



**NORTHLAND SCHOOL DIVISION
REGULAR BOARD MEETING NO. 20-03
AGENDA**

Location: Wingate by Wyndham, 18220-100 Avenue, Edmonton, AB
 Room: Gladstone B
 Date & Time: Friday, March 20, 2020 9:00 a.m.

****Timed Event:** 10:00 am Meeting with Members of Legislative Assembly

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

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

No.	Title	Responsible	Action
1.	Recognition of Traditional Lands	Chair Guild	
2.	Opening Prayer, Cultural Reflection or Reflection	Trustee Gladue	
3.	Approval of Agenda	All	Motion to approve
4.	In-Camera	All	Motion in/out of in-camera
			Motions coming from in-camera if applicable

B. CONSENT AGENDA (Motion to approve) – Page 3

No.	Title	Responsible	Action	Page No.
1.	Board Meeting Minutes – February 21, 2020	All	Approval	4
2.	Business Arising from Previous Meetings - Board Action Items	All	Information	9
3.	Board Chair Report	Chair Guild	Information	10
4.	Trustee Activity Reports	All	Information	13
5.	Superintendent Report a. AP444 – Paraprofessional & Support Staff Education Leave	Superintendent Spencer-Poitras	Information	16
6.	Enrollment Update	Associate Superintendent HR Oginski	Information	25

C. ACTION ITEMS

No.	Title	Responsible	Action	Page No.
1.	School Year Calendar	Superintendent Spencer-Poitras	Approval	28
2.	Capital Plan	Secretary-Treasurer Rasmuson	Approval	30
3.	By-Election Process - Date - Appointment Returning Officer & Deputy Returning Officer	Secretary-Treasurer Rasmuson	Approval	33

D. RECESS



**NORTHLAND SCHOOL DIVISION
REGULAR BOARD MEETING NO. 20-03**

E. MONITORING REPORTS (Motion to receive as information) – Page 34

No.	Title	Responsible	Action	Page No.
1.	Board Chair Highlights a. Board Budget	Chair Guild	Information - Discussion	35
2.	Superintendent Highlights	Superintendent Spencer-Poitras	Information-Discussion	37
3.	Area 3 Associate Superintendent Report	Associate Superintendent Area 3 – Stensland	Information-Discussion	39
4.	Every Season Learning Calendar Update	Superintendent Spencer-Poitras	Information - Discussion	42
5.	Monthly Financial Reporting	Secretary-Treasurer Rasmuson	Information – Discussion	43

F. PRELIMINARY DISCUSSION OF BOARD ITEMS

No.	Title	Responsible	Action	Page No.
1.	Retirement and Long-Term Service Awards	Superintendent Spencer-Poitras	Information – Discussion	44

G. ADJOURNMENT & CLOSING CULTURAL REFLECTION



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 20-02

MINUTES

Location: Wingate by Wyndham, 18220-100 Avenue Edmonton, AB

Date & Time: Friday, February 21, 2020 AT 9:00 AM

Present - Trustees: Randy Anderson – Ward 3, Jesse Lamouche – Ward 4 (Telephone), Robin Guild – Ward 7 Chair, Loretta Gladue – Ward 8, Rubi Shirley – Ward 9, Jules Nokohoo – Ward 10 Vice-Chair, Karen Telford – Ward 11 (Telephone)

Present – Staff: Dr. Nancy Spencer-Poitras – Superintendent, Dermod Madden – Associate Superintendent – Area 1, Joseph Pearce – Acting Associate Superintendent Area 2, Tim Stensland Associate Superintendent – Area 3, Wes Oginski – Associate Superintendent HR, Trudy Rasmuson – Secretary-Treasurer, Curtis Walty – Communications Coordinator, Krystal Potts - Executive Assistant, Judy Ducharme – Executive Secretary

Absent: Vacant – Ward 1, Cathy Wanyandie – Ward 2, Louis Cardinal – Ward 5, Silas Yellowknee – Ward 6

A. CALL TO ORDER Chair Guild

- 1. Chair Guild called the meeting to order at 9:07 am with a traditional lands' acknowledgement.**
- 2. Trustee Shirley provided an opening prayer.**
- 3. Adopt Agenda**
MOTION: Trustee Gladue moved that the Board of Trustees acknowledge that Trustees have reviewed and approve the agenda as amended. 25009/20 CARRIED
- 4. In-Camera Session**
MOTION: Trustee Anderson moved that the meeting go in-camera at 9:13 am. 25010/20 CARRIED

Recess 10:15 am – 10:30 am

Regular Session

MOTION: Trustee Shirley moved that the meeting revert to regular session at 11:13 a.m. 25011/20 CARRIED



NORTHLAND SCHOOL DIVISION NO. 61
REGULAR BOARD MEETING NO. 20-01

Vice Chair Nokohoo Feb 12 Claim

MOTION: Trustee Gladue moved that the Board of Trustees approve a trustee expense claim for February 12, 2020 as presented. 25012/20 CARRIED

Trustee Attendance

MOTION: Trustee Nokohoo moved that the Board of Trustees disqualify Trustee Daniels as a trustee due to the fact she has missed three consecutive regular board meetings, as outlined in the Education Act, Section 87(1)j. 25013/20 CARRIED UNANIMOUSLY

Results of Local Bargaining

MOTION: Trustee Gladue moved that the Board of Trustees accept the recommendation of the Board's Local Bargaining Committee to ratify the Memorandum of Understanding with the Alberta Teachers' Association Local 25014/20 CARRIED

B. CONSENT AGENDA

1. Adopt Consent Agenda

MOTION: Trustee Gladue moved that the Board of Trustees approve the consent agenda which approves the items as follows:

B1 - Minutes of January 24, 2020 Board Meeting are approved as attached

B2 - Minutes of September 20, 2019 Board Meeting are approved as amended

The following reports are received as information:

B3 - Board Action Items

B4 - Board Chair Report

B5 - Trustee Activity Reports

B6 - Superintendent Report

B7 - Enrollment Report

B8 – Audit & Finance Committee Report

25015/20 CARRIED

C. ACTION ITEMS

1. Board Retreat Location

MOTION: Trustee Shirley moved that the Board of Trustees approve the 2020 Board Retreat be held at the Wingate by Wyndham Hotel in Edmonton, Alberta.

25016/20 CARRIED



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 20-01

2. Policy 10 – Policy Making

MOTION: Trustee Anderson moved that the Board of Trustees approve the third and final reading of Policy 10 Policy Making as presented. 25017/20 CARRIED

3. Sale of Skid Mount Lavatory

Discussion on process of tender process and advertising

MOTION: Trustee Nokohoo moved that the Board of Trustees approve the sale of the 2006 12 x 32 skid mount lavatory. 25018/20 CARRIED

4. Professional Improvement Leave Clause 10.5 Collective Agreement

MOTION: Trustee Shirley moved that the Board of Trustees approve the Professional Improvement Leave Committee recommendation of Mario Fafard for the 2020-2021 school year. 25019/20 CARRIED

D. RECESS 11:51 am – 12:45 pm

E. MONITORING REPORTS (Motion to receive as information)

1. Monitoring Reports

MOTION: Trustee Gladue moved that the Board of Trustees accept as information the Monitoring Reports as presented and attached. 25020/20 CARRIED

E1. Board Chair Highlights

- Board Budget – discussion on increase in legal fees and the board is cautioned to be mindful of expenditures
- Professional Development Registration Budget – discussion on cap of registration – deferred to Policy Committee for April
- Board Advisor Lois Byers – received for information
- Letter from Minister LaGrange – discussion on high school project

E2. Superintendent Highlights

- Urban Rez Cultural Society – table to March meeting
 - o Action – communicate to Urban Rez Cultural Society the Board's concern and to cease the use of Northland School Division name and logo
- Social Pass – topic for Board retreat – Moving community engagement forward
- Provincial Budget – participated in a conference call and provided highlights to the Board – the budget will be announced Feb 27



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 20-01

Break 2:08 pm – 2:18 pm

E3. Area 2 Associate Superintendent Report

- Area 2 Associate Superintendent Pearce provided a verbal overview

E4. Every Season Learning Calendar Update

- The upcoming schedule was shared with the Board

E5. Monthly Financial Reporting

- Secretary-Treasurer Rasmuson provided a verbal overview and some department areas are closely monitored

E6. Superintendent Quarterly Report

- Superintendent Spencer-Poitras provided a verbal highlight of the report – Superintendent will be away February 28, 2020 to March 6, 2020 and Area 1 Associate Superintendent Madden will be acting in her absence

E7. Student Services Department Report

- Area 1 Associate Superintendent Madden provided a verbal highlight

E8. Dr. Mary Jackson Property Update

- Secretary-Treasurer Rasmuson provided an update on the building

F. PRELIMINARY DISCUSSION OF BOARD ITEMS

1. Wabasca/Sandy Lake Properties

- Recommendation to be brought back to March meeting

2. Anzac/Calling Lake Properties

- Recommendation to be brought back to March meeting

3. Father R Perin High School

- Trustee Nokohoo attended the school council meeting in Janvier where support was expressed to have a high school in the community
- Bring forward to a future meeting once the provincial budget is announced

4. Conklin Community School Name Change

- Trustee Nokohoo attended the school council meeting where they expressed desire to change name of Conklin Community School
- Administrative Procedure (AP541) Naming/Renaming of Facilities would need to be followed
- Further information to be brought forward to the March meeting



NORTHLAND SCHOOL DIVISION NO. 61
REGULAR BOARD MEETING NO. 20-01

G. ADJOURNMENT & CLOSING CULTURAL REFLECTION

1. Adjournment

MOTION: Trustee Anderson moved that the Board of Trustees declare the meeting adjourned at 4:03 p.m. 25021/20 CARRIED

2. Board Assessment Tool Survey

Reminder for Trustees to complete the survey in the link that Executive Secretary Ducharme will send out.

Robin Guild, Board Chair

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Judy Ducharme, Executive Secretary

Current Board Action Items

Meeting	Date of Meeting	Assigned To	Agenda Item	Task	Due Date	Status	Action
1 Board	2/21/2020	Nancy	Urban Rez	Find out from the other organizations if Urban Rez is using NSD as a partnership. The Board is concerned and until the Board makes a decision please do not use the NSD name or logo in any correspondence.	3/20/2020	Pending	
2 Board	1/24/2020	Krystal	Borrowing Resolution	Find correspondence from GLMS on CTS funds (grant) cost break down re: Gift Lake	2/21/2020	Pending	No correspondence found. Tried to contact previous administrator as that was who sent it, no response. Made contact with the Settlement to get a copy.
3 Board	1/24/2020	Nancy	Water Testing	Bring back the results of the school water testing when it becomes available.	3/25/2020	Pending	Water testing has been completed in all the schools. OH&S has received results from most locations. Results from ADCS and a few extra for Mistassiniy should be back at the end of this week (March 13th). A report will be generated then.
4 Board	1/24/2020	Don	DSEAC Report to the Board	Robin asked Don for the attendance to be broken down by junior high/senior high in the next monitoring report.	3/25/2020	Pending	In the April Board Package.
5 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	Alberta Education will move forward with combining Wards 6 & 7, if the Minister directs them to. Currently, the Act allows the division to combine wards, but there would only be one trustee elected in the combined ward. To combine the wards and have two trustees elected to the new ward would require opening up the NSD Act, which Alberta Education would prefer not to do. Currently, maps have been provided to the Superintendent, to sit down with the three trustees in the area, to look at the boundaries.
6 Board	6/14/2019	Trudy	Quarterly Financial Results	to look into what dashboard reporting would look like and present a recommendation to the Board	1/1/2020	Pending	The two reports (quarterly and monthly) will be reviewed by the A&F committee at its next meeting, for feedback.
7 Board	8/24/2019	Robin/Jules	Fort McKay Land Transfer	To meet with the elected officials of Fort McKay First Nation to discuss the transfer.	11/1/2019	Pending	At the Nov. 22, 2019 Board Meeting - Jules to make contact with FMFN to arrange. Dec 6 - request for meeting dates sent to the nation awaiting a response
8 Board	8/24/2019	Silas, Robin, Louis	Election Process (Wards 5, 6 & 7)	To meet and discuss boundary changes.	11/1/2019	Pending	Maps were provided to the Superintendent, who will meet with the three trustees to review the boundaries and recommend changes, if any.
9 Board	8/24/2019	Trudy	Little Buffalo Land Transfer	To collect background information from the housing department regarding repair and maintenance on the mobile homes	11/1/2019	Pending	At the Nov. 22, 2019 Board Meeting - Louis Cardinal will make contact with Lubicon Lake Band to set up a meeting. Dec 6 - Request for meeting dates sent to the nation awaiting response. Email request sent again Jan 31. Spoke with Ops Mgr from LLB and looking at a March date
10 Board	8/24/2019	Trudy/Louis	Little Buffalo Land Transfer	To go ahead with land and bus transfers. The transfers of the mobile homes be placed on hold until Trustee Cardinal meets with the elected officials of Lubicon Lake Band #453.	11/1/2019	Pending	At the Nov. 22, 2019 Board Meeting - administration working on setting up a meeting with the First Nation. Email request sent again Jan 3. Spoke with Ops Mgr from LLB and looking at a March date
11 Board	11/22/2019	Curtis	Budget Presentation	Benefits of combined classes - need an info document out for Trustees to use in their community and schools to share with parents- Curtis to work on them	1/22/2020	Pending	Do we still want to do this?



February 26, 2020

Mr. Tany Yao, MLA
Fort McMurray-Wood Buffalo
Suite #102 9912 Franklin Avenue
Fort McMurray, Alberta, T9H 2K4

Dear Mr. Yao:

Since 2017, the Board of Trustees of Northland School Division (NSD) has been participating in active conversations with staff, parents, community members, and education partners to identify issues affecting education in NSD. Out of those conversations, funding for smaller schools is a concern for many residents. Schools are central pillars in the communities we serve. School closure would severely impact a community's identity, result in job losses and students moving away from home to graduate.

The division also operates smaller schools out of necessity due to distance and isolation. For example, Chipewyan Lake School is located two hours down a logging road and there's no other school within a minimum of two and quarter hours. We ask for special consideration of funding for small schools in Northland.

Housing that is convenient, safe, clean and reliable will aid in the recruitment and retention of educators which is important to supporting student success. The Board asks that consideration be given to providing ongoing funding for housing so we can keep instructional dollars for students.

It is our understanding that funding for First Nations, Métis and Inuit students is being restructured. In NSD, over 90% of the student population is First Nations, Métis and Inuit. Given the social issues that negatively affect students and their success rate, the Board asks that the funding continues to be adequate or better for First Nations, Metis and Inuit students.

Schools across Northland School Division offer full-time kindergarten with only half-time funding. The Board asks that consideration be given to change the half-time to full-time kindergarten funding.

We are pleased to see funding for high school is changing to a single based instruction rate. The concern trustees have is how the funding model will support high school students who do not graduate within three years. The large percentage of NSD graduates do not graduate within three years. We want to ensure high school students who need more time to graduate are adequately funded.

On behalf of the Board of Trustees, we appreciate your support in raising these concerns.
Thank you.

Sincerely,



Board Chair
The Northland School Division

/caw

c: Board of Trustees, The Northland School Division
Dr. Nancy, Spencer-Poitras, Superintendent of Schools, The Northland School Division



TRUSTEE ACTIVITY REPORT TO THE BOARD

TO:	The Board of Trustees	DATE:	March 10, 2020
SUBMITTED BY:	Vice Chair-Trustee Jules Nokohoo		
SUBJECT:	Report for the Month of March 2020		

Monthly Trustee Activities	
<p>March 3, 2020 - Agenda Review (conference call)</p> <p>March 11, 2020 - Visit Landbase Learning hosted by Bill Woodward school at Enstrom Lake.</p>	
Monthly School Council Meetings Attended	
No visits this month	
Monthly Association/Representative Meetings	
None	
Trustee Professional Development	
None	



NORTHLAND SCHOOL DIVISION NO. 61
TRUSTEE REPORT TO THE BOARD

TO:	The Board of Trustees	DATE:	March 10th 2020
SUBMITTED BY:	Trustee Anderson Ward 03		
SUBJECT:	Trustee Activity Report for March 10th 2020		

SUMMARY:
<p>Zone 1 ASBA meeting March 5th</p> <p>1: Maurice Fritze (Government Relations Consultant) made a presentation on how organizations should lobby Government. He basically stated you need to be very prepared with a clear objective when you approach Ministers of the Government, you also need to approach as many Ministers as possible. An organization should divide the task so you can cover a lot of ground. But when you do have a meeting you really need to identify what role individuals have, you should basically have one spoke- person but you also need someone that would be able to answer technical questions. This was a interesting presentation given the fact we are trying to lobby and perhaps we can invite Maurice to one of our meetings.</p> <p>2: The Head Strong Conference was held in Grimshaw in Feb. and the report back was positive, forty students attended, unfortunately non from NSD.</p> <p>3 : A special meeting was called for Zone 1 ASBA on April 6th 10:00 am in Grimshaw. The purpose of the meeting is to review ASBA s strategic plan moving forward.</p> <p>4 : Attended meeting at the school to present the Every Season Learning Calender on March 9th.</p>



TRUSTEE ACTIVITY REPORT TO THE BOARD

TO:	The Board of Trustees	DATE:	February 19/20
SUBMITTED BY:	Trustee Ward 9 - Rubi Shirley		
SUBJECT:	Report for the Month of February 2020		

Monthly Trustee Activities
<p>Date - Summary</p> <ul style="list-style-type: none"> - January 28, 2020 Edmonton Career Fair - January 30, 2020 PSBA Political meeting - February 8, 2020, RARA in Fort McMurray, AB - Board meeting February 21 - 22, 2020 - February 25/20 Every Season Calendar Meeting in Fort Chipewyan, Alberta
Monthly School Council Meetings Attended
<p>Date - School Council - Summary of meeting</p>
Monthly Association/Representative Meetings
Trustee Professional Development



Superintendent's Report

March 20, 2020

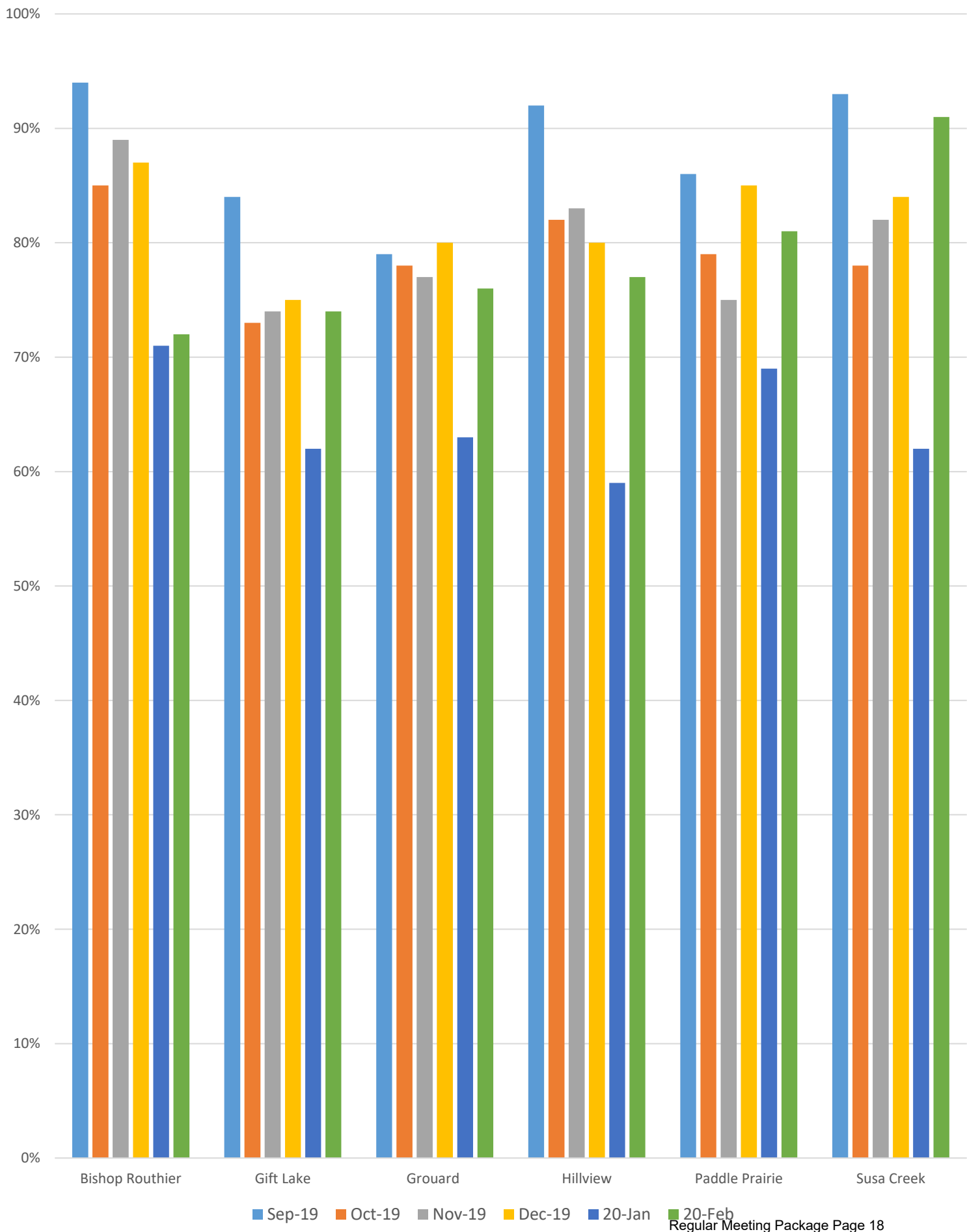
Champions for the Classroom Teleconference	February 25, 2020
Teleconference regarding an opportunity to connect Classroom Champions with three K-8 teachers in Anzac, Wabasca, and Fort Chipewyan. This is supported by a generous donor and comes at a no cost to the school or district.	
Restorative Justice Meeting K Division	February 25, 2020
Attended a meeting in Calling Lake led by the RCMP K Division regarding a proposed Community Program Officer (CPO) program that provides communities with civilian, unarmed, non-peace officers.	
Planning for the Virtual Principal Meeting	February 26, 2020
Meeting with senior administration to plan for the online principal meetings in March.	
Education Budget Meeting	February 28, 2020
Met with members of the administration for the provincial education budget allocations.	
Mistassiniy Modernization Meeting	March 9, 2020
Teleconference with members of NSD administration and Alberta Infrastructure to discuss the go-forward plan for modernizing Mistassiniy School.	
Superintendent of Aspen View Teleconference	March 10, 2020
Teleconference with the Superintendent of Aspen View to discuss education-related topics.	
COVID-19 Communication Teleconference	March 10, 2020
Meeting with OH&S, Facilities, Student Services, and senior administration to discuss crisis response communication regarding COVID-19.	
Meeting with Edmonton Public Superintendent	March 11, 2020
Met with the Superintendent of Edmonton Public Schools regarding collaborative partnerships.	
Quarterly Attendance Update	March 12, 2020
Along with the Director of Student Attendance, Engagement, and Completion provided a progress update on the NSD attendance operational plan.	

Individual School Administration Meeting	March 12, 2020
One on one meeting with Alberta Education regarding the new funding framework.	
Division-wide Professional Development Day	March 13, 2020
Division-wide PD on technology which explored a number of engaging technology tools and examined 21st-century learning concepts.	
Board Retreat	March 18 - 19, 2020
The theme of the Board retreat is “changing the narrative and involving the community”. Agenda topics include “Act to Follow”, community engagement, review of education results, the budget, advocacy, and media training.	

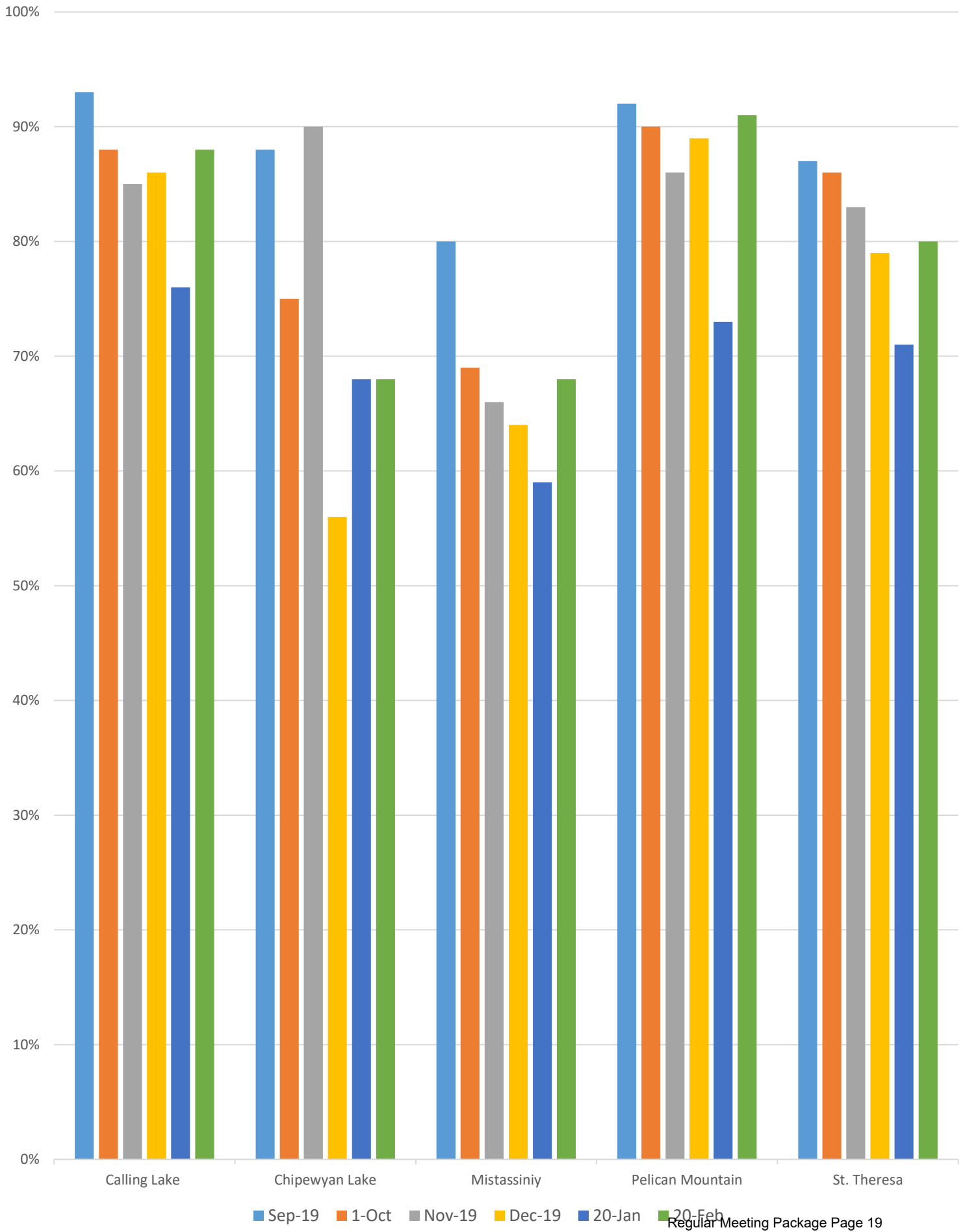
Committed Dates

Attraction & Retention Committee	March 21, 2020
Teaching & Learning Committee	March 21, 2020
Pelican Mountain Community Meeting	March 25, 2020

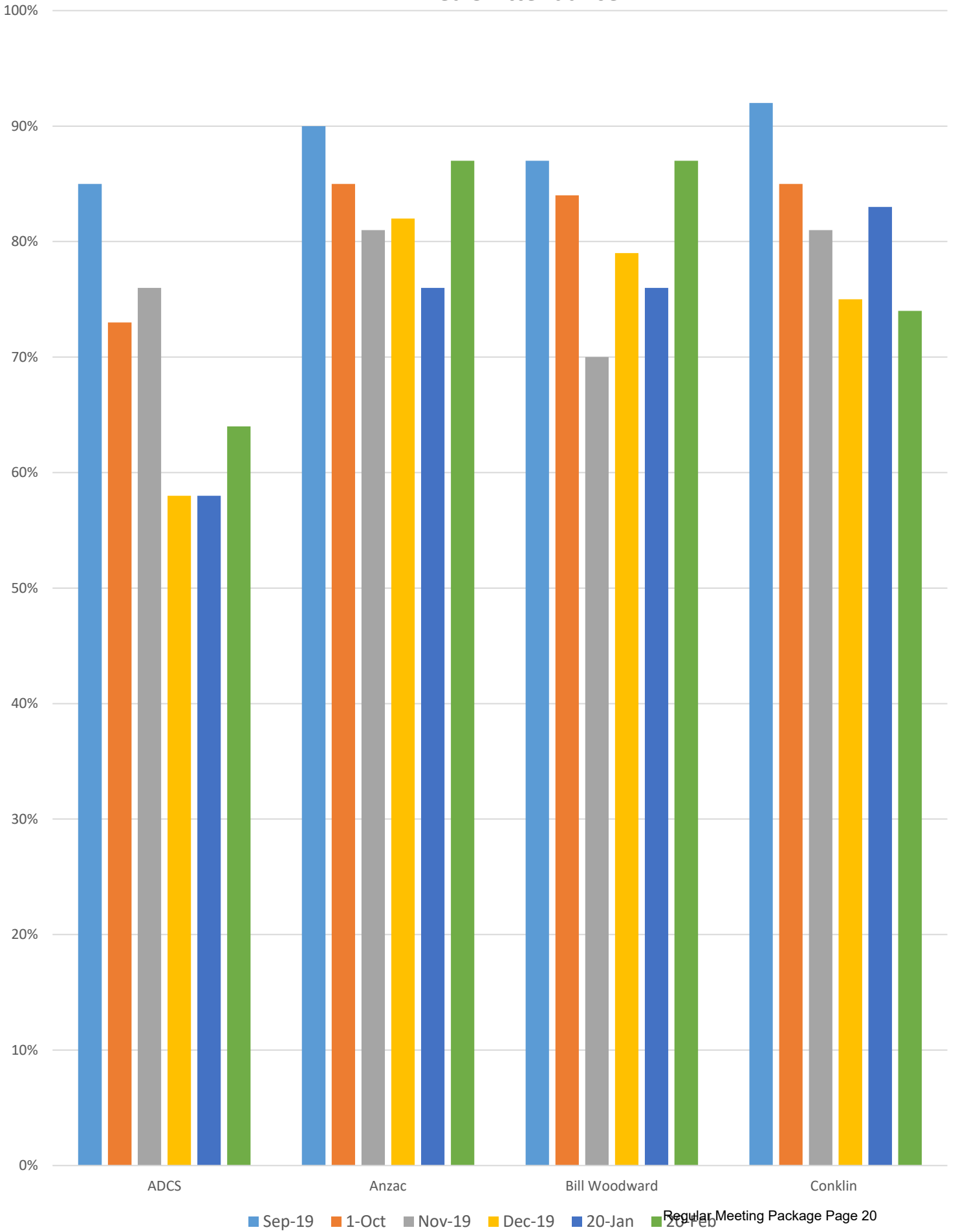
Area 1 Attendance



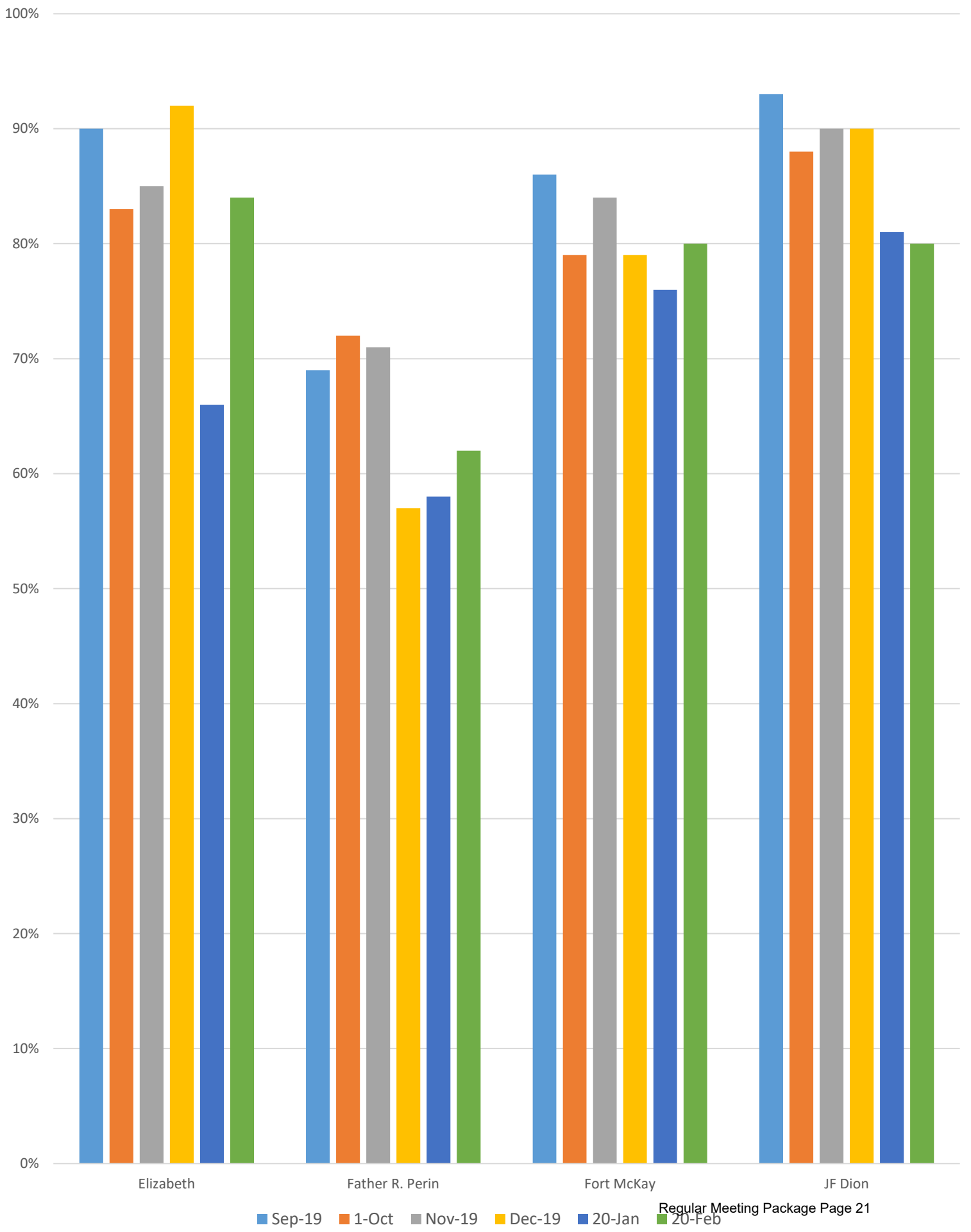
Area 2 Attendance



Area 3 Attendance



Area 3 Attendance



Request to Acquire/Adapt Courses

1 message

EDC.LDC@gov.ab.ca <EDC.LDC@gov.ab.ca>

Tue, Feb 25, 2020 at 1:10 PM

To: nancy.spencerpoitras@nsd61.ca

You have received a request from The Calgary School Division to acquire or adapt the following courses:

Course Name	Start Date	End Date	Acquire Adapt
Traditional Land Based Learning 25-5	2/25/2020	8/31/2024	Acquire
Traditional Land Based Learning 35-5	2/25/2020	8/31/2024	Acquire

We respectfully request permission to acquire the selected courses the expiry date.

Our school division is acquiring these courses with the understanding that your jurisdiction will be acknowledged as the originator of the courses and copyright privileges will be honored.

Please contact Barb Harder, Administrative Assistant, at blharder@cbe.ab.ca with questions or concerns.



Nancy SpencerPoitras <nancy.spencerpoitras@nsd61.ca>

Request to Acquire/Adapt Courses

1 message

EDC.LDC@gov.ab.ca <EDC.LDC@gov.ab.ca>
To: nancy.spencerpoitras@nsd61.ca

Thu, Feb 13, 2020 at 11:17 AM

You have received a request from The High Prairie School Division to acquire or adapt the following courses:

Course Name	Start Date	End Date	Acquire Adapt
Traditional Land Based Learning 25-5	9/1/2019	8/31/2024	Acquire
Traditional Land Based Learning 35-5	9/1/2019	8/31/2024	Acquire

May we please acquire these very relevant courses?

Many thanks.

Julia Drefs

Supervisor of Curriculum, High Prairie School Division

Dallas L'Hirondelle

P.O. Box 441
High Prairie, AB
(780)536-0663
Dallas.L'Hirondelle@nsd61.ca

25th February 2020

Dr. Nancy Spencer-Poitras

Superintendent, Northland School Division #61
9809 77 Ave, P.O Bag 1400
Peace River, AB

Dear Dr. Spencer-Poitras,

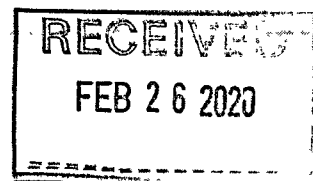
I am writing in regards to requesting an educational leave to begin my Social Work Diploma. I have been accepted by Northern Lakes College with a start date of September 1, 2020.

As of March 30, 2020 I will have been with Northland School Division #61 and Hillview School for 11 years; being granted this leave would be much appreciated as I fulfill the opportunity to further my education.

Thank you for your consideration,



Dallas L'Hirondelle





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

TO: THE BOARD OF TRUSTEES **Date:** March 20, 2020
SUBMITTED BY: Wes Oginski, Associate Superintendent - HR
SUBJECT: JANUARY 2020 ENROLLMENT UPDATE
ORIGINATOR: Wes Oginski, Associate Superintendent - HR
**REFERENCE(S) &
ATTACHMENTS:** NSD 19-20

RECOMMENDATION:

That the Board of Trustees accept as information, the February 28th, 2020 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.

[NSD 19-20 Monthly Enrollment Update \(Monthly Summary Tab\)](#)

[NSD 19-20 Monthly Enrollment \(February 2020 Tab\)](#)

Northland Monthly Enrollment Update for 2019-2020

by Area

	September	October	November	December	January	February	March	April	May	June
AREA 1										
Bishop Routhier	64	63	63	60	62	54				
Gift Lake	134	132	121	118	121	126				
Grouard Northland	75	76	80	79	81	82				
Hillview School	32	34	37	34	33	33				
Paddle Prairie	114	112	116	112	109	108				
Susa Creek	21	24	20	18	18	18				
Total	440	441	437	421	424	421	0	0	0	0

AREA 2

Calling Lake	126	127	131	130	130	126				
Career Pathways School	82	98	100	94	97	88				
Chipewyan Lakes	16	17	17	18	19	19				
Mistassiniy School	261	251	251	241	238	228				
Pelican Mountain	26	25	25	24	24	24				
St. Theresa	302	314	304	297	299	303				
Total	813	832	828	804	807	788	0	0	0	0

AREA 3

Athabasca Delta Community School	219	218	222	223	199	174				
Anzac Community School	106	102	105	105	106	105				
Bill Woodward School	100	98	107	91	95	97				
Conklin	32	31	33	33	34	34				
Elizabeth School	95	96	100	100	98	98				
Father R. Perin	85	85	88	84	88	91				
Ft McKay	35	35	36	36	37	36				
J.F. Dion	73	73	74	74	74	73				
Total	745	738	765	746	731	708	0	0	0	0

NORTHLAND TOTAL	1998	2011	2030	1971	1962	1917				
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TOTAL	1998	2011	2030	1971	1962	1917	0	0	0	0
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Feb-20

AREA 1

	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total
Bishop Routhier	0	6	5	7	9	9	10	8	0	0	0	0	0	0	0	54
Gift Lake	0	11	12	13	15	13	14	17	11	12	8	0	0	0	0	126
Grouard Northland	0	12	8	8	8	11	6	11	7	7	4	0	0	0	0	82
Hillview School	0	6	5	4	4	5	4	5	0	0	0	0	0	0	0	33
Paddle Prairie	0	10	4	9	6	7	14	17	7	11	8	4	2	9	0	108
Susa Creek	0	5	0	1	4	0	4	1	2	1	0	0	0	0	0	18
Total	0	50	34	42	46	45	52	59	27	31	20	4	2	9	0	421

AREA 2

	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total
Calling Lake	0	9	18	12	18	6	7	8	13	8	7	9	1	10	0	126
Career Pathways School	0	0	0	0	0	0	0	0	0	0	0	39	26	23	0	88
Chipewyan Lakes	0	1	8	2	1	4	2	1	0	0	0	0	0	0	0	19
Mistassiniy School	0	0	0	0	0	0	0	0	40	35	39	47	35	32	0	228
Pelican Mountain	0	4	2	3	4	4	3	4	0	0	0	0	0	0	0	24
St. Theresa	0	47	36	51	46	47	41	35	0	0	0	0	0	0	0	303
Total	0	61	64	68	69	61	53	48	53	43	46	95	62	65	0	788

AREA 3

	P	E	1	2	3	4	5	6	7	8	9	10	11	12	Other	Total
Athabasca Delta Community School	0	12	20	19	15	18	16	15	16	14	13	5	4	7	0	174
Anzac Community School	0	18	24	18	20	14	11	0	0	0	0	0	0	0	0	105
Bill Woodward School	0	0	0	0	0	0	0	18	12	18	12	12	11	14	0	97
Conklin	0	5	3	3	1	3	2	1	6	3	7	0	0	0	0	34
Elizabeth School	0	7	10	12	12	10	14	11	12	10	0	0	0	0	0	98
Father R. Perin	0	13	9	8	15	11	8	6	9	7	5	0	0	0	0	91
Fort McKay School	0	7	5	4	3	5	5	7	0	0	0	0	0	0	0	36
J.F. Dion	0	6	10	6	8	8	11	7	7	10	0	0	0	0	0	73
Total	0	68	81	70	74	69	67	65	62	62	37	17	15	21	0	708

0	179	179	180	189	175	172	172	142	136	103	116	79	95	0	1917
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ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **Date:** March 20, 2020
SUBMITTED BY: Dr. Nancy Spencer-Poitras, Superintendent of Schools
SUBJECT: 2020-2021 School Year Calendar
ORIGINATOR: Administration
REFERENCE(S) & ATTACHMENTS: 2020-2021 School Year Calendar

RECOMMENDATION:

THAT the Board of Trustees receive as information the Northland School Division 2020-2021 School Year Calendar, as attached.

BACKGROUND:

As per items 1.11 in the Board Work Plan, the Board is to approve the school year calendar.

RISK ANALYSIS:



Northland School Division No.61 2020-2021 SCHOOL YEAR CALENDAR



2020

August

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

25: New Principal Orientation
26-27: Administrators' Meeting
August 31 – September 4:
Organization Days

September

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

August 31 – September 4:
Organization Days
7: Labor Day
8: First Day Students

October

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

12 - Thanksgiving Day

November

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

1 - Metis Settlement
Proclamation Day
11: Remembrance Day

December

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

December 21 – January 1:
Christmas Break

2021

January

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

1– New Year's Day
4: Students & Staff Return

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

8-12: Winter Break (for Students)
8: Parent/Teacher Lieu Day
9: School-Based PD
10: Staff Travel Day
11-12: Teachers' Convention
15: Family Day

March

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

March 29 – April 1: Spring Break

April

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

2 - Good Friday
5: Easter Monday

May

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

24 - Victoria Day

June

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

21: Indigenous People's Day
28: Organization Day

Legend

	Organizational Day
	Non-Operational Day

NOTE: Schools will follow common Christmas and Easter holiday breaks; however to align holidays with neighboring jurisdictions some exceptions will be made on a case by case basis. There is an expectation that schools will organize Community Engagement Events. Minimum Hours of Instruction: Elementary (1-9) = 950 hours; High School = 1000 hours.

183 Instructional Days (Green)
10 Organizational + 183 instructional = 193 Operational Days

From instructional days please assign in your calendar:

- 4 Local PD Days
- 2 Area PD Days
- 4 Family Days
- 1 Day-in-Lieu for Parent/Teacher Interviews (Feb. 8/21)
- Up to the equivalent of 5 days (or 1 half-day early dismissal per month) for PLCs when deemed appropriate. PLEASE DO NOT deduct early dismissal time for PLC and staff meetings from the 183 days in the large org calendar. Please record any early dismissal hours in the text box below the calendar.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** March 20, 2020
SUBMITTED BY: Secretary-Treasurer, T. Rasmuson
SUBJECT: 2020-2021 Capital Plan
REFERENCE(S) & ATTACHMENTS: BLIMS Projects – Web Access for Capital Plan Submission

RECOMMENDATION:

THAT the Board of Trustees approve the 2020-2021 Capital Plan, as attached.

BACKGROUND:

The attached capital plan lists the proposed projects for the division, along with detailed information on each project. The plan reflects the facilities report prepared by Edmonton Public School Division in the fall of 2018.

This is a requirement of the Board Workplan, 5.11.

BLIMS Projects - Web Access for Capital Plan Submission

WAP2000 - Summary Report

Printed: March 16, 2020 01:28:21 PM

Capital Plan Submission for The Northland School Division - March 2020

EPR Id	Location	Title	Key Driver(s)	Asset Name	Submission Status	Project Sub - Category	Client Ranking	Client File #	Scheduled Start Date	Capital Plan Submission Year	Total Project Cost
14013	ANZAC	Anzac Community School - Modernization	Environmental factors, Infrastructure condition	ANZAC SCHOOL	Unsubmitted	Preservation - Facility Modernization	1		2021	2022	\$1,745,000.00
14014	GROUARD	Grouard Northland School	Infrastructure condition	GROUARD NORTHLAND SCHOOL	Unsubmitted	New - Replacement Facilities	2		2021	2022	\$12,200,000.00
14018	PADDLE PRAIRIE	Paddle Prairie School - Replacement School	Environmental factors, Infrastructure condition	PADDLE PRAIRIE SCHOOL	Unsubmitted	New - Replacement Facilities	3		2021	2022	\$8,000,000.00
14015	GRANDE CACHE	Susa Creek School - Replacement School	Infrastructure condition	SUSA CREEK SCHOOL	Unsubmitted	New - Replacement Facilities	4		2021	2022	\$5,700,000.00
9303	CONKLIN	Conklin School - Modernization	Infrastructure condition	CONKLIN COMMUNITY SCHOOL	Unsubmitted	Preservation - Facility Modernization	5		2012	2022	\$1,630,000.00
7872	CALLING LAKE	Calling Lake School - Modernization	Infrastructure condition	CALLING LAKE SCHOOL	Unsubmitted	Preservation - Facility Modernization	6		2010	2022	\$2,972,000.00
14016	WABASCA - DESMARAIS	Chipewywan Lake School - Modernization	Infrastructure condition	CHIPEWYWAN LAKE SCHOOL	Unsubmitted	Preservation - Facility Modernization	7		2021	2022	\$1,806,000.00
14017	WABASCA - DESMARAIS	Pelican Mountain School - Modernization	Infrastructure condition	PELICAN MOUNTAIN SCHOOL	Unsubmitted	Preservation - Facility Modernization	8		2021	2022	\$1,298,500.00
7890	COLD LAKE	Elizabeth School - Major Modernization/Addition	Infrastructure condition	ELIZABETH COMMUNITY SCHOOL	Unsubmitted	Preservation - Facility Modernization	9		2010	2022	\$5,041,000.00
7861	FORT MACKAY	Fort McKay School - Modernization	Infrastructure condition	FORT MCKAY SCHOOL	Unsubmitted	Preservation - Facility Modernization	10		2013	2022	\$1,034,000.00
14019	SPUTINOW	J.F. Dion School - Recommended Maintenance	Infrastructure condition	J F DION SCHOOL	Unsubmitted	Preservation	11		2021	2022	\$786,000.00
14020	JANVIER (CHARD)	Father R. Perin School - Recommended Maintenance	Infrastructure condition	FATHER R PERIN SCHOOL	Unsubmitted	Preservation	12		2021	2022	\$986,000.00
14021	WABASCA - DESMARAIS	St. Theresa School - Recommended Maintenance	Infrastructure condition	ST. THERESA SCHOOL	Unsubmitted	Preservation	13		2021	2022	\$542,000.00
14022	PEAVINE	Bishop Routhier School - Recommended Maintenance	Infrastructure condition	BISHOP ROUTHIER SCHOOL	Unsubmitted	Preservation	14		2021	2022	\$343,500.00
14023	EAST PRAIRIE	Hillview School - Recommended Maintenance	Infrastructure condition	HILLVIEW SCHOOL	Unsubmitted	Preservation	15		2021	2022	\$289,500.00



NORTHLAND SCHOOL DIVISION BOARD CHAIR HIGHLIGHTS

TO:	THE BOARD OF TRUSTEES	DATE:	MARCH 2020
SUBMITTED BY:	Robin Guild, Chair, Ward 7		
SUBJECT:	March 2020 Board Chair Highlights		

Highlights
<ul style="list-style-type: none">• Board Budget• Upcoming Events:<ul style="list-style-type: none">○ NSBA Conference – April 4-6○ Central Office Closed – April 10 & 13 Happy Easter!○ PSBC Meeting – April 16-17○ Board Meeting – April 17○ CASS – First Nation, Metis & Inuit Education Gathering – April 20-22○ ASCA Conference & AGM – April 24-26○ CAPSLE 2020 – April 25-29

TRUSTEE EXPENSE SUMMARY				
AS OF February 29, 2020				
			BUDGET	
	YTD	BUDGET	REMAINING	% SPENT
Trustee Remuneration	\$99,736.02	\$170,250.00	\$70,513.98	58.58%
Trustee Employee Benefits	\$25,408.97	\$40,000.00	\$14,591.03	63.52%
PD/School Council Development	\$5,683.92	\$6,000.00	\$316.08	94.73%
Legal Fees	\$87,529.98	\$50,000.00	-\$37,529.98	175.06%
Professional Services	\$0.00	\$0.00	\$0.00	0.00%
Advertising	\$0.00	\$1,700.00	\$1,700.00	0.00%
ASBA/PSBA Fees	\$26,764.53	\$33,000.00	\$6,235.47	81.10%
Office Supplies	\$1,203.74	\$2,000.00	\$796.26	60.19%
Printing and Binding	\$920.51	\$2,700.00	\$1,779.49	34.09%
Postage	\$0.00	\$600.00	\$600.00	0.00%
Travel and Subsistence - Trustees	\$85,440.10	\$165,250.00	\$79,809.90	51.70%
Insurance (liability)	\$245.35	\$250.00	\$4.65	98.14%
Telephone	\$1,331.14	\$6,000.00	\$4,668.86	22.19%
Awards	\$5,932.11	\$35,000.00	\$29,067.89	16.95%
Furniture and Equipment	\$958.85	\$10,000.00	\$10,000.00	9.59%
Hosting	\$0.00	\$11,000.00	\$11,000.00	0.00%
	\$341,155.22	\$533,750.00	\$193,553.63	63.92%
TOTALS	\$341,155.22	\$533,750.00	\$193,553.63	63.92%
TO BE EXPENSED:				
February expenses paid in March	\$15,000.00			
TOTALS	\$356,155.22	\$533,750.00	\$177,594.78	66.73%



Superintendent's Highlights

March 20, 2020

Champions for the Classroom

NSD has the opportunity to connect Classroom Champions with three K-8 teachers in Anzac, Wabasca, and Fort Chipewyan. This is supported by a generous donor and comes at no cost to the school or district.

Students participating in Classroom Champions will receive:

- Virtual mentorship from Kevin Boyer, a Canadian Olympic skeleton athlete with an Indigenous background, including:
- Lesson videos from Kevin on social and emotional learning skills like goal setting, perseverance, and leadership.
- An opportunity for a 30-minute live video chat before the end of the school year.

Participating teachers will receive:

- The ability to communicate with Kevin and Classroom Champions teachers from across Canada and the US via a private, online community of Classroom Champions mentors and teachers.
- Online access to supplemental materials like lesson plans, family information letters, and implementation guides.
- Full support from the Classroom Champions Education Team, via email or phone, for any needs at all, including lesson ideas, tech support, and moral support.

Division-wide Professional Development Day

All teachers, principals, and EA's took part in an online division-wide professional development day regarding technology. Staff encountered a number of engaging technology tools and examined 21st-century learning concepts. Participants discussed and shared technology integration strategies for enhancing teaching while also learning about strategies for connecting them to the world. Agenda topics included frameworks for integrating technology, connecting all students to learning with assistive technology, Google slides basics to advanced, and engaging assessment tools.

Smart E-Learning Professional Learning

Professional development was also made available for teachers participating in Smart E-Learning. The principles and practices of SmartLearning are an approach to student learning designed to inspire confidence and foster deeper learning by building concepts and competencies for powerful reading and writing -- across all curriculum, K to 12.

Conversation with Superintendents

Discussions with Aspen View and Edmonton Public Superintendents to possibly collaborate together on such things as programming, mentoring, and sharing of resources.

COVID-19 Communication

Regular communication regarding COVID-19 is being distributed. The Division continues to take direction from Alberta Health, Alberta Health Services and the Public Health Agency of Canada. More information will be shared from these health authorities as it becomes available. Families are encouraged to check the Government of Alberta and Alberta Health Services websites for the most recent information about coronavirus and the actions being taken to protect the health of Albertans.



Judy Ducharme <judy.ducharme@nsd61.ca>

Fwd: Pelican Mountain School Public Meeting Postponed

1 message

Nancy SpencerPoitras <nancy.spencerpoitras@nsd61.ca> Wed, Mar 18, 2020 at 12:39 PM
To: Judy Ducharme <judy.ducharme@nsd61.ca>

----- Forwarded message -----

From: **Curtis Walty** <curtis.walty@nsd61.ca>
Date: Tue, Mar 17, 2020 at 2:51 PM
Subject: Pelican Mountain School Public Meeting Postponed
To: Board Members <boardmembers@nsd61.ca>
Cc: Nancy SpencerPoitras <nancy.spencerpoitras@nsd61.ca>

Good afternoon,

A public meeting scheduled Wednesday, March 25, 2020, to discuss the future of Pelican Mountain School has been postponed. The following statement below has been posted on the Northland School Division website, Northland Facebook page, and Northland Twitter page. Thank you.

Curtis

=====

A public meeting scheduled Wednesday, March 25, 2020, to discuss the future of Pelican Mountain School has been postponed. Northland School Division (NSD) will communicate a new date to parents and community members once the information becomes available.

On January 24, 2020, the Board of Trustees approved a notice of motion regarding the possible closing of Pelican Mountain School.

NSD's school closure policy (Policy 15 - School Closure) outlines a process for possible school closures; which includes hosting a public meeting. The meeting is an opportunity for parents and community members to provide input with regard to the future of Pelican Mountain School before a decision is made by the division's Board of Trustees.

Once a new date is set, NSD will be presenting the Pelican Mountain School Viability Report; which was presented at the Regular Board Meeting on January 24, 2020, <https://www.nsd61.ca/download/229828>.

<https://www.nsd61.ca/about-us/division-news/post/pelican-mountain-school-public-meeting-postponed>

--

Curtis Walty
Communications Coordinator
Northland School Division No. 61

Our students love to come to school in Northland

P.O. Bag 1400
9809 77 Ave
Peace River, AB
T8S 1V2

Office: 780-624-2060 Ext. 6183 | Cell: 780-219-1870

www.nsd61.ca



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--

Dr. Nancy SpencerPoitras
Superintendent of Schools
Northland School Division No. 61

Our students love to come to school in Northland

P.O. Bag 1400, [9809 77 Avenue](#), [Peace River, AB](#), [T8S 1V2](#)

780-624-2060 | 780-891-0140

www.nsd61.ca



Northland School Division- A Vision for Technology Teaching, Learning, and Leading

A Vision for Technology Teaching, Learning, and Leading (Draft) has been developed from the existing Northland School Division Learning and Technology plan.

In the 21st century, understanding and using technology will be an integral part of virtually every aspect of daily life. The school system has a responsibility to prepare students for this future. The classroom is the primary place where this preparation will occur; therefore, every classroom must be equipped with diverse technologies to support teaching and learning. Every teacher must be knowledgeable and skilled in the use of these technologies in daily instruction.

The use of technology in instruction changes the structure of the classroom. No longer will the teacher rely solely on the traditional lecture/seatwork method of instruction. In a technology-rich, learner-centered classroom, the teacher serves as a facilitator of instruction, mentor, and coach. Students are engaged in a challenging curriculum that is focused on inquiry-based, hands-on learning. Students are comfortable using technology. Students take responsibility for their own learning.

In summary, the schools become an environment where all students and staff have ready access to a full range of current technology, software tools, and applications. The schools have knowledgeable staff and external resources (such as parents, community members, business, higher education, and network resources) to further the curriculum goals.

Key Focus for Technology Teaching, Learning, and Leading.

Student-Centered Learning

- Using technology to support learning at any place/any time) JH, HS, and FLEX Learning
- Digital portfolios
- Virtual field trip resources and support for implementation

Research and Innovation

- Launchpad school innovation projects
- School innovation kits
- Online technology incubator communities of practice
- Virtual research and learning with higher education institutions
- Coding clubs
- STEM (science, technology, engineering, and math) projects

Professional Learning

- Technology teacher leader cohorts
- Edtech team online professional learning
- ERLC Technology Innovation Summit
- Central Office/School technology professional learning
- Support for school technology professional learning communities
- Monthly open technology webinars

Leadership

- Partner with EDTech Team/Regional Learning Consortia
- Teacher leader cohorts
- Support for remote coaching of teachers
- Technology Committee

Access, Infrastructure and Digital Learning Environments

- Zoom video conferencing
- Brightspace (D2L) learning platforms
- Chromebooks for all students
- OWL/SWIVL virtual learning and conferencing technology.

Communication

- Conducting meetings virtually rather than face to face.
- Communicating our success through the communique
- “Launched” monthly technology publication
- Technology Committee
- Videos of technology best practices
- Technology Tools/Engaging Students Websites

Highlighting Three Strategies

Assistive technology

Assistive technology for reading and writing is provided through Read and Write Gold and Immersive Reader. These tools help students communicate more efficiently and effectively by putting supportive resources right in student's hands.

Imagine what it would be like:

- if you are reading a text, but you didn't recognize a word, and you had a tool that would read the word to you.
- Or, when reviewing what you wrote, the text could be read back to you.
- Or, you are way better at speaking, than you are at producing a piece of writing. Assistive technology allows you to dictate a text to the computer with incredible accuracy.

Assistive technology for reading and writing is available for every student to use regularly.

Students Participate in Coding

Some of the benefits of coding include increased academic motivation, ability to problem solve, acquiring mathematical skills, teamwork and collaboration, Development of critical thinking and creativity (EdTech and Design, Dr. Thierry Karsenti, 2019).

Schools are working with Ozobots, BeeBots, Spheros, Makey Makey kits, and Micro:bits to teach coding fundamentals to students in K-12. Coding clubs are beginning to pop up in some schools and several students are even starting to prepare to participate in a coding competition. Students are utilizing engaging online platforms like Scratch, Codecademy, and Code Monster to learn about concepts such as data types, variables, keywords, logical and arithmetical operators, if-else conditions, and loops. Learning about these concepts through fun and motivating tools prepares students for a future where having these skills will not only be beneficial to them but essential!

Supporting Teacher Development Through Remote Coaching

This project will focus on coaching teachers in their classrooms through the use of technology. The coach works with the teacher by viewing the classroom remotely through the use of cameras and other technology. An example of how this looks to the coach is below.

This technology also works very well for teachers observing their own teaching and for classrooms working with other classrooms within Northland School Division or elsewhere in the world.



MONITORING REPORT TO THE BOARD



TO: THE BOARD OF TRUSTEES

Date: March 20, 2020

SUBMITTED BY: Dr. Nancy Spencer-Poitras, Superintendent of Schools

SUBJECT: Every Season Learning Calendar Update

Trustee and Area Associate Every Season Learning Calendar Presentations to School Councils:

February 25, 2020, Athabasca Delta Community School

February 25, 2020, Anzac & Bill Woodward Schools

March 9, 2020 Gift Lake School

March 11, 2020 Susa Creek School

BUDGET TO ACTUAL VARIANCE as of February 29, 2020	2019-2020 Budget	YTD Budget	YTD	Variance
REVENUE				
Alberta Education	\$43,226,712	\$21,613,356	\$21,676,582	\$63,226
Federal Government and First Nation	\$15,349,464	\$9,209,678	\$7,949,492	-\$1,260,186
Other Revenue	\$2,837,529	\$1,418,765	\$1,019,517	-\$399,248
	\$61,413,705	\$32,241,799	\$30,645,591	-\$1,596,208
EXPENSES				
Schools (inc. school cert. staff)	\$25,050,244	\$12,525,122	\$12,486,597	\$38,525
Instructional Support	\$8,416,757	\$4,208,379	\$3,596,359	\$612,020
Instructional Supply	\$6,734,989	\$3,367,495	\$2,574,809	\$792,686
External Services	\$5,074,212	\$2,858,746	\$2,698,161	\$160,585
Board and Administration	\$3,120,076	\$1,560,038	\$1,683,888	-\$123,850
Maintenance	\$10,095,519	\$5,047,760	\$5,404,556	-\$356,797
Transportation	\$4,593,906	\$2,296,953	\$2,049,202	\$247,751
	\$63,085,703	\$31,864,491	\$30,493,572	\$1,370,919
Certificated salaries and benefits	\$21,668,110	\$10,834,055	\$10,303,679	\$530,376
Uncertificated salaries and benefits	\$15,886,462	\$7,943,231.00	\$8,386,333	-\$443,102
	\$37,554,572	\$18,777,286	\$18,690,012	\$87,274

Notes:

Revenue

The \$1.5 million difference in revenue is attributable to:

\$1.26 million is from First Nations. This is outstanding due to the fact that adjustments to the billing reflecting the new rate are completed after the review of the nominal role (which was just completed). The billing for the 2019-2020 rate, with the verified student numbers will be completed in February.

\$0.4 million is fundraising revenue, and is received sporadically throughout the year, so does not follow an equal amount every month.

Expenses

Salaries and benefits:

The certificated salaries are under budget, but the difference between the budget and actual will be reduced as the year progresses, due to the increase in source deductions for the first half of the year. Some of the uncertificated salaries are calculated differently than the other staff members. The division is expensing the 10-month support staff wages over ten months, but withholding some money from each paycheque to be able to pay the staff during the summer. So, instead of the salaries being expensed over 12 months, they are being expensed over ten months, which will affect the YTD figures by overstating the salary expense.

Watching:

	2019-2020 Budget	YTD Budget	YTD
Pedagogical	\$545,650	\$272,825	\$364,034
Housing	\$1,387,310	\$693,655	\$959,655
Corporate Board	\$573,750	\$286,875	\$341,155
Maintenance	\$10,095,519	\$5,047,760	\$5,404,556

The above departments are significantly over budget.

Pedagogical - the budget had a reduction of three pedagogical supervisor - from six to three. However, the reduction didn't take place until January (33% of the year). This overage should fall as the year progresses, but may not entirely disappear.

Housing - over budget by \$266,000 due to the increase in insurance, security upgrades in Conklin, preparing and moving the Wabasca mobile homes for sale, and necessary repairs on furnaces, replacing doors, mould remediation and vandalism repairs. Housing is carrying out only necessary repairs.

Corporate Board - this will be reviewed at the board meeting. See detailed budget and YTD in the Chair's report. This should be under budget by \$40,000, to put aside for the election expenses.

Maintenance - this department is over by about \$356,000, but \$300,000 of the ADCS renovation will be reimbursed by a federal grant we received for this purpose. This department continues to be monitored to ensure that it stays within budget.

PRELIMINARY DISCUSSION TO TO THE BOARD



TO: THE BOARD OF TRUSTEES **Date:** March 20, 2020
SUBMITTED BY: Nancy Spencer-Poitras, Superintendent of Schools
SUBJECT: Retirement and Long-Term Service Awards

The 2018-2019 retirement and long-term service awards were held in each community with a recipient. Afterward, a survey was sent to all recipients and the majority of participants preferred the local event over an event in Peace River.

Administration recommends keeping the same format for the awards as 2018-2019.

Each trustee will be part of the planning and hosting of the event for their respective community. The following action plan will be followed again to ensure the awards and recognition events are of a high standard.

- Target dates:
 - Pick a night when there is a scheduled School Council Meeting.
 - Between May and early June.
- Attendees:
 - Trustees, senior admin, all school staff, award recipients (they can invite up to 10 guests), First Nation/Metis Settlement Chair
- Catering:
 - Hire a local caterer or School Food Services
- Budget:
 - A budget will be developed for the schools
 - The budget would include gift costs
- Arrangements:
 - Agenda/speech templates will be made available to schools

For each Long Service Awards Banquets, the Board will recognize 10 years of service and up.