2,268,631	\$2,421,046
% of Revenue	91.91%	93.23%
Transferable Budget Allocations		
Transferable Budget Allocations	\$128,988	\$148,797
% of Revenue	5.23%	5.73%
Non-transferable Budget Allocations		
Non-transferable Budget Allocations	\$70,571	\$26,952
% of Revenue	2.86%	1.04%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
% of Revenue	0.00%	0.00%
TOTAL REVENUE	\$2,468,190	\$2,596,795
EXPENDITURES	18-19 Nov. Budget	18-19 June Budget
Certificated	\$2,014,131	\$2,082,006
Uncertificated	\$254,500	\$339,040
School Regular Budget		
School Photocopier	\$30,000	\$29,767
Professional Services	\$10,000	\$0
Travel & Subst. - Guidance	\$4,000	\$4,000
R&M Instructional Equipment	\$5,000	
School Internet	\$1,750	\$1,500
Correspondence	\$600	\$300
Special Events	\$3,000	\$2,000
Field Trips	\$10,000	\$20,000
General Supplies - Regular	\$20,000	\$26,964
General Supplies - Severe	\$258	\$500
General Supplies Testing	\$1,000	\$1,000
Supplies - Literacy	\$0	\$2,000

Sports Supplies	\$500	\$1,500
Science Supplies	\$2,000	\$4,000
CTS Equipment/Tools	\$5,000	\$14,000
CTS Regular Instruction	\$12,500	
Fine Art Supplies	\$2,000	\$3,000
Awards	\$3,000	\$4,000
Textbooks	\$5,000	\$10,000
Library Books	\$4,371	\$2,000
Periodicals	\$1,500	\$500
Audio Visual Regular Instr.	\$500	\$500
Computer Software	\$1,500	\$1,000
Outdoor Education	\$5,000	
Furniture and Equip	\$5,000	\$3,000
Regional Resource Centre	\$250	\$250
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	-\$44,969	-\$19,999
	\$88,760	\$111,782
School Admin Budget		
Inservice / Prof Dev	\$7,000	\$5,000
Prof Services Computers	\$2,000	\$2,000
Printing and Binding	\$0	\$500
Postage	\$1,500	\$500
Travel and Subst. School Admin	\$4,000	\$3,000
Employee/Student Accident	\$600	\$600
Telephone	\$7,000	\$7,000
	\$22,100	\$18,600
Computer Technology	\$10,000	\$10,000
Attendance Initiative	\$5,000	\$5,000
Total Transferable Budget Allocation	\$125,860	\$145,382
Non-transferable Budget Allocation		
First Nations, Metis and Inuit		
Bus Drivers FNMI field trip	\$2,000	\$2,000
Professional Services	\$6,000	\$6,000
Field Trips	\$8,000	\$4,000
Supplies	\$4,000	\$12,368
Furniture and Equip - Cultural	\$6,000	\$6,000
Prior Year Surplus/Deficit	\$0	\$0

	\$26,000	\$30,368
Donations		
Donations	\$0	\$0
Supplies	\$47,700	\$0
Non-transferable Budget Allocation	\$73,700	\$30,368
TOTAL EXPENDITURES	\$2,468,191	\$2,596,796

**Paddle Prairie
2018-2019 Fall Budget**

Revenue				
	18-19 Nov. budget		18-19 June Budget	
Non-Transferable Personnel Allocation				
Salary Allocations		\$1,023,299		\$917,516
Non-Transferable Personnel Allocation		\$1,023,299		\$917,516
Revenue And Allocations To Budget Center		92%		93%
Transferable Budget Allocations				
Transferable Budget Allocations		\$64,801		\$61,454
Revenue And Allocations To Budget Center		6%		7%
Non-Transferable Budget Allocations				
Non-Transferable Budget Allocations		\$33,283		\$10,629
Revenue And Allocations To Budget Center		1%		1%
Other Items				
Carry Forward Allocation		-\$3,297		-\$3,297
Other Items		-\$3,297		-\$3,297
Revenue And Allocations To Budget Center		0%		0%
Revenue		\$1,118,086		\$985,942

Expenditures					
		18-19 Nov. budget		18-19 June Budget	
Certificated			\$873,629		\$766,170
Uncertificated			\$149,670		\$150,986
Transferable Budget Allocations					
SCHOOL ECS BUDGET			\$1,500		\$1,500
	Instructional	\$1,000		\$1,000	
	ECS Library Books	\$500		\$500	
SCHOOL REGULAR BUDGET			\$52,944		\$49,243
	School Photocopier	\$10,000		\$9,000	
	Travel & Subst. - Guidance	\$1,500		\$1,000	
	School Internet	\$600		\$400	
	Correspondence	\$750		\$2,500	
	Field Trip	\$5,000		\$5,000	
	General Supplies - Regular	\$14,458		\$10,459	
	General Supplies - Severe	\$500		\$500	
	Supplies - Literacy	\$3,000		\$4,500	
	Sports Supplies	\$3,000		\$2,000	
	Science Supplies	\$1,000		\$500	
	CTS Regular Instruction	\$8,000		\$5,000	
	Fine Art Supplies	\$1,000		\$1,000	
	Textbooks	\$3,500		\$4,500	
	Library Books	\$1,000		\$1,000	
	Periodicals	\$200		\$200	
	Computer Software	\$500		\$200	
	Furniture and Equip	\$3,000		\$3,000	
	Regional Resource Centre	\$100		\$100	

	Prior Year Surplus/Deficit	\$0	\$0
	Budget Adjustments	-\$4,064	-\$1,616
SCHOOL ADMIN BUDGET		\$8,700	\$9,200
	Inservice / Prof Dev	\$2,000	\$2,000
	Prof Services Computers	\$0	\$500
	Postage	\$1,000	\$1,000
	Travel and Subst. School Admin	\$3,000	\$3,000
	Employee/Student Accident	\$200	\$200
	Telephone	\$2,500	\$2,500
COMPUTER TECHNOLOGY		\$1,500	\$1,000
	Computer Tech Purchases	\$1,500	\$1,000
ATTENDANCE INITIATIVE		\$1,000	\$500
	Supplies	\$1,000	\$500
Transferable Budget Allocations		\$61,443	\$61,443
Non-Transferable Budget Allocations			
FNMI		18-19 Nov. budget	18-19 June Budget
		\$7,344	\$7,344
	Bus Drivers FNMI field trip	\$500	\$500
	Prof Services	\$3,000	\$3,000
	Field Trips	\$1,500	\$1,500
	Supplies - FNMI	\$1,344	\$1,344
	Furniture and Equip - Cultural	\$1,000	\$1,000
DONATIONS		\$21,800	\$0
	Donation to Schools	\$21,800	\$0
CENOVUS ATTENDANCE INITIATIVE		\$0	\$0
	Supplies - Cenovus grant	\$0	\$0
Non-Transferable Budget Allocations		\$29,144	\$7,344
Expenditures		\$1,118,087	\$985,943

**Pelican Mountain
2018-2019 Fall Budget**

Revenue		
Non-Transferable Personnel Allocation	18-19 Nov. budget	18-19 June Budget
Salary Allocations	\$308,169	\$308,192
Non-Transferable Personnel Allocation	\$308,169	\$308,192
Revenue And Allocations To Budget Center	93%	93%
Transferable Budget Allocations		
Transferable Budget Allocations	\$22,765	\$23,076
Revenue And Allocations To Budget Center	7%	7%
Non-Transferable Budget Allocations		
Non-Transferable Budget Allocations	\$10,293	\$1,613
Revenue And Allocations To Budget Center	0%	0%
Other Items		
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
Revenue And Allocations To Budget Center	0%	0%
Revenue	\$332,880	\$332,880

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Certificated	\$231,274	\$231,295
Uncertificated	\$76,895	\$76,895
Transferable Budget Allocations		
SCHOOL ECS BUDGET	\$150	\$150
Instructional	\$100	\$100
Regional Resource Centre	\$50	\$50
SCHOOL REGULAR BUDGET	\$16,225	\$16,633
School Photocopier	\$7,000	\$7,000
School Internet	\$200	\$200
Field Trip	\$1,000	\$1,000
General Supplies - Regular	\$3,238	\$3,238
Supplies - Literacy	\$2,000	\$2,000
Sports Supplies	\$250	\$250
Science Supplies	\$200	\$200
Fine Art Supplies	\$100	\$100
Awards	\$400	\$400
Textbooks	\$300	\$300
Library Books	\$1,000	\$1,000
Periodicals	\$100	\$100
Audio Visual Regular Instr.	\$500	\$500
Computer Software	\$200	\$200
Furniture and Equip	\$9,519	\$9,519
Regional Resource Centre	\$50	\$50
Budget Adjustments	-\$9,832	-\$9,424
SCHOOL ADMIN BUDGET	\$5,200	\$5,200

	Inservice / Prof Dev	\$1,200	\$1,200
	Prof Services Computers	\$1,000	\$1,000
	Postage	\$200	\$200
	Travel and Subst. School Adm	\$500	\$500
	Employee/Student Accident	\$100	\$100
	Telephone	\$2,200	\$2,200
ATTENDANCE INITIATIVE			
	Supplies	\$1,000	\$1,000
Transferable Budget Allocations		\$22,575	\$22,983
Non-Transferable Budget Allocations			
FNMI		\$1,708	\$1,708
	Bus Drivers FNMI field trip	\$500	\$500
	Field Trips	\$500	\$500
	Supplies - FNMI	\$708	\$708
	Prior Year Surplus/Deficit	\$0	\$0
DONATIONS		\$8,775	\$0
	Donation to Schools	\$8,775	\$0
CENOVUS ATTENDANCE INITIATIVE		\$0	\$0
	Supplies - Cenovus grant	\$0	\$0
Non-Transferable Budget Allocations		\$10,483	\$1,708
Expenditures		\$341,227	\$332,881

**St. Theresa
2018-2019 Fall Budget**

Revenue			
	18-19 final Nov. budget	18-19 June Budget	
Non-Transferable Personnel Allocation			
Salary Allocations	\$3,136,580	\$3,252,450	
Non-Transferable Personnel Allocation	\$3,136,580	\$3,352,450	
Revenue And Allocations To Budget Center	93%	96%	
Transferable Budget Allocations			
Transferable Budget Allocations	\$108,691	\$116,741	
Revenue And Allocations To Budget Center	3%	3%	
Non-Transferable Budget Allocations			
Non-Transferable Budget Allocations	\$114,860	\$31,222	
Revenue And Allocations To Budget Center	3%	1%	
Other Items			
Carry Forward Allocation	\$0	\$0	
Other Items	\$0	\$0	
Revenue And Allocations To Budget Center	0%	0%	
Revenue		\$3,360,131	\$3,500,414

Expenditures			
		18-19 final Nov. budget	18-19 June Budget
Certificated		\$2,176,990	\$2,392,860
Uncertificated		\$959,590	\$959,590
Transferable Budget Allocations			
SCHOOL ECS BUDGET		\$500	\$500
	ECS Library Books	\$500	\$500
SCHOOL REGULAR BUDGET		\$75,346	\$85,459
	Casual Wages	\$4,500	\$4,500
	School Photocopier	\$25,000	\$25,000
	Travel & Subst. - Guidance	\$3,000	\$3,000
	R & M Instructional Equipment	\$500	\$500
	Field Trip	\$6,000	\$6,000
	General Supplies - Regular	\$35,267	\$34,767
	Supplies - Literacy	\$2,000	\$2,000
	Sports Supplies	\$1,000	\$1,000
	Science Supplies	\$500	\$500
	Awards	\$1,000	\$1,000
	Textbooks	\$4,500	\$4,500
	Library Books	\$1,000	\$1,000
	Periodicals	\$500	\$500
	Computer Software	\$3,000	\$3,000
	Furniture and Equip	\$7,000	\$7,000
	Regional Resource Centre	\$300	\$300
	Prior Year Surplus/Deficit	\$0	\$0
	Budget Adjustments	-\$19,721	-\$9,108
SCHOOL ADMIN BUDGET		\$17,600	\$17,600
	Inservice / Prof Dev	\$4,000	\$4,000
	Prof Services Computers	\$500	\$500
	Printing and Binding	\$250	\$250

	Postage	\$2,200	\$2,200
	Travel and Subst. School Admin	\$4,000	\$4,000
	Employee/Student Accident	\$650	\$650
	Telephone	\$6,000	\$6,000
COMPUTER TECHNOLOGY		\$5,000	\$5,000
	Computer Tech Purchases	\$5,000	\$5,000
ATTENDANCE INITIATIVE		\$6,000	\$6,000
	Supplies	\$6,000	\$6,000
Transferable Budget Allocations		\$103,946	\$114,559
Non-Transferable Budget Allocations			
FNMI		\$33,405	\$33,405
	Bus Drivers FNMI field trip	\$2,000	\$2,000
	Prof Services	\$5,000	\$5,000
	Field Trips	\$9,000	\$9,000
	Supplies - FNMI	\$17,405	\$17,405
	Prior Year Surplus/Deficit	\$0	\$0
DONATIONS		\$86,200	\$0
	Donation to Schools	\$86,200	\$0
CENOVUS ATTENDANCE INITIATIVE		\$0	\$0
	Supplies - Cenovus grant	\$0	\$0
Non-Transferable Budget Allocations		\$119,605	\$33,405
Expenditures		\$3,360,131	\$3,500,414

**Susa Creek
2018-2019 Fall Budget**

Revenue				
	18-19 Nov. budget		18-19 June Budget	
Non-Transferable Personnel Allocation				
Salary Allocations		\$377,712		\$417,971
Non-Transferable Personnel Allocation		\$377,712		\$417,971
Revenue And Allocations To Budget Center	92%88			92%
Transferable Budget Allocations				
Transferable Budget Allocations		\$34,855		\$33,107
Revenue And Allocations To Budget Center		8%		7%
Non-Transferable Budget Allocations				
Non-Transferable Budget Allocations		\$14,846		\$3,891
Revenue And Allocations To Budget Center		3%		1%
Other Items				
Carry Forward Allocation		\$0		\$0
Other Items		\$0		\$0
Revenue And Allocations To Budget Center		0%		0%
Revenue		\$454,969	\$454,969	

Expenditures					
		18-19 Nov. budget		18-19 June Budget	
Certificated			\$334,936		\$334,875
Uncertificated			\$42,776		\$83,096
Transferable Budget Allocations					
SCHOOL ECS BUDGET			\$500		\$500
	Instructional		\$500		\$500
SCHOOL REGULAR BUDGET			\$37,969		\$25,842
	Casual Wages		\$400		\$400
	School Photocopier		\$4,000		\$4,000
	Prof. Services		\$200		\$200
	Field Trip		\$2,000		\$2,000
	General Supplies - Regula		\$6,859		\$6,859
	Supplies - Literacy		\$5,000		\$5,000
	Sports Supplies		\$500		\$500
	Science Supplies		\$500		\$500
	CTS Regular Instruction		\$1,500		\$1,500
	Fine Art Supplies		\$500		\$500
	Awards		\$200		\$200
	Textbooks		\$500		\$500
	Library Books		\$1,500		\$1,500
	Periodicals		\$300		\$300
	Furniture and Equip		\$8,000		\$8,000
	Prior Year Surplus/Deficit		\$0		\$0
	Budget Adjustments		-\$3,990		-\$6,117

SCHOOL ADMIN BUDGET		\$6,000	\$6,000
	Inservice - Orientation	\$200	\$200
	Inservice / Prof Dev	\$1,000	\$1,000
	Printing and Binding	\$200	\$200
	Postage	\$400	\$400
	Travel and Subst. School	\$2,000	\$2,000
	Employee/Student Accide	\$200	\$200
	Telephone	\$2,000	\$2,000
COMPUTER TECHNOLOGY		\$1,000	\$1,000
	Computer Tech Purchases	\$1,000	\$1,000
ATTENDANCE INITIATIVE		\$1,000	\$1,000
	Supplies	\$1,000	\$1,000
Transferable Budget Allocations		\$36,469	\$34,342
Non-Transferable Budget Allocations			
FNMI		\$2,657	\$2,657
	Field Trips	\$2,000	\$2,000
	Supplies - FNMI	\$657	\$657
	Prior Year Surplus/Deficit	\$0	\$0
DONATIONS		\$10,575	\$0
	Donation to Schools	\$10,575	\$0
CENOVUS ATTENDANCE INITIATIVE		\$0	\$0
	Supplies - Cenovus grant	\$0	\$0
Non-Transferable Budget Allocations		\$13,232	\$2,657
Expenditures		\$427,413	\$454,970

**Career Pathways
2018-2019 Fall Budget**

Revenue And Allocations To Budget Center

Non-Transferable Personnel Allocation	18-19 Nov. budget	18-19 June Budget
Salary Allocations	\$563,114	\$564,197
Non-Transferable Personnel Allocation	\$563,114	\$564,197
Revenue And Allocations To Budget Center	83%	84%
Transferable Budget Allocations	18-19 Nov. budget	18-19 June Budget
Transferable Budget Allocations	\$68,402	\$80,725
Revenue And Allocations To Budget Center	10%	15%
Non-Transferable Budget Allocations	18-19 Nov. budget	18-19 June Budget
Non-Transferable Budget Allocations	\$43,130	\$7,094
Revenue And Allocations To Budget Center	6%	1%
Other Items	18-19 Nov. budget	18-19 June Budget
Carry Forward Allocation	\$0	\$0
Other Items	\$0	\$0
Revenue And Allocations To Budget Center	0%	0%
Revenue And Allocations To Budget Center	\$674,646	\$652,016

Expenditures

	18-19 Nov. budget	18-19 June Budget
Certificated	\$442,314	\$443,397
Uncertificated	\$120,800	\$120,800
Transferable Budget Allocations		
SCHOOL REGULAR BUDGET	\$62,405	\$72,766
School Photocopier	\$6,000	\$3,800
Rent Building	\$10,000	\$10,000
Correspondence	\$300	\$300
Field Trip	\$2,500	\$2,500
General Supplies - Regular	\$9,800	\$7,500
Supplies - Literacy	\$800	\$800
CTS Regular Instruction	\$20,000	\$20,000
Awards	\$2,000	\$2,000
Textbooks	\$1,000	\$1,000
Periodicals	\$100	\$100
Audio Visual Regular Instr.	\$1,000	\$1,000
Computer Software	\$500	\$500
Furniture and Equip	\$1,500	\$1,500
Regional Resource Centre	\$100	\$100
Prior Year Surplus/Deficit	\$0	\$0
Budget Adjustments	\$6,805	\$21,666
SCHOOL ADMIN BUDGET	\$4,575	\$9,075
Inservice / Prof Dev	\$2,000	\$2,000
Prof Services Computers	\$400	\$400
Postage	\$200	\$200

	Travel and Subst. School Ac	\$1,000		\$1,000	
	Employee/Student Acciden	\$75		\$75	
	repairs - Vehicles	\$0		\$1,500	
	Telephone	\$900		\$900	
	Gas, Oil & Antifreeze	\$0		\$3,000	
COMPUTER TECHNOLOGY			\$1,500		\$1,500
	Computer Tech Purchases	\$1,500		\$1,500	
ATTENDANCE INITIATIVE			\$1,084		\$1,084
	Supplies	\$1,084		\$1,084	
Transferable Budget Allocations			\$69,564		\$84,425
Non-Transferable Budget Allocations					
FNMI			\$3,393		\$3,393
	Supplies - FNMI	\$3,393		\$3,393	
	Prior Year Surplus/Deficit	\$0		\$0	
DONATIONS			\$0		\$0
	Donation to Schools	\$38,575		\$0	
CENOVUS ATTENDANCE INITIATIVE			\$0		\$0
	Supplies - Cenovus grant	\$0		\$0	
Non-Transferable Budget Allocations			\$41,968		\$3,393
Expenditures			\$674,646		\$652,015

NORTHLAND SCHOOL DIVISION NO. 61
2018-2019 FALL BUDGET
STATEMENT OF REVENUES AND EXPENSES

	2018/2019 Fall Budget	2018/2019 Spring Budget	\$ Change	% Change
REVENUES				
Government of Alberta				
Alberta Education	\$ 28,442,378	\$ 29,888,567	\$ (1,446,190)	-5.08%
Other Government of Alberta	11,412,941	13,158,015	\$ (1,745,074)	-15.29%
	<u>39,855,319</u>	<u>43,046,582</u>	<u>(3,191,264)</u>	<u>-8.01%</u>
Federal Revenue	13,907,539	13,925,827	\$ (18,288)	-0.13%
Other Sales and Services	4,257,363	4,248,028	\$ 9,335	0.22%
Investment Income	60,000	60,000	\$ -	0.00%
Gifts and Donations	441,300	311,300	\$ 130,000	29.46%
Fundraising	450,000	450,000	\$ -	0.00%
	<u>58,971,521</u>	<u>62,041,737</u>	<u>(3,070,217)</u>	<u>-5.21%</u>
EXPENSES				
Instruction				
Schools	24,236,208	24,117,741	\$ 118,467	0.49%
Central Services (Instructional Support)	15,705,458	17,424,011	\$ (1,718,553)	-10.94%
	<u>39,941,666</u>	<u>41,541,752</u>	<u>\$ (1,600,086)</u>	<u>-4.01%</u>
Operations & Maintenance	9,766,201	9,272,364	\$ 493,837	5.06%
Transportation	3,746,827	3,568,539	\$ 178,288	4.76%
Board and System Administration	3,546,997	3,450,564	\$ 96,433	2.72%
External Services	4,977,953	5,103,160	\$ (125,207)	-2.52%
	<u>61,979,644</u>	<u>62,936,379</u>	<u>\$ (956,735)</u>	<u>-1.54%</u>
OPERATING SURPLUS/(DEFICIT)	<u>(3,008,123)</u>	<u>(894,642)</u>	<u>(2,113,482)</u>	

NORTHLAND SCHOOL DIVISION NO. 61
2018/2019 FALL BUDGET
CENTRAL SERVICES EXPENSES BY CATEGORY

	<u>2018/2019</u> <u>Fall Budget</u>	<u>2018/2019</u> <u>Spring Budget</u>	<u>\$</u> <u>Change</u>
Governance			
Trustee Expenses	\$ 521,750	\$ 521,750	\$ -
Election Expenses	20,000	20,000	\$ -
	<u>541,750</u>	<u>541,750</u>	<u>\$ -</u>
Education Executive			
Superintendent	675,979	675,979	\$ -
Public Relations	158,447	158,447	\$ -
Superintendent Office & PR	834,426	834,426	-
Instructional Services-Central			
Area Superintendents	806,713	766,714	\$ 39,999
CTS Mobile	25,000	25,000	\$ -
First Nations, Metis and Inuit	689,370	1,003,814	\$ (314,444)
Literacy	345,741	345,741	\$ -
Occupational Health and Safety	247,163	143,701	\$ 103,462
Pedagogical	1,150,100	1,136,641	\$ 13,459
System Computers	1,483,475	1,375,172	\$ 108,303
School Councils	70,000	70,000	-
Testing and Achievement	3,627,540	3,653,190	\$ (25,650)
	<u>8,445,102</u>	<u>8,519,973</u>	<u>\$ (74,871)</u>
Instructional Services-Schools			
Certificated Substitutes	781,722	781,722	\$ -
Boarding Home Allowances and Supplies	133,200	133,200	\$ -
Training	1,021,500	1,021,500	\$ -
Instructional Supply	5,323,934	6,967,616	\$ (1,643,682)
	<u>7,260,356</u>	<u>8,904,038</u>	<u>(1,643,682)</u>
Human Resources			
	685,560	563,060	\$ 122,500
Business Services			
	1,485,261	1,511,328	\$ (26,067)
Facility Services			
Facilities	9,104,726	8,610,889	\$ 493,837
Infrastructure Maintenance Renewal (IMR)	661,475	661,475	\$ -
	<u>9,766,201</u>	<u>9,272,364</u>	<u>\$ 493,837</u>
Student Transportation			
	3,746,827	3,568,539	\$ 178,288
External Services			
	4,977,953	5,103,160	\$ (125,207)
	<u>37,743,436</u>	<u>38,818,638</u>	<u>(1,075,202)</u>

**NORTHLAND SCHOOL DIVISION NO. 61
2018-2019 FALL BUDGET
CENTRAL SERVICES STAFFING (FTEs)**

	2018/2019 FALL Budget		2018/2019 Spring Budget		Change in FTE	
	FTE		FTE			
	Certificated	Uncertificated	Certificated	Uncertificated	Certificated	Uncertificated
Education Executive						
Superintendent	1	1.1	1	1.1	0	0
Communications	0	1	0	1	0	0
	<u>1</u>	<u>2.1</u>	<u>1</u>	<u>2.1</u>	<u>0</u>	<u>0</u>
Instructional Services - Central						
Associate Superintendent	4.5	0	4.5	0	0	0
Testing and Achieving/Pedogical	11	13	11	14.25	0	-1.25
First Nations, Metis and Inuit	3	0.25	3	0.25	0	0
System Computers	0	6.08	3	6.08	-3	0
	<u>18.5</u>	<u>19.33</u>	<u>21.5</u>	<u>20.58</u>	<u>-3</u>	<u>-1.25</u>
Instructional Services - Schools						
CTS mobile coordinator	0	0	0	0	0	0
Literacy	1	0	1	0	0	0
	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
Human Resources						
Director Human Resources	1	2	1	2	0	0
	<u>1</u>	<u>2</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>
Business Services						
Financial Services	0	10.45	0	11.4	0	-0.95
Purchasing & Contract Services	0	1	0	1	0	0
	<u>0</u>	<u>11.45</u>	<u>0</u>	<u>12.4</u>	<u>0</u>	<u>-0.95</u>
Facility Services (includes OH&S)	0	53.06	0	52.06	0	1
Student Transportation	0	35.1	0	43	0	-7.9
External Services	0	27.91	0	35.1	0	-7.19
	<u>21.5</u>	<u>150.95</u>	<u>24.5</u>	<u>167.24</u>	<u>-3</u>	<u>-16.29</u>

**Associate Superintendents
2018-2019 Fall Budget**

	18-19 Nov. budget	18-19 June Budget
Expenditures		
Certificated	\$746,713	\$746,713
Uncertificated	\$0	\$0
Other Operating Expens		
AREA 1	\$20,000	\$6,667
Travel - grant	\$20,000	\$6,667
AREA 2	\$20,000	\$6,667
Travel - grant	\$20,000	\$6,667
AREA 3	\$20,000	\$6,667
Travel - grant	\$20,000	\$6,667
Other Operating Expens	\$60,000	\$20,001
Expenditures	\$806,713	\$766,714

Note: \$425,000 of this budget is contributed from the 5-year investment grant. The travel budgets were increased because that's what was spent during the last year for Associate Superintendent travel.

**Boarding Home
2018-2019 Fall Budget**

Expenditures

Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
BOARDING ALLOWANCES AND EXPENSES	\$133,200	\$133,200
Boarding	\$88,000	\$88,000
Supplies	\$45,200	\$45,200
Other Operating Expenses	\$133,200	\$133,200
Expenditures	\$133,200	\$133,200

**Inservice and Training
2018-2019 Fall Budget**

Expenditures

Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
IN-SERVICE	\$241,500	\$241,500
Orientation	\$100,000	\$100,000
University	\$30,000	\$30,000
PD (ATA)	\$51,500	\$51,500
Teacher Convention	\$60,000	\$75,000
Teacher Assist	\$0	\$25,000
FIVE YEAR INVESTMENT GRANT	\$780,000	\$780,000
Training - Paraprofessional	\$150,000	\$150,000
Inservice - Leadership Dev't	\$200,000	\$200,000
Prof Learning for Community Basec	\$250,000	\$250,000
Principals Meeting and Inservice	\$180,000	\$180,000
TEACHER TRAINING PROGRAM	\$0	\$0
Inservice	\$0	\$0
Other Operating Expenses	\$1,021,500	\$1,021,500
Expenditures	\$1,021,500	\$1,021,500

Note - the items in blue have been contributed by the Five-year Investment Grant.

CTS Mobile
2018-2019 Fall Budget

Expenditures

Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
OPERATING EXPENSES	\$25,000	\$25,000
Prof Services - Cenovus grant	\$25,000	\$0
Supplies - Cenovus grant	\$0	\$0
Other Operating Expenses	\$25,000	\$25,000
Expenditures	\$25,000	\$25,000

**First Nations, Metis and Inuit
2018-2019 Fall Budget**

	18-19 Nov. Budget	18-19 June Budget
Expenditures		
Certificated	\$461,335	\$375,778
Uncertificated	\$16,835	\$16,835
Other Operating Expenses		
FIVE YEAR INVESTMENT GRANT	\$0	\$400,000
Supplies - Land Based Learning	\$0	\$400,000
Supplies - Language/Culture Instruction		\$0
OPERATING EXPENSES	\$203,700	\$203,700
Inservice	\$12,000	\$12,000
Prof Services	\$35,000	\$35,000
prof serv - projects	\$0	\$0
Office supp	\$600	\$600
Printing and Binding	\$500	\$500
Postage	\$100	\$100
Travel	\$25,000	\$25,000
Insurance	\$3,000	\$3,000
repairs - Vehicles	\$2,000	\$2,000
Telephone	\$2,500	\$2,500
Gas, Oil & Antifreeze	\$9,500	\$9,500
Tires & Tubes	\$2,000	\$2,000
Supplies	\$500	\$500
Supplies - grants (BCCE/Innovation)	\$111,000	\$111,000
Other Operating Expenses	\$603,700	\$603,700
Other Items		
AMORTIZATION - UNSUPPORTED	\$7,500	\$7,500
Amortization Vehicle - Unsupp	\$7,500	\$7,500
Other Items	\$7,500	\$7,500
Expenditures	\$689,370	\$1,003,814

Note: There were two Five-year Investment Grant items that were FNMI-related - one for \$250,000 for language instruction, which is contributing to the wages of the language instructors. The other item, \$500,000 for Land-Based Learning was split between a staff member for the FNMI department and \$407,000, given out to the schools directly, for Land-Based Learning projects.

**Instructional Supply
2018-2019 Fall Budget**

Expenditures

Certificated	18-19 Nov. budget		18-19 June Budget	
CERTIFICATED SALARY AND BENEFIT ITEMS		\$2,700,000		\$2,700,000
Teachers Retirement Fund	\$2,700,000		\$2,700,000	
Certificated		\$2,700,000		\$2,700,000
Uncertificated				
Teacher Training		\$0		\$0
	\$0		\$0	
EDUCATION LEAVE BENEFITS		\$75,000		\$75,000
Central services	\$75,000		\$75,000	
Uncertificated		\$75,000		\$75,000
Other Operating Expenses				
OTHER FUNDING		-\$1,064,000		\$190,300
Recruitment (1/3 share of JF Dion liaison)	\$24,000		\$24,000	
Supplies - Apple Schools	\$0		\$166,300	
Supplies - grants	\$0		\$0	
Holding place for Five-year Investment Grant	-\$1,088,000		\$0	
OPERATING EXPENSES		\$3,326,320		\$3,326,320
SGF Fundraising	\$500,000		\$500,000	
School Based Donation	\$150,000		\$150,000	
Five Year Investment Grant - uncommitted	\$420,000		\$420,000	
Printing and Binding	\$20,000		\$20,000	
Travel - 19 ADCS	\$9,000		\$9,000	
Travel - 21 Chip Lake	\$1,200		\$1,200	
Inter-School Transportation	\$1,000		\$1,000	
Liability	\$64,000		\$64,000	
Telephone	\$1,000		\$1,000	
ADLC	\$35,000		\$35,000	
Supplies	\$15,000		\$15,000	
Supplies - SHIP	\$0		\$0	
Northland Games	\$15,000		\$15,000	
Special Approvals Tuition - Woodland	\$174,510		\$174,510	
Special Approvals Tuition - Bigstone	\$1,919,610		\$1,919,610	
Special Approvals Tuition - Central	\$0		\$0	

COMMITTEES		\$121,000	\$121,000
Mistassiniy (Desmarais) CEEC in Mistassiniy	\$100,000		\$100,000
Printing and Binding	\$21,000		\$21,000
Other Operating Expenses		\$2,383,320	\$3,636,620
Other Items	18-19 Nov. budget	18-19 June Budget	
AMORTIZATION - UNSUPPORTED	\$53,213	\$224,340	
AMORTIZATION - SUPPORTED	\$0	\$13,093	
AMORTIZATION - SUPPORTED EQUIPMENT	\$0	\$318,563	
Other Items	\$53,213	\$555,996	
Expenditures		\$5,323,934	\$6,967,616
Notes: Blue items \$1,088,000 is the amount of the grant reduction this year.			
Further work on the Five-year Investment Grant needs to be done to distribute this reduction. Part of the reduction may be the uncommitted piece of \$420,000.			

Literacy		
2018-2019 Fall Budget		
Expenditures		
	18-19 final Nov. budget	18-19 June Budget
Certificated		
Other Operating Expenses		
FIVE YEAR INVESTMENT GRANT	\$200,000	\$200,000
Supplies - High School Literacy	\$200,000	\$200,000
OPERATING EXPENSES		
Inservice		
Office supp		
Printing and Binding		
Postage		
Travel		
Insurance		
repairs - Vehicles		
Telephone		
Gas, Oil & Antifreeze		
Periodicals		
Computer Software		
Furniture & Equipment		
Other Operating Expenses		
Other Items		
AMORTIZATION - UNSUPPORTED		
Other Items		
Expenditures	\$345,741	\$345,741

Note: The \$200,000 in blue is from the Five-year Investment Grant.

**Occupational Health and Safety
2018-2019 Fall Budget**

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Uncertificated		
Other Operating Expenses		
OPERATING EXPENSES		
Inservice		
Prof Services		
Printing and Binding		
Postage		
Travel		
Telephone		
Supplies		
Periodicals		
Other Operating Expenses		
Expenditures	\$247,163	

Note: This budget has increased to reflect the addition of the OHS Manager, which is a requirement under the new OHS legislation. This position reports directly to the Superintendent.

Substitutes
2018-2019 Fall Budget

Expenditures

Certificated	18-19 Nov. budget	18-19 June Budget
CERT. SUBS - REGULAR INSTRUCTION	\$540,000	\$540,000
Reg Instruct - 90 Central services	\$240,000	\$240,000
Reg Instruct - 90 Itinerant Teacher	\$300,000	\$300,000
CERT. SALARIES - EXT LEAVE	\$200,000	\$200,000
Central services	\$200,000	\$200,000
Certificated	\$740,000	\$557,675
Uncertificated		
UNCERTIFIED SUBS - REG.	\$41,722	\$41,722
Central services	\$41,722	\$41,733
Uncertificated	\$41,722	\$41,722
Expenditures	\$781,722	\$781,722

Note: The item in blue is funded by the Five-year Investment Grant.

**Pedagogical
2018-2019 Fall Budget**

Expenditures

	18-19 Nov. budget	18-19 June Budget
Certificated	\$932,400	\$932,400
Other Operating Expenses		
AREA 1	\$97,300	\$78,120
Inservice	\$4,000	\$1,000
Office supp	\$1,500	\$1,500
Printing and Binding	\$500	\$500
Postage	\$200	\$200
Travel	\$0	\$8,520
Travel - grant	\$25,000	\$20,000
Insurance	\$500	\$1,600
repairs - Vehicles	\$2,000	\$1,000
Telephone	\$500	\$2,000
Gas, Oil & Antifreeze	\$4,300	\$10,000
Library Books	\$500	\$500
Periodicals	\$800	\$800
Furniture & Equipment	\$500	\$500
Amortization Vehicle - Unsupp	\$17,000	\$30,000
AREA 2	\$36,900	\$46,900
Inservice	\$1,000	\$1,000
Office supp	\$1,500	\$1,500
Printing and Binding	\$1,600	\$500
Postage	\$200	\$200
Travel	\$14,000	\$30,000
Insurance	\$1,900	\$900
repairs - Vehicles	\$400	\$2,000
Telephone	\$500	\$2,000
Gas, Oil & Antifreeze	\$5,000	\$5,000
Tires & Tubes	\$1,000	\$1,000
Library Books	\$500	\$500
Periodicals	\$800	\$800
Amortization Vehicle - Unsupp	\$6,000	
Furniture & Equipment	\$1,500	\$1,500

AREA 3		\$83,500		\$36,650
Inservice	\$3,100		\$250	
Office supp	\$1,000		\$1,000	
Printing and Binding	\$1,200			
Postage	\$150		\$150	
Travel	\$0		\$6,000	
Travel - grant	\$58,000		\$20,000	
Insurance	\$1,000		\$400	
repairs - Vehicles	\$4,000		\$2,000	
Telephone	\$1,250		\$1,250	
Gas, Oil & Antifreeze	\$6,100		\$4,000	
Tires & Tubes	\$500		\$500	
Library Books	\$500		\$500	
Periodicals	\$100		\$100	
Furniture & Equipment	\$500		\$500	
OPERATING EXPENSES		\$0		\$42,571
Gas, Oil & Antifreeze - Vehicles	\$0		\$42,571	
Other Operating Expenses		\$217,700		\$204,241
Expenditures		\$1,150,100		\$1,136,641

Note: \$1,000,000 of this budget is funded by the Five-year Investment Grant.

**School Councils
2018-2019 Fall Budget**

Expenditures		
Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
OPERATING EXPENSES	\$70,000	\$70,000
Other Operating Expenses	\$70,000	\$70,000
Expenditures	\$70,000	\$70,000

Note: This entire budget is funded by the Five-year Investment Grant.

Of the original \$150,000 budgeted for School Councils, \$80,000 was moved to the Corporate Board budget. In the final November budget, the other \$70,000 remaining here will be split between the schools (\$1,500 per school for school councils), and the balance set aside for Ward Councils and the Council of School Councils meeting.

**System Computers
2018-2019 Fall Budget**

Expenditures

	18-19 Nov. budget	18-19 June Budget
Certificated	\$0	\$0
Uncertificated	\$551,675	\$551,675
Other Operating Expenses		
FIVE YEAR INVESTMENT GRANT	\$100,000	\$100,000
Travel	\$0	\$0
Computer Tech Purchases	\$100,000	\$100,000
OPERATING EXPENSES	\$914,800	\$723,497
Inservice	\$5,000	\$5,000
Prof Services	\$70,000	\$70,000
Office supp	\$1,200	\$1,200
Postage	\$900	\$300
Travel	\$30,000	\$25,000
Insurance	\$4,000	\$1,500
Repairs - Equip	\$500	\$500
repairs - Vehicles	\$6,000	\$10,000
Equipment rent	\$1,700	
Telephone	\$7,000	\$5,000
School internet 04	\$11,000	\$11,000
School internet 05	\$0	\$11,000
School internet 09	\$11,000	\$11,000
School internet 11	\$11,000	\$11,000
School internet 13	\$11,000	\$11,000
School internet 14	\$11,000	\$11,000
School internet 15	\$11,000	\$11,000
School internet 19	\$11,000	\$11,000
School internet 20	\$11,000	\$11,000
School internet 21	\$11,000	\$11,000
School internet 23	\$0	\$11,000
School internet 24	\$11,000	\$11,000
School internet 25	\$11,000	\$11,000
School internet 26	\$11,000	\$11,000
School internet 27	\$11,000	\$11,000
School internet 28	\$11,000	\$11,000

School internet 29	\$11,000	\$11,000
School internet 30	\$11,000	\$11,000
School internet 31	\$11,000	\$11,000
School internet 34	\$11,000	\$11,000
School internet 35	\$11,000	\$11,000
School internet 38	\$0	\$11,000
School internet 39	\$11,000	\$11,000
Gas, Oil & Antifreeze	\$16,000	\$15,000
Tires & Tubes	\$1,500	\$1,500
Supplies - Tech Plan	\$1,000	\$1,000
Shop Supplies	\$6,000	\$16,000
Computer Software	\$107,000	\$83,800
Software Technology Plan	\$3,000	\$35,000
Furniture & Equipment	\$7,000	\$35,000
Computer Technology - servers	\$300,000	\$266,600
Computer Technology - Tech plan	\$0	\$2,400
Budget adjustment	\$0	-\$104,303
Vehicle amortization	\$17,000	
Other Operating Expenses	\$931,800	\$823,497
Expenditures	\$1,483,475	\$1,375,172

Note - the blue \$100,000 is contributed from the Five-year Investment Grant.

**Testing and Achievement
2018-2019 Fall Budget**

Expenditures			
	18-19 Nov. budget		18-19 June Budget
Certificated		\$482,850	\$482,850
Uncertificated		\$2,416,050	\$2,416,050
Other Operating Expenses			
FIVE YEAR INVESTMENT GRANT		\$50,000	\$50,000
Supplies - Staff Wellness	\$50,000		\$50,000
PROF SERV - PUF SPEECH LANGUAGE		\$200,000	\$200,000
Central services	\$200,000		\$200,000
PROF SERV - TESTING		\$246,000	\$246,000
Central services	\$246,000		\$246,000
OPERATING EXPENSES		\$232,640	\$258,290
Inservice	\$32,000		\$32,000
Prof Services - RCSD	\$0		\$0
Office supp	\$1,700		\$1,700
Printing and Binding	\$4,500		\$4,500
Postage	\$200		\$200
Travel	\$115,950		\$115,950
Travel - training	\$0		\$25,650
Insurance	\$3,000		\$3,000
repairs - Vehicles	\$8,500		\$8,500
Telephone	\$7,000		\$7,000
Gas, Oil & Antifreeze	\$15,000		\$15,000
Tires & Tubes	\$3,290		\$3,290
PUF General - 90 Central	\$15,000		\$15,000
Library Books	\$1,000		\$1,000
Periodicals	\$1,000		\$1,000
Computer Software	\$5,500		\$5,500
Computer Assistive tech	\$19,000		\$19,000
Other Operating Expenses		\$728,640	\$754,280
Expenditures		\$3,627,540	\$3,653,190

Note: The blue \$50,000 has been contributed by the Five-year Investment Grant. In addition, the Wellness Workers hired in this department have been funded by the Five-year Investment Grant, as well as some additional Assistant Supervisors. In total, \$1.2 million of the \$3.6 million budget is funded by the Five-year Investment Grant.

**Alberta Mental Health Program
2018-2019 Fall Budget**

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$383,176	\$383,176
External Programs		
ALBERTA MENTAL HEALTH	\$87,327	\$87,327
Prof Services	\$87,327	\$87,327
External Programs	\$87,327	\$87,327
Expenditures	\$470,503	\$470,503

Note: This external project does not have a set budget. The services are offered through NSD, and invoiced back to the program.

Housing
2018-2019 Fall Budget

Revenue And Allocations To Budget Center

Non-Transferable Budget Allocations	18-19 Nov. budget	18-19 June Budget	
From External Services (supported amortization)		\$358,000	\$506,000
Non-Transferable Budget Allocations		\$358,000	\$506,000
Revenue And Allocations To Budget Center		46%	46%

Local Revenues			
RENTAL REVENUE - RESIDENTIAL		\$583,050	\$583,050
Local Revenues		\$583,050	\$583,050
Revenue And Allocations To Budget Center		54%	54%

Revenue And Allocations To Budget Center		\$941,050	\$1,089,050
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Expenditures

	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$196,135	\$185,202

External Programs		
PADDLE PRARIE	\$46,360	\$46,360
Insurance	\$1,200	\$960
Electricity	\$7,500	\$2,700
Water	\$1,700	\$3,200
Propane/Gas	\$5,500	\$3,000
Amortization - Supported	\$3,100	\$36,500

DR MARY JACKSON	\$13,600	\$15,800
Insurance	\$600	\$500
Electricity	\$2,500	\$4,000
Propane/Gas	\$2,100	\$2,200
Taxes	\$3,200	\$3,300
Amortization - Supported	\$5,200	\$5,800

GIFT LAKE	\$37,000	\$40,400
Insurance	\$1,100	\$800
Electricity	\$2,400	\$1,900
Propane/Gas	\$3,300	\$4,000

	Amort Bldg - Unsupported	\$3,200	\$3,700
	Amortization - Supported	\$27,000	\$30,000
FORT CHIPEWYAN		\$90,594	\$75,094
	Insurance	\$3,600	\$2,900
	Electricity	\$6,400	\$1,100
	Sewer	\$1,900	\$2,500
	Water	\$2,000	\$1,200
	Propane/Gas	\$29,000	\$32,000
	Taxes	\$4,400	\$4,100
	Furniture and Equipment	\$12,000	
	Amort Bldg - Unsupported	\$1,900	\$1,900
	Amortization - Supported	\$29,394	\$29,394
CHIPEWYAN LAKE		\$11,800	\$12,577
	Insurance	\$400	\$300
	Electricity	\$500	\$2,000
	Sewer	\$300	\$312
	Water	\$700	\$730
	Propane/Gas	\$5,100	\$4,000
	Taxes	\$200	\$200
	Amort Bldg - Unsupported	\$2,700	\$3,000
	Amortization - Supported	\$1,900	\$2,035
ANZAC		\$29,100	\$40,750
	Insurance	\$1,300	\$1,050
	Electricity	\$1,700	\$1,600
	Sewer	\$3,000	\$2,000
	Water	\$3,000	\$3,000
	Propane/Gas	\$6,300	\$9,000
	Taxes	\$9,500	\$9,500
	Amort Bldg - Unsupported	\$1,000	\$11,000
	Amortization - Supported	\$3,300	\$3,600
MISTASSINIY		\$243,600	\$290,700
	Insurance	\$4,800	\$5,000
	Electricity	\$18,000	\$22,500
	Sewer	\$6,000	\$5,500
	Water	\$9,800	\$9,200
	Propane/Gas	\$35,000	\$33,000
	Rent	\$50,000	\$30,500

	Taxes	\$18,000	\$19,000
	Amort Bldg - Unsupported	\$18,000	\$21,000
	Amortization - Supported	\$84,000	\$145,000
ST THERESA		\$53,400	\$98,600
	Insurance	\$2,100	\$1,800
	Electricity	\$3,700	\$4,500
	Sewer	\$2,400	\$2,500
	Water	\$3,700	\$3,700
	Propane/Gas	\$1,000	\$8,700
	Taxes	\$7,500	\$6,900
	Amort Bldg - Unsupported	\$18,000	\$19,500
	Amortization - Supported	\$15,000	\$51,000
FATHER R PERIN		\$32,650	\$31,950
	Insurance	\$1,600	\$1,300
	Electricity	\$1,400	\$600
	Sewer	\$650	\$650
	Water	\$2,000	\$2,100
	Propane/Gas	\$7,500	\$6,200
	Taxes	\$2,900	\$2,800
	Amort Bldg - Unsupported	\$5,200	\$6,000
	Amortization - Supported	\$11,500	\$12,300
PELICAN MOUNTAIN		\$8,150	\$0
	Insurance	\$350	\$0
	Electricity	\$800	\$0
	Sewer	\$200	\$0
	Water	\$300	\$0
	Propane/Gas	\$3,500	\$0
	Taxes	\$1,000	\$0
	Amortization - Supported	\$2,000	\$0
CONKLIN		\$17,800	\$16,590
	Insurance	\$700	\$580
	Electricity	\$900	\$250
	Water	\$1,200	\$160
	Propane/Gas	\$4,100	\$3,500
	Taxes	\$2,400	\$2,800
	Amort Bldg - Unsupported	\$4,600	\$5,100
	Amortization - Supported	\$3,900	\$4,200

CALLING LAKE		\$33,570		\$33,560
Insurance	\$1,000		\$820	
Electricity	\$2,000		\$1,100	
Sewer	\$1,200		\$1,110	
Water	\$1,700		\$1,700	
Propane/Gas	\$6,000		\$6,000	
Taxes	\$1,600		\$1,700	
Amort Bldg - Unsupported	\$0		\$130	
Amortization - Supported	\$20,000		\$21,000	
Amortization - Supported				
External Programs		\$618,164		\$702,381
Other Operating Expenses				
ADMINISTRATION		\$126,751		\$201,467
Repairs	\$29,840		\$110,023	
Legal	\$4,000		\$4,000	
Prof Services	\$3,000		\$3,000	
Advertising	\$900		\$900	
Office supp	\$600		\$600	
Printing and Binding	\$300		\$300	
Postage	\$200		\$200	
Travel	\$5,600		\$5,600	
Insurance	\$60,000		\$56,000	
Insurance - vehicle	\$800		\$800	
Telephone	\$500		\$500	
Taxes	\$11		\$11	
Gas, Oil & Antifreeze	\$900		\$900	
Tires & Tubes	\$100		\$100	
Amortization Vehicle - Unsupp	\$7,000		\$5,200	
Amortization - Supported	\$13,000		\$13,333	
Other Operating Expenses		\$126,751		\$201,467
Expenditures		\$941,050		\$1,089,050

**School Food Services
2018-2019 Fall Budget**

Expenditures

	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$1,208,958	\$1,237,103
External Programs		
PADDLE PRARIE	\$64,767	\$77,767
Casual Labour	\$9,125	\$9,125
Postage	\$50	\$50
Repairs & Mntce	\$2,670	\$2,670
Electricity	\$1,211	\$1,211
Propane/Gas	\$1,211	\$1,211
Supplies	\$1,500	\$1,500
Groceries	\$47,000	\$60,000
Disposables	\$2,000	\$2,000
DR MARY JACKSON	\$0	\$26,738
Casual Labour	\$0	\$1,096
Postage	\$0	\$100
Repairs & Mntce	\$0	\$2,670
Electricity	\$0	\$1,211
Propane/Gas	\$0	\$1,211
Supplies	\$0	\$500
Groceries	\$0	\$16,250
Disposables	\$0	\$200
Furniture & Equipment	\$0	\$3,500
RED EARTH	\$28,200	\$29,560
Casual Labour	\$1,920	\$1,920
Repairs & Mntce	\$2,500	\$2,040
Supplies	\$400	\$200
Groceries	\$23,000	\$25,000
Disposables	\$400	\$400
School Food Services	18-19 Nov. budget	18-19 June Budget
HILLVIEW	\$21,722	\$19,722
Casual Labour	\$1,200	\$1,200
Postage	\$100	\$100
Repairs & Mntce	\$4,000	\$2,000
Electricity	\$1,211	\$1,211

	Propane/Gas	\$1,211	\$1,211
	Supplies	\$500	\$500
	Groceries	\$13,000	\$13,000
	Disposables	\$500	\$500
BISHOP ROUTHIER		\$45,614	\$41,869
	Casual Labour	\$3,892	\$3,892
	Postage	\$100	\$100
	Repairs & Mntce	\$4,000	\$2,255
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$1,000	\$1,000
	Groceries	\$33,000	\$31,000
	Disposables	\$1,000	\$1,000
	Other supplies	\$200	\$200
GIFT LAKE		\$70,872	\$74,937
	Postage	\$100	\$100
	Travel	\$150	\$150
	Repairs & Mntce	\$3,000	\$2,265
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$2,700	\$2,500
	Groceries	\$60,000	\$65,000
	Disposables	\$2,500	\$2,500
School Food Services	18-19 Nov. budget		18-19 June Budget
GROUARD		\$50,123	\$50,123
	Casual Labour	\$7,641	\$7,641
	Postage	\$100	\$100
	Repairs & Mntce	\$2,010	\$2,010
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$1,200	\$1,200
	Groceries	\$35,000	\$35,000
	Disposables	\$1,750	\$1,750
FORT CHIPEWYAN		\$139,031	\$111,131
	Casual Labour	\$9,689	\$9,689
	Repairs & Mntce	\$20,000	\$7,000
	Electricity	\$2,421	\$2,421
	Propane/Gas	\$2,421	\$2,421
	Supplies	\$5,000	\$7,000

	Groceries	\$90,000		\$75,600	
	Disposables	\$6,000		\$5,000	
	Furniture & Equipment	\$3,500		\$2,000	
FORT MCKAY			\$27,922		\$47,984
	Supplies	\$2,500		\$2,500	
	Groceries	\$10,000		\$30,062	
	Disposables	\$1,000		\$1,000	
	Other supplies	\$2,422		\$2,422	
	Furniture and Equip	\$12,000		\$12,000	
CHIPEWYAN LAKE			\$32,847		\$26,262
	Casual Labour	\$4,300		\$4,300	
	Postage	\$100		\$100	
	Repairs & Mntce	\$8,000		\$2,365	
	Electricity	\$1,211		\$1,211	
	Propane/Gas	\$1,211		\$1,211	
	Supplies	\$600		\$600	
	Groceries	\$11,000		\$15,750	
	Disposables	\$425		\$425	
	Furniture & Equipment	\$6,000		\$300	
School Food Services		18-19 Nov. budget		18-19 June Budget	
ANZAC			\$51,383		\$50,383
	Casual Labour	\$13,286		\$13,286	
	Postage	\$50		\$50	
	Repairs & Mntce	\$2,375		\$2,375	
	Electricity	\$1,211		\$1,211	
	Propane/Gas	\$1,211		\$1,211	
	Supplies	\$1,500		\$1,500	
	Groceries	\$31,000		\$30,000	
	Disposables	\$750		\$750	
MISTASSINIY			\$100,909		\$105,909
	Casual Labour	\$10,042		\$10,042	
	Postage	\$50		\$50	
	Repairs & Mntce	\$15,975		\$15,975	
	Electricity	\$2,421		\$2,421	
	Propane/Gas	\$2,421		\$2,421	
	Supplies	\$3,000		\$3,000	
	Groceries	\$65,000		\$70,000	
	Disposables	\$2,000		\$2,000	

School Food Services		18-19 Nov. budget	18-19 June Budget
ST THERESA		\$176,990	\$184,990
Casual Labour	\$23,148	\$23,148	
Postage	\$100	\$100	
Repairs & Mntce	\$14,900	\$14,900	
Electricity	\$2,421	\$2,421	
Propane/Gas	\$2,421	\$2,421	
Supplies	\$4,000	\$4,000	
Groceries	\$125,000	\$133,000	
Disposables	\$5,000	\$5,000	
FATHER R PERIN		\$52,104	\$52,104
Casual Labour	\$7,252	\$7,252	
Postage	\$50	\$50	
Repairs & Mntce	\$2,280	\$2,280	
Electricity	\$1,211	\$1,211	
Propane/Gas	\$1,211	\$1,211	
Supplies	\$1,500	\$1,500	
Groceries	\$38,000	\$38,000	
Disposables	\$600	\$600	
PELICAN MOUNTAIN		\$24,958	\$26,958
Casual Labour	\$7,436	\$7,436	
Postage	\$100	\$100	
Repairs & Mntce	\$2,000	\$2,000	
Electricity	\$1,211	\$1,211	
Propane/Gas	\$1,211	\$1,211	
Supplies	\$500	\$500	
Groceries	\$12,000	\$14,000	
Disposables	\$500	\$500	
CONKLIN		\$27,593	\$33,593
Casual Labour	\$991	\$991	
Postage	\$50	\$50	
Repairs & Mntce	\$2,280	\$2,280	
Electricity	\$1,211	\$1,211	
Propane/Gas	\$1,211	\$1,211	
Supplies	\$1,200	\$1,200	
Groceries	\$20,000	\$26,000	
Disposables	\$650	\$650	
School Food Services		18-19 Nov. budget	18-19 June Budget
CALLING LAKE		\$51,782	\$51,782

	Postage	\$50	\$50
	Repairs & Mntce	\$2,010	\$2,010
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$1,500	\$1,500
	Groceries	\$45,000	\$45,000
	Disposables	\$800	\$800
ELIZABETH			\$62,322
	Casual Labour	\$9,080	\$9,080
	Postage	\$100	\$100
	Repairs & Mntce	\$2,220	\$2,220
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$1,500	\$1,500
	Groceries	\$46,000	\$50,000
	Disposables	\$1,000	\$1,000
J.F. DION			\$47,980
	Casual Labour	\$5,293	\$5,293
	Postage	\$100	\$100
	Repairs & Mntce	\$2,215	\$2,215
	Electricity	\$1,211	\$1,211
	Propane/Gas	\$1,211	\$1,211
	Supplies	\$1,500	\$1,500
	Groceries	\$35,000	\$38,000
	Disposables	\$750	\$750
	Furniture & Equipment	\$700	\$700
School Food Services		18-19 Nov. budget	18-19 June Budget
SUSA CREEK		\$47,218	\$51,394
	Casual Labour	\$5,925	\$5,925
	Postage	\$50	\$50
	Repairs & Mntce	\$500	\$500
	Contract Services	\$8,543	\$8,543
	Supplies	\$1,000	\$1,000
	Groceries	\$30,000	\$34,176
	Disposables	\$1,200	\$1,200
BILL WOODWARD		\$54,896	\$57,896
	Casual Labour	\$8,349	\$8,349
	Postage	\$50	\$50

Repairs & Mntce	\$2,375	\$2,375
Electricity	\$1,211	\$1,211
Propane/Gas	\$1,211	\$1,211
Supplies	\$1,200	\$1,200
Groceries	\$40,000	\$43,000
Disposables	\$500	\$500
SFS PROGRAMS		\$597,634
Freight & Trucking	\$45,000	\$90,000
Contract Services	\$10,000	\$10,000
Amort Equip - Unsupported	\$47,000	\$40,000
Fort Vermillion	\$165,634	\$165,634
SFS Association	\$330,000	\$311,566
External Programs		\$1,776,887
		\$2,070,236
Other Operating Expenses		
ADMINISTRATION		\$580,555
Inservice	\$500	\$500
Prof Services	\$2,500	\$2,500
Advertising	\$2,000	\$2,000
Office supp	\$2,000	\$2,000
Printing and Binding	\$2,000	\$2,000
Postage	\$2,000	\$2,000
Travel - Recruitment	\$500	\$500
Travel	\$20,000	\$20,000
Insurance	\$1,000	\$1,000
Insurance - building	\$100	\$100
Insurance - vehicle	\$2,100	\$2,100
repairs - Vehicles	\$5,000	\$5,000
Telephone	\$2,500	\$2,500
Gas, Oil & Antifreeze	\$12,000	\$12,000
Tires & Tubes	\$2,000	\$2,000
Tires/Tubes - Vehicles	\$2,000	\$2,000
Supplies	\$428,655	\$294,000
Awards	\$2,500	\$2,500
Audio Visual	\$200	\$200
Computer Software	\$500	\$500
Furniture & Equipment	\$500	\$500
Amort Bldg - Unsupported	\$47,000	\$47,000
Amortization Vehicle - Unsupp	\$21,000	\$21,000
Amortization - Supported	\$22,000	\$27,000

Other Operating Expenses	\$580,555	\$450,900
Expenditures	\$3,566,400	\$3,543,607

Note: Blue \$428,655 is the amount the revenue exceed the income. Of that amount, \$350,000 comes from the Five-year Investment Grant. The manager has been tasked with using the extra money to repair or replace older machinery or refrigeration units, or use the money to supplement the grocery budget.

**Business Services
2018-2019 Fall Budget**

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$1,046,211	\$998,478
Other Operating Expenses		
OPERATING EXPENSES	\$255,500	\$248,000
Inservice	\$0	\$5,000
Inservice - University	\$0	\$3,000
Audit	\$30,000	\$30,000
Legal	\$10,000	\$10,000
Prof Services	\$100,000	\$73,000
Advertising	\$2,000	\$2,000
Office supp	\$7,500	\$7,500
Printing and Binding	\$46,000	\$46,000
Postage	\$6,000	\$6,000
Travel & Subs	\$0	\$22,000
T & S	\$16,000	\$8,000
Insurance	\$4,500	\$4,000
Telephone	\$10,000	\$9,000
Supernet - Central	\$17,000	\$17,000
Periodicals	\$0	\$500
Computer Software	\$6,500	\$5,000
Furniture & Equipment	\$0	\$0
DIVISION OFFICE MAINTENANCE	\$49,050	\$73,350
Casual Caretaking	\$0	\$0
Insurance	\$1,200	\$1,100
Grounds	\$3,000	\$3,000
Repairs - Equip	\$2,300	\$2,300
Electricity	\$29,000	\$27,000
Sewer	\$500	\$600
Water	\$500	\$1,000
Propane/Gas	\$5,200	\$7,500
Caretaking	\$4,400	\$4,000
Gas, Oil & Antifreeze - Equip	\$200	\$200
Tires/Tubes - Heavy Equip	\$150	\$150
Amort Bldg - Unsupported	\$0	\$25,000
Amort Equip - Supported	\$0	\$1,500
Other Operating Expenses	\$304,550	\$321,350
Other Items		
AMORTIZATION - UNSUPPORTED	\$118,000	\$175,000
AMORTIZATION - SUPPORTED	\$5,500	\$5,500
INTEREST & BANK CHARGES	\$11,000	\$11,000
Other Items	\$134,500	\$191,500
Expenditures	\$1,485,261	\$1,511,328

TRUSTEE EXPENSE SUMMARY

AS OF August 31, 2018

	YTD	BUDGET	BUDGET REMAINING	% SPENT
Board Expenses				
Trustee Remuneration	\$203,795.50	\$108,000.00	-\$95,795.50	188.70%
Trustee Employee Benefits	\$34,756.78	\$36,000.00	\$1,243.22	96.55%
In-service Board of Trustees	\$5,599.53	\$60,000.00	\$54,400.47	9.33%
Legal Fees	\$2,365.56	\$25,000.00	\$22,634.44	9.46%
Professional Services	\$36,718.04	\$60,000.00	\$23,281.96	61.20%
Advertising	\$0.00	\$3,000.00	\$3,000.00	0.00%
ASBA/PSBA Fees	\$39,330.94	\$38,000.00	-\$1,330.94	103.50%
Office Supplies	\$2,644.41	\$5,000.00	\$2,355.59	52.89%
Printing and Binding	\$3,092.64	\$3,500.00	\$407.36	88.36%
Postage	\$550.63	\$4,000.00	\$3,449.37	13.77%
Travel and Subsistence - Trustees	\$231,447.28	\$40,000.00	-\$191,447.28	578.62%
Insurance (liability)	\$171.65	\$250.00	\$78.35	68.66%
Telephone	\$3,952.28	\$3,000.00	-\$952.28	131.74%
Awards	\$35,330.04	\$25,000.00	-\$10,330.04	141.32%
Furniture and Equipment	\$0.00	\$1,000.00	\$1,000.00	0.00%
	\$599,755.28	\$411,750.00	-\$188,005.28	145.66%
Board Committees				
Travel and Subsistence-Personnel	393.26			
NSD Engagement	\$7,950.54	\$30,000.00	\$30,000.00	26.50%
	\$8,343.80	\$30,000.00	\$30,000.00	
TOTALS	\$608,099.08	\$441,750.00	-\$158,005.28	137.66%

TRUSTEE EXPENSE BUDGET
2018-2019 Fall Budget

	YTD	BUDGET	BUDGET REMAINING	% SPENT
Trustee Remuneration		\$108,000.00	\$108,000.00	0.00%
Trustee Employee Benefits		\$36,000.00	\$36,000.00	0.00%
PD/School Council Development		\$170,000.00	\$170,000.00	0.00%
Legal Fees		\$25,000.00	\$25,000.00	0.00%
Professional Services		\$60,000.00	\$60,000.00	0.00%
Advertising		\$3,000.00	\$3,000.00	0.00%
ASBA/PSBA Fees		\$38,000.00	\$38,000.00	0.00%
Office Supplies		\$5,000.00	\$5,000.00	0.00%
Printing and Binding		\$3,500.00	\$3,500.00	0.00%
Postage		\$4,000.00	\$4,000.00	0.00%
Travel and Subsistence - Trustees		\$40,000.00	\$40,000.00	0.00%
Insurance (liability)		\$250.00	\$250.00	0.00%
Telephone		\$3,000.00	\$3,000.00	0.00%
Awards		\$25,000.00	\$25,000.00	0.00%
Furniture and Equipment		\$1,000.00	\$1,000.00	0.00%
		\$521,750.00	\$521,750.00	0.00%
TOTALS		\$521,750.00	\$521,750.00	0.00%

Note: Board swag of \$11,000 still to be included in above.

**Human Resources
2018-2019 Fall Budget**

Expenditures

	18-19 Nov. budget	18-19 June Budget
Certificated and uncertificated salaries	\$317,073	\$317,073
Other Operating Expenses		
OPERATING EXPENSES	\$368,487	\$345,987
Inservice	\$0	\$0
Moving Expenses - 26 St Theresa	\$3,500	\$3,500
Moving Expenses - 90 Central Services	\$25,000	\$25,000
Legal	\$60,000	\$25,000
Prof serv Evaluation - 15 Grouard	\$35,000	\$35,000
Prof serv Evaluation - 25 Mistassiniy	\$15,000	\$15,000
Prof serv Evaluation - 90 Central	\$11,737	\$11,737
Prof Fees Counselling	\$80,000	\$40,000
Adv - Recruitment	\$15,000	\$7,500
Office supp	\$2,000	\$2,000
Printing and Binding - recruit	\$2,000	\$2,000
Travel	\$20,000	\$20,000
Travel - Recruitment	\$60,000	\$30,000
Insurance	\$1,000	\$1,000
Repairs & Mntce	\$3,000	\$3,000
Telephone	\$12,000	\$12,000
Gas, Oil & Antifreeze	\$7,500	\$7,500
Tires & Tubes	\$2,500	\$2,500
Periodicals	\$750	\$750
Furniture & Equipment	\$2,500	\$2,500
Other Operating Expenses	\$368,487	\$245,987
Expenditures	\$685,560	\$563,060

**Public Relations
(Communications)
2018-2019 Fall Budget**

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Uncertificated		
Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
OPERATING EXPENSES		
Inservice		
Prof Services		
Advertising		
Travel & Subs		
Telephone		
Supplies		
Periodicals		
Other Operating Expenses		
Expenditures	\$158,447	\$158,447

**Superintendent
2018-2019 Fall Budget**

Expenditures		
	18-19 Nov. budget	18-19 June Budget
Certificated		
Uncertificated		
Other Operating Expenses		
OPERATING EXPENSES		
Scholarships		
Bursaries		
Inservice		
Legal		
Prof Services		
Office supp		
Printing and Binding		
Postage		
Travel and Subsist		
Insurance		
Insurance - vehicle		
repairs - Vehicles		
Rent		
Telephone		
Gas, Oil & Antifreeze		
Tires & Tubes		
Supplies - schools and students		
Awards		
Library Books		
Periodicals		
Computer Software		
Furniture & Equipment		
Visa Purchases		
Other Operating Expenses		
Other Items		
AMORTIZATION - UNSUPPORTED		
Other Items		
Expenditures	\$675,979	\$675,979

**Maintenance
2018-2019 Fall Budget**

Expenditures		
Uncertificated	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$3,621,085	\$3,621,085
Maintenance Operating Expenses	18-19 Nov. budget	18-19 June Budget
PADDLE PRAIRIE	\$117,189	\$122,602
Casual - Paddle Prairie	\$2,500	\$2,500
Insurance - Paddle Prairie	\$6,300	\$5,200
Housing Recovery - Paddle Prairie	-\$8,390	-\$8,390
Grounds - Paddle Prairie	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Electricity	\$27,000	\$26,800
Water	\$1,700	\$1,700
Propane/Gas	\$2,100	\$20,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Paddle Prairie	\$9,000	\$9,000
Furn & Equip - Paddle Prairie	\$500	\$500
Interest	\$0	\$713
Amortization - Supported	\$40,000	\$47,000
DR MARY JACKSON	\$90,500	\$106,764
Casual - Dr Mary	\$2,500	\$2,500
Casual Labour - Vandalism	\$1,000	\$1,000
Prof Services	\$0	\$250
Insurance - Dr Mary Jackson (Keg River)	\$7,500	\$6,100
Housing Recovery - Dr Mary Jackson (Keg R	\$0	-\$3,060
Grounds - Dr Mary Jackson (Keg River)	\$0	\$3,145
Repairs & Mntce	\$0	\$11,200
Sch Equip - Dr Mary Jackson (Keg River)	\$0	\$250
Electricity	\$25,000	\$23,000
Propane/Gas	\$10,500	\$10,000
Water Systems - Dr Mary Jackson (Keg River)	\$0	\$8,000
SFS Utility Recovery	\$0	-\$2,421
Caretaking - Dr Mary Jackson (Keg River)	\$2,500	\$2,500
Furn & Equip - Dr Mary Jackson (Keg River)	\$0	\$500
Amort Equip - Unsupported	\$500	\$800
Amortization - Supported	\$41,000	\$43,000
Maintenance	18-19 Nov. budget	18-19 June Budget
EAST PRAIRIE	\$215,740	\$230,540
Casual - Hillview	\$2,500	\$2,500
Prof Services	\$240	\$240

Insurance - East Prairie (Hillview)	\$4,000	\$3,300
Recovery	-\$1,250	-\$1,250
Grounds - Hillview	\$3,500	\$3,500
Repairs & Mntce	\$8,000	\$8,000
Sch Equip - East Prairie (Hillview)	\$250	\$250
Electricity	\$22,000	\$22,000
Sewer	\$750	\$750
Water	\$1,800	\$600
Propane/Gas	\$13,000	\$16,000
SFS Utility Recovery	-\$2,350	-\$2,350
Caretaking - East Prairie (Hillview)	\$4,300	\$4,300
Furniture and Equip	\$500	\$500
Amort Equip - Unsupported	\$200	\$200
Amortization - Supported	\$158,000	\$172,000
BISHOP ROUTHIER	\$410,159	\$441,059
Casual - Bishop	\$2,500	\$2,500
Prof Services	\$480	\$480
Insurance - Bishop Routhier (Peavine)	\$18,000	\$18,000
Housing Recovery - Bishop Routhier (Peavine)	-\$5,330	-\$5,330
Grounds - Bishop Routhier (Peavine)	\$7,000	\$7,000
Repairs & Mntce	\$15,500	\$15,500
Sch Equip - Bishop Routhier (Peavine)	\$155	\$155
Electricity	\$40,000	\$38,000
Propane/Gas	\$18,000	\$25,000
Water Systems - Bishop Routhier (Peavine)	\$775	\$775
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Bishop Routhier (Peavine)	\$5,900	\$5,900
Furniture and Equip	\$500	\$500
Amort Equip - Unsupported	\$2,100	\$2,000
Amortization - Supported	\$307,000	\$333,000
Maintenance	18-19 Nov. budget	18-19 June Budget
GIFT LAKE	\$533,819	\$533,819
Casual - Gift Lake	\$5,000	\$5,000
Prof Services	\$240	\$240
Insurance - Gift Lake	\$10,000	\$14,000
Grounds - Gift Lake	\$13,000	\$13,000
Repairs & Mntce	\$15,500	\$15,500
Electricity	\$50,000	\$50,000
Sewer	\$1,000	\$1,000
Propane/Gas	\$23,000	\$23,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Gift Lake	\$8,000	\$8,000
Furn & Equip - Gift Lake	\$500	\$500
Amort Bldg - Unsupported	\$6,500	\$6,000
Amortization - Supported	\$366,000	\$400,000

GROUARD		\$174,219	\$176,319
Casual - Grouard	\$4,000		\$4,000
Prof Services	\$240		\$240
Insurance - Grouard	\$6,400		\$5,300
Grounds - Grouard	\$5,000		\$5,000
Repairs & Mntce	\$15,500		\$15,500
Electricity	\$33,000		\$33,000
Sewer	\$1,500		\$1,000
Water	\$3,000		\$2,000
Propane/Gas	\$14,000		\$12,000
SFS Utility Recovery	-\$2,421		-\$2,421
Caretaking - Grouard	\$10,000		\$10,000
Furniture & Equipment	\$500		\$500
Amort Equip - Unsupported	\$500		\$200
Amortization - Supported	\$83,000		\$90,000
Maintenance	18-19 Nov. budget		18-19 June Budget
SUSA CREEK		\$138,550	\$142,400
Casual Labour	\$2,500		\$2,500
Insurance - Susa Creek	\$8,500		\$6,800
Grounds - Susa Creek	\$2,500		\$2,500
Repairs & Mntce	\$7,500		\$7,500
Sch Equip - Susa Creek	\$200		\$200
Electricity	\$11,000		\$10,000
Sewer	\$850		\$1,200
Propane/Gas	\$10,500		\$10,000
Water Systems - Susa Creek	\$1,000		\$1,000
Caretaking - Susa Creek	\$4,000		\$4,000
Furniture & Equipment	\$500		\$500
Amort Equip - Unsupported	\$500		\$200
Amortization - Supported	\$89,000		\$96,000
AREA 1		\$149,650	\$183,150
Insurance - equip	\$200		\$200
Insurance - vehicle	\$7,700		\$7,700
Repairs - Equip	\$8,500		\$8,500
repairs - Vehicles	\$24,000		\$24,000
Emergent Repair - Area 1	\$30,000		\$30,000
Equipment rent	\$1,500		\$1,500
Telephone	\$3,000		\$3,000
Truck Tools and supplies	\$5,000		\$5,000
Gas, Oil & Antifreeze - Equip	\$1,600		\$1,600
Gas, Oil & Antifreeze - Vehicles	\$30,000		\$30,000
Tires/Tubes - Area 1 Vehicles	\$6,750		\$6,750
Furniture & Equipment	\$5,000		\$5,000
Amort Equip - Unsupported	\$3,400		\$3,400

amortization Heavy Eq - unsupport	\$9,000	\$12,500
Amortization Vehicle - Unsupp	\$14,000	\$44,000
Maintenance	18-19 Nov. budget	18-19 June Budget
CHIPEWYAN LAKE	\$90,156	\$88,556
Casual - Chip Lake	\$1,500	\$1,500
Insurance - Chipewyan Lake	\$8,700	\$7,200
Housing Recovery - Chipewyan Lake	-\$3,060	-\$3,060
Grounds - Chipewyan lake	\$1,000	\$1,000
Repairs & Mntce	\$10,000	\$10,000
Sch Equip - Chipewyan Lake	\$155	\$155
Electricity	\$15,000	\$15,000
Sewer	\$150	\$150
Water	\$340	\$340
Propane/Gas	\$44,000	\$44,000
Water Systems - Chipewyan Lake	\$1,550	\$1,550
SFS Utility Recovery	\$2,421	\$2,421
Caretaking - Chipewyan Lake	\$2,400	\$2,400
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$900	\$400
Amortization - Supported	\$4,600	\$5,000
MISTASSINIY	\$164,349	\$289,049
Casual - Mistassiniy	\$7,500	\$7,500
Prof Services	\$500	\$500
Insurance - Mistassiniy (Desmarais)	\$6,000	\$5,000
Housing Recovery - Mistassiniy (Desmarais)	-\$31,010	-\$31,010
Grounds - Mistassiniy (Desmarais)	\$5,000	\$5,000
Repairs & Mntce	\$40,000	\$40,000
Sch Equip - Mistassiniy (Desmarais)	\$250	\$250
Electricity	\$70,000	\$67,000
Sewer	\$250	\$750
Water	\$1,200	\$1,700
Propane/Gas	\$38,000	\$38,000
SFS Utility Recovery	-\$4,841	-\$4,841
Caretaking - Mistassiniy (Desmarais)	\$17,000	\$17,000
Furniture & Equipment	\$1,000	\$1,000
Amort Equip - Unsupported	\$500	\$200
Amortization - Supported	\$13,000	\$141,000
ST THERESA	\$418,209	\$441,409
Casual - 26 St Theresa	\$7,500	\$7,500
Prof Services	\$250	\$250
Insurance - St Theresa (Wabasca)	\$7,000	\$5,600
Housing Recovery - St Theresa (Wabasca)	-\$14,700	-\$14,700
Grounds - St Theresa (Wabasca)	\$10,000	\$10,000
Repairs & Mntce	\$40,000	\$40,000
Sch Equip - St Theresa (Wabasca)	\$500	\$500

Electricity	\$81,000	\$81,000
Sewer	\$700	\$1,000
Water	\$3,200	\$3,200
Propane/Gas	\$47,000	\$44,000
SFS Utility Recovery	-\$4,841	-\$4,841
Caretaking - St Theresa (Wabasca)	\$11,000	\$11,000
Furniture & Equipment	\$1,000	\$1,000
Amort Bldg - Unsupported	\$600	\$2,900
Amort Equip - Unsupported	\$3,000	\$8,000
Amortization - Supported	\$225,000	\$245,000
Maintenance	18-19 Nov. budget	18-19 June Budget
PELICAN MOUNTAIN	\$112,189	\$121,507
Casual - Pelican	\$5,000	\$5,000
Prof Services	\$250	\$250
Insurance - Pelican Mountain	\$2,500	\$2,500
Housing Recovery - Pelican Mountain	-\$3,290	-\$3,290
Grounds - Pelican Mountain	\$5,000	\$5,000
Repairs & Mntce	\$10,000	\$10,000
Sch Equip - Pelican Mountain	\$250	\$250
Electricity	\$17,000	\$17,000
Sewer	\$150	\$100
Water	\$800	\$200
Propane/Gas	\$31,000	\$38,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Pelican Mountain	\$3,000	\$3,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$450	\$418
Amortization - Supported	\$42,000	\$45,000
CALLING LAKE	\$214,029	\$224,929
Casual - Calling Lake	\$2,500	\$2,500
Prof Services	\$250	\$250
Insurance - Calling Lake	\$16,000	\$13,000
Housing Recovery - Calling Lake	-\$6,350	-\$6,350
Grounds - Calling Lake	\$5,000	\$5,000
Repairs & Mntce	\$30,000	\$30,000
Sch Equip - Calling Lake	\$250	\$250
Electricity	\$46,000	\$43,000
Sewer	\$100	\$500
Water	\$500	\$2,000
Propane/Gas	\$28,000	\$35,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Calling Lake	\$7,500	\$7,500
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$1,700	\$1,200
Amortization - Supported	\$84,500	\$93,000
Maintenance	18-19 Nov. budget	18-19 June Budget

AREA 2		\$131,990	\$126,372
Casual Labour	\$2,500		\$2,500
Insurance - Bus Maint Garage	\$500		\$482
Insurance - equip	\$200		\$100
Insurance - vehicle	\$3,000		\$3,000
Grounds - Garage	\$500		\$500
Grounds - Area 2	\$500		\$500
Repairs & Mntce	\$2,000		\$2,000
Equip - Shop	\$2,000		\$2,000
Repairs - Equip	\$10,000		\$10,000
repairs - Vehicles	\$3,000		\$3,000
Emergent Repair - Area 2	\$20,000		\$20,000
Electricity	\$5,500		\$5,000
Sewer	\$150		\$150
Water	\$340		\$340
Propane/Gas	\$2,750		\$2,750
Equipment rent	\$500		\$500
Telephone	\$4,300		\$4,300
Telephone - Area 2	\$2,200		\$2,200
Taxes	\$500		\$500
Caretaking - Wabasca Maint Garage	\$750		\$750
Truck Tools and supplies	\$1,000		\$1,000
Tools	\$3,000		\$3,000
Gas, Oil & Antifreeze - Equip	\$1,200		\$1,200
Gas, Oil & Antifreeze - Vehicles	\$36,000		\$36,000
Tires/Tubes - Area 2 Vehicles	\$1,600		\$1,600
Shop Supplies	\$3,000		\$3,000
Furniture & Equipment	\$5,000		\$5,000
amortization Heavy Eq - unupport	\$20,000		\$15,000
FORT CHIPEWYAN		\$198,079	\$264,379
Casual - ADCS	\$7,500		\$7,500
Prof Services	\$250		\$250
Insurance - Fort Chipewyan (ADCS)	\$10,000		\$8,300
Housing Recovery - Fort Chipewyan (ADCS)	-\$15,780		-\$15,780
Grounds	\$4,000		\$4,000
Repairs & Mntce	\$30,000		\$30,000
Sch Equip - Fort Chipewyan (ADCS)	\$500		\$500
Electricity	\$70,000		\$76,000
Sewer	\$6,250		\$6,250
Water	\$6,200		\$6,200
Propane/Gas	\$100,000		\$94,000
SFS Utility Recovery	-\$4,841		-\$4,841
Caretaking - Fort Chipewyan (ADCS)	\$15,000		\$15,000
Furniture & Equipment	\$5,000		\$5,000
Amort Equip - Unsupported	\$12,000		\$17,000
Amortization - Supported	\$15,000		\$15,000

Maintenance	18-19 Nov. budget	18-19 June Budget
FORT MCKAY	\$97,419	\$119,419
Casual - Fort McKay	\$2,500	\$2,500
Casual Labour - Vandalism	\$530	\$530
Employee Ben - Vandalism	\$60	\$60
Prof Services	\$250	\$250
Insurance - Fort McKay	\$2,000	\$2,000
Grounds - Fort McKay	\$2,500	\$2,500
Repairs & Mntce	\$19,000	\$19,000
Sch Equip - Fort McKay	\$200	\$200
Electricity	\$24,000	\$20,000
Sewer	\$1,000	\$1,000
Propane/Gas	\$14,000	\$12,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Fort McKay	\$5,000	\$5,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$1,300	\$1,300
Amortization - Supported	\$27,000	\$55,000
ANZAC	\$140,179	\$147,704
Casual - Anzac	\$2,500	\$2,500
Prof Services	\$250	\$250
Insurance - Anzac	\$5,000	\$4,600
Housing Recovery - Anzac	-\$10,200	-\$10,200
Grounds - Anzac	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Sch Equip - Anzac	\$250	\$250
Electricity	\$30,000	\$30,000
Sewer	\$550	\$375
Water	\$750	\$650
Propane/Gas	\$9,500	\$12,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Anzac	\$5,000	\$5,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$500	\$200
Amortization - Supported	\$78,000	\$84,000
FATHER R PERIN	\$166,828	\$152,948
Casual - Father Perin	\$2,500	\$2,500
Employee Ben - Vandalism	\$60	\$60
Prof Services	\$250	\$250
Insurance	\$3,000	\$2,500
Housing Recovery - Father R Perin (Janvier)	-\$9,410	-\$9,410
Grounds - Father R Perin (Janvier)	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Sch Equip - Father R Perin (Janvier)	\$250	\$250
Electricity	\$33,000	\$33,000

Water	\$1,200	\$1,200
Propane/Gas	\$8,000	\$16,000
SFS Utility Recovery	-\$2,422	-\$2,422
Caretaking - Father R Perin (Janvier)	\$4,000	\$4,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$1,600	\$3,520
Amortization - Supported	\$104,000	\$81,000
Maintenance	18-19 Nov. budget	18-19 June Budget
CONKLIN	\$145,739	\$109,039
Casual - Conklin	\$2,500	\$2,500
Employee Ben - Vandalism	\$60	\$60
Prof Services	\$250	\$250
Insurance - Conklin	\$2,500	\$2,500
Housing Recovery - Conklin	-\$6,350	-\$6,350
Grounds - Conklin	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Sch Equip - Conklin	\$250	\$250
Electricity	\$25,000	\$22,500
Sewer	\$1,000	\$1,000
Water	\$250	\$250
Propane/Gas	\$10,000	\$12,000
Water Systems - Conklin	\$5,000	\$3,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Conklin	\$3,000	\$3,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$2,000	
Amortization - Supported	\$82,000	\$50,000
ELIZABETH	\$124,229	\$126,679
Casual - Elizabeth	\$2,500	\$2,500
Prof Services	\$250	\$250
Insurance - Elizabeth	\$5,000	\$5,000
Recovery	-\$1,250	-\$1,250
Grounds - Elizabeth	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Sch Equip - Elizabeth	\$250	\$250
Electricity	\$20,000	\$19,250
Water	\$800	\$1,500
Propane/Gas	\$5,000	\$5,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Elizabeth	\$5,000	\$5,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$12,100	\$12,100
Amortization - Supported	\$56,500	\$59,000
J. F. DION	\$138,589	\$140,189
Casual - JF Dion	\$2,500	\$2,500

Employee Ben - Vandalism	\$60	\$60
Prof Services	\$250	\$250
Insurance - J.F. Dion (Fishing Lake)	\$2,400	\$2,000
Recovery	-\$1,250	-\$1,250
Grounds - J.F. Dion (Fishing Lake)	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Sch Equip - J.F. Dion (Fishing Lake)	\$250	\$250
Electricity	\$26,000	\$26,000
Water	\$4,800	\$3,800
Propane/Gas	\$20,000	\$18,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - J.F. Dion (Fishing Lake)	\$5,000	\$5,000
Furniture & Equipment	\$500	\$500
Amort Equip - Unsupported	\$2,500	\$2,500
Amortization - Supported	\$58,000	\$63,000
Maintenance	18-19 Nov. budget	18-19 June Budget
BILL WOODWARD	\$578,549	\$622,549
Casual	\$2,500	\$2,500
Prof Services	\$250	\$250
Insurance	\$15,000	\$13,000
Grounds	\$5,000	\$5,000
Repairs & Mntce	\$15,000	\$15,000
Electricity	\$46,000	\$46,000
Sewer	\$300	\$300
Water	\$420	\$420
Propane/Gas	\$13,000	\$15,000
SFS Utility Recovery	-\$2,421	-\$2,421
Caretaking - Bill Woodward	\$10,000	\$10,000
Furniture & Equipment	\$500	\$500
Amortization - Supported	\$473,000	\$517,000
AREA 3	\$126,000	\$125,400
Casual Benefits	\$2,500	\$2,500
Insurance - equip	\$200	\$200
Insurance - vehicle	\$3,000	\$3,000
Repairs - Equip	\$6,000	\$6,000
repairs - Vehicles	\$14,000	\$14,000
Emergent Repair - Area 3	\$20,000	\$20,000
Rent	\$26,000	\$26,000
Telephone	\$3,500	\$3,500
Truck Tools and supplies	\$1,000	\$1,000
Gas, Oil & Antifreeze - Equip	\$1,000	\$1,000
Gas, Oil & Antifreeze - Vehicles	\$35,000	\$25,000
Tires/Tubes - Area 3 Vehicles	\$3,200	\$3,200
amortization Heavy Eq - unsupport	\$10,600	\$20,000
Maintenance	18-19 Nov. budget	18-19 June Budget
ADMINISTRATION	\$1,443,257	\$614,498

Casual Labour	\$30,000	\$30,000
Inservice	\$9,000	\$9,000
Legal	\$10,000	\$10,000
Professional Services	\$100,000	
Advertising	\$2,000	\$2,000
Recruitment	\$1,000	\$1,000
Membership fees	\$1,500	\$1,500
Office supp	\$4,000	\$4,000
Printing and Binding	\$3,000	\$3,000
Postage	\$1,600	\$1,600
Travel	\$110,000	\$100,000
Insurance	\$882	\$882
Insurance - Lac La Biche	\$1,000	\$500
Insurance - PR Maint shop	\$1,800	\$1,500
Insurance - equip	\$600	\$1,200
Insurance - vehicle	\$1,800	\$3,800
Liability	\$20,500	\$20,000
Repairs & Mntce	\$1,000	\$1,200
Repairs & Mntce - Lac La Biche	\$1,000	\$1,000
Repairs & Mntce - PR Shop	\$750	\$1,000
Repairs	\$120,000	\$520,000
Repairs - Equip PR Shop	\$750	\$750
Repairs - Insurance	\$0	\$100,000
IMR	\$661,475	\$661,475
Electricity - Lac La Biche	\$2,000	\$2,000
Electricity - PR Shop	\$2,800	\$2,800
Sewer - Lac La Biche	\$500	\$500
Sewer	\$1,200	\$1,200
Water - PR Shop	\$150	\$150
Propane/Gas - Lac La Biche	\$800	\$800
Propane/Gas - PR Shop	\$4,000	\$3,500
Rent	\$51,000	\$51,000
Telephone	\$37,000	\$37,000
Taxes	\$8,700	\$8,500
Caretaking	\$500	\$500
Safety Clothing	\$5,000	\$5,000
Truck Tools	\$4,000	\$4,000
Gas, Oil & Antifreeze - Vehicles	\$35,000	\$10,200
Tires/Tubes - Vehicles	\$2,500	\$2,500
Contract Services	\$100,000	\$20,000
Shop Supplies	\$4,000	\$4,000
Computer Software	\$5,000	\$5,000
Furniture & Equipment	\$2,500	\$2,500
Visa Purchases	\$33,000	\$33,000
Amort Equip - Unsupported	\$3,700	\$3,700
Amortization Vehicle - Unsupp	\$41,000	\$21,000
Budget adjustment	\$0	-\$579,759

Maintenance Operating Expenses	\$6,145,116	\$5,651,279
Expenditures	\$9,766,201	\$9,272,364

**Transportation
2018-2019 Fall Budget**

Expenditures

	18-19 Nov. budget	18-19 June Budget
Uncertificated	\$1,233,160	\$1,233,160
Other Operating Expenses	18-19 Nov. budget	18-19 June Budget
CASUAL WAGES	\$116,192	\$116,295
Bus Drivers - spare	\$50,000	\$50,000
Casual - Bus Driver Inservice	\$10,000	\$10,000
Bus Monitor	\$40,000	\$40,000
HSA Benefits - 04 Paddle Prairie	\$41	\$41
HSA Benefits - 05 Dr Mary Jackson	\$41	\$41
HSA Benefits - 09 Little Buffalo	\$0	\$21
HSA Benefits - 11 Hillview	\$82	\$82
HSA Benefits - 14 Gift Lake	\$82	\$82
HSA Benefits - 15 Grouard	\$41	\$41
HSA Benefits - 20 Fort McKay	\$21	\$21
HSA Benefits - 21 Chipewyan Lake	\$21	\$21
HSA Benefits - 23 Kateri (Trout Lake)	\$0	\$41
HSA Benefits - 25 Mistassiniy	\$82	\$82
HSA Benefits - 26 St Theresa	\$144	\$144
HSA Benefits - 27 Father Perin (Janvier)	\$21	\$21
HSA Benefits - 28 Pelican Mountain	\$21	\$21
HSA Benefits - 29 Conklin	\$21	\$21
HSA Benefits - 30 Calling Lake	\$41	\$41
HSA Benefits - 34 Elizabeth	\$21	\$21
HSA Benefits - 35 JF Dion	\$21	\$21
HSA Benefits - 38 Peerless Lake	\$0	\$41
HSA Benefits - 39 Susa Creek	\$41	\$41
Bus Drivers - spare benefits	\$7,500	\$7,500
Casual - Bus Inservice benefits	\$1,500	\$1,500
Bus Monitor Benefits	\$6,450	\$6,450
Transportation	18-19 Nov. budget	18-19 June Budget
BUSES TRANSPORTATION	\$2,355,275	\$2,286,275
Inservice	\$10,000	\$10,000
Inservice - S Endorsement	\$53,000	\$53,000
Prof Services	\$4,000	\$4,000
Travel & Subs	\$10,000	\$10,000
Bus Storage	\$3,500	\$3,500
Insurance	\$55,000	\$55,000

Repairs & Mntce	\$500,000	\$500,000	
Telephone	\$10,750	\$10,750	
Caretaking supplies	\$5,160	\$5,160	
Gas, Oil & Antifreeze	\$312,000	\$312,000	
Tires & Tubes	\$19,000	\$19,000	
Contract Bus - 432	\$62,841	\$62,841	
Contract Bus - 442	\$88,362	\$88,362	
Contract Bus - 443	\$71,200	\$71,200	
Contract Bus - 445	\$43,984	\$43,984	
Contract Bus - 446	\$40,863	\$40,863	
Contract Bus - 449	\$52,477	\$52,477	
Contract Bus - 450 (13)	\$77,476	\$77,476	
Contract Bus - 453	\$68,201	\$68,201	
Contract Bus - 454	\$45,345	\$45,345	
Contract Bus - 459	\$28,212	\$28,212	
Contract Bus - 460	\$45,500	\$45,500	
Contract Bus - 461	\$60,594	\$60,594	
Contract Bus - 462	\$56,743	\$56,743	
Contract Bus - 472	\$29,817	\$29,817	
Bus Plus-In Allowance	\$15,050	\$15,050	
Radios and Bases	\$175,000	\$175,000	
Bus Licences & Permits	\$1,500	\$1,500	
Shop Supplies	\$1,000	\$1,000	
Awards	\$48,700	\$48,700	
Video Surveillance	\$5,000	\$5,000	
Amortization Vehicle - Unsupp	\$355,000	\$286,000	
ADMINISTRATION			\$18,700
Inservice	\$4,000	\$4,000	
Legal	\$2,000	\$2,000	
Abstracts	\$1,500	\$1,500	
Advertising	\$1,000	\$1,000	
Office supp	\$1,000	\$1,000	
Printing and Binding	\$7,500	\$7,500	
Postage	\$1,500	\$1,500	
Travel & Subs	\$5,000	\$5,000	
Insurance	\$700	\$700	
repairs - Vehicles	\$2,000	\$2,000	
Photocopier	\$2,000	\$2,000	
Telephone	\$2,000	\$2,000	
Gas, Oil & Antifreeze	\$2,500	\$2,500	
Field Trip Charge	-\$100,000	-\$100,000	
Tires & Tubes	\$500	\$500	
license and permits	\$1,500	\$1,500	
			-\$90,587

Awards	\$5,000	\$5,000
Computer Software	\$16,000	\$16,000
Furniture & Equipment	\$500	\$500
Budget adjustment (carbon tax)	\$62,500	-\$46,787
CONVEYANCE ALLOWANCE		
Central services	\$23,500	\$23,500
Other Operating Expenses	\$2,513,667	\$2,339,506
Expenditures	\$3,746,827	\$3,568,539

Note: Blue \$175,000 is from the Five-year Investment Plan to purchase tracking devices for the fleet and buses for safety and working alone reasons.

Northland School Division No. 61

2018/2019 Budget

Infrastructure Maintenance and Renewal (IMR)/Capital Projects

Capital Project:

Replace Grounds equipment	\$145,000
Replace Custodial Equipment	\$40,000
Construction of Trans-gender washrooms	\$150,000
Lagoon/Septic Remediation	\$125,000
Sewage lagoon reclamation (Peavine, and Little Buffalo)	\$375,000
Paddle Prairie CTS	\$1,500,000
Service truck replacement (4)	\$220,000
Service Boxes (3)	\$51,000
Replace Bobcat Trailer (Area 2)	\$12,000
Handheld thermal cameras	\$800
General upgrades (roofing)	\$500,000
Cooling Coils added for cooling in 7 schools	\$525,000
Assessment for Predesign for new gym at Elizabeth	\$40,000
Assessment for Modernization/Predesign at St. Theresa	\$60,000
Corporate vehicles (10)	\$450,000
	<hr/>
	\$4,193,800

IMR Project

Door Locks Main Doors (for Lockdown as discussed) Ongoing (Aug 31 2018)	\$50,000
Door Locks other commonly used doors (Zone Security)	\$50,000
Blinds Ground Floor for Lock Down Requirements	\$44,000
Camera Upgrades	\$25,000
Paging /intercom	\$20,000
Telephone upgrades for security reasons	\$10,000
Lighting	\$400,000
BMS Control Automation	\$300,000
Upgrades to Mechanical (to digital)	\$150,000
Hot Water System (flush/recharge, software upgrades, piping retrofits)	\$60,000
Boiler Replacement	\$20,000
Roof Repairs	\$250,000
Capital Modernization (Chip Lake ongoing) funding received from INAC	\$378,000
Classroom Cultural Sensitive Upgrades (educational upgrade)	\$500,000
Fire Pump and Generator Maintenance	\$25,000
CTS/CTF retrofit (educational upgrades)	\$500,000
Parking Lots and Sidewalks	\$300,000
Water Supply	\$75,000
Playgrounds	\$300,000
	<hr/>
	\$3,457,000

Note: There is an additional approx. \$1.2 m in carryforward for IMR, which has been earmarked for the energy upgrade. 2018-2019 projected IMR funding is \$661,475.

The projects are in no order of priority - this list will be reduced in the November budget, when the final capital results are known, and there has been an assessment by Alberta Education as to our capital requirements.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: Lois Byers, Board Advisor / Trudy Rasmuson, Secretary-Treasurer

SUBJECT: Policy 7 Appendix B Board Professional Development Plan & Guidelines

ORIGINATOR: Board of Trustees

REFERENCE(S) & ATTACHMENTS: Policy 7 Board Governance and Operations

RECOMMENDATION:

That the Board of Trustees approve the second reading of Policy 7 Appendix B Board Professional Development Plan & Guidelines, as attached.

BACKGROUND:

This draft Professional Development plan was developed after conversations with the Board Chair, Superintendent, Secretary-Treasurer and Executive Secretary. This plan was developed to ensure Board Professional Development was easier to understand.

RISK ANALYSIS:

Policy 7 – Appendix B

BOARD PROFESSIONAL DEVELOPMENT PLAN & GUIDELINES

As leaders, it is important that trustees continually expand their knowledge not only to help ensure the success of students but of the Division as a whole, staff and communities. Modelling life-long learning not only sets a good example but sends a strong message about the importance of education, of continually learning.

By its own policy (Policy 2, 7.2), the Board is required to develop a professional development plan for governance excellence in fiduciary, strategic and generative engagement modes.

Guidelines

1. Funds to support trustee professional development shall be allocated within the board governance budget each year.
2. Trustees should seek professional development opportunities and sessions at conferences keeping in mind their areas of strength and weakness with regard to governance excellence.
3. It is the responsibility of all trustees to help ensure the board stays within budget.
 - 3.1 Attendance at professional development opportunities shall be discussed in September of each school year and the “Conference Chart for Attendance” completed as fully as possible, with the understanding changes could occur.
 - 3.1.1 Monitoring and changes to the chart will be done by the Board Executive Secretary in consultation with the Chair and Secretary-Treasurer, if required.
 - 3.2 The “Conference Chart for Attendance” provides a guideline for budgeting purposes but closer costs will have to be determined prior to finalization.
 - 3.3 If at any time the budget is close to being used, priority will be given to trustees that have attended the fewest professional development activities within the year and/or terms.
4. Expense and honoraria for professional development will be paid as per Policy 7 Appendix A, Schedule of Rates.
5. A trustee may attend more professional development opportunities than outlined below with special permission of the Board and if budget allows.
6. Association Conferences
 - 6.1 The following conferences may be attended by all trustees:
 - 6.1.1 Alberta School Board Association (ASBA):
 - 6.1.1.1 ASBA Fall General Meeting (FGM) & Conference
 - 6.1.1.2 ASBA Spring General Meeting (SGM) & Conference
 - 6.1.1.3 ASBA Leadership Academy

- 6.1.1.4 ASBA New Trustee Orientation (Part 1 & 2)
 - 6.1.2 Public School Board Association of Alberta (PSBAA):
 - 6.1.2.1 PSBAA FGM & Conference
 - 6.1.2.2 PSBAA SGM & Conference
 - 6.1.2.3 PSBAA Governance Seminar
 - 6.1.3 Alberta School Councils Association (ASCA) Conference
7. Professional Development Opportunities within Alberta:
- 7.1 Trustees may attend up to three (3) additional in-province professional development opportunities per year.
 - 7.1.1 A trustee may "swap" attending an Association Conference listed above for a different professional development opportunity within Alberta with similar costs and expenses.
 - 7.2 The Board believes it would be valuable if some trustees attended the following in-province conferences each year and if each trustee attended each one at least once a term:
 - 7.2.1 College of Alberta School Superintendents (CASS) First Nation, Metis and Inuit Education Gathering
 - 7.2.2 Treaty 8 Education Symposium
 - 7.2.3 Treaty 6 Education Conference
8. Professional Development Opportunities Outside of Alberta:
- 8.1 Trustees may attend professional development outside of Alberta but within Canada, to a maximum of twice a term.
 - 8.2 The Board believes it would be valuable if some trustees attended the following conference which are outside of Alberta but within Canada, each year and if each trustee attended them at least once a term:
 - 8.2.1 Canadian Association for the Practical Study of Law in Education (CAPSLE)
 - 8.2.2 Canadian School Boards Association (CSBA) Annual Conference
 - 8.2.3 CSBA National Trustee Gathering on Aboriginal Education
 - 8.3 Trustees may attend the National School Boards Association (NSBA) Annual Conference & Exposition once a term and the Board encourages each trustee to do so.

9. Conference Chart for Attendance per Year:

PD Opportunity	Month	Number of Trustees to Attend	Trustees Attending
PSBAA FGM & SGM	October	11	
ASBA FGM & SGM	November	11	
ASBA New Trustee Orientation, Part 1 & 2	November & January of 1 st year	11	
PSBAA Governance Seminar	January of 1 st year	11	
Treaty 8 Education Symposium	January	At least 2	
ASBA New Trustee Orientation – Part 2	January	11	
Treaty 6 Education Conference	February/March	At least 2	
Alberta Rural Education Symposium	March	11	
NSBA	April	At least 2	
ASCA	April	11	
CASS FNMI Conference	April	At least 2	
CAPSLE	April	5	
CSBA Annual Conference	July	6	
ASBA Leadership Academy	August	11	

Legal Reference: Policy 2 Role of the Board
Policy 7 Board Governance and Operations



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: Board of Trustees **DATE:** October 19, 2018

SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer

SUBJECT: Policy 7 Board Governance and Operations

ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer

REFERENCE(S) & ATTACHMENTS: Policy 7 Board Governance and Operations

RECOMMENDATION:

THAT the Board of Trustees approve housekeeping changes to Policy 7 Board Governance and Operations as presented.

BACKGROUND:

Administration was reviewing Policy 7 and noticed some small wording changes that were needed. They are:

Change from secretary of the board, or board secretary to Corporate Secretary. This is the proper title for the items related to the change.

Addition of Review to Agenda Planning Review Committee, to keep it consistent with the committee name in other policies.

14.2 and 14.3 Add the budgeting process, and effective date so it aligns with other board policies.

14.7.1.1 and 14.7.1.3 Change the length time in both cases, to align with the election cycle.

RISK ANALYSIS:

None, except possible confusion as the policy, as it sits now, is not as clear as it could be.

Policy 7

BOARD GOVERNANCE AND OPERATIONS

The Board's ability to discharge its obligations in a productive and effective manner is dependent upon the development and implementation of a sound organization design. In order to discharge its responsibilities to the electorate of the Division, the Board shall hold meetings as often as necessary. A quorum, which is a simple majority of the number of trustees, must be present for every duly constituted meeting. The Board has adopted policies so the business of the Board can be conducted in an orderly and efficient manner.

The Board's fundamental obligation is to preserve, if not enhance, the public trust in education and in the affairs of its operations in particular. Consistent with its objective to encourage the general public to engage in the educational process, Board meetings will be open to the public. Towards this end, the Board believes its affairs must be conducted in public to the greatest extent possible.

There are times when public interest is best served by private discussion of specific issues in "in-camera" sessions. The Board believes it is necessary to protect individual privacy and the Board's own position in negotiating either collective agreements or contracts and therefore expects to go in-camera for issues dealing with individual students, individual employees, land, labour, litigation or negotiation.

Presentations at Board meetings by members of the public, students and staff can enhance public interest.

1. Wards

Within the stipulation of Ministerial Order #040/2017 dated July 4, 2017, the Board will provide for the nomination and election of trustees within the Division by wards.

Copies of the Ministerial Order are available from the Division Office.

- 1.1 Seven (7) to Eleven (11) wards can be established within Northland School Division. Eleven (11) wards were established for the 2017 elections.
- 1.2 One (1) trustee is to be elected in each ward.
- 1.3 The provisions of the Local Authorities Election Act respecting the election of trustees shall apply to every election in each ward.
- 1.4 During the four (4) year period immediately following a general election, a by-election need not be held if there is only one (1) vacancy on the Board and during the fourth year following a general election, a by-election need not be held if there are only two (2) vacancies on the Board. By-elections may be held as determined by the Board.

2. Organizational Meeting

- 2.1 An Organizational Meeting of the Board, subject to 2.2, shall be held annually on the date determined by the Board in setting its schedule for regular meetings.

- 2.2 In any year in which a general election takes place, an Organizational Meeting shall be held within four weeks following the date of that election, at a time and place to be fixed by the secretary of the board **Corporate Secretary** and shall be the first official meeting of the Board.
- 2.3 The Superintendent or designate will give notice of the Organizational Meeting to each trustee as if it were a special meeting. The Superintendent or designate shall call the meeting to order and act as Chair of the meeting for the purpose of the election of the Board Chair.
- 2.3.1 All votes for the positions of Board Chair and Vice Chair shall be conducted by secret ballot unless there is unanimous agreement among the trustees to use a show of hands.
- 2.4 Each trustee will take the oath of office immediately following the call to order of the Organizational Meeting after a general election. Special provisions will be made for a trustee taking office following a by-election.
- 2.5 Upon election as Chair, the Board Chair shall take the oath of office and preside over the remainder of the Organizational Meeting. The Board Chair shall normally be elected for a period of one (1) year.
- 2.6 The Organizational Meeting shall, in addition:
- 2.6.1 Elect a Vice-Chair;
- 2.6.2 Establish a schedule (date, time and place) for regular meetings and any other pre-determined meetings required for the ensuing year;
- 2.6.3 Create such standing or ad hoc committees of the Board as deemed appropriate; and appoint members;
- 2.6.4 Appoint Board representation as per Policy 9 Board Representation.
- 2.6.5 Review trustee conflict of interest stipulations and determine any disclosure of information requirements; and
- 2.6.6 Address other organizational items as required.

3. Regular Meetings

Regular Board meeting dates, times and locations shall be as established at the Organizational Meeting each year.

- 3.1 Notwithstanding the schedule established at the Organizational Meeting, the Board may, by resolution, alter the schedule in such manner as it deems appropriate.
- 3.2 All trustees shall notify the Board Chair if they are unable to attend a Board meeting.
- 3.3 All trustees who are absent from three (3) consecutive regular meetings shall:
- 3.3.1 Obtain authorization by resolution of the Board to do so; or
- 3.3.2 Provide to the Board Chair evidence of illness in the form of a medical certificate respecting the period of absence.

Failure to attend may result in disqualification.

- 3.4 If both the Board Chair or Vice-Chair through illness or other cause are unable to perform the duties of the office or are absent, the Board shall appoint from among its

members an acting Board Chair, who on being so appointed has all the powers and shall perform all the duties of the Board Chair during the Board Chair's and Vice-Chair's inability to act or absence.

- 3.5 Regular meetings of the Board will not be held without the Superintendent and/or designate(s) in attendance, unless the Superintendent's contract is being discussed.

4. Special Meetings

- 4.1 Occasionally, unanticipated or emergent issues require immediate Board attention and/or action.
- 4.2 Special meetings of the Board will only be called when the Board Chair, the majority of trustees, or the Minister is of the opinion that an issue must be dealt with before the next regular Board meeting.
- 4.3 A notice of the special meeting including date, time, place and nature of business shall be issued to all trustees at least five (5) days prior to the date of the meeting unless every trustee agrees to waive in writing the requirements for notice. Such notice may be provided by recorded mail, personal service or by electronic means on the provision that the trustee provide a response that they received the notice.
- 4.4 The nature of the business to be transacted must be clearly specified in the notice of the meeting. Unless all trustees are present at the special meeting, no other business may be transacted. Items can be added to the agenda by a majority vote when all trustees are present.
- 4.5 Special meetings of the Board shall be open to the public recognizing that specific agenda matters may be held in-camera.
- 4.6 Special meetings of the Board will not be held without the Superintendent and/or designate(s) in attendance, unless the Superintendent's contract is being discussed.

5. Meetings by Electronic Means

- 5.1 It is the preference of the Board to meet at a common location to conduct Division business with trustees and the Superintendent or designate in physical attendance.
- 5.2 Notwithstanding 5.1, Trustees and Superintendent or designate participating in a meeting held by means of a communication facility are deemed to be present at the meeting, provided the trustee or Superintendent or designate are physically present within the boundaries of Alberta or with permission of the Chair if outside the boundaries of Alberta.
- 5.3 The facilities must enable all the meeting's participants to hear each other, and if possible enable all participants to view each other.
- 5.4 If it is a Board meeting, the facilities must enable the public to listen to the meeting, and if possible enable the public to view the meeting and participants.
- 5.5 One (1) facility will be determined by the Superintendent or designate to be the central and public-accessible site, and this site will be communicated to the public with the Board agenda.
- 5.5.1 At least one (1) trustee and the Superintendent or designate must participate from the central and public-accessible site.
- 5.6 Reasonable steps must be taken to notify the public of locations from which members

- of the public may participate.
- 5.7 The Superintendent or designate will be responsible for the organization of the electronic communications with participants, and will inform trustees at the meeting if the identity of a participant is in question.
 - 5.8 A trustee may participate from a location to which the public does not have access.
 - 5.9 A trustee must ensure the means and location used to participate in the meeting will allow moving in-camera, and will meet all requirements of an in-camera session.
 - 5.10 Through a Board motion, at least one (1) month in advance, trustees may determine that a future meeting will be exempt from electronic communication.

6. In-Camera Sessions

The School Act uses the term “private” for non-public meetings. Robert’s Rules of Order uses the term “executive session” for the same distinction. The term “in-camera” is most commonly used and is synonymous with the other two terms.

The preservation and enhancement of the public’s trust in the educational system is an important priority of the Board. The Board believes that public trust is preserved by conducting open Board meetings. Notwithstanding this belief, occasionally matters of unusual sensitivity require the Board to hold closed meetings.

In order to understand the ability to meet in-camera, consideration must first be given to the obligation of a school board to hold meetings in public and to refrain from excluding anyone from such meetings, except for improper conduct.

The exception to the general rule of holding meetings in public should be used sparingly.

- 6.1 The Board shall consider the following prior to moving in-camera:
 - 6.1.1 Is it in the public interest to move in-camera to have these discussions?
 - 6.1.2 Can the need to move in-camera be articulated by way of a resolution proposed to move in-camera?
 - 6.1.3 Would a reasonable member of the electorate, having understood all the circumstances, agree that it is in the public interest to have the matter further debated in-camera?
- 6.2 The Board may convene in-camera only to discuss matters of a sensitive nature, as outlined by the School Act:
 - 6.2.1 Land: Acquisition/disposal of real property;
 - 6.2.2 Labour: Matters relating to negotiations;
 - 6.2.3 Legal: Litigation brought by or against the Board;
 - 6.2.4 Personal information of an individual, including an employee of a public body, subject to guidelines outlined in 6.3.
 - 6.2.4.1 Personal information is much broader than personnel information and includes recorded information about an identifiable individual.
 - 6.2.4.2 When considering personal information for a matter that falls within the Board’s jurisdiction, the privacy protection rules under the FOIP Act must be applied.

- 6.2.5 Other topics that a majority of the trustees present feel are of the opinion that it is in the public interest, to be discussed in private, subject to guidelines outlined in 6.3.
- 6.3 The FOIP Act protects the privacy of certain types of information, including personal information and sets out the rules for who has access to what information:
 - 6.3.1 The access rules are generally governed by following the “need to know” principle. Under this principle, if the Board does not have a need to know, the information should not be before them.
 - 6.3.2 The need to protect confidential information and the obligations of Trustees in that regard are outlined in Policy 4 Trustee Code of Conduct.
 - 6.3.3 If the contents of a concern refer to a matter that does not fall within the authority or decision making mandate of the Board, it should be referred to the Superintendent.
 - 6.3.4 If the contents of a concern do fall within the authority or decision making mandate of the Board, the Board Chair will be responsible to determine the use to which it is put, while protecting the privacy interests of the individual involved.
- 6.4 The Board may, by resolution, schedule an in-camera meeting at a time or place agreeable to the Board or recess a meeting in progress for the purpose of meeting in-camera. Such resolutions shall be recorded in the minutes of the Board and shall specify those individuals eligible to attend in addition to trustees and the Superintendent.
- 6.5 Such sessions shall be closed to the public and news media. The Board shall only discuss the matter(s) that gave rise to the in-camera meeting. Board members and other persons attending the session shall maintain confidentiality and shall not disclose the substance of the discussion at such sessions.
- 6.6 The Board shall, during the in-camera session, adopt only such resolution as is required to re-convene the Board in an open, public meeting. This resolution shall be recorded in the minutes of the Board meeting.

7. Agenda for Regular Meetings

The Agenda Planning **Review** Committee is responsible for preparing an agenda for Board meetings.

- 7.1 Items scheduled for a specific time shall be clearly identified on the agenda.
- 7.2 The agenda will be supported by copies of letters, reports, contracts and other materials as are pertinent to the business that will come before the Board and will be of value to the Board in the performance of its duties.
- 7.3 The Superintendent shall provide a recommendation, options considered, risk management and research, where appropriate.
- 7.4 Items may be placed on the agenda in one (1) of the following ways:
 - 7.4.1 By notifying the Board Chair or Superintendent at least six (6) calendar days prior to the Board meeting.
 - 7.4.2 By notice of motion at the previous meeting of the Board.

- 7.4.3 As a request from a committee of the Board.
- 7.4.4 Issues that require Board action may arise after the agenda has been prepared. The Board Chair, at the beginning of the meeting, shall ask for additions to and/or deletions from the agenda prior to agenda approval. Changes to the agenda to accommodate truly emergent items may be made by a majority of those present.
- 7.5 The agenda package, containing the agenda and supporting information, will be provided to each trustee at least four (4) calendar days prior to the Board meeting.
 - 7.5.1 Subsequently, information may be provided at the meeting; and further, the Superintendent shall advise the Board Chair regarding the emergent nature of such information.
 - 7.5.2 The Superintendent (or designate) shall ensure - the board agenda is uploaded to the Northland Website for stakeholder access prior to the Board meeting.
- 7.6 The Board will follow the order of business set by the agenda unless the order is altered or new items are added by agreement of the Board.
- 7.7 During the course of the Board meeting, the trustees present with unanimous consent may amend the agenda and place items before the Board for discussion. The Board may take action on such items.
- 7.8 The list of agenda items shall be posted on the Division website and be available in the Division Office. Any elector may inspect the agenda and request a copy.

8. Minutes for Regular or Special Meetings

The Board shall maintain and preserve by means of minutes a record of its proceedings and resolutions.

- 8.1 The minutes shall record:
 - 8.1.1 Date, time and place of meeting;
 - 8.1.2 Type of meeting;
 - 8.1.3 Name of presiding officer;
 - 8.1.4 Names of those in attendance;
 - 8.1.5 Approval of preceding minutes;
 - 8.1.6 All resolutions, including the Board's disposition of the same, placed before the Board, are to be entered in full;
 - 8.1.7 Names of persons making the motions;
 - 8.1.8 A brief summary of the circumstances which gave rise to the matter being considered by the Board;
 - 8.1.9 Points of order and appeals;
 - 8.1.10 Appointments;
 - 8.1.11 Receipt of reports of committees;
 - 8.1.12 Recording of the declaration of all votes on a motion (when requested)

- pursuant to the School Act);
 - 8.1.13 Trustee declaration of conflict of interest pursuant to the School Act;
 - 8.1.14 Departure and re-entry times of trustees and administration during a meeting; and
 - 8.1.15 The time of adjournment.
- 8.2 The minutes shall:
 - 8.2.1 Be prepared as directed by the Superintendent;
 - 8.2.2 Be reviewed by the Superintendent prior to submission to the Board;
 - 8.2.3 Be considered an unofficial record of proceedings until such time as adopted by a resolution of the Board; and
 - 8.2.4 Upon adoption by the Board, be deemed to be the official and sole record of the Board's business.
- 8.3 The Superintendent or designate shall ensure, upon acceptance by the Board, that appropriate initials are affixed to each page of the minutes, and that appropriate signatures are affixed to the last page of the minutes.
- 8.4 The Superintendent shall establish a codification system for resolutions determined by the Board which will:
 - 8.4.1 Provide for ready identification as to the meeting at which it was considered;
 - 8.4.2 Provide for cross-referencing with resolutions of similar nature adopted by the Board at previous meetings.
 - 8.4.3 The Superintendent shall ensure all motions are tracked and business arising is completed and reported to the Board.
- 8.5 The Superintendent or designate will establish and maintain a secure file of all Board minutes.
- 8.6 As part of its ongoing effort to keep staff and the public fully informed concerning its affairs and actions, the Board expects the Superintendent to institute and maintain effective and appropriate procedures for the prompt dissemination of information about decisions made at all Board meetings.
- 8.7 The approved minutes of a regular or special meeting shall be posted to the website as soon as possible following approval. The Superintendent or designate is responsible to distribute and post the approved minutes.

9. Motions

Motions do not require a seconder.

9.1 Notice of Motion

The notice of motion serves the purpose of officially putting an item on the agenda of the next or future regular meeting and gives notice to all trustees of the item to be discussed. A notice of motion is not debatable and may not be voted on.

9.2 Discussion on Motions

The custom of addressing comments to the Board Chair is to be followed by all persons

in attendance.

A Board motion or a recommendation from administration must generally be placed before the Board prior to any discussion taking place on an issue. Once a motion is before the Board and until it is passed or defeated, all speakers shall confine their remarks to the motion or to the information pertinent to the motion. Motions may be submitted by any trustee, including the Board Chair.

9.3 Speaking to the Motion

The mover of a motion first and every trustee shall have an opportunity to speak to the motion.

The Board Chair will normally speak just prior to the last speaker who will be the mover of the motion.

The mover of the motion is permitted to close debate on the motion.

As a general guide, a trustee is not to speak longer than five (5) minutes on any motion. The Board Chair has the responsibility to limit the discussion by a trustee when such a discussion is repetitive or digresses from the topic at hand, or where discussion takes place prior to the acceptance of a motion.

No one shall interrupt a speaker, unless it is to ask for important clarification of the speaker's remarks, and any such interruption shall not be permitted without permission of the Board Chair.

When a trustee arrives at the meeting after a motion has been made and prior to taking a vote, the trustee may request further discussion prior to the vote. The Board Chair shall rule on further discussion.

9.4 Reading of the Motion

A trustee may require the motion under discussion to be read at any time during the debate, except when a trustee is speaking.

9.5 Required Votes

9.5.1 The Board Chair, and all trustees present, unless excused by resolution of the Board or by the provisions of the School Act, shall vote on each question.

9.5.2 Each question shall be decided by a majority of the votes of those trustees present. A simple majority of a quorum of the Board will decide in favour of the question. In the case of an equality of votes, the question is defeated.

9.5.3 A vote on a question shall be taken by open vote, expressed by show of hands, except votes to elect the Board Chair or Vice-Chair, which are by secret ballot, unless there is unanimous consent of all trustees present to use a show of hands.

9.5.4 All votes shall be recorded votes.

9.6 Debate

9.6.1 In all debate, any matter of procedure in dispute shall be settled, if possible, by reference to Robert's Rules of Order. If this reference is inadequate, procedure may be determined by motion supported by the majority of trustees in attendance.

9.6.2 All debate shall be:

- 9.6.2.1 Formal enough to give clear direction to the Superintendent in implementing the Board's expectations.
- 9.6.2.2 Informal enough to allow a complete, honest and factual sharing of information and opinions.

10. Delegations at Board Meetings

The Board welcomes presentations on school matters by individuals or groups and may enter into a dialogue with a delegation concerning their expressed opinions, requests or demands in order to clarify the issues and/or explain policy. The Board is not obligated to act in connection with a matter or matters raised by a delegation.

The Board has established the following channels of communication for parents and other groups to address their concerns regarding:

- 10.1 Issues regarding the selection of learning materials and the interpretation of Board policy by employees shall be communicated in the following order:
 - 10.1.1 Teacher,
 - 10.1.2 Principal,
 - 10.1.3 Superintendent,
 - 10.1.4 Board.
- 10.2 Issues and concerns about Board policies or actions shall be:
 - 10.2.1 Submitted to the Superintendent for review, discussion, and clarification.
 - 10.2.2 If the concerns are not addressed to the satisfaction of a concerned individual or group, a written submission may be made to the Board. The concerned party may also request an appearance before the Board.
- 10.3 Procedures for delegations within to make a presentation to the Board are as follows:
 - 10.3.1 The delegation shall give the Superintendent at least twenty (20) calendar days' notice before the day of the meeting at which it wishes to appear.
 - 10.3.2 The notice shall be accompanied by a summary or explanation of the problem or concern that it wishes to discuss.
 - 10.3.2.1 The Agenda Review Committee shall determine whether a delegation is to be permitted.
 - 10.3.2.2 The Board Chair shall inform the delegation of the decision and review the details of the delegation process if it is to be heard.
 - 10.3.3 The notice and summary shall be included in the agenda package for the meeting.
 - 10.3.4 The delegation shall appoint not more than two (2) persons to speak on their behalf at the meeting and to respond to questions from the Board.
 - 10.3.5 Normally, the Board will make their decision at the next regularly scheduled meeting.

11. Petitions

- 11.1 Petitions shall be filed with the Board Secretary **Corporate Secretary**.

- 11.2 The Board Secretary **Corporate Secretary** shall determine petition sufficiency.
- 11.2.1 The Board Secretary **Corporate Secretary** will provide written notification of petition sufficiency/insufficiency to all petitioners.
- 11.3 Once a sufficient petition has been received by the Board, the Board shall establish an ad hoc committee within thirty (30) days to review the petition and provide recommendations on the purpose of the petition to the Board.
- 11.4 Within ninety (90) days of the receipt of a sufficient petition, the Board must make a decision(s) on the purpose of the petition.
- 11.5 Once a decision(s) on the purpose of the petition has been made by the Board, the Board will provide written notification to all petitioners.

12. Public Notices

- 12.1 Public notices must be published at least once a week for two (2) consecutive weeks in at least one (1) newspaper that has general circulation in the area in which school divisions and municipalities interested in the matter are situated.
- 12.2 Public notices must be posted for ten (10) business days in at least two (2) areas considered appropriate.
- 12.3 Additionally, public notices may be posted electronically.

13. Audio/Video Recording Devices

- 13.1 Anyone wanting to use recording devices at a public Board meeting must obtain prior approval of the Board Chair.

14. Trustee Compensation and Expenses

The Board recognizes that trusteeship results in trustees incurring expenses and places considerable demands on their personal time.

The Board shall:

- 14.1 Include amounts for trustee honoraria and expenses in its annual budget.
- 14.2 Establish rates of compensation for honoraria and expenses **in conjunction with the budgeting process** and include these as Appendix A to this policy.

14.3 Any changes to compensation shall come into effect on September 1.

- 14.4 Publish a schedule of dates on which payment will be issued.
- 14.4.1 Signed pay and expense claims must be submitted to the Board chair to enact payment.
- 14.4.2 Generally, detailed receipts are required.
- 14.4.3 Payment shall be processed in the next regular cheque run and sent out by mail unless other arrangements are made by the trustee, such as electronic fund transfer.

The following procedures shall be followed:

- 14.5 Establish honoraria rates for:
- 14.5.1 The Board Chair to engage in official Division business as directed by the

Board.

- 14.5.2 Trustees for:
 - 14.5.2.1 Attendance at Board meetings.
 - 14.5.2.2 Attendance at meetings, conferences, or workshops authorized by the Board.
 - 14.5.2.3 Performing duties assigned and approved by the Board.
- 14.6 Establish expense rates for:
 - 14.6.1 Transportation
 - 14.6.1.1 Transportation for trustees to attend Board meetings, workshops, conferences or other assigned duties.
 - 14.6.1.2 No more than two (2) vehicles per community shall be utilized per trip.
 - 14.6.2 Accommodation
 - 14.6.2.1 Reimbursement to maximum rates established by the Board for:
 - 14.6.2.1.1 Accommodation with receipts.
 - 14.6.2.1.2 Accommodation without receipts.
 - 14.6.2.1.3 Accommodation in a private dwelling.
 - 14.6.3 Meals
 - 14.6.3.1 Breakfast may be claimed if departure is earlier or the time of return is later than 7:30 a.m.
 - 14.6.3.2 Lunch if departure is earlier or return is later than 1:00 p.m.
 - 14.6.3.3 Dinner if departure is earlier or return is later than 6:30 p.m.
- 14.7 Support Trustee Development

The Board believes that trustees can best discharge their obligations to the electorate and the Board when they possess the necessary knowledge and skills.

 - 14.7.1 The Board shall establish, in its annual budget, a sum of monies for the purpose of defraying expenses incurred by trustees who attend workshops, conferences and seminars conducted beyond the boundaries of the Division.
 - 14.7.1.1 Monies may be accumulated in the first **three (3)** years following the election year, but in the **fourth** year, the budget must be balanced.
 - 14.7.1.2 Surplus accounts in election years will be returned to the general revenues.
 - 14.7.1.3 Deficit accounts will be accepted in the first **three (3)** years, providing a **Four-Year plan** is **developed by** the Board outlining how the deficit will be cleared in the **fourth year** of the election term.
 - 14.7.2 Monies shall be paid in accordance with the schedule of honoraria, travel and

subsistence, and registration fee rates established by the Board.

- 14.7.3 Monies shall not be expended on behalf of any person other than the trustee.
- 14.7.4 Monies shall not be expended on objects, including alcoholic beverages, or personal entertainment.
- 14.7.5 The Secretary-Treasurer shall advise the trustees of their cumulative expenditures on a quarterly basis.
- 14.8 Report individual trustee remuneration annually in the Division's audited financial statements, in accordance with the Fiscal Planning and Transparency Act.

15. Trustee Conflict of Interest

The trustee is directly responsible to the electorate of the Division and to the Board.

Upon election to office and annually thereafter, the trustee must complete a disclosure of personal interest statement and accept a position of public trust. The trustee is expected to act in a manner which will enhance the trust accorded the trustee, and through the trustee, the trust accorded to the Board.

The Board is of the firm conviction that its ability to discharge its obligations is dependent upon the trust and confidence of the electorate in its Board and in its trustee members. Therefore, the Board believes in the requirement to declare conflict of interest.

- 15.1 The trustee is expected to comply with the relevant sections of the School Act.
- 15.2 The trustee is responsible for declaring him/herself to be in possible conflict of interest.
 - 15.2.1 The trustee shall make such declaration in open meeting prior to Board or committee discussion of the subject matter which may place the trustee in conflict of interest.
 - 15.2.2 Following the declaration of conflict of interest by a trustee, all debate and action shall cease until the trustee has left the room.
- 15.3 It shall be the responsibility of the trustee in conflict to absent him/herself from the meeting in accordance with the requirements of the School Act and ensure that his/her declaration and absence is properly recorded within the minutes.
- 15.4 The recording secretary will record in the minutes:
 - 15.4.1 The trustee's declaration;
 - 15.4.2 The trustee's abstention from the debate and the vote; and
 - 15.4.3 That the trustee left the room in which the meeting was held.

Legal Reference: Section 60, 64, 65, 66, 67, 68, 70, 71, 72, 73, 74, 75, 76, 80, 81, 82, 83, 145, 208, 210, 261, 262
 School Act
 Fiscal Planning and Transparency Act
 Local Authorities Elections Act
 Northland School Division Act
 Income Tax Act (Canada)
 Freedom of Information and Protection of Privacy Act

Reference: Policy 7, Appendix A – Schedule of Rates
[Template: Northland Board Agenda](#)



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: Board of Trustees **DATE:** October 19, 2018

SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer and Lois Byers, Board Advisor

SUBJECT: Policy 10 Policy Making

ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer

REFERENCE(S) & ATTACHMENTS: Policy 10 Policy Making

RECOMMENDATION:

THAT the Board of Trustees approve first and second reading of Policy 10 Policy Making as presented.

BACKGROUND:

There has been a practice of approving housekeeping changes to policies that improve processes or other pieces of the policy that do not change the intent of the policy and/or asking for feedback would be inappropriate as the change is required.

The policy does outline parameters for approving all three readings of a policy and does indirectly speak to housekeeping items. The proposed changes would make clearer what housekeeping items are.

A new item 7 has been added to the policy which includes some of the old policy but in a different format to stand alone. 7.1 was in the previous policy. 7.2 was also in the previous policy. It has been reworded to include "... or other parameters" precluding feedback. 7.3 is new and speaks to what housekeeping items include.

Having 2 readings now is being recommended so that the policy can come into effect sooner and more clearly enable housekeeping changes.

RISK ANALYSIS:

It might be possible for someone to argue the board is approving changes outside of its policy. These changes would mitigate that risk.

Policy 10

POLICY MAKING

Policy development is a key responsibility of the Board. Policies constitute the will of the Board in determining how the Division will be operated and communicate the Board's values, beliefs and expectations.

Policies provide effective direction and guidelines for the action of the Board, Superintendent, staff, students, electors and other agencies. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the Division.

Adoption of new Board policies or revision of existing policies is solely the responsibility of the Board.

The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide community based public education and compliance with the School Act, the Northland School Division Act and other provincial as well as federal legislation.

Community based public education must also reflect the culture, beliefs, values and traditions of the communities served.

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

The Board believes in the establishment of policy which reflects its values and perspectives.

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

1. Planning

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

2. Development

The Board may develop the policy itself or delegate the responsibility for its development to the Superintendent or a committee of the Board.

3. Implementation

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

4. Evaluation

The Board, in cooperation with the Superintendent, shall evaluate each policy in a regular manner in order to determine if it is meeting its intended purpose.

Specifically

1. Any person or party may make suggestions regarding the possible development of a policy or the need for policy revisions on any matter by presenting a proposal for a policy or revisions, in writing, to the Superintendent. The proposal shall contain a brief statement of purpose or rationale.
2. The Superintendent will present the proposal to the Board or appropriate standing committee of the Board, for initial consideration and determination.
3. If necessary, the Superintendent or designate will draft amendments to an existing policy or a new policy as the case may be.
4. When appropriate, the Superintendent shall seek legal advice on the intent and the wording of the policy.
5. The Board will give each new or revised policy three (3) readings in public session as follows:
 - 5.1 Proposed policies will be circulated for no less than a total of sixty (60) days.
 - 5.2 First Reading
 - 5.2.1 The Board will consider the policy proposal and will determine the manner and timeline for receiving input from interested parties. In most cases, the policy proposal presented to the Board would be circulated to Division staff, principals, school staff, the Northland Local of the Alberta Teachers' Association and key stakeholders groups for consideration and reaction.
 - 5.2.1.1. The Principal is responsible to ensure the school council has opportunity to provide input.
 - 5.3 Second Reading
 - 5.3.1 The policy is discussed further by the Board after taking into consideration any input received and any amendments arising from input and comments received.
 - 5.3.2 The Board shall consider the information and reaction provided and will either approve the proposed policy in principle or recirculate if deemed appropriate.
 - 5.4 Third Reading
 - 5.4.1 The Board shall give final approval of the policy after it has been given approval in principle.
6. No more than two (2) readings of any policy proposal may be given at any one (1) meeting of the Board unless all trustees are present and unanimously agree to give the policy a third reading.

7. The circulation period may be waived:

- 7.1 In emergency situations or,**
 - 7.2 When there are collective agreement stipulations or legislative or other parameters precluding feedback or,**
 - 7.3 When the changes are of a housekeeping nature which improve or align processes and do not change the intent of the policy.**
- 8. Only those policies which are adopted and recorded in the minutes constitute the official policies of the Board.
- 9. In the absence of existing policy, the Board may make decisions, by motion, on matters affecting the administration, management and operation of the Division. Such decisions carry the weight of policy. If appropriate, specific written policy will be developed.
- 10. The Board may request the Superintendent to change an administrative procedure into a draft Board policy and will provide the rationale for same.
- 11. The Superintendent shall develop administrative procedures as specified in Policy 11 – Board Delegation of Authority and may develop such other procedures as deemed necessary for the effective operation of the Division. These must be in accordance with Board policies.
- 12. The Board may also delete a policy and subsequently delegate the Superintendent authority over this area. The Superintendent may choose to then develop an administrative procedure relative to this matter.
- 13. The Superintendent must inform the Board of any substantive directional changes in administrative procedures.
- 14. The Superintendent shall ensure all Board policies and administrative procedures posted on the Division's website are current.
- 15. The Board shall ensure that each policy has a specified date by which the policy must be evaluated in order to determine if it has brought about the intended result, is still necessary and is to be maintained or deleted.

Legal Reference: Section 60, 61, 113 School Act



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION RECOMMENDATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018
SUBMITTED BY: Maddy Daniels, Board Chair
SUBJECT: Appointment of Trustee Lamouche to Zone 1 Ad Hoc Committee
ORIGINATOR: Alberta School Boards Association Zone 1
REFERENCE(S) & ATTACHMENTS: Policy 9 Appendix A Board Representations to Organizations

RECOMMENDATION:
That the Board of Trustees approve the appointment of Trustee Lamouche to Zone 1 Ad Hoc Committee: Professional Support Advocacy Project.

BACKGROUND:
ASBA Zone 1 requested a representative from the Corporate Board to be a member of the ad hoc committee for professional support advocacy project.

RISK ANALYSIS:
There are no risks or hazards.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: Board of Trustees **DATE:** October 19, 2018

SUBMITTED BY: Maddy Daniels, Board Chair

SUBJECT: Board Evaluation 2017-18 Final Report

ORIGINATOR: Terry Gunderson, ASBA

REFERENCE(S) & ATTACHMENTS: Board Evaluation Final Report

RECOMMENDATION:

THAT the Board of Trustees approve the Board Evaluation 2017-18 Final Report as attached.

BACKGROUND:

Following the Board evaluation workshop on September 22, 2018, facilitator Terry Gunderson from the ASBA completed a final report for the Board's review. The report is being presented now for the board to review, make changes if they want and approve.

Following Board approval an electronic copy will be provided to each trustee and the Superintendent (hard copy if requested), and one hard copy will be placed in Board files. The "Areas of Emphasis for 2018/19" will be integrated with the Board's Action Plan from the board retreat and also division plans.

The areas for emphasis the board identified at their evaluation are very simliar to the priorities identified at the retreat. Enhancing political advocacy is one area that was not identified at the retreat so will become a new goal in the board action plan.

As outlined in the report, the Board developed the following priorities for itself for 2018/19:

1. Model a welcome and caring environment and support its development throughout the division.
2. Enhance community engagement and school council operations.
3. Enhance political advocacy.
4. Ensure quality education is delivered to our students.
5. Honor the Indigenous ways of knowing and ways of being of each local community.

RISK ANALYSIS:

NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

The risk is really only if the board does not complete an evaluation each year. The evaluation process allows time for analysis of what occurred and planning for what should occur into the future. As presented in a handout from Terry Gunderson, "Karen Beckvar outlined at the NSBA Annual Conference in April 2011 that Board evaluations can improve board performance, clarify expectations, improve board-superintendent communication, celebrate accomplishments, and create a plan to meet needed improved".



ANNUAL BOARD SELF-EVALUATION 2017-18

Northland School Division No. 61

September 2018

PROCESS

Northland School Division No. 61 contracted the Alberta School Boards Association to assist in facilitating the Board self-evaluation process. The Board conducted its self-evaluation process on September 22, 2018.

PURPOSE

The purpose of the annual Board self-evaluation is to answer the following questions:

1. How well have we fulfilled each of our defined roles as a Board this past year?
2. How do we perceive our interpersonal working relationships?
3. How well do we receive input, and how well do we communicate?
4. How well have we adhered to our annual work plan?
5. How would we rate our Board-Superintendent relations?
6. How well have we adhered to our governance policies?
7. What have we accomplished this past year? How do we know?

The answers to these questions provide the data for the development of a positive path forward.

These purposes were outlined at the beginning of the workshop.

PRINCIPLES

The following principles, which form the basis for the Board self-evaluation process, were reviewed:

1. A learning organization or a professional learning community is focused on the improvement of practice.
2. A pre-determined process for evaluation strengthens the governance function, builds credibility for the Board, and fosters a strong Board-Superintendent relationship.
3. An evidence-based approach provides objectivity to supplement the subjectivity implicit in any evaluation.

CONTEXT

The Board is a corporate entity created by provincial legislation and given authority by the Northland School Division Act, the School Act and its attendant regulations. It is comprised of trustees elected in accordance with the Northland School Division Act and the Local Authorities Election Act. The Board exercises its authority through a democratic process.

The Board is charged with the responsibility of providing, for its students and their parents, an education system organized and operated in their best interests. It exercises this responsibility through setting of clear strategic direction and the wise use of resources.

The Board has one main purpose, namely, to provide educational services as required by the School Act.

On May 4, 2017, the new Northland School Division Act received Royal Assent in the Legislative Assembly of Alberta.

The newly elected Board of Trustees was officially sworn in during the Organizational Meeting on October 26, 2017; the first Board since an Official Trustee was appointed by Minister of Education Dave Hancock in 2010.

Contextual Abnormalities:

During the course of this evaluation period, Board agendas were impacted by the transfer of three schools to Kee Tas Kee Now Tribal Council Education Authority; this is an unusual undertaking for a Board.

A significant amount of time was spent developing the Board's vision and mission, and in the entire policy analysis and review. The Board needed to make the complete set of policies their own.

The amount of time spent on Board development was unusually high as it was necessary to build new relationships amongst Board members; to engage in team building.

The Board has not been through the total process of three-year plan and audited financial statements; hence the report will reflect this in certain areas.

The new Northland School Division Act eliminated the Local School Board Committees; the community expectations were that the local trustee would "fix things". This has been a challenging change for the Board in its operations.

Readiness for Governance Improvement

This questionnaire is designed to provoke thinking about how the governance level of the Board can be further improved. A perfect score is 5.

The Board's overall score on this readiness questionnaire is 4.2; this suggests the current members believe the Board scores above the category 4 level. This generally means the Board is making excellent headway in its approach to governance.

More specifically, the Board's score on the fiduciary governance mode is 4.2; on the strategic governance mode, 4.1; and on the generative governance mode, 4.3. The Board's lower score on the strategic mode compared to the generative mode is related to the timing of the approval of the Three Year Education Plan.

Lastly, the Board's score on the components of ethical leadership is 4.1; this suggests the Board feels that the Board scores above the level 4 category in this area as well.

The following conclusions can be made from the collation of responses to this questionnaire:

The areas in which the Board excels are as follows:

- Trustees focus on success for the Division and community rather than on their personal agendas.
- The Board is committed to its two major societal responsibilities: ensuring that children graduate with competencies to be successful in a global economy and that they have the values and character that will equip them to contribute to a civil society.
- The Board complies with all applicable laws, regulations and policies governing the Board or enacted by the government.
- The Board has a well-developed vision and plans purposefully to ensure that all children in the system will have the opportunity to succeed in school and in life and to give parents confidence that schools provide a safe and caring environment for their children.

There is an area of strength in every governance mode.

The areas in which the Board scored lower, in ascending order, are as follows:

- Board members are prepared to take risks.
- Members of the Board have individual and collective credibility.
- The Board is a cohesive group with strong mutual understanding and shared values.
- Conflict is acceptable, and there are processes in place to manage it well.
- The Board takes time during its meetings to talk about best practices, improvement, innovation and governance.
- The Board discusses and considers what could increase the relevance of what happens in schools in our rapidly changing world.

The responses throughout this questionnaire correlate well with the other evaluation questionnaires and with discussions at the Board Retreat.

SELF-EVALUATION OF PERFORMANCE

1. Accountability for Student Learning and Wellness

Based on evidence taken from the Board Policy Handbook; annual goals and priorities; Three-Year Education Plan/Results Report; Budget Report Form; Three-Year Capital Plan; Facilities Master Plan; Three-Year Education Plan progress reports; school review reports; progress review reports; Superintendent's evaluation; relevant correspondence; and the Board self-evaluation questionnaire results on the Board role, the Board believes

- Foundational statements (Policy 1) for the Division are established which allow it to move forward to a future that continues to enhance student learning and to achieve the Division's educational goals.
- Policies are approved which support the establishment of a welcoming, caring, respectful and safe learning environment.
- The allocation of resources reflects an effort to ensure student achievement.
- Students, staff and communities demonstrate their capacity to move beyond the residential school legacy.
- Quality teaching is supported through intentional governance processes.
- School and program reviews provide significant data for improvement/modification.
- Planning process and timelines allow for development with appropriate Board and stakeholder input.
- The Three-Year Education Plan identifies annual educational goals and priorities which move the Division forward.
- Policies enable community cultural perspectives to be incorporated.
- Division performance and achievement is monitored, evaluated, reported and moves forward.
- Strategies to move forward:
 - Three-Year Education Plan is approved.
 - Annual Education Results Report is approved.

The majority of quality indicators have been met. Results for some indicators have yet to be seen as a full year cycle is not yet complete for the Board.

With regard to clause 1.2 of Policy 2, the policy is complete but implementation is not strong yet.

Community work still is not as strong as it needs to be. There is work to be done with community stakeholders.

2. Engagement

Based on evidence taken from meetings/focus groups/surveys; press releases; media reports; Board meeting minutes; Three-Year Education Plan/Results Report; Board Policy Handbook; Division publications; relevant correspondence; and the Board self-evaluation questionnaire results on the Board role and community engagement, the Board believes

- Promotional materials are developed.
- Two way communication processes are established and maintained.
- Whenever possible, Board policies allow opportunities for local implementation.
- Meetings are scheduled.
- Opportunities for formal training and dialogue.
- The Board and individual trustees model a culture of respect and integrity and operate in an open, transparent fashion in all review processes.
- Fiduciary duties are handled in a transparent fashion by the Board.
- Partners are included in developing strategic direction.
- Ward Councils operating effectively.
- Communities feel heard.
- School Councils and Council of School Councils operate effectively.

All quality indicators have been initiated but the second one and the last four are at the very beginning stages.

The Board has been struggling with the link between the trustee and the community engagement piece, but this is now getting on the right track.

Community members are also trying to figure out their role in the community engagement; there is a need for community education.

Some school councils are not in place; this is hampering engagement.

Ward councils are not yet operating effectively but are coming along.

3. Community Assurance

Based on evidence taken from briefing notes and reports; meetings/focus groups/surveys; press releases; media reports; Board meeting minutes; Three-Year Education Plan/Results Report; Board Policy Handbook; Division publications; Superintendent's evaluation; relevant correspondence; and the Board self-evaluation questionnaire results on the Board role and community engagement, the Board believes

- Decisions are based on relevant data and are representative of the interests of the entire Division while respecting community diversity.
- Processes are established to engage the community in generative dialogue.
- Processes for further community engagement are readily available and well understood.
- Promotional materials are developed.
- Opportunities for student engagement in governance issues are provided.
- Division performance and achievement is reported and strategies to move forward.
- Information is disseminated to appropriate publics.
- Community capacity building initiatives bolster student success.
- Appeal hearing processes are transparent and cognizant of due process.
- The Board and individual trustees model a culture of respect and integrity and operate in an open, transparent fashion.
- Fiduciary duties are handled in a transparent fashion by the Board.

The quality indicators below are in place but do require further improvement:

- Processes have been established to engage the community in generative dialogue.
- Processes for further community engagement are readily available and well understood.
- Promotional materials have been developed.
- Opportunities for student engagement in governance issues have been provided.
- Community capacity building initiatives are in place to bolster student success.

The Council Of School Councils (COSC) role as outlined in the Northland School Division Act requires clarification in policy. The Ward council policy also needs some work. The roles and responsibilities need to be carefully detailed.

4. Accountability to Provincial Government

Based on evidence taken from the Three-Year Education Plan/Results Report; Budget Report Form; Audited Financial Statements; Accountability Pillar; published results; Superintendent's evaluation; policy review; Board Policy Handbook; Division litigation status; relevant correspondence; and the Board self-evaluation questionnaire results on the Board role, the Board believes

- Statutory obligations are fully met in a timely manner.
- Legislated functions are performed in an exemplary fashion.
- All resident students are provided an education program consistent with the School Act and the statutory regulations.
- Non-resident students are provided an education program consistent with the School Act and the statutory regulations, at the sole discretion of the Board.
- Board governance policies clearly specify required Board functions and Board follows them.
- Relevant FNMI and staff development sessions are provided.

The quality indicators have been exceeded; this is an area of strength for the Board.

5. Fiscal Accountability

Based on evidence taken from budget planning developments; Three Year Capital Plan; Facilities Master Plan; semi-annual Year-End Projections; Board Work Plan; Internal Audits; External Audit Report; Audited Financial Statements; Annual Education Results Report; borrowing resolutions; negotiations mandates; collective agreements; Classified Handbook; Superintendent's contract; relevant correspondence; signing authorities; investment parameters; Superintendent's evaluation; and the Board self-evaluation questionnaire results on the Board role, the Board believes

- Budget assumptions are clearly understood by the Board.
- Needs are determined and prioritized.
- The basis for resource allocations within the Division is established by the Board.
- The approved budget clearly reflects the Board's priorities.
- Resources are used efficiently and effectively.
- Reciprocal partnerships are established.
- Tenders are approved as required.
- Tender and bid processes are above reproach.
- At minimum, quarterly variance analyses and year-end projections are received.
- An auditor is appointed.
- Quality indicators for financial operations are established by the Board and confirmed by internal and/or external audits.
- Purchases, contracts and lease agreements are approved as required.
- Capital and facility plans allow for suitable student and program accommodation.
- Negotiating parameters are established.
- Memoranda of Agreements are ratified.
- Investment parameters are established.
- Decisions for revenue transfers are carefully made.
- Program evaluations are conducted.

The quality indicators have been met; the Board has done well in this area.

All the pieces are in place, and as the budget process unfolds for the second year the quality indicators will be met to an even greater extent.

Based on the quarterly variances, there is a need to have discussions about actions to be taken on budget overages.

6. Board/Superintendent Relations ("First Team")

Based on evidence taken from the hiring and re-appointment process; succession planning; Board Motions summary; action sheets; Board Policy Handbook; school public events; Board self-evaluation questionnaire results on the Board role and Board/Superintendent relations; and Superintendent's evaluation, the Board believes

- The Board has a responsibility for Superintendent selection subject to Minister's statutory authority.
- Provision is made for Superintendent succession planning as required.
- Clear corporate direction is provided to the Superintendent in Board motions.
- The Superintendent has been delegated responsibility for all executive functions together with commensurate authority.
- The Superintendent is supported in actions exercised within the delegated discretionary powers of the position.
- The Chief Executive Officer role of the Superintendent is respected and conveyed to the staff and the community.
- The Superintendent is evaluated annually, fairly and thoroughly in relation to specific roles and responsibilities and Board direction.
- The Superintendent's compensation package is reviewed annually with due consideration for fairness, equity and economic conditions.

All the quality indicators have been met except the last two items which have not been done yet due to calendar timing. In the future, the Superintendent evaluation will occur before the Board evaluation.

The Board must be made aware of succession planning when the Superintendent is unavailable to perform his duties.

7. Board Development

Based on evidence taken from Board workshops; Conference/Activity Reports; Three-Year Education planning sessions and updates; and the Board self-evaluation questionnaire results on the Readiness for Governance, Board role, and interpersonal Working Relationships, the Board believes

- A yearly plan for Board/trustee development is developed.
- Individual trustees participate in conferences and other activities to further Board and trustee effectiveness.
- Planning sessions and workshops are scheduled to enhance Board effectiveness.
- Interactions amongst trustees demonstrate respect, understanding and integrity.
- A regular Board self-evaluation, which defines a positive path forward, is completed.
- Workplan is reviewed and updated regularly.

All quality indicators have been met; this is an area of strength for the Board.

8. Policy

Based on evidence taken from the Board Policy Handbook; policy development and review, including new policies and revised policies; Board Motions summary; Superintendent's evaluation; and the Board self-evaluation questionnaire results on the Board role, the Board believes

- Board governance policies clearly specify required Board functions and implementation standards.
- Policies are developed or revised in a generative fashion and facilitate smooth, effective provision of quality educational services for the Division.
- Policy impact is regularly monitored to determine if policy is producing desired results.
- Policies are reviewed regularly to ensure currency and relevancy.

All quality indicators have been exceeded. The Board has done very well in this area; this is another area of strength.

9. Political Advocacy

Based on evidence taken from the Board Work Plan; advocacy issues identified; meetings with MPs, MLAs, Ministers, municipal partners, neighbouring

educational/public service authorities; relevant correspondence; media releases; active participation in regional, provincial and national organizations; and the Board self-evaluation questionnaire results on the Board role, the Board believes

- The Board participates in advocacy processes at the local, provincial and national levels.
- Issues for the Division are clearly identified.
- Strategies for advocacy are developed.
- The Board conveys key messages regularly to MPs, MLAs, municipal partners and the media.
- The Board arranges meetings with provincial and federal government officials to advance education concerns.

The Board advocacy committee has not yet met; this is an area of weakness as the Board has not done enough.

The political side needs to be worked on; everything is in place to do this. The Board has received lots of support from the Minister of Education and it is necessary to make certain he knows of other lobbying efforts.

AREAS FOR EMPHASIS 2018/19

The Board developed the following priorities for itself for 2018/19:

1. Model a welcome and caring environment and support its development throughout the division.
2. Enhance community engagement and school council operations.
3. Enhance political advocacy.
4. Ensure quality education is delivered to our students.
5. Honor the Indigenous ways of knowing and ways of being of each local community.

CONCLUSION

The newly-elected Board has experienced an outstanding year of learning. It has developed strong frameworks for further development. There have been many significant accomplishments.

The Board has set an ambitious agenda for the upcoming year to address well-identified priorities. The priorities correlate with the work done at the Board Retreat and are aligned with our strategic directions, vision and outcomes.

Date

Maddy Daniels
Board Chair

Suggested Board Motion:

That the Board approve the Board self-evaluation report as developed at the facilitated workshop of September 22, 2018 and that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

DATE: October 19, 2018

SUBMITTED BY: Maddy Daniels, Board Chair

SUBJECT: Board Chair Report

ORIGINATOR:

REFERENCE(S) & ATTACHMENTS: Board Chair Report

RECOMMENDATION:

That the Board of Trustees accept as information, the Board Chair Report as presented and attached.

BACKGROUND:

RISK ANALYSIS:



Board Chair Report

October 19, 2018

BOARD OF TRUSTEES

WARD 1
CHAIR
MADDY DANIELS

WARD 2
CATHY WANYANDIE

WARD 3
RANDY ANDERSON

WARD 4
JESSE LAMOUCHE

WARD 5
LOUIS CARDINAL

WARD 6
SILAS YELLOWKNEE

WARD 7
ROBIN GUILD

WARD 8
LORETTA GLADUE

WARD 9
RUBI SAKESKANIP

WARD 10
VICE-CHAIR
JULES NOKOHO

WARD 11
KAREN TELFORD

September 2018 Dates		
22	St. Albert	Board Evaluation
27	Paddle Prairie School	Establishment Meeting
October 2018 Dates		
1	Paddle Prairie	Paddle Prairie Settlement Council Meeting
4	Peace River	Special Board Meeting
4	Peace River	Central Office Chili Cook-off
4	Peace River	Agenda Review
9-12	Edmonton	Commonwealth Women Parliamentarians
12	Edmonton	Meeting with Superintendent and Board Advisor
12	Edmonton	Board Advocacy Meeting
Upcoming Dates		
Oct 24-26	Edmonton	PSBAA



October 10, 2018

College of Alberta School Superintendents
 #1200, 9925 – 109 Street
 Edmonton, AB T5K 2J8

Attention: Mr. Barry Litun, Executive Director

Reference: September 28, 2018 email - Important Information – Superintendent Compensation

Dear Mr. Barry Litun;

We are writing in response to the email sent to all Superintendents in the Province.

*From: Barry Litun <barry.litun@cass.ab.ca> Date: Fri., Sep. 28, 2018, 6:16 a.m.
 Subject: Important Information – Superintendent Compensation,*

We feel private information was inappropriately shared with CASS members, the Deputy Minister and ASBA Executive; information about a contract we did not have any intention of sharing. Thinly veiled references to our Board Chair and Board as a whole allowed others to identify whom the email was regarding.

As a Board the decisions WE made were presented inaccurately and the rationale behind the decision was incomplete and without context.

Quote from the letter " I have advised the Superintendent who contacted me last night that when the revised contract is presented, it not be signed, and the Board be informed that the Superintendent will be seeking review of the contract by legal counsel, something that is routine any time a new contract is offered. I will ensure that appropriate legal counsel is provided"

Through the contents of the email and your actions we feel you are disrespecting local board autonomy and adversely affecting the relationship of our Board and Superintendent. More importantly by telling Superintendents not to sign their contracts it is further driving a wedge between all Boards and Superintendents in the Province, while most Boards are unaware this is occurring.

Up until this point we as a Board have strongly believed in the role of CASS, for all the work they do to support Superintendents through PD and mentorship programs. We believe our current Superintendent has gained valuable experience being a part of CASS.

We will be sharing the outlined concerns with ASBA Zone 6, the Board of Directors and the office of the Minister and Legal.

In the future we hope you will show more respect for local autonomy, and not constantly seek to circumnavigate that authority with the Province. Acknowledging the rights of Boards to negotiate any terms they see appropriate for local operations, setting the direction for the Division to maximize student and staff success, is not optional. Increasing transparency and aligning the efforts in working together as a true partner organization should be the focus. "When Boards pay the freight, they deserve to see the cargo".

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Toone", written over a horizontal line.

Brad Toone, Chair
 LRSD Board of Trustees

COALITION

on / sur

Physical Punishment of Children and Youth**les punitions corporelles données aux enfants et aux adolescents**

Ms. Maddy Daniels
 Board Chair
 Northland School Division No. 61
 P.O. Bag 1400
 9809-77th Avenue
 Peace River, AB
 T8S 1V2
 by email and regular mail

February 23, 2018

Dear Ms. Daniels,

re: *Joint Statement on Physical Punishment of Children and Youth*

We are pleased to send you this letter to update our letter of January 30, 2017 to Lois Byers, the Division's then Official Trustee, to invite Northland School Division No. 61 to endorse the Canadian *Joint Statement on Physical Punishment of Children and Youth*.

The *Joint Statement* is the vehicle for the national knowledge mobilization initiative on physical (corporal) punishment of children. The Children's Hospital of Eastern Ontario is the secretariat for the initiative, which is described on the hospital's website (www.cheo.on.ca/en/physicalpunishment; www.cheo.on.ca/fr/punitioncorporelle).

We invite Northland School Division No. 61 to add its voice to those of the many school boards and education leaders in every province and territory that have endorsed the *Joint Statement* to date. More than 600 respected organizations and some distinguished Canadians have endorsed the *Joint Statement*.

No sector of the Canadian community plays a more critical and formative role in the lives of children than does education. The accompanying education backgrounder discusses some of the consequences of physical punishment related to bullying behaviour, cognitive development and academic achievement—issues of particular concern for parents, schools, and students themselves. The accompanying list of education endorsements reflects the attention the *Joint Statement* is receiving from the education community across Canada.

Children's Hospital of
 Eastern Ontario / Centre
 hospitalier pour enfants de
 l'est de l'Ontario

Child Welfare League of
 Canada / Ligue pour le
 bien-être des enfants du
 Canada

Family Service Canada /
 Services à la famille-
 Canada

Canadian Child Care
 Federation / Fédération
 canadienne des services
 de garde à l'enfance

Canadian Institute of Child
 Health / Institut canadien
 de la santé infantile

Canadian Public Health
 Association / Association
 Canadienne de Santé
 Publique

Canadian Association for
 Young Children /
 L'Association Canadienne
 pour les Jeunes Enfants

- 2 -

We would be pleased to discuss the issue, the initiative, and our invitation to Northland School Division No. 61 with you

Best wishes,



Ron Ensom, MSW, RSW
Co-author, *Joint Statement on Physical Punishment of Children and Youth*
Children's Hospital of Eastern Ontario (CHEO); Ensom & Associates
ensom@rogers.com
(613) 526-5454



Joan Durrant, Ph.D.
Co-author, *Joint Statement on Physical Punishment of Children and Youth*
Department of Family Social Sciences, University of Manitoba
Joan.Durrant@umanitoba.ca

encl: *Joint Statement on Physical Punishment of Children and Youth*
backgrounders for education, mental health, sport, business
list of education endorsements
list of indigenous endorsements
highlights poster



Fwd: Cyber Insurance

Good Morning Everyone,

Please find attached some information on Cyber Insurance which is available to your Board through your ASBIE Reciprocal program. There are some Boards who currently have cyber insurance and some that do not.

If you would like more information regarding cyber insurance, please email Janice Boiko at Lloyd Sadd Insurance. Here email is jboiko@lloydsadd.com.

Thank you

Nieta World, CSBO

Principal Attorney

ASBIE

(780) 887-2421



Insurance Bulletin - Cyber Liability Coverage 2.pdf

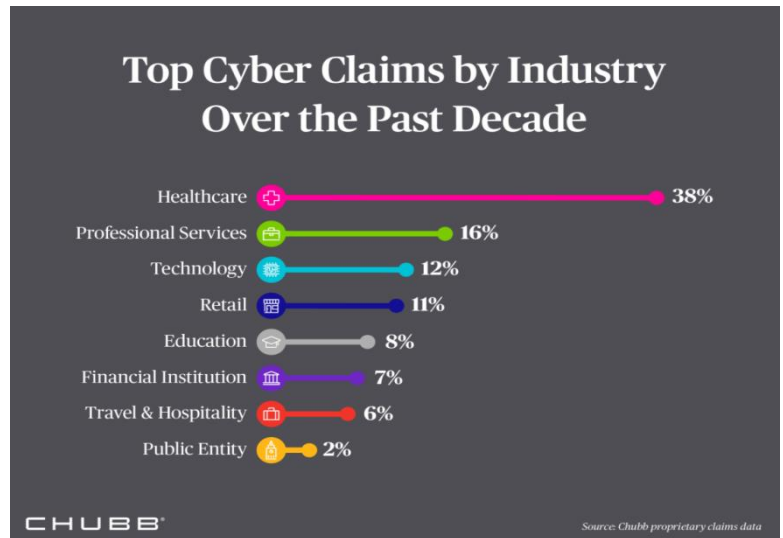
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ALBERTA SCHOOL BOARDS' INSURANCE EXCHANGE INSURANCE PROGRAM

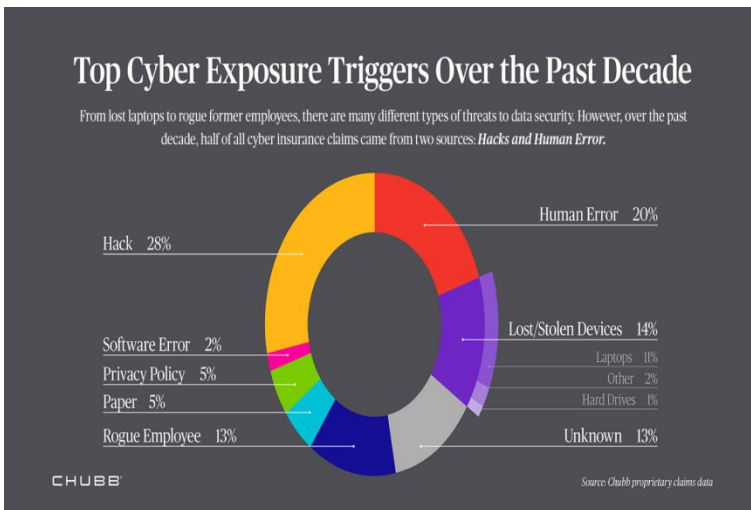
CYBER INSURANCE

Over the past decade, the Education sector has seen a growth in cyber incidents and now accounts for 8% of all the cyber claims ranking above financial institutions, travel and hospitality and other public entities.



The threat of cyber attacks is large and growing, costing companies, public entities and individuals billions of dollars every year. Cyber Insurance is specifically designed to address the risks that come with using modern technology—risks that other types of insurance policies simply won't cover.

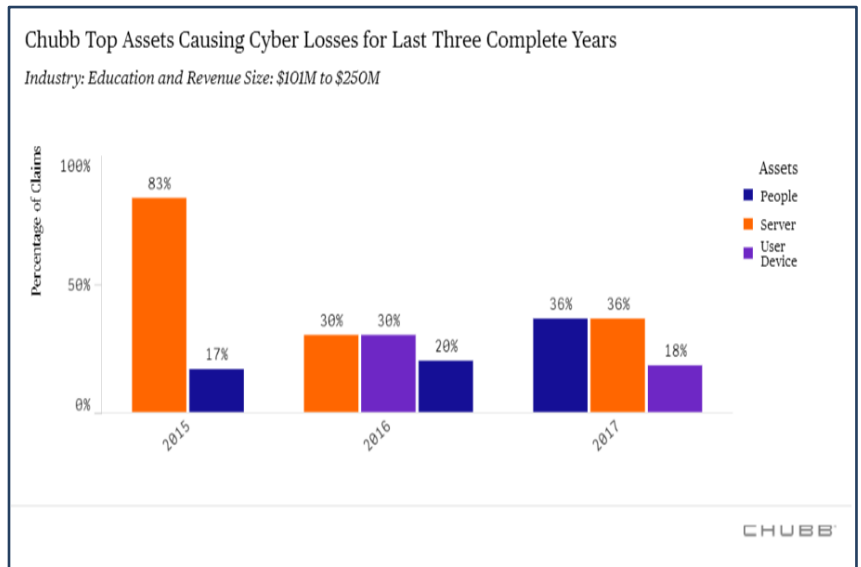
There are all kinds of ways for criminals to access your website or internal server. Here are four of the most commonly used methods of attack.



Loss of Service: There are two ways to lose service, meaning a site cannot be accessed due to Internet service issues. One involves human action and the other involves service failures that lead to a lack of power or an inability to connect to the Internet. Distributed Denial of Service (DDOS) attacks typically involve flooding the Internet service provider with so much online traffic that it suffers bandwidth exhaustion and stops working. Non-deliberate attacks involve single point of service failures, occurring because of an overdependence on a system or service provider without adequate redundancies. These types of cyber incidents may be caused by natural disasters or by simple failures of technology.

Attacks on the Physical Systems: Cyber criminals can access an internal server or hardware through insufficiently protected electronic devices that have legitimate access such as laptops, desktop computers, tablets and removable media like USB devices.

They can also gain entry through a server room break-in or from internal network hacking, which then enables monitoring by criminal third parties. This can often be triggered by something as innocuous as plugging an infected USB drive into a computer or device that is connected to an internal network.



Authentication & Privilege Attacks: Criminals can gain access to sensitive data when passwords used by those with legitimate access are very weak and easily hacked, or when some employees who are allowed access to information stored deep within the company’s online data storage take a lax approach to password precautions. There is a vast repository of billions of compromised user ID and password combinations available today on the dark web. Given how frequently individuals reuse ID and password combinations, it may not be difficult for a cyber criminal to find valid credentials for a single employee in order to gain access. Another source might be deliberate sabotage by a disgruntled employee, or even allowing unnecessarily broad access to sensitive data by rank-and-file employees, which is known as “privilege creep.”

Malicious Internet Content Attacks: The system is infested with ransomware, a form of malicious malware or software that allows criminals to reach in and lock up a company’s database by encrypting everything and offering the decryption key for a ransom payment. There are many other kinds of content attacks. One of these, called phishing, involves sending an employee an email with a link that, when clicked on, automatically downloads malicious software onto the computer that employee is using. These are often combined with social engineering techniques to make these emails seem as if they are sent from a co-worker or other internal source. Others involve so-called viruses, Trojans, and worms, along with “drive-by downloads” and web application attacks.

Did you know?

The average data breach claim payout in Canada in 2016 was: **\$6.11 Million**

The average time it took to identify the breach was: **181 days**

The average time it took to contain the breach was: **69 days**

Source: IT World Canada, Howard Solomon, July 11, 2018

For more information on cyber insurance and to get a quote contact the ASBIE Team at Lloyd Sadd Insurance Brokers.

Janice Boiko jboiko@lloydsadd.com
780.930.827

Krystle Yaghi kyahi@lloydsadd.com
780.930.3850



Fwd: Register Now for Emerging Trends in Employment & Labour Law

We would love for you and or members of your team to join us at,

Brownlee LLP presents: Emerging Trends in Employment & Labour Law

Calgary:

October 18, 2018

Alberta Room, Fairmont Palliser

133 9 Avenue SW, Calgary

Breakfast at 8:00am

For Calgary Registration:

<https://2018emergingtrendsinemploymentlawyyc.eventbrite.ca>

Edmonton:

October 25, 2018

Top of the Inn, Delta Edmonton South

4404 Gateway Boulevard NW, Edmonton

Breakfast at 8:00am

For Edmonton Registration:

<https://2018emergingtrendsinemploymentlawyeg.eventbrite.ca>

A full day conference focusing on the legal topics that matter including:

- “Just Cause” – The Holy Grail or Leprechaun Gold? And why it doesn’t matter if you have a good Severance Clause.
- #MeToo / New OH&S requirements on Harassment – The Perfect Storm or the Perfect Opportunity to Proactively improve your Workplace?
- Legal / Medical Cannabis?! – Review of the “Must Knows and Must Dos” with a focus on next level discussion of the more complex issues.
- What happens Off Duty and Online - doesn’t stay Off Duty and Online. Learn key Employer rights and approaches for Employee Off Duty Conduct and Social Media.
- 2018 Employment Standards Code Changes: A year later - What have we learned and key issues that have arisen that all Employers should be aware of.
- Bear Pit – Ask any Employment and Labour Question you like and have it answered in our last session of the day.

Breakfast and lunch Included

Individual Registration: \$250

Registering a group of 3 people: \$600

Add \$100/person for every additional registration from the same organization.

If you have any questions or would prefer to register by email, please contact [Prescilla Thompson](mailto:pthompson@brownleelaw.com) by email: pthompson@brownleelaw.com or by phone: 780-970-5739.

PRESCILLA THOMPSON | MARKETING ASSISTANT | BROWNLEE LLP

m. 780-497-4800 | **d.** 780-970-5739 | **f.** 780-424-3254 | pthompson@brownleelaw.com

2200 COMMERCE PLACE | 10155 - 102 STREET | EDMONTON, AB T5J 4G8

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3 attachments



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Fwd: APEGA President's Visit to Peace Region - November 6-7, 2018

1 message

The Association of Professional Engineers and Geoscientists of Alberta (APEGA)

1500 Scotia One, 10060 Jasper Avenue NW

Edmonton AB T5J 4A2

October 7, 2018

Ms. Maddy Daniels

Board Chair

Northland School Division No. 61

ward1@nsd61.ca

Dear Ms. Daniels:

APEGA is the largest self-governing professional association regulating the practice of engineering and geoscience in Western Canada.

President Nima Dorjee, P.Eng., FEC, FGC (Hon.), will be in the Peace Region for the annual visit to meet with volunteers, permit holders and business leaders on Tuesday, November 6th and Wednesday, November 7th. As you are a community leader, Nima is eager to share with you the issues of importance to the engineering and geoscience professions, and to hear about local and provincial issues which APEGA and its members should be familiar with.

We would like to invite you and a guest to attend a reception and dinner on November 6th, in Grande Prairie or on November 7th, in Peace River.

Details are as follows:

Grande Prairie

Date: November 6th, 2018

Reception: 6:30 p.m.

Dinner: 7:15 p.m.

Location: Pomeroy Hotel

Address: 11633 100 Street,

Grande Prairie

Dress: Business

[Register Here](#)

Discount Code: GP2018

Peace River

Date: November 7th, 2018

Reception: 6:30 p.m.

Dinner: 7:15 p.m.

Location: Chateau Nova

Address: 10010 74 Street,

Peace River

Dress: Business

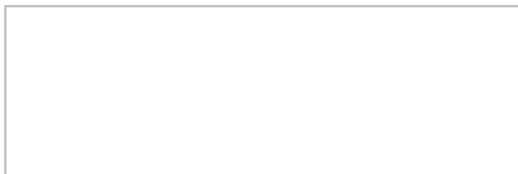
[Register Here](#)

Discount Code: PR2018

Please use the above link and discount code to register for your preferred event, no later than Tuesday, October 30th. You may contact Colette Fernandes directly at Colette.Fernandes@apega.ca should you have any questions or require assistance with your online registration. Kindly have registrations submitted no later than Tuesday, October 30th, 2018.

We look forward to your presence.

Regards,



Jay Nagendran, P.Eng., M.Sc., QEP, BCEE, FEC, FGC (Hon.)

Registrar & CEO

The Association of Professional Engineers and Geoscientists of Alberta (APEGA)

Sent by:

Colette Fernandes

Executive Assistant, Senior Advisor & Director of Council Relations

To update your APEGA email preferences, click [here](#).

APEGA * 1500 Scotia One, 10060 Jasper Avenue NW * Edmonton AB T5J 4A2 * Phone 780-426-3990

3 attachments



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Fwd: ASBA News Oct. 51 message

Volume 2 | October 5, 2018

**ASBA News**

ASBA News is for member school board trustees. It is intended to keep school boards informed about what's happening at ASBA, what's coming, and what you need to know. Have a story idea or case study to share? Send in your suggestions to rthygesen@asba.ab.ca

Please note: this newsletter can be accessed only by those to whom it was sent.

Visit our website

Has your board completed the PDAC survey?

On September 18, the ASBA Board of Directors; Board Chairs; and Zone Chairs received an email regarding a position statement survey for generative discussion at FGM 2018. In preparing for the generative discussion, each board is asked to participate in this brief survey related to current ASBA position statements.

This survey will remain open until October 10, 2018. Please [click here](#) to see a PDF of the survey questions. Also included are background materials ([Section 7-Education Finance](#) and [Section 8 - Facilities](#)) to assist in the development of your board response.

If you would like to discuss this initiative further, please contact Trina Boymook, ASBA Vice President and Chair, Policies Development Advisory Committee at trina.boymook@eips.ca.

For technical assistance, please contact Kit Anderson at kanderson@asba.ab.ca.

Don't forget to fill out our learning interests survey

As many of you are aware, ASBA is launching an online learning platform for members in November. This online learning platform, named The Learning Center (TLC), will be a space for ASBA members to access professional development and resources online.



This is your learning platform, so we want to hear from you about the topics you would find interesting and valuable.

All individual trustees are invited to complete a brief survey and provide ideas and feedback. Be sure to fill out the [survey](#) before October 21, 2018.

Register now for ASBA's Fall General Meeting

Registration is now open for the ASBA FGM 2018, to be held at the Westin Hotel in Edmonton, November 18 to 20.

Our FGM kicks off with an exciting awards night on Sunday, followed by a busy day of association business Monday. But don't forget, we have incredible keynote sessions lined up for Tuesday. These are not to be missed! [Click here](#) to learn more.

ASBA's Position Statements have been updated

At the September 2018 board meeting, ASBA's Board of Directors approved style and housekeeping changes to what was formerly called "ASBA Policy Statements."

No changes were made to the content of previous document – any proposed content changes are made through the standard policy process. [Click here](#) to view the updated document.



For a detailed explanation of the style changes to the updated Position Statements document, please [click here](#).

Please note: refer to this September 2018 version of the document as the starting point for discussions for ASBA's upcoming FGM.

ASBA office lease announcement

As many of you know, ASBA's office-space lease is set to expire in April 2020. With the need for less space as a result of the discontinuation of legal services, ASBA has been in discussions with its landlord regarding the renegotiation of its office space. On September 19, ASBA's executive shared that the ASBA Board of Directors voted to enter into a revised lease agreement for space at its current office: 1200, 9925 – 109 St. in Edmonton.

Effective January 2019 until 2028, this renegotiated lease will ensure ASBA experiences significant savings in operating costs and a reduced office footprint.

Not only will this agreement maintain stability for our association, but after April 2020, ASBA will continue to see considerable savings while enjoying quick access to Alberta Education and other stakeholder offices, where many ASBA related meetings are held and advocacy work takes place.

Coming soon: external committee calls for interest



Over the next few weeks, ASBA will be posting calls for interest for a number of external committee positions including:

- SiPP – school business official
- High School Completion External Committee
- Building an Inclusive Education Provincial Advisory Committee

We know you have wisdom and knowledge to share, so check the ASBA website often and be sure to put your name in!

Committee appointments and updated committee list

To view an updated list of ASBA external committees, please [click here](#).



ASBA continues to work with SOGI 1 2 3 Alberta as part of its advisory committee. SOGI 1 2 3 is led by ARC Foundation in collaboration with education partners, school districts and various local, national and international LGBTQ community organizations. SOGI 1 2 3 shares proven SOGI-inclusive tools and resources in three key areas: SOGI 1 policies and procedures, SOGI 2 inclusive environments, SOGI 3 curriculum resources.

Visit <https://ab.sogieducation.org/> or view the [fact sheet](#) to learn more.

Don't forget to register: Thought Leaders Forum on Environmental and Energy Literacy and Sustainability

Join Education Minister Eggen in a [Thought Leaders Forum on Environmental and Energy Literacy and Sustainability](#), hosted by the [Alberta Council for Environmental Education](#).

To register, simply click on one of the links below:
[Calgary: November 23, 2018 \(Mount Royal University\)](#)

[Edmonton: November 30, 2018 \(Edmonton Inn and Conference Centre\)](#)



| Alberta School Boards Association | 780.482.7311 | reception@asba.ab.ca |

STAY CONNECTED



Alberta School Boards Association | 1200, 9925 - 109 St., Edmonton, Alberta T5K 2J8 Canada

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NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Superintendent Report

ORIGINATOR:

REFERENCE(S) & ATTACHMENTS: Superintendent Report
Policy 12 Role of the Superintendent
Board Work Plan (1.2)

DATE: October 19, 2018

RECOMMENDATION:

THAT the Board of Trustees accept as information the Superintendent Report as presented and attached.

BACKGROUND:

Reports required as part of Policy 12, Role of the Superintendent and the Board Work Plan.

RISK ANALYSIS:

[Empty box for Risk Analysis]



Superintendent's Report

October 19, 2018

Alberta Research Network Meeting	September 24, 2018
Meeting with Research representatives at Alberta Education regarding research into the effectiveness of the changes that NSD has introduced and doing a joint presentation at College of Alberta School Superintendents (CASS) Conference in Calgary November, 8, 2018.	
Meeting with Alberta Education Re: KTCEA	September 25, 2018
Met with Alberta Education representatives to discuss elements of the NSD and KTCEA partnership.	
Northland Teacher Education Program Meeting	September 25, 2018
Google Meet with new teachers, Assistant Supervisors of New Teacher Mentorship, and Associate Superintendent of Human Resources to share how the New Teacher Mentorship program has been going so far.	
Indigenous Curriculum Meeting	September 26, 2018
Meeting with Alberta Education regarding Indigenous Curriculum in the program of studies.	
Phone Interview with Janet French, Edmonton Journal Reporter	September 26, 2018
<p>"Northland Schools look to solve low attendance rate problem"</p> <p>Interview questions included most recent data on attendance is showing as compared to previous years, what an attendance committee is, how recruitment is going for the new school councils, and why the district thinks recruitment for these groups will be effective at improving attendance.</p>	
Classroom Improvement Fund Committee Work	September 26, 2018
21st Century Learning Environments that are Activity Permissive and Culturally Responsive report was vetted by Board of Trustees, the Alberta Teachers Association Local #69 and submitted to Alberta Education.	
Phone Interview with Joseph Quigley, Athabasca Advocate Reporter	September 27, 2018
Interview with the Athabasca Advocate regarding inappropriate residential school material	

developed by ADLC; which turned up at at the St. Paul Alternate Education Centre, northeast of Edmonton.	
Meeting with Associates and Directors - Accountability Pillar and Attendance Analysis	September 27, 2018
Met to go over the analysis of the attendance data and accountability pillar data.	
Aboriginal Peoples Television Network (APTN) Interview	September 28, 2018
Spoke to an Aboriginal Peoples Television Network (APTN) reporter along with the Director of First Nations, Metis, and Inuit Learner Success, regarding a novel (The Absolutely True Diary of a Part-Time Indian by Sherman Alexie) being used at Athabasca Delta Community School. It was explained how NSD addressed the concern. The interview went well and the reporter said no story will written.	
Accountability Pillar Parent Survey Meeting	September 28, 2018
Meeting with Alberta Education regarding distribution of parent surveys through the schools. The surveys are now available in English, Cree, and Dene.	
Occupational Health & Safety Meeting	October 1, 2018
Meeting with NSD's new Occupational Health & Safety Manager, and Occupational Health & Safety Officer.	
First Nation, Metis, and Inuit Department Meeting	October 2, 2018
Meeting with the FNMI Team to go over the ideas for the Balanced Calendar.	
Executive Team Meeting	October 3, 2018
Bi-weekly meeting with the NSD Executive Team.	
Special Board Meeting	October 4, 2018
Special board meeting regarding division achievement results.	
Central Office Staff Meeting	October 4, 2018
Monthly staff meeting with Central Office.	
Agenda Review	October 4, 2018
Agenda review for the October 19, 2018 Corporate Board Meeting.	
Coaching and Mentoring Teleconference	October 5, 2018
Teleconference with Jordan Cleland Consulting Inc. regarding coaching and mentoring Communications and Public Relations for Northland Schools.	

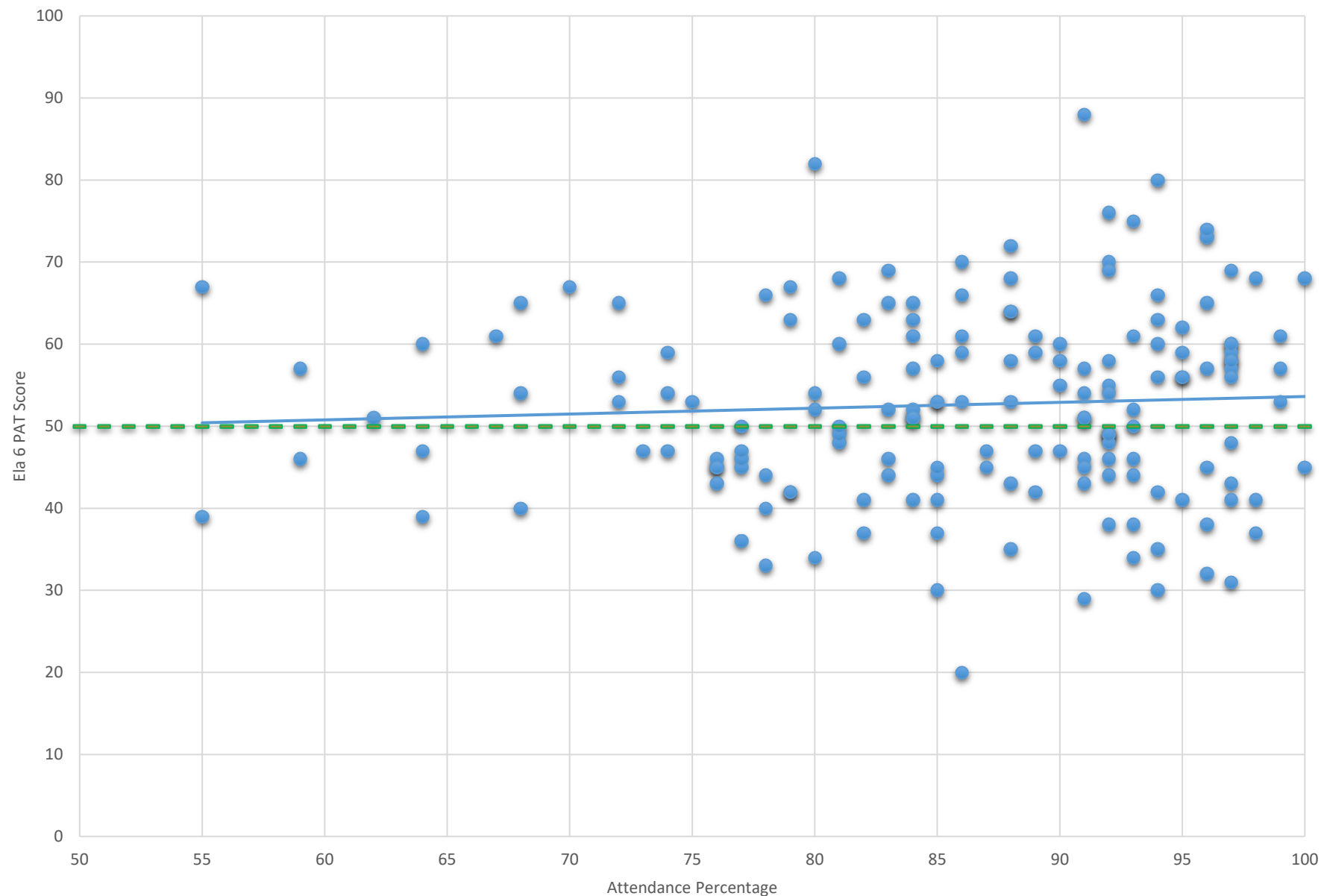
Meeting with the Director of Student Engagement, Attendance, and Completion	October 5, 2018
Redesigned attendance tool for principals.	
Phone Interview with Bruce Thomas, Editor of The Wabasca Fever	October 5, 2018
Interview regarding Mistassiniy School enrollment, the Mistassiniy modernization, and housing.	
Envisio Tool Meeting with Alberta Education	October 9, 2018
Meeting with Alberta Education representatives regarding the implementation history and goals of the Envisio reporting tool in NSD.	
TEBA Complaint - Expedited Arbitration Process	October 9, 2018
Teleconference with NSD lawyer regarding the proposed process for the expedited arbitration process.	
Our School Survey Meeting	October 9, 2018
Met with Student Services team to go over the Our School Survey results which are in the current board package.	
Administrator's Meeting	October 10-11, 2018
Met with NSD Administrators' in Edmonton. Agenda topics included the numeracy initiative, a data dive into school results, the attendance initiative, principal goals into Envisio, land based learning, the classroom improvement fund, student services update, the impact of residential schools, and Northland-Werklund School of Education partnership - leadership development/masters' program opportunity.	
Board Advocacy Committee Meeting	October 12, 2018
Met with the Board Advocacy Committee. Topics included the advocacy plan from June, 2018 workshop, 5 Year investment plan, long service awards, hospitality event, NSD logo wear for Trustees, and school tours.	
ATA Local Council Meeting	October 13, 2018
Met with the ATA Local Council in Slave Lake.	
Board Planning Meeting	October 15, 2018
Met with NSD Board Advisory to go over the board action plan, and the board evaluation action plan.	
Meeting with Bigstone Cree Nation Director of Education	October 16, 2018

Met with the Bigstone Cree Nation Director of Education regarding education related topics in the Wabasca region.	
Teleconference with Athabasca Tribal Council and Chipewyan Prairie First Nation	October 16, 2018
Teleconference with Athabasca Tribal Council, Chipewyan Prairie First Nation, and Ward 10 Trustee regarding Father Perin School.	
Executive Team Meeting	October 17, 2018
Bi-weekly meeting with the NSD Executive Team.	

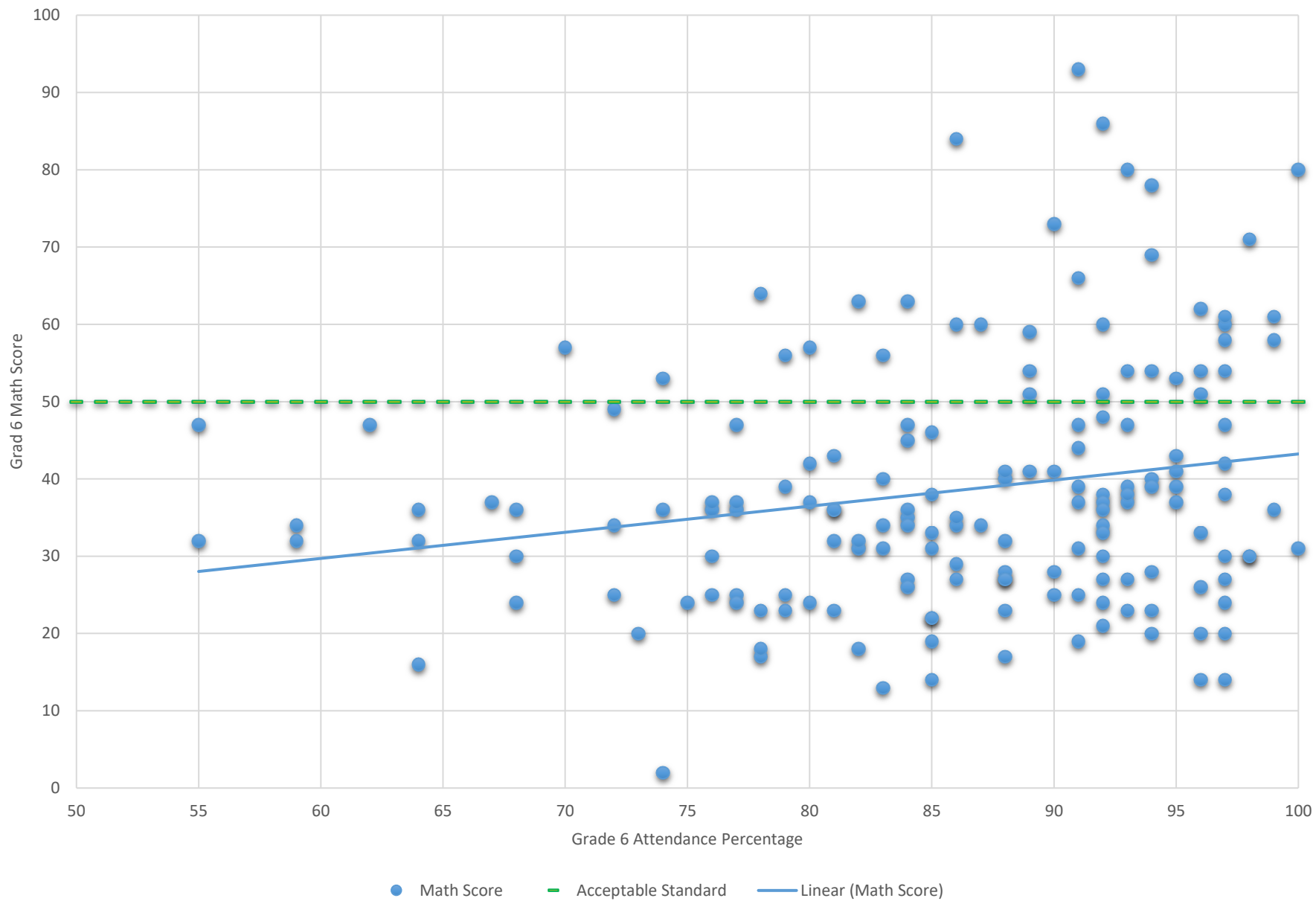
Committed Dates

Superintendent's Evaluation	October 20, 2018
Mistassiniy Modernization Kickoff Meeting	October 26, 2018
TEBA	October 29 - November 2
College of Alberta School Superintendents (CASS) Fall Conference	November 7 - 9, 2018
Public School Board Council Meeting	November 16 - 18, 2018
Board Advocacy Committee Meeting	November 18, 2018
ASBA Fall General Meeting	November 18 - 20, 2018
Attendance Update with Alberta Education	November 23, 2018

English Language Arts 6 PAT Score Correlated to Attendance

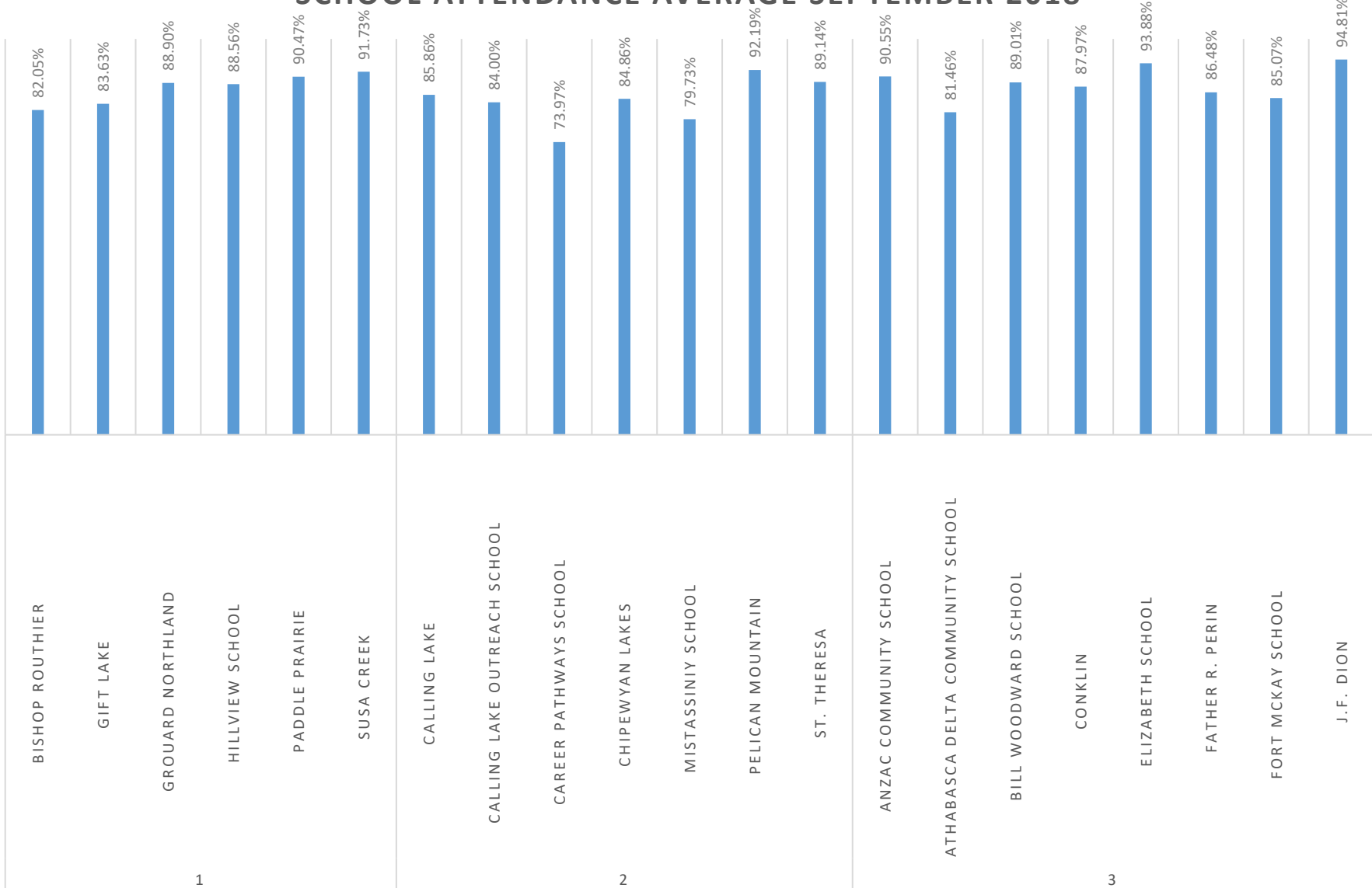


Math 6 PAT Score Correlated to Attendance



Average of Percent Attended

SCHOOL ATTENDANCE AVERAGE SEPTEMBER 2018



Area School



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: Nancy Spencer-Poitras, Area 2 Associate Superintendent

SUBJECT: Monitoring Reports – Area 2 Associate Superintendent

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Work Plan

ATTACHMENTS: Area 2 Associate Superintendent Report

RECOMMENDATION:

THAT the Board of Trustees receive as information the Area 2 Associate Superintendent Report to the Board, as presented and attached.

BACKGROUND:

Monitoring reports are scheduled in the Board’s Work Plan.

RISK ANALYSIS:

Area 2 Schools

Calling Lake
 Pelican Mountain
 St. Theresa
 Mistassiniy
 Career Pathways
 Chipewyan Lake

NORTHLAND

School Division No. 61

October
 2018



Area 2 Associate Superintendent's Report to Board



Professional Development Day and Data Analysis

The schools in Area 2 have organized their professional development days at the same time to enable more group professional learning. On October 5, 2018, all Area 2 schools concentrated on an in-depth data analysis. All of the schools in and around Wabasca met at Mistassiniy. Calling Lake went through the same process as the schools in Wabasca led by a pedagogical supervisor.

The process included teachers and EAs, enabling everyone to take responsibility for student success. The in-depth data analysis enabled staff to begin the conversations about what best practices need to be

implemented across all subject areas to ensure optimal teaching and learning. This process will support a change of cultural towards individual responsibility for learning, changes in pedagogy and collaborative problem solving.

Elementary School Report Card District Implementation

The pilot project for the new district elementary report card was very successful last year in the three pilot schools. A survey taken with teachers and parents show the report card was very well received. The remainder of the elementary schools in the district are being trained during the month of October by the pedagogical supervisors in each area. The report cards are aligned with curriculum outcomes for each subject area and contains the learner attributes of knowing and being. The report card is a culmination of the formative assessment that occurs daily in classrooms and is just one of the many ways that we communicate to students and parents about progress and improvement.

Careers: the Next Generation

Careers: the Next Generation is a unique non-profit organization raising youth awareness of career options and helping students earn while they

learn. Careers matches Alberta students to employers through internships, camps, workshops and mentoring, to start their career path to a successful future.

“It’s hard to apply yourself when you don’t even know why you are doing it, We all need a future to work towards and Careers gave me that.”
Kathryn Mackenzie- Careers Alumni

The number of students in Area 2 this past year were 18 with 14 completing the program.

There were also students registered in the Indigenous CAREERS Explorer Academy summer students program. We had three students in the summer program, which operates out of Slave Lake as they have a residence for the students to stay at.

Dual Credit Program Proposal

The dual credit proposal for the health care aid program has been submitted with several letters of support. Many of the related community member organizations have written letters of support. The Health Care Aid lab housed at Northern Lakes College had its grand opening on October 9. Some students attended as did the Associate Superintendent. Students from the high school will be attending

an open house that is specifically for them in November.

Some students could begin as early as February 2019 with others beginning in September 2019.

Dual credit helps students to:

- get a jump start on their post-secondary education while still in high school
- complete high school while engaging in meaningful curriculum
- transition to post-secondary studies or move into the world of work
- potentially complete post-secondary with less financial debt

The *Alberta Dual Credit Framework* identifies dual credit as programming that is authorized and funded by Alberta Education, in which grade 10, 11, or 12 students can earn both high school credits and credits that count toward a post-secondary certificate, diploma, or degree, including a journey person certificate.

- High school credits earned count towards course and credit requirements of the Alberta High School Diploma or the Alberta Certificate of High School Achievement.
- Post-secondary credits earned may count towards a post-secondary

certificate, diploma, or degree through partial or full completion of post-secondary requirements.

CALM program

The aim of senior high school Career and Life Management (CALM) is to enable students to make well-informed, considered decisions and choices in all aspects of their lives and to develop behaviors and attitudes that contribute to the well-being and respect of self and others, now and in the future. It is a course students have to take to graduate from high school.

There has been an Area 2 team working on developing a weeklong camp that combines the CALM curriculum with land-based learning. The students would have visits from a representative from Careers: the Next Generation, Elders, and other guests to discuss the career component of the curriculum. The students would have the opportunity to also acquire two Wildlife credits along with the three credits for the CALM program. The students would finish the week with five credits. The program has been written and is ready to implement.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: Lorraine Cardinal – Roy, Director of First Nation, Métis, and Inuit Learner Success

SUBJECT: Monitoring Reports – FNMI Department

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Work Plan

ATTACHMENTS: FNMI Department Report

RECOMMENDATION:

THAT the Board of Trustees receive as information the FNMI Department Report to the Board, as presented and attached.

BACKGROUND:

Monitoring reports are scheduled in the Board’s Work Plan.

RISK ANALYSIS:

First Nations, Metis, Inuit Learner Success
DIRECTOR'S REPORT TO THE BOARD
October 2018

OUR STUDENTS LOVE TO COME TO SCHOOL IN NORTHLAND



Professional Development

- Teaching Quality Standard (Competency #5 Applying Foundational Knowledge about First Nations, Métis & Inuit)
- Land based learning
- Indigenous Language Instructors

Collaboration

- Building Collaboration and Capacity in Education Grant – Athabasca Tribal Council (ATC), Kee Tass Kee Now Tribal Council (KTC) Partnership Agreement, Bigstone Cree Nation
- Innovation in First Nations Education Grant Program (IFNE) – ATC & Kapawe’no First Nation
- Fort McKay Co-Management

Community Engagement

- NSD Balanced Learning Calendar



NORTHLAND SCHOOL DIVISION OUTCOMES

1. *Northland School Division students are strong in identity, healthy and successful.*
2. *Northland School Division is a leader for Indigenous education.*
3. *Northland School Division is inclusive, each child's ways of knowing and ways of being are respected and essential.*
4. *Northland School Division has excellent teachers, system leaders and school leaders.*
5. *Northland School Division is well governed and managed.*

A. Professional Development

Teachers and Staff Professional Development

Support is being provided to increase the understanding of division school teachers and staff, and in the local communities so they are better equipped to apply concept-based curriculum to Indigenous culture (i.e. access to materials and resource people is increased to ensure weaving of cultural relevance occurs in classroom learning, schools are equipped with information to integrate land based learning camps into their planning).

2018-19 Action Plan:

Goal: All NSD staff will demonstrate and apply foundation knowledge of community protocols, language and traditional ways of life. Foundational topics include but are not limited to:

- Terminology
- Historical and Contemporary Contributions
- Treaty Relationships
- Policies and Legislations
- Experiences and Worldviews
- Assimilation
- Residential Schools Legacy
- Beliefs, Traditions and Practice

Workshop and materials will be created to explore each theme.

The NSD Adaptation of the KAIROS Blanket exercise has been presented to:

- New Principal/Teacher Orientation 2018-2019 in Grouard
- Student Learning Services new staff of Wellness Workers and Education Assistants.
- Hillview staff and community
- Gift Lake staff and community
- Minister's Youth Council

The First Nations, Métis and Inuit team will be presenting the blanket exercise to Alberta Education staff on November 28, 2018 and to schools.

Indigenous Language Instructors Professional Development

A professional development program creates opportunities for beginner language teachers to learn from best practices, develop connections with veteran teachers and learn about new research on how children learn languages using emerging technology and source new curriculum related materials. NSD has begun providing specialized training and cultural support for Cree and Dene language teachers. The purpose of this program is to ensure teachers meet curriculum requirements, have opportunities to enhance their peer and community connections, and to offer them innovative ways to bring unified approaches to language, culture and heritage into the classroom.

2018-19 Action Plan:

Goal 1: Indigenous language educators will demonstrate and apply pedagogical knowledge of the Cree/Dene Language and Culture Twelve-Year Program Kindergarten to Grade 12.

Goal 2: Students will be effective, confident and comfortable as Cree and Dene speakers

Goal 3: Continuous improvement opportunities are facilitated to ensure competency and confidence in language and cultural instruction.

Goal 4: Identify funding for Language Instructors attendance at language conference.

Goal 5: Assemble a working group for Dene language and culture to develop resources and materials for Dene language and culture program.

Five professional development programs are planned for this year. They will provide proficiency support, increased exposure to the fluent Cree and Dene community and to cultural Knowledge Keepers. These gatherings offer the time and space to focus on student learning so instructors can implement best practices for teaching language. Valuable information includes proven planning approaches, innovative classroom materials and sharing of success experiences from practiced language instructors and curriculum consultants. Ongoing support will be provided to each language instructor.

Topics for Indigenous Language Instructors Professional Development Workshops

- Continuous Planning
- Assessment Tools
- Classroom Management
- Second Language Learning Modernizations (i.e. Technology)
- Networking with Second Language Teachers in Edmonton Public

Land Based Learning

For land based learning to successfully contribute to student education there is a need to work closely with administrators, all school staff, Elders, Knowledge Keepers and communities.

2018-19 Action Plan:

The First Nations, Métis and Inuit team will collaborate with school communities to develop seasonal land-based learning experiences. By working alongside Elders, and community Knowledge Keepers, educators will connect traditional ways of life to the Alberta program of studies. The commitment to classroom instruction and partnership that embrace Indigenous ways of knowing and ways of being will invigorate students to have a vision of where they come from, who they are and where they want to go.

Goal: In a two-eyed learning relationship, educators, Elders and Knowledge Keepers will participate as learners alongside students, in NSD land based learning camps.

* **TWO EYED SEEING** – is co-learning journey of bringing together Indigenous and Western knowledge's and Ways of Being. Learning to see from one eye with the best in our Indigenous ways of knowing, and from the other eye with best in the Western ways of knowing and learn to use both these eyes together, for the benefit of all. *Elder Albert Marshall, Mi'kmaw Nation*

B. Collaboration

Building Collaboration and Capacity in Education (BCCE)

2018-19 is the final year for the grant for ATC, KTC and Bigstone.

Innovation in First Nations Education Grant Program (IFNE)

The Literacy Enrichment Proposal has two components:

- **Little Eagle Feather –Kindergarten Transition** program that involves all children who will be entering kindergarten in the fall of 2019. It consists of once a month the children and their parent/guardian/caregiver comes to the school for one hour of programming with the kindergarten teacher. Children will be participating in early literacy and numeracy activities. Each child will receive a backpack loaded with developmentally appropriate books and craft supplies as well as early learning materials to keep and use at home.

For each session they will bring the backpack back to school and receive a new book to take home and enjoy. Another goal is that the children get used to the routine of school and are happy to start attending when they are in kindergarten. Headstart staff will be invited to attend workshop at no cost. All of the books and materials for the kindergarten transition program have purchased, put together, delivered and a manual was written for the teachers.

- **The Middle High School Late** Literacy materials are ordered, a three day workshop for teachers conducted and supporting teachers and principals throughout the implementation process is being provided.

Others tasks

- Fort McKay Co-Management Agreement – participating on committee.
- Provide input and guidance to staff and schools from First Nations, Métis and Inuit on all initiatives.
- Tasks as requested by the Superintendent of Schools.
- Delivering information presentations and reports as required or upon request

C. Northland Balanced Learning Calendar

September Board Meeting Motion: “The Board of Trustees direct the Superintendent to explore and develop a plan, for the Board's consideration, a learning calendar and learning program which includes community engagement that reflects and honours Indigenous Ways of Knowing and Ways of Being”.

Action Plan:

- Develop a visual that incorporates the Board's motion, the Policy 1 and the Values. (See illustration below).
- The visual NSD Balanced Learning Calendar was presented to principals on October 11, 2018.
- Present to the Board of Trustees at the October 19, 2018 Regular Board Meeting.

*Commissioner Murray Sinclair of the Truth and Reconciliation Commission of Canada stated that,
“We have to start addressing the way that we teach our children about Aboriginal people.”
The Commission has identified the role of leadership and education as the way forward.*

OUR STUDENTS LOVE TO COME TO SCHOOL IN NORTHLAND

NORTHLAND SCHOOL DIVISION VALUES: SEVEN SACRED TEACHINGS

Courage Sohkeyihtamowin Nethleth	Wisdom Iyinisowin Huya	Humility Tapahteyimowin Edeneschapile	Truth Tapewewin Eitth'yati	Honesty Kwayaskyesihcikewinihk Wais'l zile	Love Sakeyihto Neghanesta	Respect Pakakatisowin Boritcha
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STAKEHOLDERS

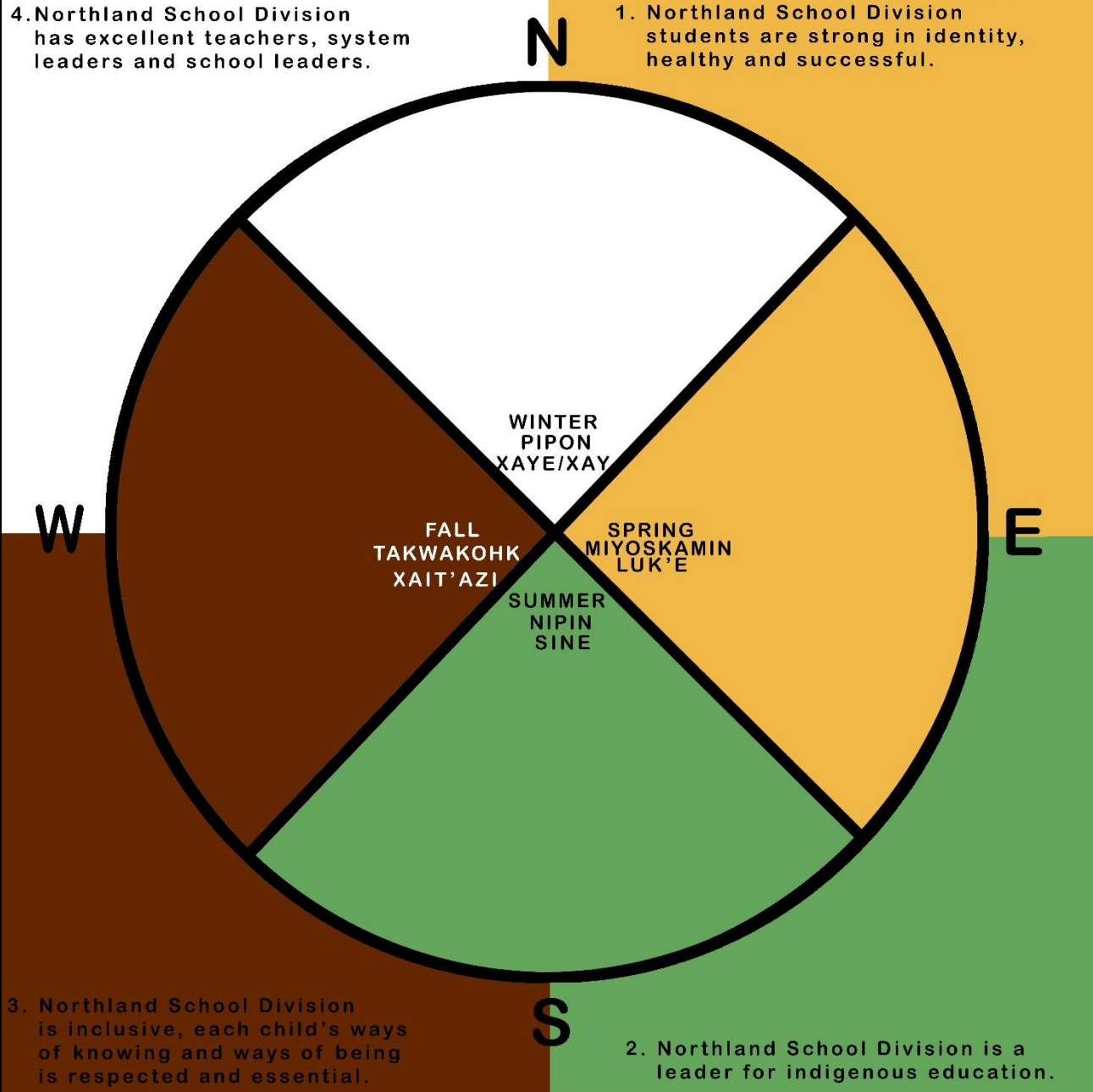


Schools Communities Alberta Education
Treaty 8 Treaty 6 Metis Nation of Alberta
Metis Settlements General Council



4. Northland School Division has excellent teachers, system leaders and school leaders.

1. Northland School Division students are strong in identity, healthy and successful.



3. Northland School Division is inclusive, each child's ways of knowing and ways of being is respected and essential.

2. Northland School Division is a leader for indigenous education.

5. Northland School Division is well governed and managed.



NORTHLAND SCHOOL DIVISION BOARD OF TRUSTEES





NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

DATE: October 19, 2018

SUBMITTED BY: Jason Juneau, Network Administrator

SUBJECT: Monitoring Reports – IT Department

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Work Plan

ATTACHMENTS: IT Department Report

RECOMMENDATION:

THAT the Board of Trustees receive as information the IT Department Report to the Board, as presented and attached.

BACKGROUND:

Monitoring reports are scheduled in the Board’s Work Plan.

RISK ANALYSIS:

Information Technology

Staffing

- 4 full time staff; Network Administrator, Systems Analyst, 2 Field Technicians
- Will be looking to hire another field technician for Area 3 as well as an Helpdesk Technician to cover all 3 areas.
- Technology coaches have been discussed in previous years, this role would be beneficial to help teachers fully utilize the technology in the classroom as well training when new technology becomes available.

Technology Inventory

Chromebooks

- How close are we to a 1:1 ratio?
- As of Sept 28, 2018 we have 1788 students Grade 1-12 and we have 2352 Chromebooks

Windows Devices

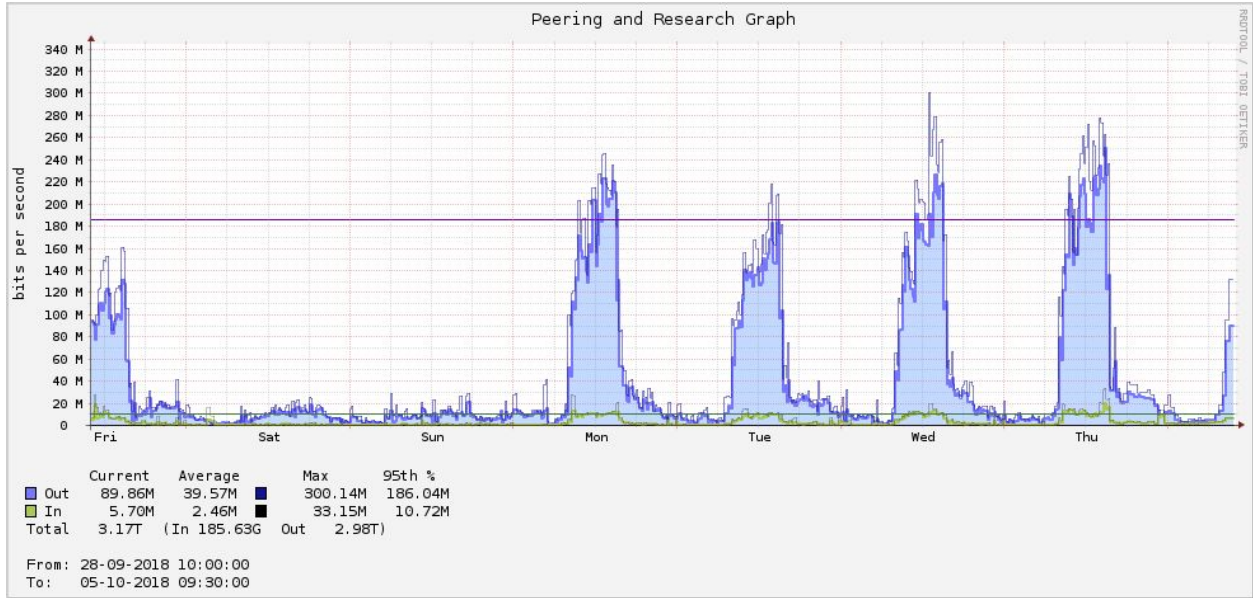
- Roughly 700 Windows devices, this number has been reduced significantly over the past few years (roughly 1300 devices 5 years ago)

Smart Boards / Projectors

- 1 in every classroom, many are in need of repair and replacement

Bandwidth usage

- Internet Provider is Cybera. Cybera is a not-for-profit organization responsible for driving Alberta's economic growth through the use of digital technology. Its core role is to oversee the development and operations of Alberta's cyberinfrastructure - the advanced system of networks and computers that keeps government, educators, not-for-profits, and entrepreneurs at the forefront of technological change.



Internet Traffic through Cybera

- Bell Canada is the provider for the Alberta Supernet. They were awarded the contract in the summer of 2018 and purchased Axia as a result. Approximately 13,000 Terabytes of traffic flow through the NSD network during a month.

Projects over the past year

myBlueprint digital portfolio

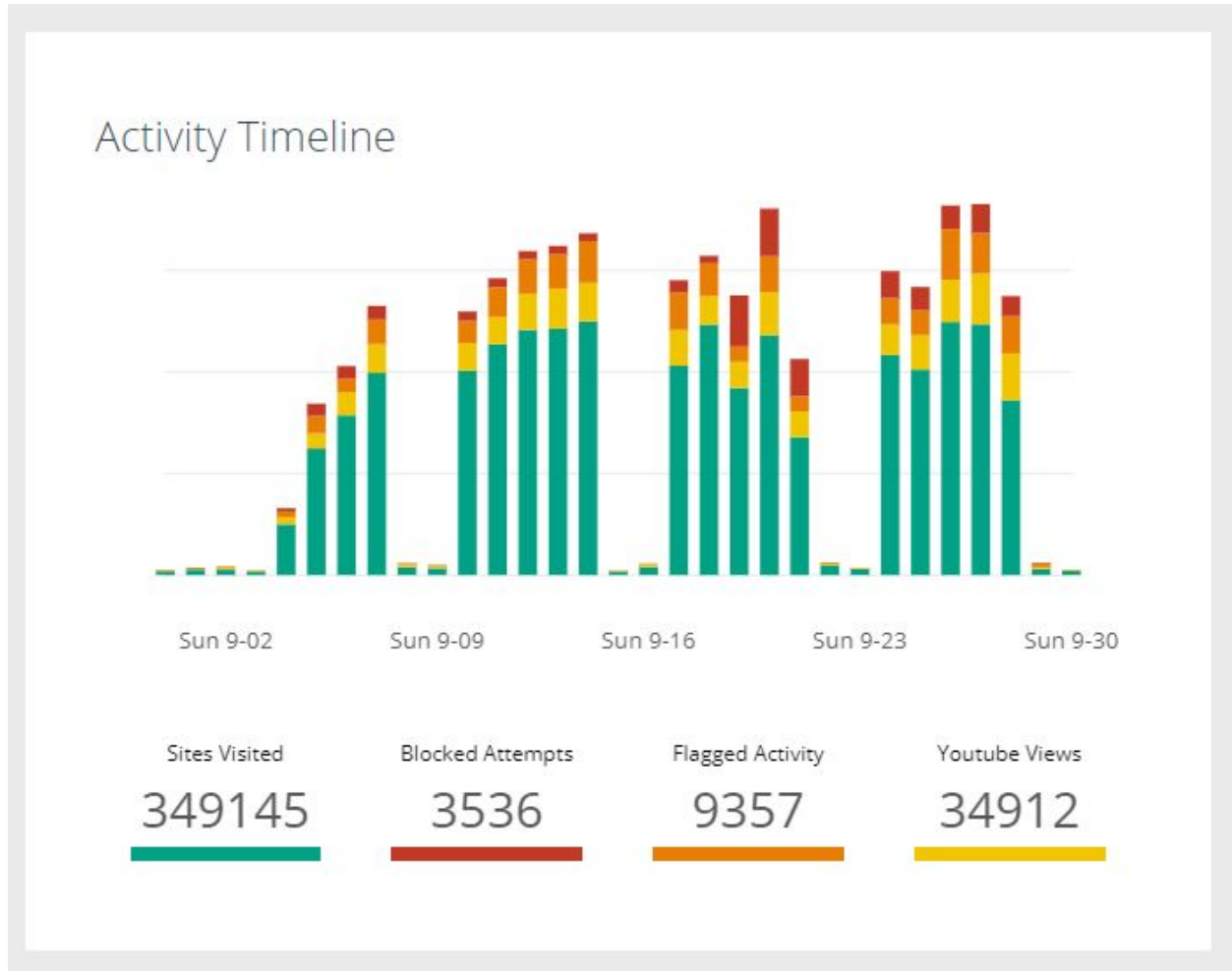
- Integration with Maplewood will allow the students to have better integration with their academic portfolio and maplewood records.

Identity Access Manager

- This piece of software will help Northland become more efficient with the account creation process. As information is entered into SRB for new hires or into Maplewood for new students, IAM will create the user accounts in both our Microsoft and Google environments.

GoGuardian

- a powerful content filtering tool built specifically for school environments. Administrators can receive reports of inappropriate internet usage, as well self-harm notifications for behaviour that is identified as concerning, based on parameters we can fully customise.



Usage statistics Sept 1-30, 2018

Projects over the next year

- Ensure students are using their own account to sign into Chromebooks, continued professional development/communication to help teachers understand the risks of students using the teacher accounts.
- Redistributing Chromebooks from schools that have too many to those that are short. This will include assessing which Chromebooks need to be repaired or replaced. Also, we need to look at the infrastructure in the schools to support the increase in devices. Additional access points may need to be purchased and installed in places that do not have enough coverage. Our goal is 1 access point per classroom.
- SmartBoard replacements, are there viable options for Interactive displays other than SMART or do we really need interactive screens. We need input from teaching staff to help us understand their requirements and usage of technology in the classrooms

- Helpdesk Ticketing system has been purchased and is nearly ready for use. We will need to provide some training resources on how to access the system and create a ticket. This will provide us with an accurate way to respond to technology issues within a reasonable timeframe and with the proper parts and tools.

Working with Maintenance

- Building Management systems (HVAC) upgrades and remote connectivity
- Avigilon Door access Controls and Security Cameras
- Intercom/Sound system upgrades (Grouard, Susa, ADCS)



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** October 19, 2018

SUBMITTED BY: David Cox, Division Facility Manager

SUBJECT: Monitoring Reports – Maintenance Department Report

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Work Plan

ATTACHMENTS: Maintenance Department Report

RECOMMENDATION:

THAT the Board of Trustees receive as information the Maintenance Department Report to the Board, as presented and attached.

BACKGROUND:

Monitoring reports are scheduled in the Board’s Work Plan.

RISK ANALYSIS:

Northland School Division #61 Facilities Report

Maintenance

Safety

Construction

Planning

Energy Management

Special Projects

Divisional Review of Facilities and Maintenance in 2013 Resulted in Recommendations

- Improving service delivery;
- Restructuring staffing;
- Improving communication on the status of maintenance requests and capacity to address needs;
- Reallocate finances or lobby for additional funds to address facility needs as applicable;
- Increase the use of technology.

Departmental Initiatives Align with **Outcome #5** Alberta's Educational System

- 1.5 Classroom enhancement
- 5.3 Elizabeth School upgrade in progress
- 5.6 St. Theresa's School facility refresh
- 5.7 Father Perin refresh
- 5.8 Safety and security of facilities
- 5.9 Playgrounds and fields modernized to current safety standards
- 5.10 Low voltage wiring/fixtures and HVAC controls replaced
- 5.12 Sewage lagoon/fields reclamation

Review of 2017/18

Contributing to **AP19**:

“Welcoming, Caring, Respectful, Safe, Healthy Learning and Work Environments”

- Day to day maintenance requests and requirements (see table)
- 65 fairly major projects
- Energy Charter for Division developed (copy attached)
- 4 new portable classrooms installed and commissioned
- Approximately 745K in Infrastructure Maintenance Renewal (IMR)
- Approximately 520K refresh capital

Maintenance Requests – 2017/18 School Year

Task Stats by Location

	Closed	Declined	Pending	ReOpened	Total
NSD No. 61 Area 1	543	12	106		661
NSD No. 61 Area 2	181	3	111		295
NSD No. 61 Area 3	369	4	135	1	509
Total	1093	19	352	1	1,465

Infrastructure Maintenance Renewal

- 65 projects ongoing for this year
 - 10 HVAC system upgrades in progress – building our Building Management Systems (BMS) and remote connectivity
 - 9 security system upgrades increase or improve camera operation and intrusion alarm work
 - All division schools (with exception of 3*) have camera a door security that allows school occupants to monitor and permit access
 - *Calling Lake –new doors ordered, Gift Lake - good operational system in place, some tweaking required to meet divisional concept plan, ADCS - awaiting equipment

IMR (continued)

- 4 CTS shop upgrades (refurbish, repairs and reorganization to allow better utilization)
- Major lighting system upgrades (ADCS, Anzac Community, Conklin), moderate improvement in other schools in keeping with Energy retrofit plan
- Standby generator certification and refurbishment project nearly complete. All components of generators and electrical switches and start-up components refurbished.
- Fire panel upgrades with new sensors in 2 schools (Janvier and Conklin).

IMR (continued)

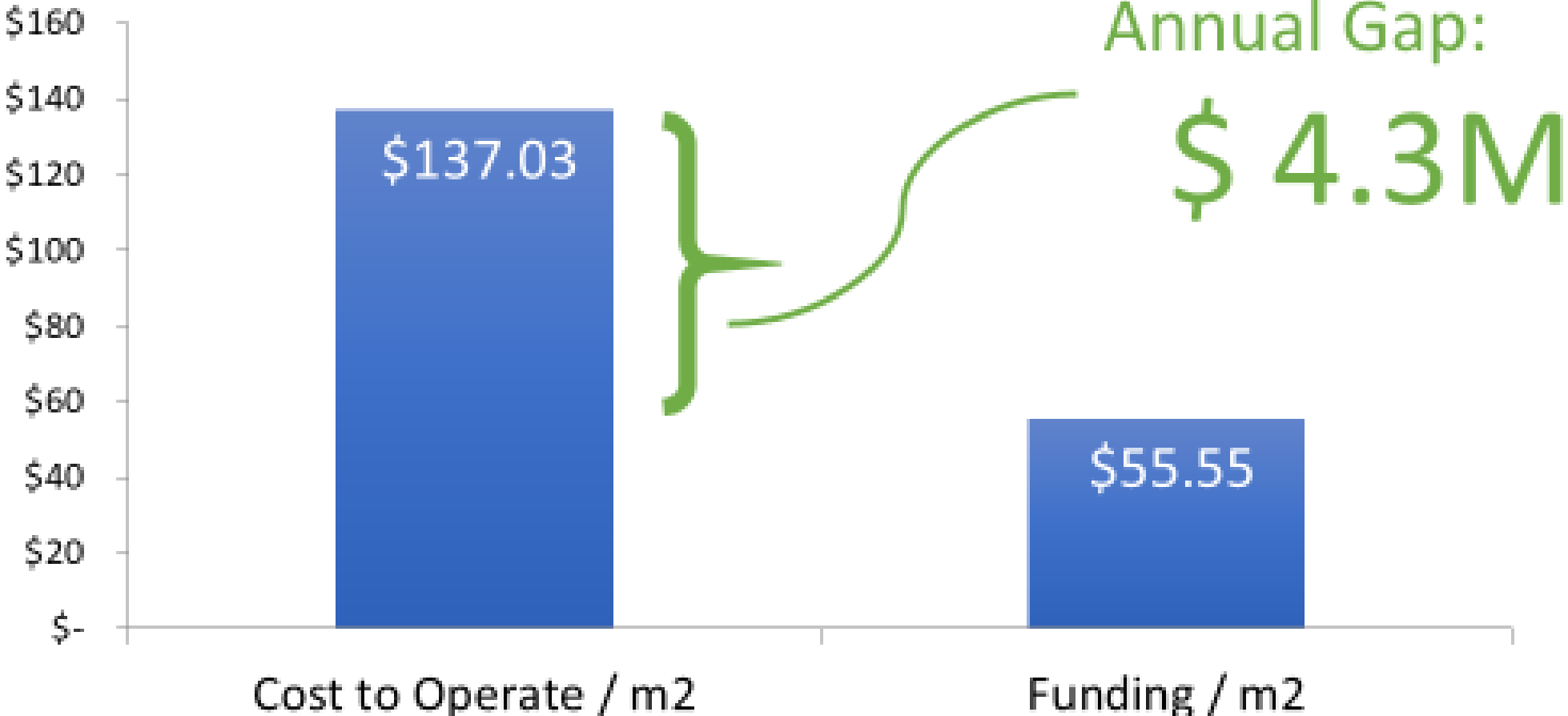
- Intercom/sound system upgrades (Grouard, Susa, ADCS)
- Fire pump upgrades (JF Dion, Calling Lake)
- Classroom enhancement - culturally sensitive learning and learning commons
- Fence repairs and vegetation control (Janvier, Conklin, Elizabeth, Anzac Community, Bill Woodward, J.F Dion, Susa Creek)
- Parking lot and sidewalk repairs/replacement (Grouard, Peavine, Father Perin, Conklin)
- Playground upgrades and safety inspections in progress (Calling Lake, St. Theresa, Paddle Prairie)
- New water chlorination system in Susa Creek

Other Notables

- Four new portable classrooms acquired, installed and commissioned with accompanying site work
- Three schools prepared for turning over to KTC
- Facilities and Maintenance division getting closer to service level standard required by Alberta Infrastructure as outlined in Maintenance Manual, but still approximately 3 person years short to just fulfill **preventative** maintenance requirements and keep abreast of ongoing service requests.
- Custodial issues still occupy and lot of management time
- Expenses for custodial have increased



Northland Funding Gap



Source: ASBOA - Recommendations for Equitable and Adequate Plant Operations and Maintenance Funding Values from 2015-16 School Year

Northland Energy Management Charter

GUIDING PRINCIPLES

*The purpose of defining guiding principles is to identify a set of **ideals** that will be used to **make decisions** and prioritize projects.*

1. Balance of **Simple** and **Efficient** Systems – to strike a balance between efficiency and simplicity when selecting equipment and designing systems: **efficiency** to optimize energy savings, and **simplicity** to streamline maintenance efforts.
2. **Standardization** of Equipment – when practical, to standardize the equipment selection and sequences of operations across schools in the district, for ease of training, maintenance and troubleshooting.
3. **Remote Access** – to design and install remote access (controls) for all schools, to reduce the amount of driving time required to perform routine reviews and to troubleshoot system faults.

Northland Energy Management Charter

ENERGY MANAGEMENT STRATEGIES

- **Local Contractors** – to support entrepreneurs and skill development in our schools' communities by developing trusted relationships with local contractors who can augment the work of District Facilities staff.
- **Staff Training** – to ensure that Facilities staff have sufficient training to operate, maintain, and troubleshoot existing buildings systems. To provide Custodial and Administrative with sufficient knowledge to safely support the work of Facilities staff.
- **Green Fund** – to invest potential \$600,000 annual energy savings back into projects to ensure capitalization of further energy efficiency upgrades. Future conditions of our schools are dependent on the reinvestment of these savings; predicted conditions based on our consultant's forecasts are dependent on protection of these funds.

Northland Energy Management Charter

MONITORING AND EVALUATION

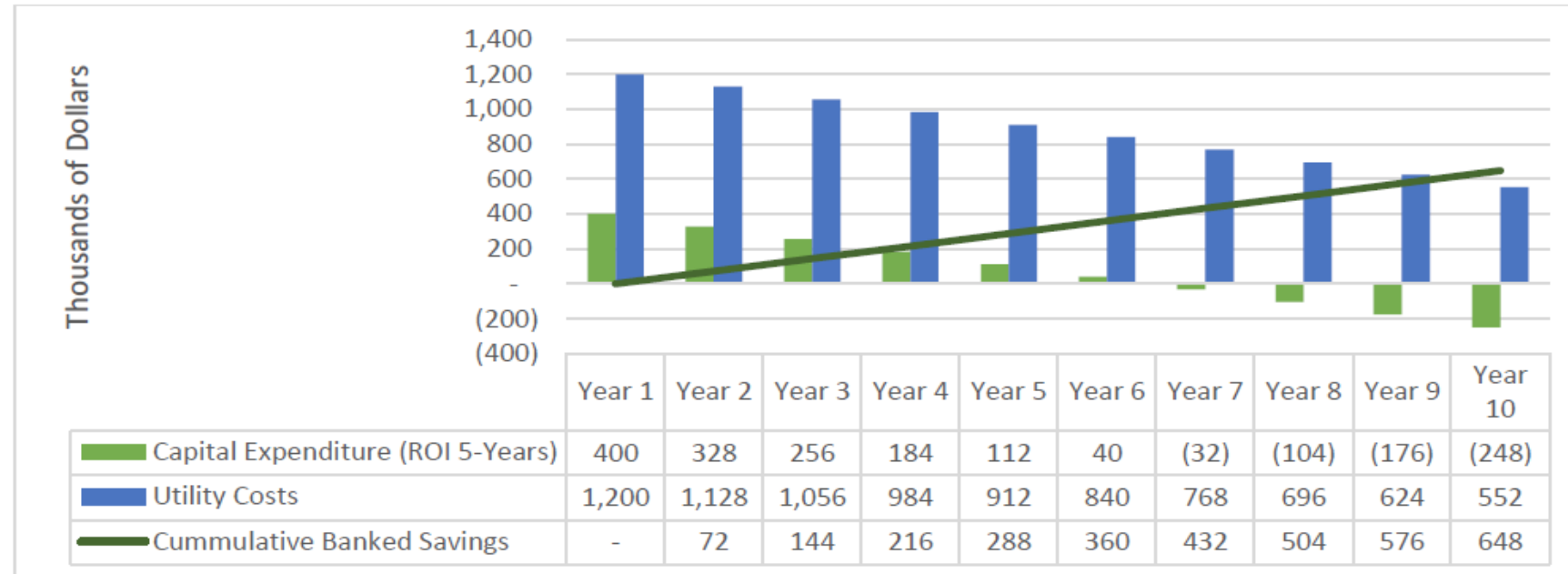
Key performance indicators have been identified to determine the progress of the energy management work over time. Indicators may be reviewed and adjusted over time. The baseline is the 2016-17 school year, defined as September 1, 2016 to August 31, 2017.

Key Performance Indicators	Baseline (2016/2017)	Desired Trend	Reporting Frequency	Source
Energy Cost	\$1.2 M	↓	Bi-Annually	Utility Data
Energy Use	TBD	↓	Bi-Annually	Utility Data
Driving Time	TBD	↓	Quarterly	Vehicle Logs
Green Fund	\$0	↑	Annually	TBD
Reactive Work Orders	TBD	↓	Quarterly	Work Order Logs
Proactive Work Orders	TBD	↑	Quarterly	Work Order Logs

Northland Energy Management Charter

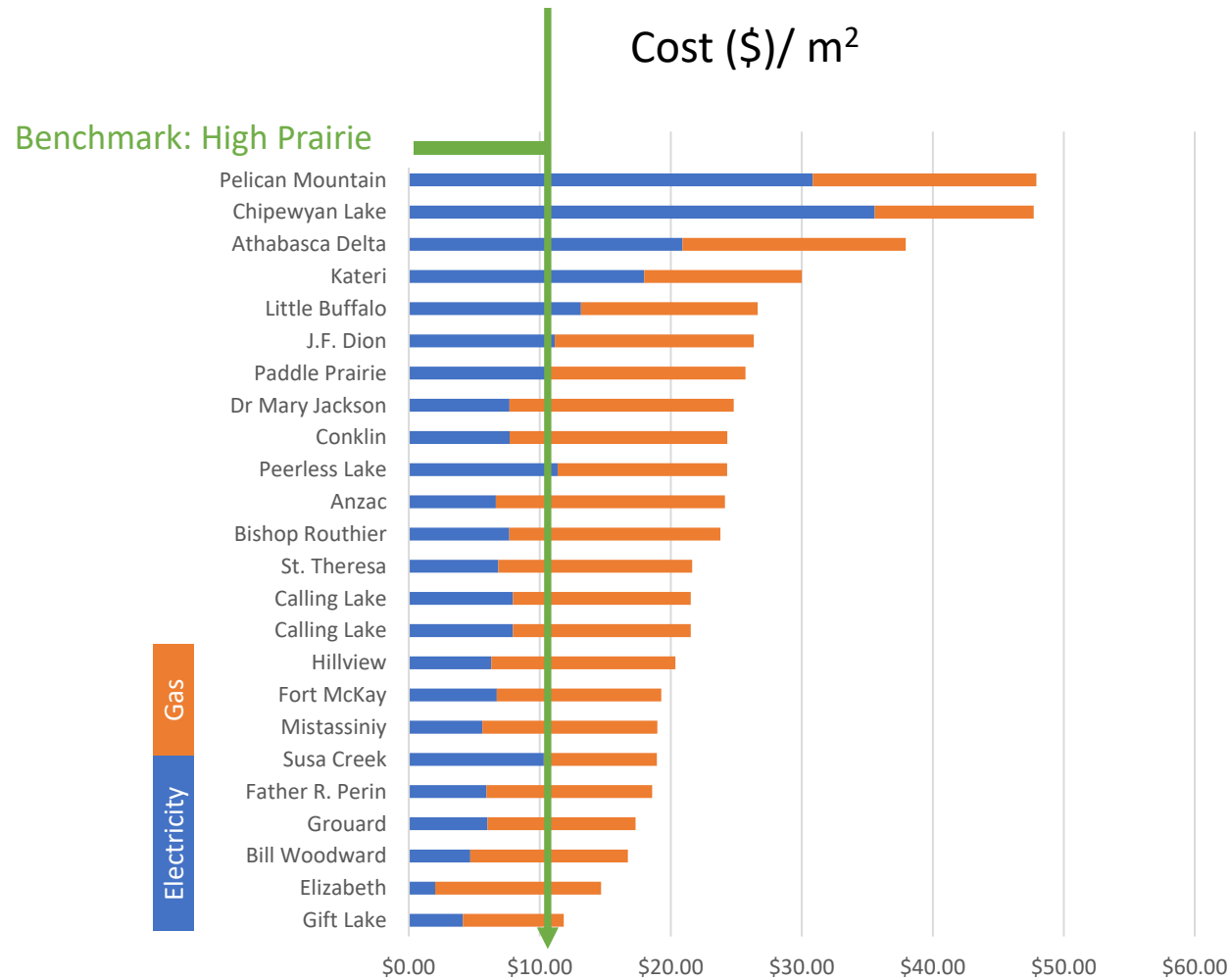
ANTICIPATED PERFORMANCE

The following chart targets a 6% reduction year-over-year from 2018 energy costs and a capital investment of \$400,000 (all numbers in chart are in thousands). At Year 6 the plan breaks even where money generated by savings offsets



Conclusion reached by forecast: future conditions of our schools are dependent on the reinvestment of these savings. District does not have necessary IMR capital alone to reach our target.

Energy Management: Opportunity



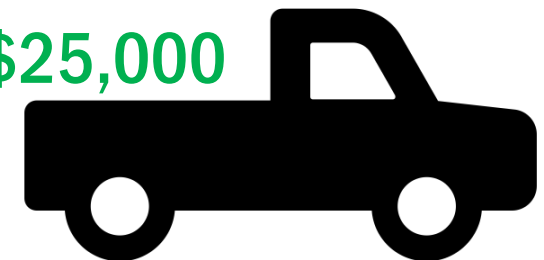
- Current annual utility spending:

\$1.296 Million

- If benchmark met, could realize annual savings of

\$700,000

\$25,000



Energy Management: 2017-18

Strategies

1. Identify “low-hanging fruit”

- Maximize incentives

2. Increase Remote Connectivity

- Minimize windshield time
- Identify problems proactively

Actions



• Lighting Upgrades

- Complete at **2** schools
- In progress at **6** schools



• BMS System Upgrades

- In progress at **8** schools



• SEMP (Strategic Energy Management Plan)

- To be issued Nov 2018

Safety Incidents

- 38 accidents and incidents reported, including:
 - 9 slips and trips
 - 9 slip on ice
 - 8 WCB claims (one with 130 days lost, one with 38 days lost)
- 6 first aid courses arranged at Paddle Prairie, Calling Lake, St. Theresa, ADCS, Mistassiniy, Kateri – 69 persons trained
- Playground and landscaping upgrades at Calling Lake School (in progress)
- Fire protection systems, unsafe conditions investigations, complaint follow-ups ongoing



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION INFORMATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018

SUBMITTED BY: Trudy Rasmuson, Secretary-Treasurer

SUBJECT: Update on the Paddle Prairie CTS Shop

ORIGINATOR: Trudy Rasmuson, Secretary-Treasurer

**REFERENCE(S) &
ATTACHMENTS:**

BACKGROUND:

In October, 2017, Mikisew Cree First Nation completed their repayment of tuition invoices that had remained outstanding for several years. The plan for some of the funds (\$1.5 million) was to undertake a capital project of some type. When the funds were fully repaid, the Official Trustee, in conversation with the Superintendent, indicated that a CTS shop in Paddle Prairie would be a good project to research.

In October, the Superintendent tasked administration with coming up with a preliminary floor plan, in consultation with the Area Superintendent (Shelley Willier), Facilities Manager (David Cox), Construction Foreman (Wayne Turpin) and Paddle Prairie School Principal (Jill Gaudet) and Grace Architecture.

A floor plan was developed and approved by the group in the spring of 2018.

Grace Architecture reviewed the plans and came up with a total cost for the building in June, 2018.

At that point, there needed to be a decision as to whether to move ahead with the building or not, as the tendering process would need to be followed.

A detailed budget was developed in mid-August (including furniture, fixtures, equipment, building and site development), which came to \$2.25 million, \$0.75 million over the original plan.

The project was put on hold, due to changes needing to be made to the floor plan bring the project back into alignment with the original amount.

In the meantime, administration had met with the Paddle Prairie Metis Settlement Council, which expressed an interest in partnering with the division on the project. Because of this possible source of funding, the plans for the shop were not changed. The school principal contacted some local companies, and was able to secure some funding for equipment. In addition, there was a small amount of unused grant money that the division had, that could be used for this type of project.

This brought the shortfall down to \$0.545 million.

On Oct. 1, 2018, the Board Chair and the Secretary-Treasurer met with the Paddle Prairie Metis Settlement Council to explore the possible partnership between the two organizations - what the Council may wish to contribute and how much, and what it would like in return, if anything.

The plan is to continue to leave the project on hold until the Edmonton Public School Division report of the review of NSD's capital requirements is presented in November.



**NORTHLAND SCHOOL DIVISION NO. 61
ADMINISTRATION INFORMATION TO THE BOARD**

TO: THE BOARD OF TRUSTEES **Date:** October 19, 2018
SUBMITTED BY: Gord Atkinson, Superintendent of Schools
SUBJECT: 2018-2019 Committee Schedule
ORIGINATOR: Gord Atkinson, Superintendent of Schools
REFERENCE(S) & ATTACHMENTS: 2018-2019 Committee Schedule

BACKGROUND:

The Committee schedule has been drafted and attached for your review.



2018 – 2019 BOARD COMMITTEE SCHEDULE

Committees	NSD Trustee Representative(s)	Meeting(s)	Action Required	Suggested Meeting Dates
Agenda Review	Chair Maddy Daniels (ward 1) Vice-Chair Jules Nokohoo (ward 10) Trustee (rotational basis) see schedule	2 weeks prior to Board meeting	Recommendation	
Attraction and Retention	Trustee Randy Anderson (ward 3) Trustee Robin Guild (ward 7) Trustee Jesse Lamouche (ward 4) Trustee (Vice-Chair) Jules Nokohoo (ward 10)	2 per year	Information	November 15 (AM) April 15 (AM) Administration: Superintendent & Associate Superintendent of HR
Board Advocacy	Trustee (Chair) Maddy Daniels (ward 1) Trustee Karen Telford (ward 11) Alternate Jesse Lamouche (ward 4)	As scheduled	Recommendation	 Administration: Superintendent, Communications Coordinator
Committee of the Whole	11 trustees	Monthly as required	Recommendation	
Occupational Health & Safety	Trustee Loretta Gladue (ward 8) Alternate Cathy Wanyandie (ward 2)	As scheduled (Target: 3 x year)	Information	We do not have a district wide OH&S committee yet, it is in the work plan of the OH&S Director, he started Oct. 1 st . This is for regulatory compliance. Will schedule in December, March, and June Administration: OH&S Manager & Officer
Professional Improvement Leave Selection	Trustee Robin Guild (ward 7) Alternate Rubi Sakeskanip (ward 9)	1 per year	Information	Meet the first week of March and have selections prepared for the March board meeting.



2018 – 2019 BOARD COMMITTEE SCHEDULE

				Set the date with Robin Administration: Associate Superintendent of Human Resources
Teaching and Learning	Trustee Randy Anderson (ward 3) Trustee Loretta Gladue (ward 8) Trustee Rubi Sakesanip (ward 9) Trustee Robin Guild (ward 7)	2 per year	Information	November 15 (PM) April 15 (PM) Administration: Superintendent & Associate Superintendent of HR
Student Bursaries and Scholarships	Trustee Rubi Sakesanip (ward 9) Alternate Cathy Wanyandie (ward 2)	1 per year	Information	Prior to the June board meeting (June 13 th) AP 370 Administration: Associate Superintendent of HR
Wellness	Trustee Karen Telford (ward 11) Alternate Rubi Sakeskanip (ward 9)	As scheduled (Target 2 x year)	Information	November and March Administration: Director of Student Services, Manager of OH&S, Communications Coordinator
Adhoc Committees	NSD Trustee Representative(s)	Meeting(s)	Action Required	
Local Bargaining (max 3 trustees to include TEBA Rep)	TEBA Rep. Karen Telford (ward 11) Trustee Robin Guild (ward 7) Trustee Randy Anderson (ward 3)	As required	Recommendation	
Student Expulsion	3 members as required	As required	Information	



Policy 8 - Board Committees

Agenda Review Schedule

Month	Trustee	Month	Trustee	Month	Trustee	Month	Trustee
August	Wards 2 & 11	November	Ward 5	February	Ward 7	May	Ward 11
September	Ward 3	December	No meetings	March	Ward 8	June	Ward 2
October	Ward 4	January	Ward 6	April	Ward 9	July	No meetings