

# Board Agenda



May 29, 2021



# NORTHLAND SCHOOL DIVISION REGULAR BOARD MEETING NO. 21-05 AGENDA

**Location:** Zoom Meeting

**Meeting ID:**

**Passcode:**

**Date & Time:** Saturday, May 29, 2021 9:00 am – 4:30 pm

*If you would like to join the public meeting, please contact Media Relations Manager, Curtis Walty at 780-624-2060, ext. 6183 or [curtis.walty@nsd61.ca](mailto:curtis.walty@nsd61.ca)*

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

## A. CALL TO ORDER - Chair Guild

No.	Title	Responsible	Action	Page No.
1.	Recognition of Traditional Lands	Chair Guild		-
2.	Opening Prayer, Cultural Reflection or Reflection	Trustee		-
3.	Approval of Agenda	All	Motion	-
4.	In-Camera	All	Motion in/out of in-camera	-

## B. MINUTES

No.	Title	Responsible	Action	Page No.
1.	Board Meeting Minutes, April 24, 2021	All	Motion	05
2.	Business Arising from Previous Meetings - Board Action Items	Superintendent Dr. Spencer-Poitras	Information	13



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**C. CONSENT AGENDA (Motion to approve)**

No.	Title	Responsible	Action	Page No.
1.	Superintendent Report	Superintendent Dr. Spencer-Poitras	Information	16
2.	Association Reports	Trustees	Information	-
3.	Board Chair Report	Chair Guild	Information	20
4.	Committee and/or Board Representative Reports	Trustees	Information	-
5.	Trustee Activity Reports 1. R. Anderson - Verbal	Trustees	Information	-

**D. ACTION ITEMS**

No.	Title	Responsible	Action	Page No.
1.	Policy 1 - Foundational Statements	Trustee Lamouche	Motion	22
2.	Policy 20 - Teacher Housing	Trustee Lamouche	Motion	26
3.	Policy 21 - Community Voice and Community Engagement	Trustee Lamouche	Motion	28
4.	Monthly Financial Report	Secretary-Treasurer Aird	Information	34
5.	Enrollment Update	Associate Superintendent of Human Resources Oginski	Information	36
6.	Student Engagement Attendance & Completion Report	Associate Superintendent Dr. Tessier	Information	39
7.	Assurance Model Framework/Education Plan for 2021-2022	Superintendent Dr. Spencer-Poitras	Motion	49
8.	Spring Final Budget	Secretary-Treasurer Aird	Motion	64
9.	Year-End Auditors	Secretary-Treasurer Aird	Information	80
10.	IMR/CMR Support 2021-2022 School Year	Secretary-Treasurer Aird	Information	81
11.	Projected Enrollment Numbers	Associate Superintendent of Human Resources Oginski	Information	95
12.	Boundary Change for Improvement District #349	Secretary-Treasurer Aird	Information	97
13.	Locally Developed Courses	Superintendent Dr. Spencer-Poitras	Motion	105
14.	Northland Games	Superintendent Dr. Spencer-Poitras	Motion	107
15.	Paraprofessional Education Leave	Superintendent Dr. Spencer-Poitras	Motion	108



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16.	Northland Online School	Superintendent Dr. Spencer-Poitras	Motion	<b>112</b>
17.	ASBA Friends of Education Award	Superintendent Dr. Spencer-Poitras	Motion	<b>113</b>
18.	Zone 1 - ASBA Appreciation Award	Superintendent Dr. Spencer-Poitras	Information	<b>114</b>
19.	Purchase of 3 Buses	Secretary-Treasurer Aird	Motion	<b>115</b>
20.	PSBAA Special Contribution to Public Education Award Nomination	Superintendent Dr. Spencer-Poitras	Information	<b>116</b>
21.	PSBAA Promoting and Advancing the Calls to Action of the Truth and Reconciliation Commission of Canada in relation to education within Alberta Nomination	Superintendent Dr. Spencer-Poitras	Information	<b>117</b>

**E. TECH TALK WITH TIM STENSLAND – ASSOCIATE SUPERINTENDENT**

**F. MONITORING REPORTS (Motion to Approve)**

No.	Title	Responsible	Action	Page No.
1.	Awards/Celebrations (1:00 p.m.)	Superintendent Dr. Spencer-Poitras	Information	-
2.	Board Chair Highlights 1. Board Expenditures as of April 30, 2021 2. Communications Protocol	Chair Guild	Information	<b>118</b> <b>120</b>
3.	Superintendent Highlights	Superintendent Dr. Spencer-Poitras	Information	<b>121</b>
4.	Associate Superintendent Report	Associate Superintendent Robinson	Information	<b>132</b>

**G. PRELIMINARY DISCUSSION OF BOARD ITEMS**

No.	Title	Responsible
1.	Technology P.D/Training for New Trustee Orientation	Trustee Lamouche
2.	Board Meeting and Orientation Schedule for 2021-2022	Superintendent Dr. Spencer-Poitras
3.	Associate Superintendent Interviews - June 14 & 15, 2021	Superintendent Dr. Spencer-Poitras
4.	Long Service Awards & Retirement - Proposed dates in September	Superintendent Dr. Spencer-Poitras
5.	Potential Media Event - June 21, 2021	Superintendent Dr. Spencer-Poitras

**H. ADJOURNMENT & CLOSING CULTURAL REFLECTION**



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Board Meeting Minutes, March 20, 2021  
**REFERENCE(S):**  
**ATTACHMENTS:** April 24, 2021, Corporate Board Minutes

**RECOMMENDATION:**  
THAT the Board of Trustees approve the April 24, 2021 Corporate Board Meeting Minutes as presented.

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**BACKGROUND:**

**RISK ANALYSIS:**



NORTHLAND SCHOOL DIVISION

BOARD MEETING NO. 21-04  
MINUTES

Location: Zoom Meeting

Date: Saturday, April 24, 2021

Time: 9:00 a.m.

Membership					
✓	Carmen Laboucane	Trustee Ward 1	✓	Dr. Nancy Spencer-Poitras	Superintendent of Schools
✓	Cathy Wanyandie	Trustee Ward 2	x	Dr. Tim Stensland	Associate Superintendent
✓	Randy Anderson	Trustee Ward 3	✓	Douglas Aird	Secretary-Treasurer
✓	Jesse Lamouche	Trustee Ward 4	✓	Wes Oginiski	Associate Superintendent - HR
x	Louis Cardinal	Trustee Ward 5	✓	Cully Robinson	Associate Superintendent
✓	Silas Yellowknee	Trustee Ward 6	✓	Dr. Don Tessier	Director of Student Engagement, Attendance & Completion
✓	Robin Guild	Chair Ward 7	✓	Curtis Walty	Media Relations Manager
x	Loretta Gladue	Trustee Ward 8	✓	Cheryl Osmond	Executive Assistant
x	Dr. Rubi Shirley	Trustee Ward 9			
✓	Jules Nokohoo	Vice-Chair Ward 10			
✓	Skye Durocher	Trustee Ward 11			

**A. CALL TO ORDER**

**1. Call to Order**

Chair Guild called the meeting to order at 9:15 a.m. with a traditional lands acknowledgment.

**2. Opening Reflection**

Trustee Yellowknee provided the opening prayer, cultural reflection or reflection.

**3. Adopt Agenda**

MOTION: Trustee Laboucane moved that the Board of Trustees acknowledge that Trustees have reviewed and approved the agenda with the following addition:

A12 - Allocation of Funds to the School Food Services Program

**25241/21 CARRIED**

**4. In-Camera Session**

MOTION: Trustee Anderson moved that the meeting go in-camera at 9:18 a.m.

**25242/21 CARRIED**

**5. Regular Session**

MOTION: Trustee Yellowknee moved that the meeting revert back to regular session at 10:10 a.m.

**25243/21 CARRIED**



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 21-04  
MINUTES**

Recess: 10:10 a.m. - 10:20 a.m.

**B. MINUTES**

**1. Board Meeting Minutes - March 20, 2021**

Motion: Trustee Wanyandie moved that the Board of Trustees approve the March 20, 2021 Corporate Board Meeting minutes as presented.

**25244/21 CARRIED**

**2. Board Action Items**

Superintendent Dr. Spencer-Poitras reviewed the current Board Action items.

MOTION: Trustee Lamouche moved that the Board of Trustees accept as information the Board Action Items as attached.

**25245/21CARRIED**

**C. CONSENT AGENDA**

**1. Adopt Consent Agenda**

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

- C1. Superintendent's Report
- C2. Association Reports
- C3. Board Chair Report
- C4. Committee and/or Board Representative Reports
- C5. Trustee Activity Reports

**25246/21 CARRIED**

**NORTHLAND SCHOOL DIVISION****BOARD MEETING NO. 21-04  
MINUTES****D. ACTION ITEMS****1. Policy 8 - Board Committees**

MOTION: Trustee Laboucane moved that the Board of Trustees approve the housekeeping changes to Policy 8 - Board Committees.

**25247/21 CARRIED**

**2. Policy 17 - Student Transportation Services**

MOTION: Trustee Yellowknee moved that the Board of Trustees approve the housekeeping changes to Policy 17 - Student Transportation Services.

**25248/21 CARRIED**

**3. Monthly Financial Statements**

MOTION: Trustee Yellowknee moved that the Board of Trustees accept as information, the monthly Financial Report, as attached.

**25249/21 CARRIED**

**4. Enrollment Update**

Associate Superintendent of Human Resources Oginski shared the Enrollment Update with the Board of Trustees.

MOTION: Trustee Yellowknee moved that the Board receive as information, the Enrollment Update, as attached.

**25250/21 CARRIED**

**5. Edwin Parr Nomination**

Trustee Anderson excused himself from the meeting at this time as he sits on the ASBA Selection Committee.

Superintendent Dr. Spencer-Poitras presented to the Board of Trustees the nominations for the Alberta School Boards Association (ASBA) Edwin Parr Nomination Award.

MOTION: Trustee Yellowknee moved that the Board of Trustees approve the Edwin Parr Nomination, as attached.

**25251/21 CARRIED**





**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 21-04  
MINUTES**

Trustee Anderson rejoined the meeting at this time.

**6. Teacher Contract Update**

Associate Superintendent of Human Resources Oginski provided an update with the Board of Trustees on teacher contracts for the 2021-2022 school year.

MOTION: Trustee Laboucane moved that the Board of Trustees accept as information the Teacher Contract Update, as attached.

**25252/21 CARRIED**

**7. Budget 2021 - 2022: Principles and Assumptions**

Secretary-Treasurer Aird presented to the Board of Trustees the Principles and Assumptions for the 2021-2022 budget.

MOTION: Trustee Anderson moved that the Board of Trustees approve the Budget 2021 - 2022: Principles and Assumptions, as attached.

**25253/21 CARRIED**

**8. Budget 2021 - 2022: Preliminary Revenues and Expenses**

Secretary-Treasurer Aird shared with the Board of Trustees the preliminary revenues and expenses for the 2021 - 2022 budget.

MOTION: Trustee Nokohoo moved that the Board of Trustees accept as information the Budget 2021 - 2022: Preliminary Revenues and Expenses, as attached.

**25254/21 CARRIED**

**9. Review of ASBA Budget and Bylaws Bulletin - Spring General Meeting 2021**

Chair Guild asked the Board of Trustees to review the ASBA budget and bylaws bulletin and forward any comments to the Executive Assistant.

MOTION: Trustee Yellowknee moved that the Board of Trustees accept as information the ASBA Budget and Bylaws Bulletin - Spring General Meeting 2021, as attached.

**25255/21 CARRIED**



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 21-04  
MINUTES**

**10. June Board Organizational Meeting**

MOTION: Trustee Yellowknee moved that the Board of Trustees approve of rescheduling the June Organizational Board meeting until after the 2021 Fall election.

**25256/21 CARRIED**

**11. Student Engagement, Attendance & Completion Report**

Dr. Tessier, Director of Student Engagement, Attendance & Completion gave the Board of Trustees an update on February and March's attendance.

MOTION: Trustee Yellowknee moved that the Board of Trustees accept as information the Student Engagement, Attendance and Completion Report, as attached.

**25257/21 CARRIED**

**12. Allocation of Funds to the School Food Services Program**

MOTON: Trustee Yellowknee moved that the Board of Trustees continue to fund the School Food Services Program for the 2021-2022 school year and thereafter review the continuance of funding annually.

**25258/21 CARRIED**

Recess: 12:00 p.m - 12:32 p.m.

**E. TECH TALK WITH TIM STENSLAND**

Tech Talk presentation was not provided.

**F. MONITORING REPORTS**

Trustee Yellowknee moved that the Board of Trustees approve as information, the Monitoring Reports , as presented and attached.

- F1. Awards/Celebrations
- F2. Board Chair Highlights

**NORTHLAND SCHOOL DIVISION****BOARD MEETING NO. 21-04  
MINUTES**

- F3. Superintendent Highlights
- F4. Associate Superintendent Report
- F5. Transportation Services Report

**25259/21 CARRIED****AWARDS/PRESENTATIONS**

The Board of Trustees invited three teachers to the Board meeting to be congratulated for excellence both inside and/or outside of the division:

- Tessa Dagenais, an Anzac Teacher and Masters in Education student is the 2020 Co-op Student of the Year at the University of Victoria (Optional and Professional Co-op Programs – Coaching Studies)
- Dallon Perry, a teacher from Mistassiniy School was chosen as one of two Finalists for Northland's ASBA Edwin Parr nomination.
- Andrew Belsheim, a teacher from Bill Woodward School was chosen as Northland's Edwin Parr winner/nominee for ASBA's 2020-2021 awards.

**G. PRELIMINARY DISCUSSION OF BOARD ITEMS**

- 1. Conferences and Meetings**
  - If Trustees are interested in attending conferences and/or meetings, please make arrangements with the Executive Assistant.
- 2. Election Nominations**
  - Trustees can submit their nominations forms to Secretary-Treasurer Aird
  - Election information can be found on the Division website
- 3. Other Information Discussed**
  - Community Engagement
  - Advocacy
  - Lobbying
  - Recruitment



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 21-04  
MINUTES**

**H. ADJOURNMENT & CLOSING PRAYER/CULTURAL REFLECTION**

**1. Adjournment**

MOTION: Trustee Yellowknee moved that the Board of Trustees declare the meeting adjourned at 2:27 p.m.

**25260/21 CARRIED**

**2. Closing Prayer/Cultural Reflection**

Trustee Yellowknee provided the closing prayer, cultural reflection or reflection.

\_\_\_\_\_  
Robin Guild, Board Chair

\_\_\_\_\_  
Dr. Nancy Spencer-Poitras,  
Superintendent of Schools

\_\_\_\_\_  
Douglas Aird, Secretary-Treasurer

DRAFT



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES                                      **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Board Action Items  
**REFERENCE(S):**  
**ATTACHMENTS:** Board Action Items

**RECOMMENDATION:**

**THAT the Board of Trustees receive as information the Board Action items as attached.**

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**BACKGROUND:**

**RISK ANALYSIS:**

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Meeting	Date of Meeting	Assigned To	Agenda Item	Task	Due Date	Status	Action
Board	4/24/2021	Secretary-Treasurer Aird	Round Table	Trustee Anderson requested information on the carbon tax and how it affects utility costs.	5/29/2021	In Progress	
Board	4/24/2021	Media Relations Manager	Round Table	Email revised goals to Trustees for review; information is needed for the Education Plan	5/29/2021	In Progress	
Board	4/24/2021	Secretary-Treasurer Aird	Round Table	Trustee Anderson requested information on bus contractors rates. Information will be used to present the opportunity of either being a bus contractor and/or a bus driver to parents.	5/29/2021	In Progress	
Board	3/20/2021	Media Relations Manager	Certificate and Book	Send certificate and book to Conklin Student in recognition of her poem being published.	3/30/2021	In Progress	
Board	1/23/2021	Administration	Viability Study - Hillview School	Administration and Trustees to reach out to the Leadership, parents and staff to find out why students are attending school in High Prairie instead of Hillview; remind them of the potential risk of losing the school.	5/1/2021	In Progress	
Board	1/23/2021	Secretary-Treasurer Aird	Chipewyan Lake School	Secretary-Treasurer Aird to schedule meeting with MD of Opportunity to discuss Chipewyan Lake School septic tank.	3/31/2021	In Progress	Contact has been made with the MD and an update is underway. <b>May 20, 2021:</b> The Division Facilities Manager was advised that the MD of Opportunity is planning to move the septic holding tank, when they develop the community garden.
Board	1/23/2021	Secretary-Treasurer Aird	Electoral Boundary Map	Secretary-Treasurer Aird to contact Alberta Education to obtain an electoral boundary map for the Division.	5/29/2021	In Progress	Received on March 31, 2021 however the provincial division boundary maps do not indicate the Wards. An internal map is being prepared.
Board	8/24/2019	Board Chair/Vice Chair	Fort McKay Land Transfer	To meet with the elected officials of Fort McKay First Nation to discuss the transfer.	1/22/2021	In progress	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. March and April, 2020 - Meeting requests have been sent to the Nation. <b>Nov. 2020</b> - scheduled to be reviewed for next month



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Approval of Consent Agenda  
**REFERENCE(S) & ATTACHMENTS:**

**RECOMMENDATION:**  
THAT the Board of Trustees approves the consent agenda which approves the following items:

- C1 - Superintendent Report
- C2 - Association Reports
- C3 - Board Chair Report
- C3 - Committee and/or Board Representative Reports
- C4 - Trustee Activity Reports

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**BACKGROUND:**

The consent agenda process is based on the assumption that everyone reads all the consent agenda items, and asks questions outside the meeting. Questions about the items can be directed to the Superintendent, who will answer them by email, letting all trustees know the question, and the response.

Consent agenda items can be pulled from the consent agenda and put into the regular agenda if a trustee feels there needs to be action on something contained in the item. This needs to be done prior to the approval of the agenda and simply requires a trustee to request the item be pulled from the consent agenda and placed on the regular agenda.

**RISK ANALYSIS:**



# Superintendent's Report

May 29, 2021

<b>CASS Webinar</b>	<b>April 19, 2021</b>
Attended the CASS webinar - Women in CASS.	
<b>Legal Meeting</b>	<b>April 20, 2021</b>
Met with legal counsel from McLennan Ross to discuss legal issues.	
<b>Education Meeting with Treaty 8 First Nations of Alberta</b>	<b>April 20, 2021</b>
Participated in the education meeting with the Treaty 8 First Nations of Alberta.	
<b>Bigstone Health Meeting</b>	<b>April 21, 2021</b>
Met with Bigstone Health.	
<b>PSBAA Meeting</b>	<b>April 21, 2021</b>
Attended a meeting with members of the PSBAA along with the Board Chair.	
<b>AHS Meeting</b>	<b>April 23, 2021</b>
Met with AHS and Bigstone Health to address health issues.	
<b>Modsolid Modular Tour</b>	<b>April 23, 2021</b>
Toured various modulares onsite at Modsolid.	
<b>Corporate Board Meeting</b>	<b>April 24, 2021</b>
Attended the monthly Corporate Board meeting.	
<b>AHS and FNIB Meeting</b>	<b>April 25, 2021</b>
Met with AHS and FNIB to discuss health issues.	
<b>Grant Consultant Meeting</b>	<b>April 27, 2021</b>
Met with K. Kimpton, grant consultant to discuss various grants that NSD could apply for.	
<b>Quarterly Meeting with Alberta Education</b>	<b>April 27, 2021</b>
Met with various Alberta Education personnel to provide an update on NSD.	



<b>Pelican Mountain School Staff Meeting</b>	<b>April 27, 2021</b>
Attended Pelican Mountain School's staff meeting.	
<b>Jump Math &amp; Math Minds Meeting</b>	<b>April 28, 2021</b>
Met with Brent Davis with Jump Math & Math Minds to further discuss the Jump Math software.	
<b>Mathematics Teachers' Preparation and Student Performance Webinar</b>	<b>April 28, 2021</b>
Attended the Mathematics Teachers' Preparation and Student Performance Webinar.	
<b>Hillview School Staff Meeting</b>	<b>April 28, 2021</b>
Attended Hillview School staff meeting.	
<b>Mistassiniy New School Meeting</b>	<b>April 29, 2021</b>
Participated in the Mistassiniy New School meeting.	
<b>MODSOLID Tour</b>	<b>April 30, 2021</b>
Toured various modulares onsite at MODSOLID with Secretary-Treasurer, Housing Construction and Facilities Manager.	
<b>RMWB Meeting</b>	<b>May 3, 2021</b>
Met with the Mayor of Fort McMurray, CEO of RMWB and neighbouring school divisions to discuss the increasing number of COVID cases within RMWB.	
<b>POLICY COMMITTEE MEETING</b>	<b>May 3, 2021</b>
Met with the Policy Committee to review the following policies: 1 - Foundational Statements, 20 - Teacher Housing and 21 - Community Voice and Community Engagement.	
<b>CAPSLE Conference</b>	<b>May 3 - 4, 2021</b>
Attended the CAPSLE Conference online.	
<b>Agenda Review Meeting</b>	<b>May 4, 2021</b>
Attended Agenda Review which discussed items for the May 29, 2021 Corporate Board meeting.	
<b>ASBA Meeting</b>	<b>May 4, 2021</b>
ASBA met with Board Chairs and Chief Superintendents.	
<b>Legal Meeting</b>	<b>May 5, 2021</b>
Met with McLennan Ross LLP to discuss legal issues.	

<b>Deputy Minister of Education Meeting</b>	<b>May 5, 2021</b>
Attended meeting with the Deputy Minister of Education and School Superintendents to discuss transferring all students to online learning as of May 7, 2021.	
<b>Principals Meetings</b>	<b>May 5-6, 2021</b>
Held a Principals meeting to discuss transferring all students to online learning; provided follow up and/or clarification as to Alberta Education's expectations are from teachers and school divisions.	
<b>Conklin Community School Principal Interviews</b>	<b>May 7, 2021</b>
Participated in Principal interviews for Conklin Community School.	
<b>Athabasca Delta Community School Principal Interviews</b>	<b>May 11, 2021</b>
Participated in Principal interviews for Athabasca Delta Community School.	
<b>Director of Student Engagement, Attendance and Completion Interviews</b>	<b>May 12, 2021</b>
Participated in Director of Student Engagement, Attendance and Completion interviews.	
<b>ASBA Zone 1 Meeting</b>	<b>May 12, 2021</b>
Attended the ASBA Zone 1 Meeting.	
<b>Legal Meeting</b>	<b>May 13, 2021</b>
Met with McLennan Ross LLP to discuss legal issues.	
<b>Community Engagement Meeting with Fishing Lake Metis Settlement</b>	<b>May 13, 2021</b>
Met with members of the Fishing Lake Metis Settlement Council Members along with Board Chair, Vice Chair, Ward Trustee and School Principal to provide an update on the Assurance Survey, Alberta Education's draft curriculum, community engagement tools that NSD is using and/or will be using, bursaries and/or scholarships, COVID-19 update, Quarterly Reports and an update on what has been happening in the school.	
<b>CASS Zone 1 Meeting</b>	<b>May 14, 2021</b>
Attended the CASS Zone 1 virtual meeting.	
<b>Community Engagement Meeting with Paddle Prairie Metis Settlement</b>	<b>May 17, 2021</b>
Met with members of the Paddle Prairie Metis Settlement Council Members along with Board Chair, Vice Chair, Ward Trustee and School Principal to provide an update on the Assurance Survey, Alberta Education's draft curriculum, community engagement tools that NSD is using	

and/or will be using, bursaries and/or scholarships, COVID-19 update, Quarterly Reports and an update on what has been happening in the school.	
<b>Interviews for Vice Principal</b>	<b>May 17, 2021</b>
Participated in interviews for the Vice Principal position at St. Theresa School.	
<b>Alberta Research Network Meeting</b>	<b>May 18, 2021</b>
Attended the Alberta Research Network meeting.	
<b>MNP Interviews</b>	<b>May 18, 2021</b>
Participated with MNP interviews.	
<b>High School Principal Meeting</b>	<b>May 19, 2021</b>
Co-hosted the High Principal meeting with Associate Superintendents and Secretary-Treasurer.	
<b>Minister of Education and Deputy Minister of Education with Board Chairs and Superintendents</b>	<b>May 19, 2021</b>
Attended the embargoed briefing regarding the return of K-12 to in-class learning.	
<b>Public Meeting with Minister of Education</b>	<b>May 19, 2021</b>
Attended the Zoom public meeting with the Minister of Education and the Provincial Chief Medical Officer which discussed the latest COVID-19 cases and the return to in-school learning as of May 25, 2021 except for the schools in the RMWB area.	
<b>Elementary and Junior High Principal Meeting</b>	<b>May 20, 2021</b>
Co-hosted the Elementary and Junior High Principal meeting with Associate Superintendents.	
<b>PSBAA By-Law Review Update Meeting</b>	<b>MAY 20, 2021</b>
Attended PSBAA's by-law review meeting via Zoom.	

\*\*\*Have not included all meetings with AHS\*\*\*



NORTHLAND SCHOOL DIVISION  
**BOARD CHAIR REPORT TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Robin Guild, Board Chair, Ward 7  
**SUBJECT:** May 29, 2021 Report

**ACTIVITIES:**

<b>DATE</b>	<b>DESCRIPTION</b>
April 7, 2021	Agenda Review Meeting
April 9, 2021	Corporate Board Retreat
April 13, 2021	Career Pathways School Council Meeting
April 14, 2021	St. Theresa School Council Meeting
April 16, 2021	Public School Boards Council Meeting (PSBC)
April 19, 2021	PSBAA - Professional Development Sessions
April 20, 2021	Meeting with Treaty 8 First Nations of Alberta
April 21, 2021	Meeting with PSBAA Executive Director
April 22, 2021	Participated in St. Theresa School Principal Interviews
April 23, 2021	Attended a St. Theresa Staff Virtual Retirement
April 24, 2021	Corporate Board Meeting
April 25, 2021	Participated in teacher interview for St. Theresa
April 29, 2021	Meeting with the Minister of Education
May 2 - 3, 2021	CAPSLE Conference
May 3, 2021	Meeting with RMWB

**ACTIVITIES:**

<b>DATE</b>	<b>DESCRIPTION</b>
May 3, 2021	Policy Committee Meeting
May 4, 2021	Agenda Review
	Meeting with Minister of Education
May 5, 2021	St. Theresa School Council Meeting
May 13, 2021	Community Engagement Meeting with Fishing Lake Metis Settlement
May 17, 2021	Community Engagement Meeting with Paddle Prairie Metis Settlement
	St. Theresa Vice Principal Interviews

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## Policy 1

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### FOUNDATIONAL STATEMENTS

#### **Commitment:**

To inspire students to be the best they can be by providing outstanding holistic educational opportunities, with amazing staff and strong partnerships with families and communities. (Same as Board Priority Statement)

#### **Vision:**

*“Our students love to come to school in Northland”*

#### **Values – Seven Sacred Teachings:**

##### **Courage – Sohkeyihtamowin – Nētlēth**

To have the power of strong will and character to face adversity. To never give up, to persevere. Courage is the ability to face danger, fear or changes with confidence and bravery.

##### **Wisdom – Iyinisowin - Hūya**

To have deep and comprehensive understanding of the spiritual, mental, physical and emotional aspects of being. Wisdom is the ability to make decisions that balance all aspects of being.

##### **Humility – Tapahteyimowin - Édēnēschapile**

Never to think that we are more important than anyone else. Freedom from pride and arrogance. Humility is being humble.

##### **Truth – Tapewewin – Ełth’iyati**

The act of telling the truth. Truth is to know and understand all that the seven teachings have been given to us by the Creator and to remain faithful to them.

##### **Honesty - Kwayaskyesihcikewinihk – Wals’l zile**

To do things in an upfront and upright manner. Honesty is speaking and acting truthfully, and thereby remaining morally upright.

##### **Love - Sakeyihtowin - Neghānestā**

Expression of love, intense feeling of deep affection. Love must be unconditional.

##### **Respect - Pakakatisowin - Borilcha**

The basic law of life is to respect all people at all times. Special respect is given to elders and parents. Show respect to all of nature, every living thing. Respect is the condition of being honored.

1. The Board believes:

- 1.1 The best interests of students must guide all decision-making.
- 1.2 Trust is the foundation of the Seven Sacred Teachings and is woven into each one -- you cannot have any of the sacred teachings without trust first. Trusting relationships are critical to the educational success of students and building a strong school division with communities.
- 1.3 All children have the ability to learn and the right to a quality education.
- 1.4 Provisions must be developed to overcome any factors impeding a student's educational success.
- 1.5 Students are entitled to a welcoming, caring, respectful and safe learning environment that respects diversity, nurtures a sense of belonging, enables development of a strong, positive sense of self and is responsive to each student.
- 1.6 Education must be holistic: providing opportunities that touch all dimensions of the development of a student: spiritual, emotional, intellectual, physical and social.
- 1.7 The experiences of all children are grounded in the values and social relationships within their own individual communities.
- 1.8 The future foundation of communities rests upon the experiences of the children today.
- 1.9 The strength and value of respected Elders and Knowledge Keepers is important.
- 1.10 Parental and community involvement are key factors in a child's success and they have a right and a responsibility to be meaningfully involved in their children's education and to feel welcome and supported.
- 1.11 All staff have a very important role in the success of students and the skills and capacity of all staff must be continually enabled and supported. All staff should always feel valued.
- 1.12 Quality teaching is critical to student success and must be enabled, mentored, supported, monitored and evaluated to help each teacher be the best they can be.
- 1.13 The role of trustees and the board to provide leadership and build the capacity of the division will enable all other elements to be successful.
- 1.14 Board policies must always be respectful of family and local goals, culture, values and traditions

2. The Board's mandate is:

- 2.1 To provide an education program that aligns with the standards of education set by Alberta Education and enables students to successfully complete grade 12 and to provide programs and opportunities that enhance and support the integrity and self-development of each child entrusted to its care.
- 2.2 In order to achieve its' mandate, the Board commits to setting and achieving learning



outcomes that are in line with Alberta Education outcomes.

Alberta Education Provincial Outcomes	Northland School Division (NSD) Outcomes
1. Alberta's students are successful.	1. Excellence in Leadership
2. The systemic education achievement gap between First Nations, Metis and Inuit students and all other students is eliminated.	2. Excellence in Relationships
3. Alberta's education system is inclusive.	3. Excellence in Learning
4. Alberta has excellent teachers, and school, and school authority leaders.	4. Excellence in Financial Practices
5. Alberta's education system is well governed and managed.	

Legal Reference: Preamble, Section 3, 7, 11, 18, 25, 27, 33, 35.1, 51, 52, 53, 67, 222 Education Act  
 Fiscal Planning and Transparency Act  
 Guide to Education ECS to Grade 12  
 Policy and Requirements for School Board Planning and Reporting  
 School Authority Planning and Reporting Reference Guide



## Policy 20

### TEACHER HOUSING

The Board will provide safe reliable housing for teachers resident in communities identified by the Board as requiring such services and believes this to be an essential component of teacher attraction and retention.

#### Specifically

1. The Division Teacher Housing Services will be structured in the form of a separate financially self-sufficient entity.
2. Teacher housing shall be maintained to a high standard.
- ~~3. Teacher housing may be provided to others tenants not related to the Division only if there is excess space.~~
4. The Board supports entering into partnerships to have local entities look after teacher housing where feasible.

Legal Reference: Section 11, 16, 18, 19, 32, 33, 51, 52, 53, 60, 67, 222 Education Act  
Public Health Act  
Residential Tenancy Act



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021

**SUBMITTED BY:** Jesse Lamouche, Trustee, Ward 4

**ORIGINATOR:** Policy Committee

**SUBJECT:** Policy 21 - Community Voice and Community Engagement

**REFERENCE(S):**

**ATTACHMENTS:** Policy 21 - Community Voice and Community Engagement

**RECOMMENDATION:**

**THAT the Board of Trustees approve the housekeeping changes to Policy 21 - Community Voice and Community Engagement, as attached.**

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**

## Policy 21

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### COMMUNITY VOICE AND COMMUNITY ENGAGEMENT

School Councils, Ward Councils, Council of School Councils and Partners

The Board recognizes and embraces opportunities to engage with their communities. Strong schools, with strong community support, are important factors in student success. The board is committed to engagement through a variety of channels to ensure voices are heard.

The Board, in keeping with the knowledge that meaningful parent and community involvement is a key factor in student success, deeply values the role of school councils. School councils need to be part of the foundation upon which student success is built.

“School councils will have the primary task of facilitating the collaboration and cooperation between members of the communities and their schools in developing shared responsibility for the learning success and well-being of all children and youth through community engagement in school planning and improvement processes (Policy 18, Northern Lights School Division, Sask. June 2009).”

Council of School Councils (COSC) and ward councils build upon community voices that are heard at school councils and ensure these voices travel to division staff, superintendent and Board of Trustees. This system of engagement also ensures information travels back to the school councils and the community.

COSC and ward councils also provide the opportunity for communities to share and learn from each other.

The board shall establish a formal engagement process for engaging with key community partners as the board understands students are more likely to succeed with the entire community supporting them. “It takes a community to raise a child.”

#### Procedures

1. Opportunities will be provided for communities to be involved in the education of their children.
2. Information is to be shared with school councils, students, parents, staff and the community to enable them to offer input into the programs, policies and procedures of the Division and schools.
3. Communities shall be engaged through effective communication and dialogue with the level of consultation made clear. **One tool to support communication will be “Bang the Table”**
4. Administrative Procedure 159, Community Engagement and 159 Appendix B Community Engagement Framework provide guidance for processes and procedures to follow when undertaking a community engagement project.

## 1. School Councils

### 1.1 Role of School Council (or Principal Advisory Committee)

1.1.1 The school council is advisory to the principal.

### 1.2 Membership and Meetings:

1.2.1 Any person who is interested in being involved in the education of students is eligible to participate in a town hall model of school council (i.e. parents, grandparents, aunts, uncles, caregivers, of child in the school, Elders/Knowledge Keepers, business person; local governance councilor, etc.).

1.2.2 A school council shall be established in each school operated by the Board in accordance with section 22 of the *School Education Act*, and the Alberta School Council Regulation.

1.2.3 If a school council is not formed then the principal must set up a principal advisory committee (PAC) that shall be open to all community members and have the same rights to involvement as school councils have.

1.2.3.1 A PAC must be established within 30 days of the non-establishment of a school council.

1.2.4 The Alberta School Council Resource Manual shall serve as the handbook for all school councils, outlining:

1.2.4.1 The role of a school council; and

1.2.4.2 Operational procedures of a school council.

1.2.5 The Board shall support the operation of school councils by providing a budget for:

1.2.5.1 Annual membership fee for all school councils for Alberta School Council Association (ASCA).

1.2.5.2 A school council representative from each school the opportunity to attend the Alberta School Councils Association (ASCA) annual conference.

1.2.5.3 Other professional development opportunities as approved by the Superintendent.

1.2.5.4 Refreshments at school council meetings, through the school budget.

### 1.3 Honoraria and Expenses:

1.3.1 No honoraria or expenses shall be paid to any person attending a school council or principal advisory meeting.

### 1.4 Conflict Resolution Procedure:

1.4.1 In the case of a conflict between the school council and principal, they shall refer to and follow the procedures outlined in Policy 21, Appendix A School Council Conflict Resolution.

1.4.2 The principal shall provide the school council chair a copy of Policy 21, Appendix A School Council Conflict Resolution.

## 2. Ward Councils

- 2.1 Structure:
- 2.1.1 Ward Councils meetings may be held by ward, by **geographic** area or in conjunction with a Council of School Councils meeting:
- 2.1.1.1 Ward Council meeting: held within a ward and includes only the schools and communities within the ward.
- 2.1.1.2 Area Ward Council meeting: held within **a geographic area** ~~an area as defined by the areas of the associate superintendents~~ and includes representation from all the ward councils within that area.
- 2.2 Membership:
- 2.2.1 Each ward shall have a ward council that consist of the trustee from the ward, a member of each school council in the ward and other person(s) that may become members (*Northland School Act*).
- 2.2.1.1 Each school council shall choose their representative.
- 2.2.1.2 If a school does not have a school council then a representative shall be selected from the principal's advisory committee by the committee.
- 2.2.2 Other person(s) may become members of a ward council and shall be chosen as follows:
- 2.2.2.1 Ward Council: Selected by the trustee of the ward in consultation with the associate superintendent of the area.
- 2.2.2.2 Area Ward Council: Selected by the trustees of the wards within the area and the associate superintendent of the area.
- 2.2.3 The number of other persons selected for ward council meetings shall be guided by budget, logistics and the purpose of the particular meeting.
- 2.2.4 The term of each person selected/appointed shall be outlined at the time of selection/appointment and may be for:
- 2.2.4.1 One meeting or;
- 2.2.4.2 Until the end of the school year in which the person is selected/appointed or;
- 2.2.4.3 Until the board disqualifies them as a member of the ward council by motion.
- 2.2.5 A person can be selected/reappointed to a ward council in the next, or any school year.
- 2.3 Meetings:
- 2.3.1 There shall be a meeting of each ward council at least once each school year either by ward council meetings, area ward council meetings or a COSC meeting.
- 2.3.2 The board shall ensure ward councils have the opportunity to provide input into the board's strategic direction within the 12-month period immediately following each general election.

- 2.3.3 Division administration, as designated by the Superintendent, will provide support for ward council meetings and facilitate setting the agenda in consultation with the Trustee(s), school council reps and principal(s).
- 2.3.4 The ward council shall determine the process for selecting a chair for each meeting. At the choice of the Trustee(s), Division administration or a Trustee shall chair the meeting until a chair is chosen.
- 2.3.5 The general purpose of the ward council meeting is to:
  - 2.3.5.1 Hear from communities through their school council representatives.
  - 2.3.5.2 Enable the ward council to advise the board respecting any matter relating to the board's strategic direction and policy in the ward.
  - 2.3.5.3 Discuss and share ideas on strategic direction of NSD and increasing student success.
  - 2.3.5.4 Share information between communities.
  - 2.3.5.5 Discuss general operational bouquets and concerns.
- 2.4 Honoraria and Expenses:
  - 2.4.1 Travel and other expenses will be paid as per Board Policy 7 Appendix A, Schedule of Rates for Area Ward Council meetings.
  - 2.4.2 No member of a ward council shall receive any remuneration/honoraria, other than an appointed Elder(s), for acting as a member of a ward council (*Northland School Act*).
- 3. The Board shall be responsible for appointing Elder(s), if any, by motion to a ward council meeting. A Board-appointed Elder(s) shall receive honoraria and travel expenses in accordance with Board Policy 7 Appendix A Schedule of Rates.
- 4. Council of School Councils (COSC)
  - 4.1 Membership:
    - 4.1.1 Each school council may select one representative to attend the meeting.
    - 4.1.2 If a school does not have a school council then a representative shall be selected from the principal's advisory committee, by that committee.
  - 4.2 Meetings:
    - 4.2.1 At a minimum, shall meet at least once a term with the Board within the 12-month period immediately following each general election.
    - 4.2.2 The general purpose of the COSC meeting shall be to:
      - 4.2.2.1 Ensure the opportunity is provided for input into the Board's strategic direction is provided within the 12-month period immediately following each general election.



- 4.2.2.2 Enable all communities to hear from each other and share information and ideas with the Board.
- 4.2.2.3 Discuss and share ideas on strategic direction of NSD and increasing student success.
- 4.2.2.4 Discuss general operational bouquets and concerns.

4.3 Honoraria and Expenses:

- 4.3.1 Travel and other expenses, if required, shall be paid as per Board Policy 7 Appendix A, Schedule of Rates, to each representative attending a COSC meeting.
- 4.3.2 No representative at the COSC shall receive any remuneration for acting as a representative to the COSC meeting.
- 4.3.3 Division administration will facilitate setting the agenda in consultation with the Board Chair.

Legal Reference: Section 8, 31, 33, 35, 35.1, 36, 37, 41, 51, 52, 53, 222 Education Act  
Northland School Division Act  
Freedom Information and Protection of Privacy Act  
Policy 21, Appendix A School Council Conflict Resolution  
AP 159 – Community Engagement



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer  
**SUBJECT:** Monthly Financial Report  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**  
THAT the Board of Trustees approve as information the Monthly Financial Report, as attached.

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



**NORTHLAND SCHOOL DIVISION**  
**Budget to Actual Variance**  
**as of April 30, 2021**

REVENUE	2020-2021					
		<u>Budget</u>	<u>YTD Budget</u>	<u>YTD</u>	<u>Variance</u>	<u>%</u>
Alberta Education	\$	46,143,365	\$ 30,762,243	\$ 31,271,849	\$ 509,605	2
Federal Government & First Nations		15,349,464	10,232,976	\$10,965,584	732,608	7
Other Revenue		2,678,420	1,785,613	\$1,095,459	(690,155)	(39)
	\$	64,171,249	\$ 42,780,833	\$ 43,332,891	\$ 552,058	1
<b>EXPENSES</b>						
Schools (inc. school cert. staff)	\$	24,556,710	\$ 16,371,140	\$ 16,401,803	\$ (30,663)	(0)
Instructional Support		7,667,034	5,111,356	3,894,599	1,216,757	24
Instructional Supply		7,628,664	5,085,776	4,078,214	1,007,562	20
External Services		4,521,543	3,014,362	3,190,605	(176,243)	(6)
Board and System Administration		3,108,717	2,072,478	1,818,680	253,798	12
Operations and Maintenance		10,504,182	7,002,788	\$7,267,921	(265,133)	(4)
Transportation		4,611,762	3,074,508	\$3,034,892	39,616	1
	\$	62,598,612	\$ 41,732,408	\$ 39,686,714	\$ 2,045,694	5
<b>NET SURPLUS (DEFICIT)</b>	\$	1,572,637	\$ 1,048,425	\$ 3,646,177	\$ 2,597,752	
<b>Salaries and Benefits Detail</b>						
Certificated salaries and benefits	\$	21,567,108	\$ 14,378,072	\$ 13,525,920	\$ 852,152	6
Uncertificated salaries and benefits		15,743,015	10,495,343	10,443,511	51,832	0
	\$	37,310,123	\$ 24,873,415	\$ 23,969,431	\$ 903,984	4

**VARIANCE ANALYSIS**

**Overall** - At the end of the eighth month we remain on track for a positive result.

As planned in the Fall Budget Update both revenues and expenses are favorable or close to budget.

With 67% of the year gone we have received 68% of our planned revenues and spent 63% of our planned expenses.

**Revenue**

Revenue is on track with the budget (+1%):

Provincial funding and COVID funding has been received higher than initially budgeted.

Lower Federal/First Nations tuition rates have been offset by additional students and federal COVID support.

Other revenues including SGF and donations have diminished from the pandemic in line with expenses (\$0.7M)

**Expenses**

The \$2.0M (5%) favorable variance is due to operational changes offset by Housing renovations/ pandemic costs

Schools are on budget due primarily to the pandemic, reducing subs and other expenses

Certificated salaries are 6% under budget (-\$0.9M)

External Services is slightly overbudget due to Housing investment

Instructional Support, Supply and Transportation primarily comprise the balance (-0.6M)

<b>Watching:</b>		<u>Budget</u>	<u>YTD Budget</u>	<u>YTD</u>	<u>Variance</u>	<u>%</u>
Housing	\$	1,404,991	\$ 936,661	\$ 868,242	\$ 68,418	7
Housing Renovations Program	\$	1,900,000	\$ 1,266,667	\$ 655,422	\$ 611,245	48
Pedagogical	\$	689,950	\$ 459,967	\$ 542,322	\$ (82,355)	(18)

**Housing** - Net Underbudget 7% YTD

Journal entries have been made to match Housing renovation YTD project costs to the funding sources.

Overall 12 units have been renovated with 6 more in process from the program total of 37 units.

**Pedagogical** - Overbudget 18%

The budget had only 4 peds while there are and were planned to be 5.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Wes Oginski, Associate Superintendent of Human Resources  
**SUBJECT:** April 2021 Student Enrollment Report  
**REFERENCE(S):**  
**ATTACHMENTS: NSD** NSD 20-21

**RECOMMENDATION:**  
THAT the Board of Trustees approve as information the April 30, 2021 Student Enrollment Report.

\*\*\*\*\*

**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.

<b>Northland Monthly Enrollment Update for 2020-2021</b>								
<b>Schools</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>
Athabasca Delta Community School	149	149	150	150	149	147	150	145
Anzac Community School	88	90	92	90	95	92	94	92
Bill Woodward School	111	114	115	115	115	112	112	107
Bishop Routhier School	62	60	59	57	61	58	59	60
Calling Lake School	126	129	128	128	129	123	121	121
Career Pathways School	88	78	84	83	87	97	102	100
Chipewyan Lakes School	18	20	17	17	21	19	20	20
Conklin School	22	17	18	18	21	21	22	20
Elizabeth School	106	110	112	111	112	110	110	111
Father R. Perin School	80	80	76	76	82	78	79	78
Ft McKay School	63	60	61	61	62	62	61	57
Gift Lake School	128	130	126	126	128	128	128	125
Grouard Northland School	85	84	75	75	72	67	70	60
Hillview School School	23	25	26	26	29	33	33	33
J.F. Dion School	68	66	69	68	69	69	69	71
Mistassiniy School School	259	255	244	243	244	249	250	250
Paddle Prairie School	112	110	111	111	114	114	116	113
Pelican Mountain School	28	27	29	29	29	30	30	30
St. Theresa School	286	290	291	290	291	291	296	295
Susa Creek School	25	25	25	25	25	25	28	29
<b>TOTAL</b>	<b>1927</b>	<b>1919</b>	<b>1908</b>	<b>1899</b>	<b>1935</b>	<b>1925</b>	<b>1950</b>	<b>1917</b>

April 2021 Enrollment															
	PUF	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Total
Athabasca Delta Community School	0	10	11	21	19	15	16	18	17	12	3	1	1	1	145
Anzac Community School	0	15	20	19	18	19	1	0	0	0	0	0	0	0	92
Bill Woodward School							9	13	17	11	19	13	15	10	107
Bishop Routhier School	0	6	6	8	8	10	11	11	0	0	0	0	0	0	60
Calling Lake School	3	5	5	13	12	18	3	9	6	14	12	9	10	2	121
Career Pathways School												27	31	42	100
Chipewyan Lakes School	0	2	1	6	2	1	3	2	1	2	0	0	0	0	20
Conklin School	0	0	3	2	1	0	3	2	2	5	2	0	0	0	20
Elizabeth School	0	7	7	13	13	15	12	14	15	15	0	0	0	0	111
Father R. Perin School	0	4	11	8	7	13	10	6	6	8	5	0	0	0	78
Ft McKay School	0	14	9	8	6	5	8	7	0	0	0	0	0	0	57
Gift Lake School	0	6	17	11	11	14	13	12	14	13	14	0	0	0	125
Grouard Northland School	0	8	4	6	6	5	9	6	7	4	5	0	0	0	60
Hillview School School	0	4	8	3	5	3	5	5	0	0	0	0	0	0	33
J.F. Dion School	0	8	6	8	12	7	8	11	5	6	0	0	0	0	71
Mistassiniy School School									36	46	34	51	40	43	250
Paddle Prairie School	0	9	11	5	8	8	7	16	17	6	10	8	4	4	113
Pelican Mountain School	1	3	2	2	8	3	7	4	0	0	0	0	0	0	30
St. Theresa School	3	31	37	41	51	49	40	43	0	0	0	0	0	0	295
Susa Creek School	1	0	4	1	5	6	2	7	1	2	0	0	0	0	29
2020 September Enrolment (as of Sept 30/20)	8	132	162	175	192	191	167	186	144	144	104	109	101	102	1917



**NORTHLAND SCHOOL DIVISION**  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES                                  **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**ORIGINATOR:** Dr. Don Tessier, Director of Student Engagement, Attendance, and Completion  
**SUBJECT:** School Attendance Report for April 2021  
**REFERENCE(S):**  
  
**ATTACHMENTS:** School Attendance Report

**RECOMMENDATION:**  
THAT the Board of Trustees receive as information the school attendance report for April 2021, as attached.

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



## Director of Student Engagement, Attendance, and Completion Report for Trustees

# NSD Operational Plan Updates to April 2021

### Strategy 1.1: Standardize attendance tracking processes

#### Year to Year Comparison - Division-wide Attendance Results for September 2020 to April 2021

Month	2019-2020	2020-2021	Difference
September	88%	76%	-12%
October	81%	75%	-6%
November	80%	75%	-5%
December	78%	74%	-4%
January	68%	65%	-3%
February	78%	58%	-20%
March	77%	59%	-18%
April	LFH - No Data – Covid-19	55%	
<b>Overall Average</b>	<b>79%*</b>	<b>67%</b>	<b>-12%</b>

\* Note: Overall average does not include April 2020. Average based on 7 months only.

### April 2021 Attendance Highlights for Northland School Division

- Last year, commencing March 17, 2020, Alberta Government, in cooperation with Alberta Health Services, required all schools in the province to transition to home schooling. From March 15 to June 28, 2020, all NSD students were recorded in PowerSchool as 'learning from home'.
- In April 2021, as a result of a Covid-19 outbreak in the RMWB, many NSD families in the area kept their children at home.
- The top attending schools (at-home & in-school combined) for April 2021 are:

Schools	Top Attending Schools for April 2021
Bishop Routhier School	87%
Chipewyan Lake School	83%
J.F. Dion School	78%
Fort McKay School	74%
Hillview School	74%

- Our overall division attendance for April 2021 is 67%!
- For April 2021, division-wide, 37% of NSD students have attendance rates between 80% and 100%.





# KEEPING ON TRACK!

## April 2021

### Attendance Improvement Across NSD

Are you keeping on track with your attendance improvement goals? Do you have the latest and most accurate attendance information for your school? Are you communicating your attendance successes & challenges with your school community? If not ... how we can help?

#### April 2021 Attendance Results by School

Northland Schools	April 2020	April 2021	
		At-Home	In-School
Bishop Routhier	LFH - No Data – Covid-19	100%	74%
Gift Lake School	LFH - No Data – Covid-19	50%	54%
Grouard Northland	LFH - No Data – Covid-19	8%	57%
Hillview School	LFH - No Data – Covid-19	86%	61%
Paddle Prairie	LFH - No Data – Covid-19	30%	59%
Susa Creek School	LFH - No Data – Covid-19	8%	86%
<b>Average</b>		<b>47%</b>	<b>65%</b>
Calling Lake	LFH - No Data – Covid-19	20%	51%
Chipewyan Lake	LFH - No Data – Covid-19	100%	65%
Mistassiniy	LFH - No Data – Covid-19	15%	37%
Pelican Mountain	LFH - No Data – Covid-19	65%	75%
St. Theresa	LFH - No Data – Covid-19	30%	76%
<b>Average</b>		<b>46%</b>	<b>61%</b>
ADCS	LFH - No Data – Covid-19	41%	63%
Anzac	LFH - No Data – Covid-19	64%	64%
Bill Woodward	LFH - No Data – Covid-19	26%	67%
Conklin	LFH - No Data – Covid-19	29%	75%
Elizabeth	LFH - No Data – Covid-19	50%	70%
Father R. Perin	LFH - No Data – Covid-19	5%	59%
Fort McKay	LFH - No Data – Covid-19	N/A	74%
J. F. Dion	LFH - No Data – Covid-19	83%	73%
<b>Average</b>		<b>43%</b>	<b>68%</b>
<b>Overall Average</b>		<b>45%</b>	<b>65%</b>

**Percentage of Students (at-home & in-school)  
Attending Between 90% – 100% by School for April 2021**

<b>Northland Schools</b>	<b>95-100%</b>	<b>90-94 %</b>		<b>90-100%</b>
Bishop Routhier School	70%	5%	=	75%
Gift Lake School	3%	7%	=	10%
Grouard Northland School	4%	2%	=	6%
Hillview School	46%	0%	=	46%
Paddle Prairie School	7%	4%	=	11%
Susa Creek School	18%	16%	=	34%
<b>Sub-Total Avg.</b>	<b>25%</b>	<b>6%</b>	<b>=</b>	<b>31%</b>
Calling Lake School	8%	3%	=	11%
Chipewyan Lake School	50%	0%	=	50%
Mistassiniy School	1%	2%	=	3%
Pelican Mountain School	6%	17%	=	23%
St. Theresa School	11%	10%	=	21%
<b>Sub-Total Avg.</b>	<b>15%</b>	<b>6%</b>	<b>=</b>	<b>21%</b>
ADCS	19%	8%	=	27%
Anzac Community School	15%	16%	=	31%
Bill Woodward School	9%	6%	=	15%
Conklin Community School	5%	14%	=	19%
Elizabeth School	18%	15%	=	33%
Father R. Perin School	2%	5%	=	7%
Fort McKay School	36%	5%	=	41%
JF Dion School	26%	25%	=	51%
<b>Sub-Total Avg.</b>	<b>16%</b>	<b>12%</b>	<b>=</b>	<b>28%</b>
<b>Overall</b>	<b>19%</b>	<b>8%</b>	<b>=</b>	<b>27%</b>

### Percent by Attendance Category by School for April 2021 (combined)

Northland School	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%
Bishop Routhier School	70%	6%	5%	0%	4%	4%	11%
Gift Lake School	3%	7%	10%	12%	2%	27%	39%
Grouard Northland School	4%	2%	5%	3%	10%	13%	63%
Hillview School	46%	0%	8%	14%	5%	6%	21%
Paddle Prairie School	7%	4%	7%	10%	8%	5%	59%
Susa Creek School	18%	16%	9%	0%	0%	3%	54%
<b>Sub-Total</b>	<b>25%</b>	<b>6%</b>	<b>7%</b>	<b>7%</b>	<b>5%</b>	<b>10%</b>	<b>40%</b>
Calling Lake School	8%	3%	7%	7%	8%	3%	64%
Chipewyan Lake School	50%	0%	4%	25%	5%	8%	8%
Mistassiniy School	1%	2%	4%	2%	5%	13%	73%
Pelican Mountain School	6%	17%	12%	27%	14%	7%	17%
St. Theresa School	11%	10%	19%	8%	6%	6%	40%
<b>Sub-Total</b>	<b>15%</b>	<b>6%</b>	<b>9%</b>	<b>14%</b>	<b>8%</b>	<b>8%</b>	<b>40%</b>
ADCS	18%	8%	5%	7%	9%	8%	45%
Anzac Community School	15%	16%	14%	13%	4%	5%	33%
Bill Woodward School	9%	6%	6%	8%	7%	8%	56%
Conklin Community School	5%	14%	5%	14%	7%	15%	40%
Elizabeth School	18%	15%	10%	12%	6%	4%	35%
Father R. Perin School	2%	5%	13%	5%	2%	7%	66%
Fort McKay School	36%	5%	12%	15%	5%	10%	17%
JF Dion School	26%	25%	12%	12%	8%	5%	12%
<b>Sub-Total</b>	<b>16%</b>	<b>12%</b>	<b>10%</b>	<b>11%</b>	<b>6%</b>	<b>8%</b>	<b>37%</b>
<b>Overall</b>	<b>19%</b>	<b>8%</b>	<b>9%</b>	<b>11%</b>	<b>6%</b>	<b>8%</b>	<b>39%</b>

**Students attending between 80-100% compared with students  
attending below 80% for April 2021 by School**

School	80-100%	Below 80%		Total
Bishop Routhier *	81%	19%	=	100%
Gift Lake School	20%	80%	=	100%
Grouard Northland School	11%	89%	=	100%
Hillview School *	54%	46%	=	100%
Paddle Prairie School	18%	82%	=	100%
Susa Creek School	38%	62%	=	100%
<b>Avg. Sub-Total</b>	<b>37%</b>	<b>63%</b>	<b>=</b>	<b>100%</b>
Calling Lake School	18%	82%	=	100%
Chipewyan School *	54%	46%	=	100%
Mistassiniy School	7%	93%	=	100%
Pelican Mountain School	35%	65%	=	100%
St. Theresa School	40%	60%	=	100%
<b>Avg. Sub-Total</b>	<b>38%</b>	<b>62%</b>	<b>=</b>	<b>100%</b>
ADCS School	31%	69%	=	100%
Anzac School	45%	55%	=	100%
Bill Woodward School	21%	79%	=	100%
Conklin Community School	24%	76%	=	100%
Elizabeth School	43%	57%	=	100%
Father R. Perin School	20%	80%	=	100%
Fort McKay School *	51%	49%	=	100%
J.F. Dion School *	53%	47%	=	100%
<b>Sub-Total</b>	<b>36%</b>	<b>64%</b>	<b>=</b>	<b>100%</b>
<b>Overall Avg.</b>	<b>37%</b>	<b>63%</b>	<b>=</b>	<b>100%</b>

\* Note: Green highlights showcase schools with exceptional April 2021 attendance during Covid-19.

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

#### April 2021 Attendance Gift Card Winners

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

Congratulations to the following students who received a \$50 Gift Card for their outstanding April 2021 Attendance Successes!

Grade Groupings	Student	School	% Attendance Achieved
Kindergarten to Gr. 3	Elizabeth Flammond (Gr. 1)	J.F. Dion School	97%
Grade 4-6	Beau Hallock (Gr. 4)	Susa Creek School	97%
Grade 7-9	Hunter Blackman (Gr. 7)	Elizabeth School	94%
Grade 10-12	Ma Feliza Roberto (Gr. 11)	Mistassiniy School	93%

#### Creative strategies/ideas shared by NSD schools to engage students during the pandemic

This year of Covid-19 has been a huge challenge for schools, students, parents and our communities. School staff have been and continue to be stretched to meet the student engagement challenge.

As a way to recognize school efforts, the following chart lists a few creative ways 11 schools have shared to engage students in the learning process:

Noteworthy Student Engagement Strategies Implemented by NSD Schools during Covid-19

School	A Few Noteworthy Student Engagement Strategies Implemented by NSD Schools
ADCS School	<ul style="list-style-type: none"> <li>• Link to numerous ADCS School Success Strategies Report <a href="#">ADCS.School Success Report.docx</a></li> <li>• Virtual Visiting Guests – Bev Lambert, Metis jiggling lessons.</li> <li>• Virtual Field Trips – Tyrell Museum for example</li> <li>• Additionally, teachers offer two live online sessions focused on numeracy and literacy (ECS-Grade 6) (Grade 7-9 all subjects) and are available for drop-in with the teacher for 3 hours per day. Students can also set up scheduled appointments.</li> <li>• Parents are cc'd in daily email to online learning students - giving instruction for the day's activities/assignments.</li> </ul>
Bill Woodward/Anzac School	<ul style="list-style-type: none"> <li>• One strategy we have been using is that at the end of the month if the class has over 85% average attendance they get a "reward trip". Some classes have gone on nature walks, some have gone to the Anzac Day Use area and some have gone to the playground at the Anzac Recreation Centre.</li> </ul>
Bishop Routhier School	<ul style="list-style-type: none"> <li>• Students/parents are provided with the flexibility to plan, and execute assigned work at their own pace throughout the term to accommodate family needs.</li> </ul>

Father R. Perin School	<ul style="list-style-type: none"> <li>• <a href="#">Online Digital Attendance Wall</a></li> <li>• <a href="#">ONline Attendance shopping store</a> (kids shop online and it is delivered to their classroom)</li> <li>• Monthly attendance awards (with gift cards from the school)</li> <li>• Calling home daily</li> <li>• Letters home</li> <li>• Joint letter from Chief and school</li> <li>• Technology provided to EVERY child (in school and at-home)</li> <li>• School delivery and pickup of any work completed</li> <li>• Christmas and Easter Baskets sent home to all kids (both at-home and in-school learners)</li> <li>• Used Breakfast Program funding to recently deliver Healthy Hampers to all</li> <li>• Personal letter from the Principal to online learners along with small craft/science kits delivered to online homes</li> </ul>
Gift Lake School	<ul style="list-style-type: none"> <li>• We had a school wide covid-19 safe winter fun day to celebrate all the hard work our students have been doing.</li> <li>• Teachers and administration are in constant contact with parents to check in and celebrate successes.</li> </ul>
Grouard Northland School	<ul style="list-style-type: none"> <li>• New digital tools taught to students: screencastify / students recorded themselves reading and sent it to head office.</li> <li>• Indigo gift cards were handed out to students for awesome attendance and achievement</li> <li>• Head office interactive activities: students participated in Literacy week where each member of head office interacted with students virtually for the World Read aloud Challenge.</li> <li>• Zoom Field Trips- Creatures with Wings and Crawly Things, Arizona-Sonara Desert Museum- Flying Friends, Butterfly Pavilion, Ocean First Institute- Sharks and their Amazing Adaptations</li> <li>• Newsletters- highlighting students of the month with pictures Dr. Seuss and birthday day celebrations</li> </ul>
Hillview School	<ul style="list-style-type: none"> <li>• Our best engagement strategy was planning an extremely well supervised Covid-19 friendly ice fishing trip. We had 100% attendance. This improved our attendance pre and post trip.</li> <li>• We are implementing SMART Learning. Covering a small chunk of high-quality children's literature daily for a span of time leaves the children in suspense each day wanting more. When students are engaged they want to attend so they don't miss the next segment of the story!</li> </ul>
Mistassiniy School	<ul style="list-style-type: none"> <li>• At the beginning of the 2020-21 school year, Mistassiniy School staff reached out to community organizations for feedback and support with the goal of improving attendance at our school. Since then, our membership has grown to include: Atoske Action Group, Bigstone Community Wellness, Family and Community Support Services, Calling Lake School, St. Theresa School, and Mistassiniy School. In our monthly meetings, we decided that our first step towards improving services and address chronic attendance issues should begin with a survey. Each organization could then use the information from this survey to improve its services, and each school would be better able to address chronic attendance issues. The next step is to administer the survey throughout the summer.</li> </ul>

	<ul style="list-style-type: none"> <li>• Another measure we have taken was to schedule the High School with Credit Recovery blocks to encourage students to continue with course work and take the pressure of start and finish dates.</li> </ul>
Pelican Mountain School	<ul style="list-style-type: none"> <li>• It was daily phone calls and texts that seemed to impact student engagement online/at home.</li> <li>• Accountability became important. I am lucky that I have a secretary able to devote time to calling parents.</li> <li>• Utilizing the technology seems to motivate the student in the classroom and at home too. Use of robotics, stem-scopes, Google Classroom, Kahoot and Minecraft appears to be a fun way to engage students and motivate them to come to school.</li> </ul>
St. Theresa School	<ul style="list-style-type: none"> <li>• Grade 3/4C: We are using Kahoots as assessment and engagement and all of the students like to participate. We also have done Jeopardy labs in teams. Students are also doing Minecraft where they are building sustainable houses which fit into Social and Science. They are also doing coding lessons. Having students do Flipgrids on CBCKids news topics.</li> <li>• Grade K/1/2M: Our online lessons include Animated Literacy, Reading Readiness, Letter-Sound Recognition, Read Aloud(s) with letter-sound recognition, word families and vocabulary and comprehension being the focus, Guided Reading using LLI mini books, NSD Sight word practice, Literacy Music, Animated Drawing/Labelling, Printing on small chalkboards, Rote counting to 20, Number Recognition with one to one matching. Introduction to time. Manipulatives for the many hands-on types of activities are provided. Movement with music breaks and materials to support the lessons are posted on Google Classroom. The students are growing plants at home.</li> <li>• Grade 2M Level: Our online lessons include daily Guided Reading using Level appropriate material. Lessons with the focus being placed on sight word practice, vocabulary, fluency and comprehension. Creative Writing opportunities with various personal related topics are provided. Art: Puppet/Stage Measurement Skills, such as telling time, measuring with standard and non-stand measurements, temperature, and geometric solid shapes and congruent figures. Manipulatives for the many hands-on type of activities have been provided. Materials to support the lessons are posted on Google Classroom. The students are growing plants at home.</li> <li>• Grade 3D: Kahoots/Booklet linked to all subject matter: Jamboards to get students opinions and ideas/WTW sorts; Flipgrid to have students answer questions; Epic books for read alouds; Prodigy / Mathletics for Mathematics; Minecraft for Science and Social; Music- Music Blob Opera/ Various Bitmoji slides and Brain-breaks / Just Dance, Musical drumming, and Go Noodle</li> <li>• Grade 5P: Movement breaks; Mathletics/abcya /vocabulary a-z/epic books/tumblebooks; Kahoots; Guided reading; Smart board and Manipulatives</li> </ul>

	<ul style="list-style-type: none"> <li>• ECS/1M: Literacy music and movement using Jack Hartmann videos; Animated Literacy - Letter-sound recognition, Introduction of letter and sounds with associated character, related read-aloud, sound and gesture, sing and gesture song using slideshare. Animated drawing and labelling. NSD sight words using strategy of say and spell, arm tapping, air writing, etc. Reading sentences using sight words and visuals. CVC word family games and activities. <a href="https://ab.mathgames.com/">https://ab.mathgames.com/</a>; <a href="#">Go noodles</a> ; just dance</li> <li>• Grade 2S: Outdoor learning environment as much as possible. Hands on games for learning (card/dice games for numeracy, sight word snakes and ladders and other games for literacy). Monthly classroom attendance awards (trim track scavenger hunts, bannock dog weiner roasts, movie parties). Movement breaks throughout the day (Go Noodle, Jack Harttman, Just Dance). Daily sharing circle to begin our days (sharing in desks because of COVID).Kahoot review games, Youtube videos (grade/age appropriate). Sharing family stories passed down regarding any discussion in class ( a lot of the history of Wabasca has come to us through these discussions)</li> </ul>
Susa Creek School	<ul style="list-style-type: none"> <li>• School staff shared that they started phoning home every day if a child was absent. This approach resulted in an increase in attendance.</li> <li>• School staff started doing daily walks outside to keep the kids active and moving.</li> <li>• Also, school staff used the outdoor classroom and fire pit space for land-based learning to have students outside more.</li> </ul>





NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Assurance Model Framework/Education Plan for 2021-2024  
**REFERENCE(S):** Policy 2 - Role of the Board  
**ATTACHMENTS:**

**RECOMMENDATION:**

**THAT the Board of Trustees approve the Alberta Education Assurance Model Framework/Education Plan for 2021-2024.**

\*\*\*\*\*

**BACKGROUND:**

Alberta Education developed a new reporting tool called the Assurance Framework which builds on the strengths of the current accountability framework (including the Accountability Pillar), while integrating elements arising from the Assurance Pilot process which was initiated in 2014/2015.

As per the Alberta Education Funding Manual, school authorities will continue to develop Education Plans and Annual Education Results Reports that identify key priorities and improvement areas and report on results through a core set of provincial measures that will enable the government and Albertans to assess the operation of the education system.

The new Assurance Framework provides increased flexibility to school authorities to design Education Plans and Annual Education Results Reports, while requiring strong engagement processes with local stakeholders.

The framework is designed to align with education system roles and responsibilities articulated by the Education Act, and supports accountability, transparency and continuous improvement.

**RISK ANALYSIS:**

# Northland School Division

## 2021-2024 Education Plan



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## Message from the Board of Trustees



On behalf of the Board of Trustees, I am pleased to present the 2021-2024 Northland School Division (NSD) Education Plan. Within these pages, you will find NSD's priorities, outcomes, strategies and measures that have been identified as a result of conversations with staff and school communities. During the 2021-2022 school year, NSD will continue and increase engagement with the communities we serve using video-conference, face to face when it's safe to do so and a new community engagement tool called Bang the Table. We are looking forward to sharing more details before the next school year begins.

We encourage you to review this plan and would appreciate hearing from you. Please consider attending community engagements sessions once dates have been set.

## Accountability Statement

The Education Plan for Northland School Division was prepared under the direction of the Board of Trustees in accordance with the responsibilities under the *Education Act* and the Fiscal Planning and Transparency Act. This plan was developed in the context of the provincial government's business and fiscal plans.

The Board has used the results reported in the document, to the best of its abilities, to develop an education plan and is committed to implementing the strategies contained within the plan to improve student learning and results. The Board approved the Education Plan for 2021-2022 on May 29, 2021.



Robin Guild  
Board Chair

Dr. Nancy Spencer-Poitras  
Superintendent of Schools

# About Northland School Division

**Commitment:** To inspire students to be the best they can be by providing outstanding holistic educational opportunities, with amazing staff and strong partnerships with families and communities.

**Vision:** "Our students love to come to school in Northland"

## By the numbers



1950 students



432 staff



20 schools

## Other Key Facts

- Cover 288,347 square kilometres.
- Over 90% of students are Indigenous
- A new Northland School Division Act proclaimed law.

## Where schools are located

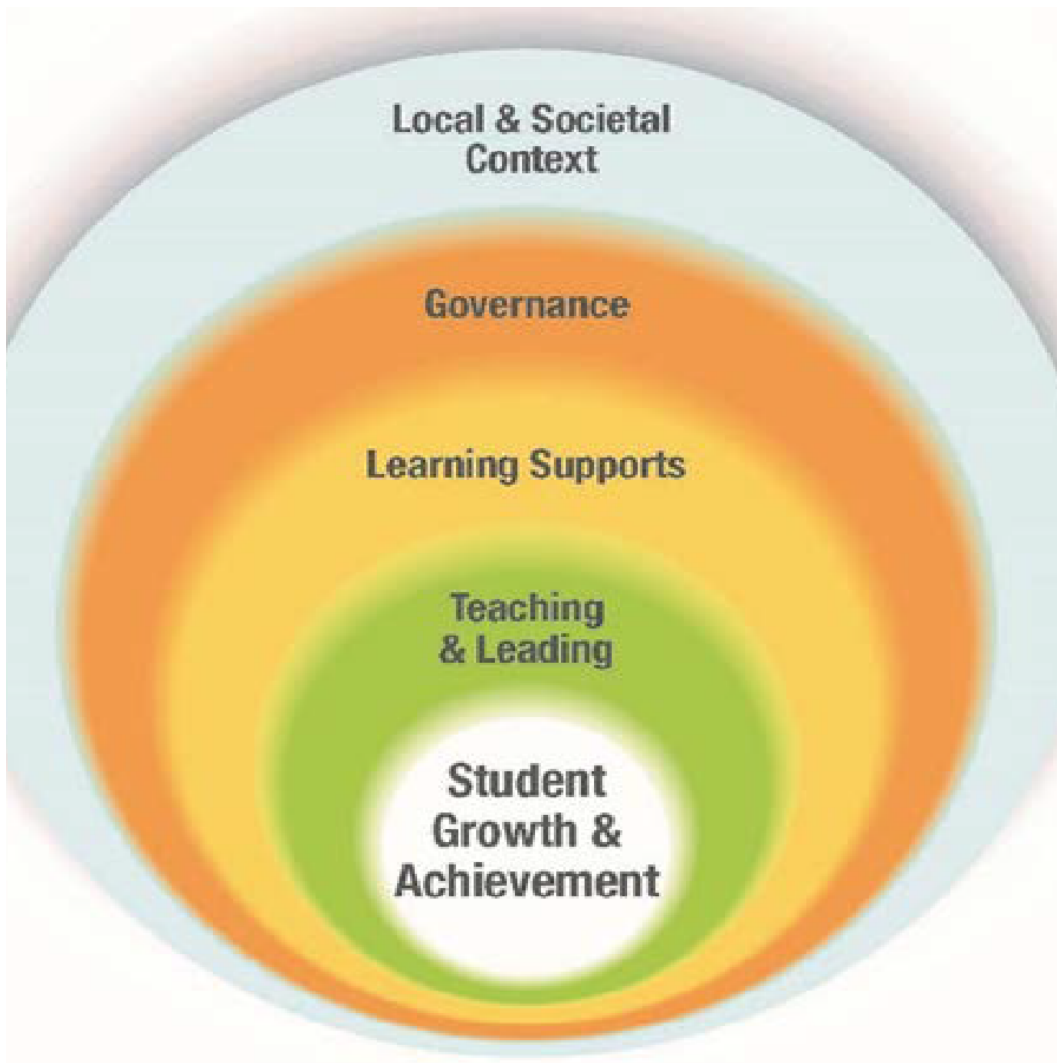


## Assurance Domains

Assurance in the education system happens when community members, system stakeholders and education partners engage across five domains:

- Student Growth and Achievement
- Teaching and Leading
- Learning Supports
- Governance
- Local and Societal Context

Student growth and achievement is the primary purpose of the education system and is the core outcome domain for the assurance framework. The domains of Teaching and Leading, Learning Supports and Governance support and enable Student Growth and Achievement. Local and Societal Context, while a separate domain, operates across and is integrated into the others. For the purposes of description, the domains are considered discrete and separate. However, in practice, they overlap and are interconnected and interdependent, as depicted in the graphic below:



# Northland School Division Priorities



To achieve the Assurance Domains and our Priorities, we will focus on:

## Priority 1: Excellence in Learning

Students achieve or exceed the standards set by Alberta Education in literacy and numeracy.

**Outcome:** Student success is supported by staff who ensure all students feel supported and have a sense of belonging within their schools.

### Strategies:

- School Progress Reports (Attendance/monthly) and learning success meetings will be held three times a year.
- Professional learning on trauma informed practice and supporting students with complexity will be offered to staff.
- Implement a coordinated common professional learning calendar.
- First Nations and Métis Language and culture is woven throughout subject areas and activities.

### Measures:

- Student responses will meet the provincial average on feeling safe at school, feeling there is caring and respect for others and feeling they are treated fairly.
- Improvement in safe and caring measures from the previous years data in Our School Survey.
- High School completion rate in the Division will increase by 2%.
- The coordinated common professional learning calendar will increase the number of school/cross divisional professional learning opportunities.
- Language and culture supports the K-12 programs of study in all schools.

**Outcome:** The Division uses consistent literacy and numeracy practices to support the growth of educators and student achievement.

### Strategies:

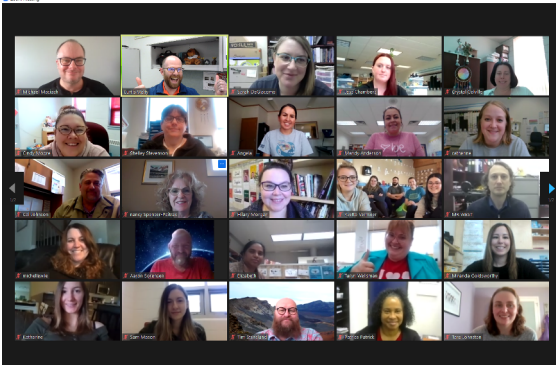
- Implement an updated divisional literacy strategy.
- Develop and implement a community of practice for literacy.
- Implement a divisional numeracy strategy.
- Develop and implement a community of practice for numeracy.

### Measures:

- The number of students that attain an acceptable level for Grade 6 and 9 Provincial Achievement Tests (PATs) will increase by three percent (3%).
- Literacy levels will increase by three percent (3%).
- The number of students that attain an acceptable level for Diploma examinations will increase by 3%.
- The number of coordinated divisional/school professional learning opportunities in literacy and numeracy.

## Priority 2: Excellence in Leadership

Through excellent leadership practices, everyone feels welcome and valued



**Outcome:** Division employs a consistent process for reviewing school improvement and assurance.

**Strategies:**

- Implement the assurance review process at the school level.

**Measures:**

- Three times a year senior leadership meets with schools to review assurance plans and record progress.

- Two percent (2%) increase in the number of parents,

students, and staff that believe the division is making progress on school improvement.

**Outcome:** Division and school leadership models a welcoming learning and working environment that fosters a sense of belonging and pride for First Nations and Métis and non First Nations and Métis learners.

**Strategies:**

- Professional learning for staff on First Nations, Métis and Inuit educational issues to foster intercultural understanding, empathy, and mutual respect for the Call to Actions for Education.
- School principals complete a quarterly review of student progress with the teacher.

**Measures:**

- Two percent (2%) increase in the number of parents, students, and staff that indicate the Division has a welcoming learning environment.
- Parents and communities indicate how system and school leadership support First Nations and Métis students to be successful.

**Outcome:** Finances are well-managed, decisions are supported by facts and stewardship is exemplary.

**Strategies:**

- Initiate an objective assessment of financial processing, including comparisons to other divisions to highlight opportunities for improvement including policies, procedures, systems and structure. Use this assessment to plan a multi-year improvement project.
- Professional financial management training for relevant staff to ensure that policies, processes, systems and financial resources are understood and well-managed.
- Develop and implement periodic variance reporting for all cost centres.
- Develop and implement a procurement strategy to leverage our spend as a division rather than 20 separate schools.

**Measures**

- Completion of objective assessment of financial processing and development of improvement plan.
- Majority of targeted staff comfortable with financial management knowledge for their role.
- Leadership satisfied with the budget variance process.
- Implementation of a procurement strategy.



### Priority 3: Excellence in Relationships

Develop and actively promote healthy relationships with students, parents/guardians, staff, community, and educational partners.



**Outcome:** Parents and community members engage in their school community and are involved in their child's education.

**Strategy:**

- Schools include student learning examples and presentations in school council/principal advisory committee meetings.
- Re-engage the communities in-school events and celebrations which have ceased to exist during the pandemic.

**Measure:**

- Increased attendance and participation in school council/principal advisory committee meetings.
- Qualitative feedback from parents to the school.

**Outcome:** Parents, guardians, communities and education partners are informed and involved in Division plans, programs, and progress through

ongoing and effective communication.

**Strategy:**

- Division continues to implement a community engagement strategy.
- Division continues to implement a communication strategy to create greater awareness of events/news in the Division and schools.
- Develop and enhance partnerships to support student learning and community relations.

**Measure:**

- Increased attendance and participation in school council/principal advisory committee meetings.
- Two percent increase in the satisfaction parents indicate about being well informed about what is happening in their schools.
- Increase in the number of Facebook views, other social media accounts and positive media articles.
- Increase in the number of partnerships with the division.

**Outcome:** Division fosters purposeful and productive working relationships to collaboratively advance division operations to support student learning.

**Strategy:**

- Hold focus groups with employees to better understand the working relationships.
- Implement an employee service survey.
- Celebrate students, staff, school, and community members at district events and Board meetings.

**Measure:**

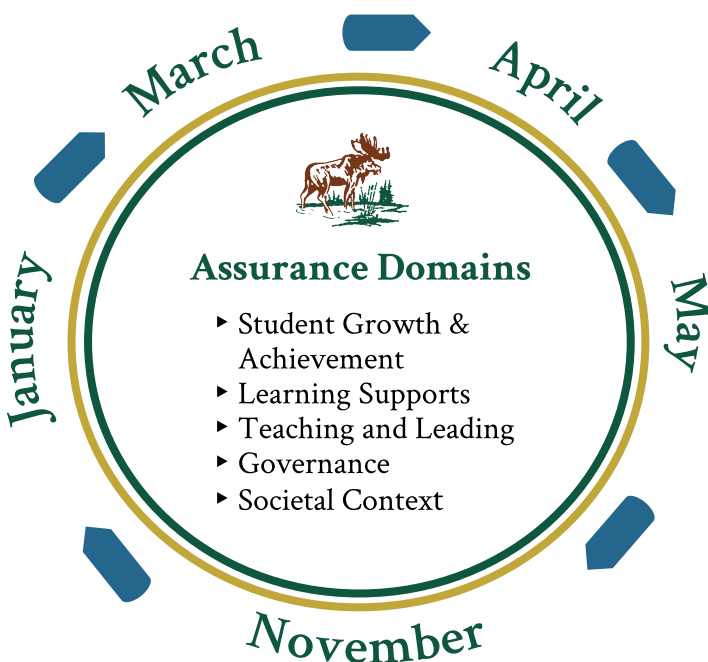
- Increased staff satisfaction on surveys.
- Number of focus groups organized.
- Number of presentations and celebrations acknowledged at Board meetings/division events.

## Assurance Cycle

School authorities are responsible for providing assurance they are fulfilling their responsibilities and students are successful. The assurance arises from the combination of policies, processes, action and evidence that help build public confidence in the education system. It is achieved through relationship building, engagement with education partners, and creating and sustaining a culture of continuous improvement and collective responsibility.

### Ongoing Generative Governance

The Board of Trustees consistently reviews emails from stakeholders, and attends monthly school council meetings and Committee of School Councils meetings to gather input and feedback about the Division. Also, a standing generative-governance item is on every Caucus Committee meeting for trustees to share feedback and guide decision-making



### April

- NSD prepares a budget and develops a draft Education Plan for the upcoming school year.

### May

- NSD submits to Alberta Education its Education Plan for the upcoming school year.

### November

- Schools engage families to review the results from the previous year and invite them to engage in the results-review process.
- NSD engages with school councils/principal advisory committees about the *Annual Education Results Report* for the Division

### January

- The Alberta Education Assurance Survey is administered to gather feedback from staff, families and students in all assurance domains to guide future decision making.

### March

- NSD gathers feedback from staff and families through our community engagement tool called Bang the Table. The engagement will focus on assurance domains and NSD priorities. This will guide future decision making.



## BUDGET PLANNING

and focus resources on classrooms.

### 2021-2022 Annual Budget

- Budget has been created consistent with the Education Plan.
- Provincial funding details were released March 31, 2021
- “Bridge Funding” (\$4.5M in 2021-22) has been provided to transition between the old and new funding models.
- Overall revenues and expenses are slightly lower than last year with a surplus of \$0.6M planned.
- Key assumptions include minimal COVID-19 impacts, School Food Services (hot lunch program) maintained (\$2.6M), Federal/First Nation tuition steady and minimal inflation
- Strategy to continue to invest in improvements and technology, to contain non-educational operating costs

### 2021 Capital Plan

#### Overview

The Capital Plan ranks the proposed projects for NSD based on criteria first developed through our collaboration with Edmonton Public School Division (EPSB) in 2018 and based on provincial requirements. The facilities team has worked with EPSB to update the plan based on work completed or underway

Recommendations are based on building condition evaluations provided by Alberta Infrastructure, ten-year enrolment projections and qualitative facility evaluations. Recommendations are divided into short, medium and long-term timeframes (see pages 11, 12, 13) in order to establish an integrated facility strategy that includes maintenance, environment, programming and student accommodations. Short-term priorities are the Division’s 3-year Capital Plan. Medium and long-term recommendations take into consideration the time required to prepare capital funding requests to Alberta Education. Additional details about NSD's Capital Plan are available on our website.

<https://www.nsd61.ca/download/334517>.

### Infrastructure Maintenance and Renewal (IMR)

#### Overview

IMR funds are provided for the maintenance of schools, recognizing that some expenditures are outside of regular repairs and maintenance (for example equipment replacement). Click on the website to view the Infrastructure, Maintenance and Renewal Work Plan <https://www.nsd61.ca/download/347498>.

## Capital Priority Recommendations

Short Term (1-3 Years)	School	Ward (current)	Description	Cost
	Grouard Northland Replacement School	4	Replacement of Grouard Northland School with a new 150 student capacity school on an adjacent parcel next to the existing school.	\$13,120,000
	Paddle Prairie Replacement School	1	Replacement of Paddle Prairie School with a new 150 student capacity school on an adjacent parcel next to the existing school.	\$8,600,000
	Susa Creek Replacement School	2	Replacement of Susa Creek School with a new 150 student capacity school replaces aging infrastructure and reduces utility consumption.	\$6,670,000
	Anzac Major Modernization	10	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)	\$1,876,000

Medium Term (4-6 Years)	School	Ward (current)	Description	Cost
	Calling Lake Major Modernization	8	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)	\$3,195,000
	Elizabeth Major Mod/Addition	11	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope). Addition of a Gymnasium.	\$5,590,000
	Chipewyan Lake Major Modernization	7	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)	\$ 2,100,000

Long Term (7-10) Years)	School	Ward (current)	Description	Cost
	Conklin Major Modernization	10	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)	\$1,753,000
	J.F. Dion Major Modernization	11	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)	\$834,000
	Fort McKay Major Modernization	10	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope).	\$1,183,000
	Father R. Perin Major Modernization	10	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope).	\$1,237,000
	St. Theresa Major Modernization	7	Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope).	\$592,000



**NORTHLAND SCHOOL DIVISION NO.61**

*"Our students love to come to school in Northland"*



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer  
**SUBJECT:** 2021-2022 Spring Final Budget  
**REFERENCE(S):** Policy 2 - Role of the Board  
**ATTACHMENTS:**

<b>RECOMMENDATION:</b>
<b>THAT the Board of Trustees approve the 2021-2022 Spring Final Budget, as attached.</b>

\*\*\*\*\*

<b>BACKGROUND:</b>
<p>The 2021-2022 Spring Final Budget is presented to the board for approval.</p> <p>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."</p> <p>The 2021-2022 Budget will be reviewed in October after enrollment is clear to address emerging issues, changes and an update/ any recommended changes will be provided at the November Board Meeting.</p>
<b>RISK ANALYSIS:</b>





# NORTHLAND SCHOOL DIVISION

**May  
Budget  
report**

**2021/2022**

This document outlines the plans for the upcoming year.

Report to the  
Board of Trustees  
May 29, 2021

*"Our students love to come to school in Northland"*



**Northland School Division  
May 29, 2021**

## 2021 - 2022 Spring Budget

### Overall

- Budget has been created consistent with the Education Plan and 2022 goals
- Provincial funding details were released March 31st and funding has been essentially frozen for the last three years
- “Bridge Funding” (\$4.5M in 2021-22) has been provided to transition between the old and new funding models. Preparations continue for the demise of this funding, which will be a significant “fiscal cliff”.
- The province will hold us harmless from enrollment shifts (one year)
- Overall revenues and expenses are slightly lower than last year with a surplus of \$0.6M planned
- Key assumptions include minimal COVID impacts, School Food Services (hot lunch program) maintained (\$2.6M), Federal/First Nation tuition steady and minimal inflation
- Strategy to continue to invest in improvements and technology, to contain non-educational operating costs and focus resources on classrooms

### ANALYSIS

	<u>Final Budget May 2022</u>	<u>Final Budget May 2021</u>	<u>Actual Results 2020</u>	<u>Budget May 2020</u>
Revenues	\$ 60,573,394	\$ 64,171,249	\$ 57,579,222	\$ 63,395,625
Expenses	59,989,503	62,598,612	57,351,357	64,621,983
Surplus (Deficit)	\$ 583,891	\$ 1,572,637	\$227,865	(\$ 1,226,358)
Enrolment	1,919 E	1,922 E	1,918 A	2,080 E

### ENROLLMENT

- The enrollment level and mix are based on forecasts compiled from school level data. They are forecast to be virtually unchanged from September 2021. Due to the pandemic enrollment has fluctuated and is being carefully monitored.
  - Total Provincial students are forecast to be 1,347 vs 1342 in the September 2020 nominal roll
  - Total Federal/First Nation Students are 572 vs 571 in September

## REVENUE

- The new funding framework and formula has been implemented
  - The Division is funded more as a whole, and for program totals (like Transportation) than on a per student basis
  - The Weighted Moving Average approach and early grant decisions have stabilized funding and moderates the financial impact of enrollment changes
  - The Five-Year Investment Grant and School Food Services Funding grants have been discontinued
  - There is a \$4.5M bridging grant this year to support transition to the new funding model. It is expected this will decline/disappear in future
- As first noted in the November budget update, forecast federal revenues have declined by \$3M (19.8%) year over year due primarily to lower audited tuition rates
  - For 2021-22 the annual rates (excluding ECS) are based on the 2019-20 audited rates, with an overall 3% contingency::
    - Ft Chip \$22,735.10 - down from the \$27,888.00 previously
    - Other Federal/FN areas: \$24,064.20, down from \$24,693.70

## EXPENSES

- School Food Services continues per the Board motion (\$2.6M annually)
- Staff costs - Inflation at 0% has been factored into salaries/benefits and key contracts
  - Certificated staff budgeted at \$21.2M and 164.0 fte's vs 158.4 at present
    - Centralized certificated support reduced by 1 fte net
  - Uncertificated staff budgeted at \$15.1M and 251 fte vs 255.5 FTE last year and 219.1 at present.
    - The pandemic has reduced support staffing. The division is carefully reviewing vacancies/unfilled roles to ensure cost containment.
    - MNP is studying corporate services operational efficiency, and additional savings will be quantified in the fall update
- The investments in technology and housing continue with available funds and are being offset by travel reductions and other cost containment measures
- The end of the Five Year Investment Grant continues to be built into the cost structure
- The Board of Trustees budget remains at the 2019-2020 level
- The cost for property, liability and fleet insurance will be known with the bid in October
  - 2021 included a 23% increase (Total is \$1.3M),
  - The GOA covered the property insurance increase (\$228K)
  - A "minimal" increase is forecast, while coverage and inclusions will continue to be reviewed
- Staffing is being allocated, based on priorities and need in discussions with principals. Tuition agreements may specify staffing levels
- Transferable expense budgets at schools are a reflection of the change in student

- enrolment, and are calculated using an allocation model
- Small schools are now staffed at 2.40 fte minimum
- A dedicated language instructor at every school continues
- Funds set aside for community engagement/school councils.
- Housing continues to be costly - changes to utility recoveries, maintenance approach and the \$3.9M Improvement Plan will help with sustainability by reducing costs

**Division-wide:**

- COVID Impacts continue but are forecast to wind down - including cleaning, janitorial, equipment, supplies
  - Students intermittent at home learning, technology demands and the overall stresses

**Departments**

- Corporate Services - MNP Operational Review
- School Food Services - revisiting demand dynamically at each site
- Maintenance - CMR has helped reduce ongoing costs, offset by COVID janitorial costs
- Transportation - plan to replace 4 buses annually (69 bus fleet), cycle for fleet as well
- Carryforwards
  - School Surplus/deficits, Land-based learning and Five Year Grant remains
- Educational priorities for refreshing literacy and numeracy funded

**Forecast and Budget Changes**

Collaborative monthly process commencing to plan and forecast

- Principals, Directors, Associates reviewing opportunities/ impacts
- Flexibility will be needed to move funds, depending on circumstances

A presentation deck is available.



**NORTHLAND SCHOOL DIVISION**  
**May Budget 2021 - 2022**  
**Statement of Revenues and Expenses**

**REVENUE**

	<b>2021-22</b>	<b>2020-21</b>	<b>Change</b>	<b>%</b>
Alberta Education	\$ 47,130,583	\$ 46,143,365	\$ 987,218	2
Federal Government & First Nations	12,305,474	15,349,464	(3,043,990)	(25)
Other Revenue	1,137,337	2,678,420	(1,541,083)	(135)
	<u>\$ 60,573,394</u>	<u>\$ 64,171,249</u>	<u>\$ (3,597,855)</u>	<u>(6)</u>

**EXPENSES**

Schools (inc. school cert. staff)	\$ 22,730,403	\$ 24,556,710	\$ (1,826,307)	(8)
Instructional Support	7,433,865	7,667,034	(233,169)	(3)
Instructional Supply	7,082,603	7,628,664	(546,061)	(8)
External Services	4,521,543	4,521,543	-	0
Board and System Administration	3,121,317	3,108,717	12,600	0
Operations and Maintenance	10,488,009	10,504,182	(16,173)	(0)
Transportation	4,611,762	4,611,762	-	0
	<u>\$ 59,989,502</u>	<u>\$ 62,598,612</u>	<u>\$ (2,609,110)</u>	<u>(4)</u>

**NET SURPLUS (DEFICIT)**

	<u>\$ 583,892</u>	<u>\$ 1,572,637</u>	<u>\$ (988,745)</u>	
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**Salaries and Benefits Detail**

Certificated salaries and benefits	\$ 21,187,227	\$ 21,578,658	\$ (391,431)	(2)
Uncertificated salaries and benefits	15,081,399	15,219,417	\$ (138,018)	(1)
	<u>\$ 36,268,626</u>	<u>\$ 36,798,075</u>	<u>\$ (529,449)</u>	<u>(1)</u>

School Jurisdiction Code: 1280

# BUDGET REPORT FOR THE YEAR ENDING AUGUST 31, 2022

[Education Act, Sections 139(2)(b) and 244]

**1280 The Northland School Division**

Legal Name of School Jurisdiction

9809 77 Avenue, Peace River AB, T8S 1V2 780-624-2060; douglas.aird@nsd61.ca

Contact Address, Telephone & Email Address

### BOARD CHAIR

Mr. Robin Guild

Name

Signature

### SUPERINTENDENT

Dr. Nancy Spencer-Poitras

Name

Signature

### SECRETARY TREASURER or TREASURER

Mr. Douglas Aird

Name

Signature

**Certified as an accurate summary of the year's budget as approved by the Board**

**of Trustees at its meeting held on May 29, 2021.**  
Date

c.c. Alberta Education  
c/o Jianan Wang, Financial Reporting & Accountability Branch  
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5  
Phone: (780) 427-3855  
E-MAIL: EDC.FRA@gov.ab.ca

	A	B	C	D	E	F	G	H	I
1									School Jurisdiction Code: 1280

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15	Color coded cells:		
16	blue cells: require the input of data/descriptors wherever applicable.	grey cells: data not applicable - protected	
17		white cells: within text boxes REQUIRE the input of points and data.	
18	green cells: populated based on information previously submitted	yellow cells: to be completed when yellow only.	

**HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2021/2022 BUDGET REPORT**

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

**Budget Highlights, Plans & Assumptions:**

With the province maintaining funding, certificated staffing levels are being maintained at schools, with a few teaks based on shifting enrollments.

COVID-19 is projected to have minimal impact, after the first quarter.

School Food Services - providing a daily hot lunch - is critical for our students learning, development and success. Although no longer supported with a targeted grant it is being maintained for 2022.

Potential Federal Government/ First Nations Funding agreement changes are not anticipated to disadvantage students.

Staff salaries are unchanged except for grid movement/turnover.

ASEBP costs are rising 7.85% September 1, 2021. Discounted rates continue for Extended Health, Dental and Vision.

Insurance cost escalation has been tempered and rates are anticipated to change only modestly.

Significant operational, communication and cost savings benefits have been realized through the use of technology, including Zoom conferencing replacing face-face meetings with related extensive costs for "windshield time". These benefits are anticipated to continue post pandemic, with the resumption of essential travel and PD being offset by pandemic cost operational savings.

**Significant Business and Financial Risks:**

Unanticipated COVID/pandemic impacts to operations, such as a vaccine-resistant variant.

Unexpected funding changes precipitated by provincial fiscal factors.

Collective bargaining changes or related impacts.

**BUDGETED STATEMENT OF OPERATIONS**  
for the Year Ending August 31

	Approved Budget 2021/2022	Approved Budget 2020/2021	Actual Audited 2019/2020
<b>REVENUES</b>			
Government of Alberta	\$ 47,130,583	\$46,694,820	\$42,511,833
Federal Government and First Nations	\$ 12,305,474	\$15,349,464	\$14,539,162
Out of province authorities	\$ -	\$0	\$0
Alberta Municipalities-special tax levies	\$ -	\$0	\$0
Property taxes	\$ -	\$0	\$0
Fees	\$ -	\$0	\$0
Sales of services and products	\$ 46,409	\$1,036,037	\$393,284
Investment income	\$ 40,000	\$40,000	\$185,837
Gifts and donations	\$ 450,000	\$450,000	\$291,068
Rental of facilities	\$ 600,928	\$600,928	\$832,747
Fundraising	\$ -	\$0	\$100,824
Gains on disposal of capital assets	\$ -	\$0	\$6,638
Other revenue	\$ -	\$0	\$0
<b>TOTAL REVENUES</b>	\$60,573,394	\$64,171,249	\$58,861,393
<b>EXPENSES</b>			
Instruction - Pre K	\$ 330,000	\$0	
Instruction - K to Grade 12	\$ 36,916,872	\$39,372,408	\$36,693,646
Operations & maintenance	\$ 10,488,009	\$10,504,181	\$10,673,820
Transportation	\$ 4,611,762	\$4,611,762	\$3,146,181
System Administration	\$ 3,121,317	\$3,588,717	\$3,036,943
External Services	\$ 4,521,543	\$4,521,544	\$5,082,938
<b>TOTAL EXPENSES</b>	\$59,989,503	\$62,598,612	\$58,633,528
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$583,891	\$1,572,637	\$227,865

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

INPUT PRE-K EXPENS

	Approved Budget 2021/2022	Approved Budget 2020/2021	Actual Audited 2019/2020
<b>EXPENSES</b>			
Certificated salaries	\$ 17,446,387	\$17,800,135	\$17,258,612
Certificated benefits	\$ 3,737,840	\$3,766,973	\$3,561,063
Non-certificated salaries and wages	\$ 11,927,816	\$12,555,809	\$11,936,804
Non-certificated benefits	\$ 3,153,583	\$3,187,206	\$2,665,848
Services, contracts, and supplies	\$ 19,162,270	\$20,726,882	\$18,104,249
<b>Capital and debt services</b>			
<b>Amortization of capital assets</b>			
Supported	\$ 3,527,079	\$3,527,079	\$3,422,812
Unsupported	\$ 1,023,528	\$1,023,528	\$1,019,626
<b>Interest on capital debt</b>			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$0	\$0
<b>Other interest and finance charges</b>	\$ 11,000	\$11,000	\$1,992
<b>Losses on disposal of capital assets</b>	\$ -	\$0	\$78,771
<b>Other expenses</b>	\$ -	\$0	\$583,751
<b>TOTAL EXPENSES</b>	\$59,989,503	\$62,598,612	\$58,633,528



**BUDGETED SCHEDULE OF PROGRAM OPERATIONS  
for the Year Ending August 31**

REVENUES	Approved Budget 2021/2022									Actual Audited 2019/20
	Instruction				Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
	Pre K	Third Year K- Severe	Moderate Language Delay (Code 48)	K - Grade 12						
(1) Alberta Education	\$ 87,090	\$ -	\$ -	\$ 33,948,490	\$ 2,917,024	\$ 2,312,636	\$ 3,648,416	\$ 250,000	\$ 43,163,656	\$ 38,770,719
(2) Alberta Infrastructure	\$ -	\$ -	\$ -	\$ 247,664	\$ 2,828,000	\$ -	\$ 7,000	\$ 404,350	\$ 3,487,014	\$ 3,400,851
(3) Other - Government of Alberta	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,913	\$ 479,913	\$ 340,263
(4) Federal Government and First Nations	\$ -	\$ -	\$ -	\$ 8,637,704	\$ 1,968,875	\$ 864,752	\$ 834,143	\$ -	\$ 12,305,474	\$ 14,539,162
(5) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(6) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(7) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10) Sales of services and products	\$ -	\$ -	\$ -	\$ 9	\$ 20,000	\$ -	\$ -	\$ 26,400	\$ 46,409	\$ 393,284
(11) Investment income	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 185,837
(12) Gifts and donations	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ 291,068
(13) Rental of facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,928	\$ 600,928	\$ 832,747
(14) Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,824
(15) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,638
(16) Other revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>(17) TOTAL REVENUES</b>	\$ 87,090	\$ -	\$ -	\$ 43,323,867	\$ 7,733,899	\$ 3,177,388	\$ 4,489,559	\$ 1,761,591	\$ 60,573,394	\$ 58,861,393
<b>EXPENSES</b>										
(18) Certificated salaries	\$ -	\$ -	\$ -	\$ 17,077,387			\$ 369,000	\$ -	\$ 17,446,387	\$ 17,258,612
(19) Certificated benefits	\$ -	\$ -	\$ -	\$ 3,697,250			\$ 40,590	\$ -	\$ 3,737,840	\$ 3,561,063
(20) Non-certificated salaries and wages	\$ 300,000	\$ -	\$ -	\$ 5,140,505	\$ 2,885,461	\$ 1,092,915	\$ 1,072,766	\$ 1,436,169	\$ 11,927,816	\$ 11,936,804
(21) Non-certificated benefits	\$ 30,000	\$ -	\$ -	\$ 1,347,615	\$ 808,046	\$ 261,600	\$ 286,472	\$ 419,850	\$ 3,153,583	\$ 2,665,848
(22) SUB - TOTAL	\$ 330,000	\$ -	\$ -	\$ 27,262,757	\$ 3,693,507	\$ 1,354,515	\$ 1,768,828	\$ 1,856,019	\$ 36,265,626	\$ 35,422,327
(23) Services, contracts and supplies	\$ -	\$ -	\$ -	\$ 9,335,936	\$ 3,793,259	\$ 2,691,247	\$ 1,282,789	\$ 2,059,039	\$ 19,162,270	\$ 18,104,249
(24) Amortization of supported tangible capital assets	\$ -	\$ -	\$ -	\$ 287,664	\$ 2,828,000	\$ -	\$ 7,000	\$ 404,415	\$ 3,527,079	\$ 3,422,812
(25) Amortization of unsupported tangible capital assets	\$ -	\$ -	\$ -	\$ 30,515	\$ 173,243	\$ 566,000	\$ 51,700	\$ 202,070	\$ 1,023,528	\$ 1,019,626
(26) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(27) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(28) Other interest and finance charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ -	\$ 11,000	\$ 1,992
(29) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,771
(30) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 583,751
<b>(31) TOTAL EXPENSES</b>	\$ 330,000	\$ -	\$ -	\$ 36,916,872	\$ 10,488,009	\$ 4,611,762	\$ 3,121,317	\$ 4,521,543	\$ 59,989,503	\$ 58,633,528
<b>(32) OPERATING SURPLUS (DEFICIT)</b>	\$ (242,910)	\$ -	\$ -	\$ 6,406,995	\$ (2,754,110)	\$ (1,434,374)	\$ 1,368,242	\$ (2,759,952)	\$ 583,891	\$ 227,865

**BUDGETED SCHEDULE OF FEE REVENUE  
for the Year Ending August 31**

	Approved Budget 2021/2022	Approved Budget 2020/2021	Actual 2019/2020
<b>FEEES</b>			
TRANSPORTATION	\$0	\$0	\$0
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$0	\$0
<b>FEEES TO ENHANCE BASIC INSTRUCTION</b>			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$0	\$0	\$0
Fees for optional courses	\$0	\$0	\$0
ECS enhanced program fees	\$0	\$0	\$0
<b>ACTIVITY FEES</b>			
Other fees to enhance education (Describe here)	\$0	\$0	\$0
<b>NON-CURRICULAR FEES</b>			
Extra-curricular fees	\$0	\$0	\$0
Non-curricular goods and services	\$0	\$0	\$0
<b>NON-CURRICULAR TRAVEL</b>			
OTHER FEES (Describe here)	\$0	\$0	\$0
<b>TOTAL FEES</b>	\$0	\$0	\$0

PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2021/2022	Approved Budget 2020/2021	Actual 2019/2020
Cafeteria sales, hot lunch, milk programs	\$0	\$0	\$0
Special events	\$0	\$0	\$0
Sales or rentals of other supplies/services	\$0	\$0	\$0
International and out of province student revenue	\$0	\$0	\$0
Adult education revenue	\$0	\$0	\$0
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
<b>TOTAL</b>	\$0	\$0	\$0

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

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
<b>Actual balances per AFS at August 31, 2020</b>	\$11,087,550	\$6,224,734	\$0	\$3,079,537	\$3,079,537	\$0	\$1,783,279
<b>2020/2021 Estimated impact to AOS for:</b>							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	\$500,000			\$500,000	\$500,000		
Estimated board funded capital asset additions		\$650,000		(\$650,000)	(\$650,000)	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$4,550,607)		\$4,550,607	\$4,550,607		
Estimated capital revenue recognized - Alberta Education		\$0		\$0			
Estimated capital revenue recognized - Alberta Infrastructure		\$3,527,079		(\$3,527,079)	(\$3,527,079)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$0		\$0	\$0		
Estimated reserve transfers (net)				\$0	\$0	\$0	\$0
Estimated assumptions/transfers of operations - capital lease ad	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Balances for August 31, 2021</b>	\$11,587,550	\$5,851,206	\$0	\$3,953,065	\$3,953,065	\$0	\$1,783,279
<b>2021/22 Budget projections for:</b>							
Budgeted surplus(deficit)	\$583,891			\$583,891	\$583,891		
Projected board funded capital asset additions		\$400,000		(\$400,000)	(\$400,000)	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$4,550,607)		\$4,550,607	\$4,550,607		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$3,487,014		(\$3,487,014)	(\$3,487,014)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$40,065		(\$40,065)	(\$40,065)		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$0		\$0	\$0		
Projected reserve transfers (net)				\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations - capital lease ad	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected Balances for August 31, 2022</b>	\$12,171,441	\$5,227,678	\$0	\$5,160,484	\$5,160,484	\$0	\$1,783,279

SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES  
for the Year Ending August 31

	Unrestricted Surplus Usage			Operating Reserves Usage			Year Ended		
	Year Ended			Year Ended			Year Ended		
	31-Aug-2022	31-Aug-2023	30-Aug-2024	31-Aug-2022	31-Aug-2023	30-Aug-2024	31-Aug-2022	31-Aug-2023	30-Aug-2024
<b>Projected opening balance</b>	\$3,953,065	\$5,160,484	\$6,184,012	\$0	\$0	\$0	\$1,783,279	\$1,783,279	\$1,783,279
<b>Projected excess of revenues over expenses (surplus only)</b>	\$583,891	\$0	\$0						
<b>Budgeted disposal of unsupported tangible capital assets</b>	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
<b>Budgeted amortization of capital assets (expense)</b>	\$4,550,607	\$4,550,607	\$4,550,607		\$0	\$0			
<b>Budgeted capital revenue recognized</b>	(\$3,527,079)	(\$3,527,079)	(\$3,527,079)		\$0	\$0			
<b>Budgeted changes in Endowments</b>	\$0	\$0	\$0		\$0	\$0			
<b>Budgeted unsupported debt principal repayment</b>	\$0	\$0	\$0		\$0	\$0			
<b>Projected reserves transfers (net)</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Projected assumptions/transfers of operations</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Increase in (use of) school generated funds</b>	\$0	\$0	\$0		\$0	\$0		\$0	\$0
<b>New school start-up costs</b>	\$0	\$0	\$0		\$0	\$0		\$0	\$0
<b>Decentralized school reserves</b>	\$0	\$0	\$0		\$0	\$0		\$0	\$0
<b>Non-recurring certificated remuneration</b>	\$0	\$0	\$0		\$0	\$0			
<b>Non-recurring non-certificated remuneration</b>	\$0	\$0	\$0		\$0	\$0			
<b>Non-recurring contracts, supplies &amp; services</b>	\$0	\$0	\$0		\$0	\$0			
<b>Professional development, training &amp; support</b>	\$0	\$0	\$0		\$0	\$0			
<b>Transportation Expenses</b>	\$0	\$0	\$0		\$0	\$0			
<b>Operations &amp; maintenance</b>	\$0	\$0	\$0		\$0	\$0			
<b>English language learners</b>	\$0	\$0	\$0		\$0	\$0			
<b>System Administration</b>	\$0	\$0	\$0		\$0	\$0			
<b>OH&amp;S / wellness programs</b>	\$0	\$0	\$0		\$0	\$0			
<b>B &amp; S administration organization / reorganization</b>	\$0	\$0	\$0		\$0	\$0			
<b>Debt repayment</b>	\$0	\$0	\$0		\$0	\$0			
<b>POM expenses</b>	\$0	\$0	\$0		\$0	\$0		\$0	\$0
<b>Non-salary related programming costs (explain)</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - School building &amp; land</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - Technology</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - Vehicle &amp; transportation</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - Administration building</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - POM building &amp; equipment</b>	\$0	\$0	\$0		\$0	\$0			
<b>Repairs &amp; maintenance - Other (explain)</b>	\$0	\$0	\$0		\$0	\$0			
<b>Capital costs - School land &amp; building</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School modernization</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School modular &amp; additions</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - School building partnership projects</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Technology</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Vehicle &amp; transportation</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Administration building</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - POM building &amp; equipment</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Costs - Furniture &amp; Equipment</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital costs - Other</b>	(\$400,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Building leases</b>	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 1 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 2 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 3 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 4 - please use this row only if no other row is appropriate	\$0	\$0	\$0		\$0	\$0		\$0	\$0
<b>Estimated closing balance for operating contingency</b>	\$5,160,484	\$6,184,012	\$7,207,540	\$0	\$0	\$0	\$1,783,279	\$1,783,279	\$1,783,279

Total surplus as a percentage of 2020 Expenses 11.57% 13.28% 14.99%  
ASO as a percentage of 2020 Expenses 8.60% 10.31% 12.01%

**PROJECTED SCHEDULE OF ACCUMULATED SURPLUS FROM OPERATIONS (ASO)  
for the Year Ending August 31**

	Amount	Detailed explanation to the Minister for the purpose of using ASO
<b>Estimated Operating Surplus (Deficit) Aug. 31, 2022</b>	\$ 583,891	
<b>PLEASE DO NOT ALLOCATE IN BLUE CELLS BELOW</b>	<b>0</b>	
<b>Estimated Operating Deficit Due to:</b>		
Description 1 (fill only your board projected an operating deficit)	\$0	
Description 2 (fill only your board projected an operating deficit)	\$0	
Description 3 (fill only your board projected an operating deficit)	\$0	
Description 4 (fill only your board projected an operating deficit)	\$0	
Description 5 (fill only your board projected an operating deficit)	\$0	
Description 6 (fill only your board projected an operating deficit)	\$0	
Description 7 (fill only your board projected an operating deficit)	\$0	
<b>Subtotal, access of operating reserves to cover operating deficit</b>	<b>-</b>	
Projected board funded Tangible Capital Assets additions using both unrestricted surplus and operating reserves	400,000	
Budgeted disposal of unsupported Tangible capital Assets	-	
Budgeted amortization of board funded Tangible Capital Assets	(1,023,528)	
Budgeted unsupported debt principal repayment	-	
Projected net transfer to (from) Capital Reserves	-	
<b>Total projected amount to access ASO in 2021/22</b>	<b>\$ (1,207,419)</b>	

**Total amount approved by the Minister**

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School Jurisdiction Code: 1280

**PROJECTED STUDENT STATISTICS  
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	Budgeted 2021/2022 (Note 2)	Actual 2020/2021	Actual 2019/2020	Notes
<b>Kindergarten, and Grades 1 to 12</b>				
<b>Eligible Funded Students:</b>				
Kindergarten	122	124	125	Head count
Kindergarten program hours	900	900	900	Minimum: 475 hours
Kindergarten FTE's Enrolled	61	62	63	0.5 times Head Count
Grades 1 to 9	998	1,056	988	Head count
Grades 10 to 12 - 1st, 2nd & 3rd year	201	183	195	Head count
Grades 10 to 12 - 4th year	23	23	-	Head count
Grades 10 to 12 - 4th year FTE	12	12	-	0.5 times Head Count
Grades 10 to 12 - 5th year	3	3	-	Head count
Grades 10 to 12 - 5th year FTE	1	1	-	0.25 times Head Count
Total FTE	1,272	1,313	1,246	K- Grade 12 students eligible for base instruction funding from Alberta Education.
Percentage Change and VA for change > 3% or < -3%	-3.1%	5.4%		
<b>Other Students:</b>				
Total	572	543	672	Note 3
<b>Total Net Enrolled Students</b>	1,844	1,856	1,918	
<b>Home Ed Students</b>	-	1	4	Note 4
<b>Total Enrolled Students, Kindergarten, and Grades 1-12</b>	1,844	1,857	1,922	
Percentage Change	-0.7%	-3.3%		
<b>Of the Eligible Funded Students:</b>				
Students with Severe Disabilities	55	55	79	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	271	271	267	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.
Students with Third Year K-Severe	-	-	-	FTE of students with third year kindergarten disabilities as reported by the board via PASI.
Students with Moderate Language Delay (Code 48)	-	-	-	FTE of students with moderate language code 48 delay disabilities as reported by the board via PASI.
<b>Pre - Kindergarten (Pre - K)</b>				
<b>Eligible Funded Children</b>	5	5	18	Children between the age of 2 years 8 months and 4 years 8 months.
<b>Other Children</b>	1	1	9	Children between the age of 2 years 8 months and 4 years 8 months.
<b>Total Enrolled Children - Pre - K</b>	6	6	27	
<b>Program Hours</b>	900	900	900	Minimum: 400 Hours
<b>FTE Ratio</b>	1.125	1.125	1.125	Actual hours divided by 800
<b>FTE's Enrolled, Pre - K</b>	7	7	30	
Percentage Change and VA for change > 3% or < -3%	0.0%	-77.8%		
<b>Of the Eligible Funded Children:</b>				
Students with Severe Disabilities (PUF)	5	5	3	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	-	-	5	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.
<b>NOTES:</b>				
1) Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.				
2) Budgeted enrolment is to be based on best information available at time of the 2021/2022 budget report preparation.				
3) Other K to Grade 12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.				
4) Because they are funded separately, Home Education students are not included with total net enrolled students.				

School Jurisdiction Code: \_\_\_\_\_ 1280

**PROJECTED STAFFING STATISTICS  
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budget 2021/22		Actual 2020/21		Actual 2019/20		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
<b>CERTIFICATED STAFF</b>							
School Based	150	150	145	145	146	146	Teacher certification required for performing functions at the school level.
Non-School Based	14	8	13	7	18	13	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	164.0	158.0	158.4	152.4	164.0	159.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change and VA for change > 3% or < -3%	3.5%		-3.4%		0.0%		
If an average standard cost is used, please disclose rate: Student F.T.E. per certificated Staff	-		-		-		
	11.28658537		11.8		11.9		
<b>Certificated Staffing Change due to:</b>	5.6						
Enrolment Change							If negative change impact, the small cl. If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	6	-					Descriptor (required):
Total Change	5.6	-					Year-over-year change in Certificated FTE Year-over-year change in Certificated FTE
<b>Breakdown, where total change is Negative:</b>							
Continuous contracts terminated	-	-					FTEs
Non-permanent contracts not being renewed	-	-					FTEs
Other (retirement, attrition, etc.)	-	-					Descriptor (required):
Total Negative Change in Certificated FTEs	-	-					Breakdown required where year-over-y Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
<i>Please note that the information in the section below only includes Certificated Number of Teachers (not FTEs):</i>							
<b>Certificated Number of Teachers</b>							
Permanent - Full time	96	83	114	108	105		
Permanent - Part time	4	4	2	2	1		
Probationary - Full time	43	42	36	36	43		
Probationary - Part time	-	-	-	-	4		
Temporary - Full time	-	-	6	6	12		
Temporary - Part time	-	-	-	-	3		
<b>NON-CERTIFICATED STAFF</b>							
Instructional - Education Assistants	69	-	59	-	76	-	Personnel support students as part of a multidisciplinary team with teachers and other other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	51	-	47	-	52	-	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	52	-	43	-	43	-	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	32	-	27	-	28	-	Bus drivers employed, but not contracted
Transportation - Other Staff	3	-	4	-	3	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	44	-	39	-	45	-	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	251.0	-	219.1	-	246.2	-	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	14.6%		-11.0%		1.9%		
<b>Explanation of Changes to Non-Certificated Staff:</b>							
This comparison from 2022 budget to 2021 actuals overstates 2022 due to the inclusion of vacancies and staff changes. The Division is continuing on a path to rationalize support staff in line with fiscal targets.							
<b>Additional Information</b>							
Are non-certificated staff subject to a collective agreement?	NO						
Please provide terms of contract for 2020/21 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.							



NORTHLAND SCHOOL DIVISION  
**INFORMATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer  
**SUBJECT:** Year-End Auditors  
**REFERENCE(S):**  
**ATTACHMENTS:**

\*\*\*\*\*

BACKGROUND:
<p>In the spring of 2017, the Division requested tenders from accounting firms for the Division’s year-end financial statement audit. Three firms were considered, with the successful bid coming from the Metrix Group. Previously the Office of the Auditor General completed the audits.</p> <p>The Division has been using Metrix Group for the past four years and it is recommended to continue with them per the 5 year tender to provide consistency during this period of transition</p> <p>After the year-end audit this year consideration could be given to either continuing or retendering.</p>





NORTHLAND SCHOOL DIVISION  
**INFORMATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer  
**SUBJECT:** IMR/CMR Support for the 2021-2022 School Year  
**REFERENCE(S):**  
**ATTACHMENTS:** 2021-2022 IMR/CMR Project List

\*\*\*\*\*

**BACKGROUND:**

In 2020/21, school divisions were provided with \$250 million in accelerated CMR funds to stimulate job growth and support Alberta’s economy while addressing the highest priority maintenance projects. The program was structured as an accelerated Capital Maintenance and Renewal (CMR) program, where IMR funding was brought forward from future years.

For the 2021/2022 government fiscal year, a new Capital Maintenance and Renewal (CMR) program has been implemented, providing funding for specific projects identified by school jurisdictions and approved per program criteria. Overall, the province will now provide \$84 million over four years.

On March 31, 2021, the Capital Planning branch with Alberta Education advised the Division that we have been approved up to **\$315,395** in Capital Maintenance and Renewal funding (CMR) which will assist in the ongoing capital maintenance needs.

A summary of the Division’s previous (2020/2021) and current allocation (2021/2022) is as follows:

	<b>2020/2021</b>	<b>2021/2022</b>
IMR (Operational Funding)	\$284,385*	\$290,884*
CMR (Capital Funding)	\$351,564*	\$315,395**
SMR Stimulus (2020/2021 Only)	\$2,500,000**	-
<b>TOTAL FUNDING:</b>	<b>\$3,135,949</b>	<b>\$ 606,279</b>

\*Allocated over school year (September to August)

\*\*Allocated over fiscal year (April to March)

Attached are the projects that were identified by Northland for building envelope repairs, drainage improvement, electrical upgrades, foundation repair, mechanical controls, heating equipment replacement and safety and security.

AR115347

March 31, 2021

Mr. Douglas Aird  
Secretary-Treasurer  
The Northland School Division  
9809 - 77 Avenue  
P.O. Bag 1400  
Peace River, Alberta T8S 1V2

Dear Mr. Aird:

CMR funding is provided to all Alberta school divisions to support safe and healthy school environments for students and staff.

In 2020/21, School divisions were provided with \$250 million in accelerated CMR funds to stimulate job growth and support Alberta's economy while addressing the highest priority projects. The program was structured as an accelerated Capital Maintenance and Renewal (CMR) program, where funding was brought forward from future years. Overall, Government will provide \$84 million more over four years with the accelerated CMR funding.

For the 2021/22 government fiscal year, a new Capital Maintenance and Renewal (CMR) program has been implemented, providing funding for specific maintenance and renewal projects identified by school jurisdictions and approved in accordance with government criteria. Your November 2020 submission of proposed Capital Maintenance and Renewal projects for the 2021/22 fiscal year (April 1, 2021 to March 31, 2022) were used by Treasury Board to help determine the amount of CMR funding allocated in Budget 2021 and the updated standardized and centralized process in CMR management will allow for greater transparency and accountability for government decision-makers regarding the effectiveness of CMR investments.

The Northland School Division has been approved up to **\$315,395** in Capital Maintenance and Renewal funding, which will address ongoing capital maintenance needs.

A summary of your previous allocation (2020/2021) and current allocation (2021/2022) is as follows:

	<b>2020/2021</b>	<b>2021/2022</b>
IMR (Operational Funding)	\$284,385*	\$290,884*
CMR (Capital Funding)	\$351,564*	\$315,395**
CMR Stimulus (2020/2021 Only)	\$2,500,000**	-
<b>Total Funding</b>	<b>\$3,135,949</b>	<b>\$606,279</b>

\*Allocated over **school** year (September to August).

\*\*Allocated over **fiscal** year (April to March).

The IMR (Operational Funding) allocation for your jurisdiction for the 2021/2022 **school** year (September 1, 2021 to August 30, 2022) will be included in the 2021/2022 operational funding profile for your jurisdiction.

Attachment 1 includes projects identified by your jurisdiction that have been deemed both eligible and non-eligible to be completed using CMR funding. You are approved to undertake any or all of these projects within your jurisdiction's allocated CMR funding for 2021/22. You will also have the flexibility to substitute for emergent projects, revise timelines and scope of work as needed.

Budget 2021 includes both Capital Maintenance and Renewal (CMR) funding and Infrastructure Maintenance and Renewal (IMR) funding for school jurisdictions. Your CMR funding approval has been noted above, while the IMR funding will continue to be allocated using the same formula as previously used. Both CMR and IMR projects must meet the IMR eligibility criteria outlined in the School Capital Manual; however, there are differences in terms of project identification, capitalization, reporting requirements and payment schedule.

## **CMR**

**Project Identification** - Jurisdictions were required to submit a list in November 2020 identifying the CMR projects they intend to undertake in the coming fiscal year. As a part of the provincial capital planning process, it is anticipated that jurisdictions will be required to submit their CMR needs on an annual basis.

In order to allow you to address emergent issues or changes in priority that may arise during the year, you may substitute or add other projects where necessary and appropriate. Changes do not need to be requested in advance, however, they will need to be reported on a quarterly basis to be included in the province's fiscal updates. Any projects that are deemed ineligible upon submission of the Statement of Final Costs will have to be retroactively funded through another means. If you have questions regarding the eligibility of a project you wish to undertake but which you had not previously identified on your CMR project list, please contact your Capital Planning manager.

**Capitalization** - Projects completed within the CMR funding allocation must be capitalized unless otherwise indicated.

**Reporting** - Any additions or substitutions of CMR projects must be reported quarterly, along with any changes to the scope and/or timeline of previously identified projects. If you make no changes, you must still submit a quarterly report indicating the same. Attachment 2 is the CMR quarterly reporting form. Please submit your quarterly report to Capital Planning ([edc.cpdata@gov.ab.ca](mailto:edc.cpdata@gov.ab.ca)).

Projects must be entered into VFA and the Statement of Final costs must be submitted annually.

Payment – CMR allocations will be paid in two separate installments, one in May and one in September.

**IMR**

Project identification - IMR projects do not need to be identified in advance; however, any projects that are deemed ineligible upon submission of the Statement of Final Costs will have to be retroactively funded through another means. If you have questions regarding the eligibility of a project you wish to undertake using IMR funding, please contact your Capital Planning manager.

Capitalization - Funding provided under the existing IMR program will no longer be subject to the 30 per cent capitalization requirement.

Reporting - Projects must be entered into VFA and the Statement of Final costs must be submitted annually by December 31 for the prior school year. There is no requirement for any quarterly or interim reporting.

Payment - IMR allocations will continue to be made on a school year basis (September to August), with a single payment being made in April.

I trust this information will address questions you may have had about the CMR and IMR programs. If you have further questions or need additional information, please contact your Capital Planning manager.

Regards,

Erin Owens, B.Sc., B.Ed.  
Executive Director  
Capital Planning

Attachments:

1. Eligible Capital Maintenance and Renewal Projects
2. Capital Maintenance and Renewal Quarterly Report Template

School Jurisdiction: The Northland School Division

Eligibility	Project Title	Asset	Total Amount Requested
<b>Requested Projects - Eligible</b>	<b>Building Envelope Repair</b>	Bill Woodward School	\$100,000
	<b>Building Envelope Repair</b>	Calling Lake School	\$50,000
	<b>Building Envelope Repair</b>	Chipewyan Lake School	\$400,000
	<b>Building Envelope Repair</b>	Elizabeth School	\$75,000
	<b>Building Envelope Repair</b>	Father R. Perin School	\$75,000
	<b>Building Envelope Repair</b>	Gift Lake School	\$50,000
	<b>Building Envelope Repair</b>	Grouard School	\$100,000
	<b>Building Envelope Repair</b>	J.F. Dion School	\$100,000
	<b>Building Envelope Repair</b>	Paddle Prairie School	\$100,000
	<b>Building Envelope Repair</b>	St. Theresa School	\$50,000
	<b>Drainage Improvement on Parking Lots and</b>	Anzac Community School	\$30,000
	<b>Drainage Improvement on Parking Lots and</b>	Athabasca Delta Community School	\$50,000
	<b>Drainage Improvement on Parking Lots and</b>	Bishop Routhier School	\$50,000
	<b>Drainage Improvement on Parking Lots and</b>	Calling Lake School	\$20,000
	<b>Drainage Improvement on Parking Lots and</b>	Chipewyan Lake School	\$150,000
	<b>Drainage Improvement on Parking Lots and</b>	Conklin Community School	\$70,000
	<b>Drainage Improvement on Parking Lots and</b>	Elizabeth School	\$100,000
	<b>Drainage Improvement on Parking Lots and</b>	Father R. Perin School	\$150,000
	<b>Drainage Improvement on Parking Lots and</b>	Gift Lake School	\$60,000
	<b>Drainage Improvement on Parking Lots and</b>	Grouard School	\$80,000
	<b>Drainage Improvement on Parking Lots and</b>	Hillview School	\$40,000
	<b>Drainage Improvement on Parking Lots and</b>	Paddle Prairie School	\$80,000
	<b>Drainage Improvement on Parking Lots and</b>	St. Theresa School	\$20,000
	<b>Electrical Upgrade</b>	Anzac Community School	\$40,000
	<b>Electrical Upgrade</b>	Bill Woodward School	\$40,000
	<b>Electrical Upgrade</b>	Bishop Routhier School	\$32,000
	<b>Electrical Upgrade</b>	Calling Lake School	\$160,000
	<b>Electrical Upgrade</b>	Chipewyan Lake School	\$110,000
	<b>Electrical Upgrade</b>	Conklin Community School	\$47,000
	<b>Electrical Upgrade</b>	Elizabeth School	\$55,000
	<b>Electrical Upgrade</b>	Father R. Perin School	\$155,000
	<b>Electrical Upgrade</b>	Fort McKay School	\$32,000
	<b>Electrical Upgrade</b>	Grouard School	\$61,000
	<b>Electrical Upgrade</b>	Hillview School	\$32,000
	<b>Electrical Upgrade</b>	J.F. Dion School	\$32,000
	<b>Electrical Upgrade</b>	Paddle Prairie School	\$55,000
	<b>Electrical Upgrade</b>	Pelican Mountain School	\$32,000
	<b>Electrical Upgrade</b>	St. Theresa School	\$185,000
	<b>Electrical Upgrade</b>	Susa Creek School	\$32,000
	<b>Foundation Remediation, Repair and Upgrade</b>	Anzac Community School	\$100,000
	<b>Foundation Remediation, Repair and Upgrade</b>	Chipewyan Lake School	\$350,000
	<b>Foundation Remediation, Repair and Upgrade</b>	Gift Lake School	\$700,000
	<b>Foundation Remediation, Repair and Upgrade</b>	Grouard School	\$800,000
	<b>Foundation Remediation, Repair and Upgrade</b>	J.F. Dion School	\$350,000
	<b>Foundation Remediation, Repair and Upgrade</b>	Paddle Prairie School	\$200,000
	<b>Mechanical Controls Upgrade</b>	Anzac Community School	\$65,000
	<b>Mechanical Controls Upgrade</b>	Athabasca Delta Community School	\$110,000
	<b>Mechanical Controls Upgrade</b>	Bill Woodward School	\$100,000
	<b>Mechanical Controls Upgrade</b>	Bishop Routhier School	\$10,000
	<b>Mechanical Controls Upgrade</b>	Calling Lake School	\$45,000
<b>Mechanical Controls Upgrade</b>	Chipewyan Lake School	\$30,000	
<b>Mechanical Controls Upgrade</b>	Conklin Community School	\$30,000	
<b>Mechanical Controls Upgrade</b>	Elizabeth School	\$15,000	
<b>Mechanical Controls Upgrade</b>	Father R. Perin School	\$45,000	
<b>Mechanical Controls Upgrade</b>	Gift Lake School	\$40,000	
<b>Mechanical Controls Upgrade</b>	Grouard School	\$65,000	
<b>Mechanical Controls Upgrade</b>	Hillview School	\$10,000	
<b>Mechanical Controls Upgrade</b>	J.F. Dion School	\$35,000	
<b>Mechanical Controls Upgrade</b>	Paddle Prairie School	\$100,000	
<b>Mechanical Controls Upgrade</b>	Pelican Mountain School	\$65,000	
<b>Mechanical Controls Upgrade</b>	St. Theresa School	\$35,000	
<b>Mechanical Heating Equipment Replacement</b>	Anzac Community School	\$70,000	
<b>Mechanical Heating Equipment Replacement</b>	Athabasca Delta Community School	\$50,000	

Eligibility	Project Title	Asset	Total Amount Requested
<b>Requested Projects - Eligible</b>	<b>Mechanical Heating Equipment Replacement</b>	Bill Woodward School	\$20,000
	<b>Mechanical Heating Equipment Replacement</b>	Calling Lake School	\$100,000
	<b>Mechanical Heating Equipment Replacement</b>	Chipewyan Lake School	\$75,000
	<b>Mechanical Heating Equipment Replacement</b>	Elizabeth School	\$300,000
	<b>Mechanical Heating Equipment Replacement</b>	Father R. Perin School	\$15,000
	<b>Mechanical Heating Equipment Replacement</b>	Fort McKay School	\$20,000
	<b>Mechanical Heating Equipment Replacement</b>	Gift Lake School	\$80,000
	<b>Mechanical Heating Equipment Replacement</b>	Grouard School	\$250,000
	<b>Mechanical Heating Equipment Replacement</b>	J.F. Dion School	\$15,000
	<b>Mechanical Heating Equipment Replacement</b>	Paddle Prairie School	\$150,000
	<b>Mechanical Heating Equipment Replacement</b>	Pelican Mountain School	\$60,000
	<b>Mechanical Heating Equipment Replacement</b>	St. Theresa School	\$150,000
	<b>Mechanical Heating Equipment Replacement</b>	Susa Creek School	\$45,000
	<b>Safety and Security</b>	Anzac Community School	\$90,000
	<b>Safety and Security</b>	Athabasca Delta Community School	\$111,000
	<b>Safety and Security</b>	Bill Woodward School	\$22,000
	<b>Safety and Security</b>	Bishop Routhier School	\$57,000
	<b>Safety and Security</b>	Calling Lake School	\$97,000
	<b>Safety and Security</b>	Chipewyan Lake School	\$36,000
	<b>Safety and Security</b>	Conklin Community School	\$18,000
	<b>Safety and Security</b>	Elizabeth School	\$36,000
	<b>Safety and Security</b>	Father R. Perin School	\$58,000
	<b>Safety and Security</b>	Fort McKay School	\$18,000
	<b>Safety and Security</b>	Gift Lake School	\$18,000
	<b>Safety and Security</b>	Grouard School	\$22,000
	<b>Safety and Security</b>	Hillview School	\$18,000
	<b>Safety and Security</b>	J.F. Dion School	\$36,000
	<b>Safety and Security</b>	Paddle Prairie School	\$112,000
<b>Safety and Security</b>	Pelican Mountain School	\$18,000	
<b>Safety and Security</b>	St. Theresa School	\$97,000	
<b>Safety and Security</b>	Susa Creek School	\$36,000	
<b>Requested Projects - Eligible Total</b>			<b>\$8,700,000</b>
<b>Requested Projects - Non-eligible</b>	<b>Playground Repair and Upgrade</b>	Bishop Routhier School	\$80,000
	<b>Playground Repair and Upgrade</b>	Chipewyan Lake School	\$80,000
	<b>Playground Repair and Upgrade</b>	Conklin Community School	\$80,000
	<b>Playground Repair and Upgrade</b>	Elizabeth School	\$80,000
	<b>Playground Repair and Upgrade</b>	Grouard School	\$160,000
	<b>Playground Repair and Upgrade</b>	Paddle Prairie School	\$160,000
	<b>Playground Repair and Upgrade</b>	Pelican Mountain School	\$48,000
	<b>Playground Repair and Upgrade</b>	St. Theresa School	\$80,000
<b>Requested Projects - Non-eligible Total</b>			<b>\$800,000</b>

## IMR FUNDING FINAL COSTS REPORT

**JURISDICTION:** The Northland School Division

**SCHOOL YEAR:** 2019-2020 School Year

Approved Allocation:	649,761.00
Previous years carryover:	1,107,884.91
Interest Earned:	18,065.00
<b>Total Allocation:</b>	<b>1,775,710.91</b>

**Expenditures:**

**Total cost\* on attached VFA IMR Funding - Final Cost Report:** \$284,820

All project expenditures are to be entered into the VFA system. Assets under evaluation are no longer locked and it is important that all expenditures are captured in VFA to accurately reflect all work completed.

If you are including any items here that have not been entered into VFA a clear explanation of the exceptional circumstance is required:

Asset Name	BID	System	Description of expenditure	Category	Priority	Action Year	Budget Type	Date Completed	Actual Cost	Explanation of why this item has not been entered into VFA
N/A	N/A	N/A	Non-IMR Expenditures as approved by the Minister	N/A	N/A	N/A	N/A	N/A		N/A
<b>Total Events not in VFA:</b>									-	

Signature of Superintendent or Designate approving this submission

Douglas Aird, Secretary-Treasurer  
Please Print Name of Superintendent or Designate approving this submission

**Total Expenditures:** 284,820.00

Carryover to next program year: 1,490,890.91

14-Dec-20

Date

\* Costs include non-refundable G.S.T (1.6%) and exclude refundable GST (3.4%)

**Queries:** North Region - Travis Hovland @ (780) 643-0736 / Travis.Hovland@gov.ab.ca  
South Region - Glen Gamble @ (780) 644-5752 / glen.gamble@gov.ab.ca

**Submission:** After e-mailing a copy of the Excel file to your Education director, please email the signed PDF version and the Excel copy of this document to: edc.cpdata@gov.ab.ca

### CMR STIMULUS FUNDING MONTHLY REPORT


<b>Jurisdiction:</b>	The Northland School Division
<b>Report as of:</b>	Feb/2021
<b>Approved Allocation:</b>	\$ 2,500,000

Project Name	Project Description	Initial Estimated Budget	Project Expenditures to Date	Expenditures will be Capitalized or Expensed?	Project Status	Number of Jobs Created	Additional Comments
Building Envelope Repairs	Partial roof repairs, replace skylights, window, door and siding repairs	400,000	570,457.19	Capitalized	Complete	18	Projects complete at Calling Lake and St. Theresa. Repairs to Mistassiniy and Pelican completed. Report on Elizabeth complete.
Drainage Improvements	Parking lot and sidewalk replacement or repair with appropriate drainage and cover material	350,000	205,771.01	Capitalized	Complete	8	Anzac, JF Dion, Elizabeth, Pelican, Grouard, St. Theresa and Mistassiniy done.
Electrical Upgrades	Continue with energy efficient lighting	200,000	89,514.42	Capitalized	Complete	6	Susa Creek, Hillview, Father Perin , Elizabeth and Gift Lake completed. Pelican, Chip Lake and St. Theresa added, as well.
Mechanical & Controls Upgrade	Replace pneumatic heating controls	775,000	1,030,843.92	Capitalized	Complete	10	Nine schools had Phase 1 of BMS system installed, with two schools receiving Phase 2.
Mechanical Heating Equipment Replacment	Boiler replacements and air conditioning unit installations	25,000	27,117.04	Capitalized	Complete	5	Design reports completed for Grouard and Paddle. Some mechanical work at JF done.
Safety & Security	Blind installation, door lock replacement, fire panel upgrade & site security with camera installations	750,000	579,671.95	Capitalized	Complete	10	All scheduled blinds done. Camera installs done and servers purchased and installed.
Playground Repairs	Site work, media replacement, border construction and equipment repairs of playgrounds	0	0		Not started		

<b>Total Expenditure to Date:</b>	\$ 2,503,376	This field will automatically sum based on the information provided above
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<b>Funds Remaining:</b>	\$ (3,376)
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<b>Percentage of approved Funds Spent to Date:</b>	100.14%
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Signature of Superintendent or Designate approving this submission

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Dr. Nancy Spencer-Poitras

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Please Print Name of Superintendent or Designate approving this submission

**Please retain all documentation associated with each project for audit purposes.**



Please e-mail the original Excel document and signed pdf file to [edc.cpdata@gov.ab.ca](mailto:edc.cpdata@gov.ab.ca)

*IMR Funding Final Cost Report*

📌 Status: Closed AND Budget Type: A AND Portfolio Name: SCH-N-The Northland School Division AND Date Completed: Sep 1, 2019

**Portfolio Name: SCH-N-The Northland School Division** 

Asset Name 	BID	System 	Extension	Brief Description	Category	Priority	Action Year	Status	Budget Type	Date Completed	Actual Cost	Implementation Notes
Anzac School	B2405A	D2042 - Roof Drains*		Install Downspout Heat Trace & Replace Roof Drain	Reliability	0 - Due at time of Inspection	2020	Closed	A	4/1/2020	\$5,259.00	
	B2405A	D5012.02 - Main Electrical Switchboards (Main Distribution)	Rotary Phase Converter	Replace Phase Converter	Lifecycle	Lifecycle Planning (at least 4 years remaining at inspection)	2020	Closed	A	3/31/2020	\$16,752.00	
<b>Anzac School</b>											<b>\$22,011.00</b>	
Athabasca Delta Community School	B3409A	C2020.05 - Carpet Stair Finishes		Replace Carpet Stair Finishes	Lifecycle	3 - Due within 3 years of inspection	2020	Closed	A	10/14/2019	\$2,392.00	
	B3409A	C3025 - Carpet Flooring	1986 Carpet	Replace Carpet in Library	Lifecycle	Lifecycle Planning (at least 4 years remaining at inspection)	2019	Closed	A	10/14/2019	\$7,176.00	
	B3409A	D3068.01 - Building Systems Controls (BMCS, EMCS)	Reliable Control System 2019-20	Phase 1 BMS Controls Installation	Reliability	Lifecycle Planning (at least 4 years remaining at inspection)	2039	Closed	A	9/30/2019	\$20,433.00	
	B3409A	D5032.03 - Door Answering Systems*	~	Video Door Answering System	Reliability	0 - Due at time of Inspection	2019	Closed	A	12/9/2019	\$2,274.00	
	B3409A	D5037 - Detection and Fire Alarm		Fire System Deficiencies	Building Code Mandatory	0 - Due at time of Inspection	2020	Closed	A	8/26/2020	\$7,202.00	
<b>Athabasca Delta Community School</b>											<b>\$39,477.00</b>	
Bill Woodward School	B5894A	E2013.01 - Blinds	2019 Blinds	Replace Damaged Blinds	Reliability	0 - Due at time of Inspection	2019	Closed	A	9/19/2019	\$1,700.00	
<b>Bill Woodward School</b>											<b>\$1,700.00</b>	
Bishop Routhier School	S5806	G3027 - Sewage Ponds*	~G3027- Sewage Ponds*	Sewage Lagoon Reclamation	Abandoned	0 - Due at time of Inspection	2020	Closed	A	3/31/2020	\$831.00	
<b>Bishop Routhier School</b>											<b>\$831.00</b>	
Calling Lake School	B2875A	B2031.02 - Steel-Framed Storefronts: Doors		Replace Steel-Framed Storefront	Lifecycle	Lifecycle Planning (at least 4 years remaining at inspection)	2021	Closed	A	10/31/2019	\$14,527.00	
	B2875A	C1021.03 -		Replace	Building Code	0 - Due at	2019	Closed	A	10/31/2019	\$14,527.00	

*IMR Funding Final Cost Report*

📌 Status: Closed AND Budget Type: A AND Portfolio Name: SCH-N-The Northland School Division AND Date Completed: Sep 1, 2019

**Portfolio Name: SCH-N-The Northland School Division** ▲

Asset Name ▲	BID	System ▲	Extension	Brief Description	Category	Priority	Action Year	Status	Budget Type	Date Completed	Actual Cost	Implementation Notes
Calling Lake School		Interior Fire Doors*		Hallway Fire Door	Mandatory	time of Inspection						
	B2875A	C3024.08 - Sport Flooring (non-wood)		Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	5/3/2020	\$2,895.00	
	B2875A	D5092.05 - Packaged Engine Generator Systems (Emergency Power System)	~Emergency Generator - Average 250kW	Generator Repair & Louvre Resizing	Reliability	0 - Due at time of Inspection	2020	Closed	A	5/6/2020	\$15,438.00	
<b>Calling Lake School</b>											<b>\$47,387.00</b>	
Conklin Community School	B2975A	C3024.09 - Other Floor Finishes*	Rubber Coating	Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	5/10/2020	\$931.00	
	B2975A	D5022.04 - Interior H.P. Sodium Fixtures*		Relamp Gymnasium with LED Fixtures	_Energy [Non-FCI]	0 - Due at time of Inspection	2019	Closed	A	11/30/2019	\$10,932.00	
	B2975A	D5038.04 - Video Surveillance		D5038.04 - Video Surveillance Renewal	Lifecycle	Lifecycle Planning (at least 4 years remaining at inspection)	2031	Closed	A	11/15/2019	\$18,349.00	
	B2975A	E2013.01 - Blinds		Replace Blinds	Lifecycle	Lifecycle Planning (at least 4 years remaining at inspection)	2035	Closed	A	10/4/2019	\$5,561.00	
	S2975	G2033 - Exterior Steps and Ramps*		Repair Exterior Stairs	Reliability	0 - Due at time of Inspection	2019	Closed	A	11/26/2019	\$4,612.00	
<b>Conklin Community School</b>											<b>\$40,385.00</b>	
Elizabeth Community School	B3481A	C1011 - Interior Fixed Partitions*		Revamp Front Reception Area	Reliability	0 - Due at time of Inspection	2020	Closed	A	6/10/2020	\$5,899.00	
	B3481A	C3024.08 - Sport Flooring (non-wood)	Rubber Coating	Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	4/30/2020	\$4,758.00	
	B3481A	D2011 - Washroom Fixtures (WC, Lav, Urnl)	WC	Relocate Bathroom Entrance	Reliability	0 - Due at time of Inspection	2020	Closed	A	7/1/2020	\$10,124.00	
<b>Elizabeth Community School</b>											<b>\$20,781.00</b>	
Father R Perin School	B2936A	C3024.08 - Sport Flooring	Rubber Coating	Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	5/8/2020	\$4,006.00	

*IMR Funding Final Cost Report*

📌 Status: Closed AND Budget Type: A AND Portfolio Name: SCH-N-The Northland School Division AND Date Completed: Sep 1, 2019

**Portfolio Name: SCH-N-The Northland School Division** ▲

Asset Name ▲	BID	System ▲	Extension	Brief Description	Category	Priority	Action Year	Status	Budget Type	Date Completed	Actual Cost	Implementation Notes
Father R Perin School		(non-wood)										
	B2936A	C3031.06 - Interior Ceiling Painting*		Glycol Leak Ceiling Remediation	Reliability	0 - Due at time of Inspection	2019	Closed	A	9/19/2019	\$5,537.00	
	B2936A	E2012 - Fixed Casework		Replace Countertops in Science Lab	Reliability	0 - Due at time of Inspection	2019	Closed	A	9/22/2019	\$7,032.00	
<b>Father R Perin School</b>											<b>\$16,575.00</b>	
Fort McKay School	B3418A	C3024.08 - Sport Flooring (non-wood)		Refinish Gym Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	6/9/2020	\$3,035.00	
<b>Fort McKay School</b>											<b>\$3,035.00</b>	
Gift Lake School	B6946A	D5032.03 - Door Answering Systems*	~	Door Video Access System	Reliability	0 - Due at time of Inspection	2020	Closed	A	1/22/2020	\$3,041.00	
	B6946A	G2047.01 - Athletic and Recreational Surfaces	~	Refinish Gym Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	7/22/2020	\$5,043.00	
<b>Gift Lake School</b>											<b>\$8,084.00</b>	
Grouard Northland School	B3520A	D5092.05 - Packaged Engine Generator Systems (Emergency Power System)		Generator Inspection and Repair	Reliability	0 - Due at time of Inspection	2020	Closed	A	7/1/2020	\$3,819.00	
<b>Grouard Northland School</b>											<b>\$3,819.00</b>	
J. F. Dion School	B4061A	C3024.06 - Resilient Flooring	Urethane - 2005	Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	4/30/2020	\$4,966.00	
	B4061A	D5092.05 - Packaged Engine Generator Systems (Emergency Power System)	~Emergency Generator - Average 250kW	Generator Inspection & Repair	Reliability	0 - Due at time of Inspection	2019	Closed	A	10/1/2019	\$1,034.00	
	B4061A	Not applicable		Bat Access Prevention	[None Selected]	0 - Due at time of Inspection	2020	Closed	A	8/23/2020	\$2,026.00	
<b>J. F. Dion School</b>											<b>\$8,026.00</b>	

*IMR Funding Final Cost Report*

📌 Status: Closed AND Budget Type: A AND Portfolio Name: SCH-N-The Northland School Division AND Date Completed: Sep 1, 2019



**Portfolio Name: SCH-N-The Northland School Division** 

Asset Name 	BID	System 	Extension	Brief Description	Category	Priority	Action Year	Status	Budget Type	Date Completed	Actual Cost	Implementation Notes
Mistassiniy School	B4225A	C3024.03 - Wood Flooring		Refinish Gymnasium Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	7/14/2020	\$2,158.00	
	B4225A	D5092.05 - Packaged Engine Generator Systems (Emergency Power System)	1980	Generator Inspection & Repair	Reliability	0 - Due at time of Inspection	2020	Closed	A	6/30/2020	\$3,035.00	
<b>Mistassiniy School</b>											<b>\$5,193.00</b>	
Paddle Prairie School	B3853A	C3024.08 - Sport Flooring (non-wood)		Refinish Gym Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	5/25/2020	\$3,896.00	
	B3853A	D5092.05 - Packaged Engine Generator Systems (Emergency Power System)		Generator Inspection and Repair	Reliability	0 - Due at time of Inspection	2020	Closed	A	6/30/2020	\$13,776.00	
<b>Paddle Prairie School</b>											<b>\$17,672.00</b>	
Pelican Mountain School	S4226	G3063 - Fuel Storage Tanks*	Propane Tank	Propane Tank Recertification	_Building Code Grandfathered [Non-FCI]	0 - Due at time of Inspection	2020	Closed	A	8/26/2020	\$12,086.00	
<b>Pelican Mountain School</b>											<b>\$12,086.00</b>	
St. Theresa School	B4751A	B2021.02 - Aluminum Windows (Glass & Frame)	2002	Storm Window Plexiglass Replacement	Reliability	0 - Due at time of Inspection	2020	Closed	A	8/26/2020	\$11,405.00	
	B4751A	C3024.08 - Sport Flooring (non-wood)		Refinish Gym Floor	Reliability	0 - Due at time of Inspection	2020	Closed	A	7/14/2020	\$1,869.00	
	B4751A	D5038.02 - Intrusion Detection		Replace Security Panel & Sensors	Reliability	0 - Due at time of Inspection	2019	Closed	A	12/19/2019	\$11,389.00	
<b>St. Theresa School</b>											<b>\$24,663.00</b>	

*IMR Funding Final Cost Report*

📌 Status: Closed AND Budget Type: A AND Portfolio Name: SCH-N-The Northland School Division AND Date Completed: Sep 1, 2019

**Portfolio Name: SCH-N-The Northland School Division** 

Asset Name 	BID	System 	Extension	Brief Description	Category	Priority	Action Year	Status	Budget Type	Date Completed	Actual Cost	Implementation Notes
Susa Creek School	B3491A	D3068.01 - Building Systems Controls (BMCS, EMCS)	2019 Reliable Controls BMS	BMS Controls Upgrade	Reliability	0 - Due at time of Inspection	2019	Closed	A	11/29/2019	\$8,656.00	
	S3491	G3011 - Site Potable Water Distribution and Storage*		Well Water System Commissioning	Reliability	0 - Due at time of Inspection	2020	Closed	A	2/13/2020	\$1,112.00	
<b>Susa Creek School</b>											<b>\$9,768.00</b>	
Susa Creek School B3491A - Portable Classroom SFDS - T3389	T3389	B2021.02 - Aluminum Windows (Glass & Frame)	~	Remediate Water Damage	Reliability	0 - Due at time of Inspection	2020	Closed	A	8/20/2020	\$3,327.00	
<b>Susa Creek School B3491A - Portable Classroom SFDS - T3389</b>											<b>\$3,327.00</b>	
<b>SCH-N-The Northland School Division</b>											<b>\$284,820.00</b>	
<b>Summary</b>											<b>\$284,820.00</b>	



## Projected SEPTEMBER 2021 Count

(modified based on April 2021 Enrollment  
Rollover and Estimated ECS Count)

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	E.C.S.	TOTAL Projected Enrollment	Sept 2020 Enrollment	Difference (Sept/20 Vs Sept/21)
ATHABASCA DELTA	10	11	21	19	15	16	18	17	12	3	1	1	1	145	149	-4
ANZAC	15	20	19	18	19	1	0	0	0	0	0	0	0	92	88	4
BILL WOODWARD						9	13	17	11	19	13	15	12	109	111	-2
BISHOP ROUTHIER	6	6	8	8	10	11	11	0	0	0	0	0	0	60	62	-2
CALLING LAKE	5	5	13	12	18	3	9	6	14	12	9	10	3	119	126	-7
CAREER PATHWAYS											27	31	40	98	88	10
CHIPEWYAN LAKE	2	1	6	2	1	3	2	1	2	0	0	0	0	20	18	2
CONKLIN	0	3	2	1	0	3	2	2	5	2	0	0	0	20	22	-2
ELIZABETH	7	7	13	13	15	12	14	15	15	0	0	0	0	111	106	5
FATHER R. PERIN	4	11	8	7	13	10	6	6	8	5	0	0	0	78	80	-2
FORT MCKAY	14	9	8	6	5	8	7	0	0	0	0	0	0	57	63	-6
GIFT LAKE	6	17	11	11	14	13	12	14	13	14	0	0	0	125	128	-3
GROUARD	8	4	6	6	5	9	6	7	4	5	0	0	0	60	85	-25
HILLVIEW-EAST PR	4	8	3	5	3	5	5	0	0	0	0	0	0	33	23	10
J. F. DION	8	6	8	12	7	8	11	5	6	0	0	0	0	71	68	3
MISTASSINIY								36	46	34	51	40	45	270	259	11
PADDLE PRAIRIE	9	11	5	8	8	7	16	17	6	10	8	4	4	113	112	1
PELICAN MOUNTAIN	3	2	2	8	3	7	4	0	0	0	0	0	0	29	28	1
ST. THERESA	31	37	41	51	49	40	43	0	0	0	0	0	0	292	286	6
SUSA CREEK	0	4	1	5	6	2	7	1	2	0	0	0	0	28	25	3
<b>TOTAL Projected SEPTEMBER 2021 Count</b>	<b>132</b>	<b>162</b>	<b>175</b>	<b>192</b>	<b>191</b>	<b>167</b>	<b>186</b>	<b>144</b>	<b>144</b>	<b>104</b>	<b>109</b>	<b>101</b>	<b>105</b>	<b>1912</b>	<b>1927</b>	<b>-15</b>







Province of Alberta  
Order in Council

Page 98 of 136  
O.C. 121/2021

APR 28 2021

# ORDER IN COUNCIL

Approved and ordered:

Lieutenant Governor  
or  
Administrator

The Lieutenant Governor in Council makes the Order Annexing Land from Improvement District No. 349 to The Municipal District of Bonnyville No. 87 and Dissolving Improvement District No. 349 set out in the attached Appendix.

  
CHAIR

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For Information only

Recommended by: Minister of Municipal Affairs

Authority: Municipal Government Act  
(sections 126, 127, 135 and 137)

## APPENDIX

### Municipal Government Act

#### ORDER ANNEXING LAND FROM IMPROVEMENT DISTRICT NO. 349 TO THE MUNICIPAL DISTRICT OF BONNYVILLE NO. 87 AND DISSOLVING IMPROVEMENT DISTRICT NO. 349

**1(1)** In this Order,

- (a) “Act” means the *Municipal Government Act*;
- (b) “receiving municipal authority” means The Municipal District of Bonnyville No. 87.

**(2)** In Schedule 2 to this Order, “this Order” means the sections that precede Schedule 1.

### Part 1 Annexation

**2** In this Part, “annexed land” means the land described in Schedule 1.

**3** Effective May 1, 2021, the land described in Schedule 1 is separated from Improvement District No. 349 and annexed to The Municipal District of Bonnyville No. 87.

**4** Any taxes owing to Improvement District No. 349 at the end of April 30, 2021 in respect of the annexed land and any assessable improvements to it, together with any lawful penalties and costs levied in respect of those taxes, are transferred to and become payable to the receiving municipal authority and must be distributed by the receiving municipal authority in accordance with section 7.

**5** For the purpose of taxation in 2021 and in each subsequent year up to and including 2045, the annexed land and assessable improvements to it

- (a) must be assessed by the receiving municipal authority, and
- (b) must be taxed by the receiving municipal authority
  - (i) in the case of property in the non-residential assessment class, at a rate equivalent to 70 per cent of the municipal tax rate established by the receiving municipal authority for property in the non-residential assessment class, and
  - (ii) in the case of property in any other assessment class, at the rate established by the receiving municipal authority for property of the same assessment class.

**6** For the purpose of taxation in each year subsequent to 2045, the annexed land and assessable improvements to it must be assessed and taxed by the receiving municipal authority using the same assessment classes and tax rates applicable to other property in the receiving municipal authority.

**7** The Municipal District of Bonnyville No. 87 shall, on or before each December 31 subsequent to the annexation date, pay to each of the following municipal authorities the amount determined in accordance with Schedule 2 for that municipal authority:

- (a) the City of Cold Lake;
- (b) the Town of Bonnyville;
- (c) the Village of Glendon.

**8** The Minister may give directions respecting the determination of the population of a municipal authority for the purposes of Schedule 2.

## **Part 2 Dissolution**

**9** In this Part, “former area of the improvement district” means the land in Improvement District No. 349 before the dissolution date, as described in Schedule 1.

**10** Effective May 1, 2021,

- (a) Improvement District No. 349 is dissolved as a result of the annexation under Part 1,
- (b) the former area of the improvement district becomes part of The Municipal District of Bonnyville No. 87,
- (c) all liabilities of Improvement District No. 349, whether arising under debenture or otherwise, and all assets, rights, duties, functions and obligations of Improvement District No. 349 are vested in the receiving municipal authority and may be dealt with in the name of the receiving municipal authority,
- (d) bylaws and resolutions of Improvement District No. 349 continue to apply in the former area of the improvement district until the bylaws or resolutions are repealed, amended or replaced by the council of the receiving municipal authority, and
- (e) a reference to Improvement District No. 349 in any order, regulation, bylaw, certificate of title, agreement or any other instrument is deemed to be a reference to the receiving municipal authority.

- 3 -

**11** The Minister may decide any other matter relating to the rights, obligations, liabilities, assets or any other thing in respect of the former area of the improvement district resulting from the dissolution of Improvement District No. 349.



- 4 -

**Schedule 1****Land Description**

ALL THOSE LANDS SITUATED WEST OF THE FOURTH (4) MERIDIAN AND LYING IN THE PROVINCE OF ALBERTA DESCRIBED AS FOLLOWS,

EXCLUDING THEREOUT ALL THOSE AREAS LYING WITHIN THE BOUNDARIES OF ANY TOWN, VILLAGE, SUMMER VILLAGE, INDIAN RESERVE OR MÉTIS SETTLEMENT:

IN TOWNSHIP SIXTY-SIX (66):

IN RANGE ONE (1), THE NORTH HALF OF SECTION TWENTY-SIX (26) AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SIXTY-SEVEN (67):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SIXTY-EIGHT (68):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SIXTY-NINE (69):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SEVENTY (70):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.



IN TOWNSHIP SEVENTY-ONE (71):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SEVENTY-TWO (72):

ALL OF RANGES ONE (1) TO EIGHT (8) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE, ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE, ALL OF SECTIONS TWENTY-TWO (22) TO TWENTY-SEVEN (27) INCLUSIVE AND ALL OF SECTIONS THIRTY-FOUR (34) TO THIRTY-SIX (36) INCLUSIVE.

IN TOWNSHIP SEVENTY-THREE (73):

ALL OF RANGES ONE (1) AND TWO (2) INCLUSIVE.

IN RANGE THREE (3), ALL OF SECTIONS ONE (1) TO TWENTY-EIGHT (28) INCLUSIVE AND ALL OF SECTIONS THIRTY-THREE (33) TO THIRTY-SIX (36) INCLUSIVE.

IN RANGES FOUR (4) TO EIGHT (8) INCLUSIVE, ALL OF SECTIONS ONE (1) TO EIGHTEEN (18) INCLUSIVE.

IN RANGE NINE (9), ALL OF SECTIONS ONE (1) TO THREE (3) INCLUSIVE AND ALL OF SECTIONS TEN (10) TO FIFTEEN (15) INCLUSIVE.

IN TOWNSHIP SEVENTY-FOUR (74):

ALL OF RANGES ONE (1) AND TWO (2) INCLUSIVE.

IN TOWNSHIP SEVENTY-FIVE (75):

ALL OF RANGES ONE (1) AND TWO (2) INCLUSIVE.

## Schedule 2

### Revenue Sharing

**1** In this Schedule,

- (a) “administration costs allowance”, in respect of a year, means an amount equivalent to 3% of tax revenue for that year;
- (b) “aggregate population” means the population of all the eligible municipal authorities combined;
- (c) “base amount” means \$1 500 000;
- (d) “eligible municipal authority” means the City of Cold Lake, the Town of Bonnyville or the Village of Glendon;
- (e) “population”, in respect of an eligible municipal authority, means the population of the eligible municipal authority as determined in accordance with the directions of the Minister under section 8 of this Order;
- (f) “remaining revenue”, in respect of a year, means the amount of tax revenue that remains after deducting
  - (i) the administration costs allowance for that year,
  - (ii) the road costs allowance for that year, and
  - (iii) the base amount;
- (g) “road costs allowance” means \$2 200 000;
- (h) “tax revenue”, in respect of a year, means the amount of property tax received in that year by The Municipal District of Bonnyville No. 87 from the annexed land and assessable improvements to it, excluding the amounts required to pay the requisitions referred to in section 326(1)(a) of the Act.

**2** For the purpose of section 7 of this Order, the amount of the payment owed to an eligible municipal authority in a year is to be calculated in accordance with the following formula:

$$A + \left( \frac{B}{C} \times D \right)$$

where

- A is \$500 000;
- B is the remaining revenue for the year;
- C is the aggregate population;
- D is the population of the eligible municipal authority.





## NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

<b>LDC Code</b>	<b>Course Name</b>
LDC1092	Film and Media Art 15-5
LDC1092	Film and Media Art 15-3
LDC2092	Film and Media Art 25-3
LDC2092	Film and Media Art 25-5
LDC3092	Film and Media Art 35-3
LDC3092	Film and Media Art 35-5
LDC2569	Forensic Studies 25-3
LDC3569	Forensic Studies 35-3
LDC2517	History Through Film: Fact and Fiction 25-3
LDC1148	Reading 15-5
LDC1148	Reading 15-3
LDC2148	Reading 25-3
LDC2148	Reading 25-5
LDC2343	Workplace Essential Skills 25-3

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## **Administrative Procedure 444**

### **Paraprofessional and Support Staff Education Leave**

#### **Background**

It is important that all positions in Northland School Division be staffed with well-qualified staff in order that the best educational opportunities will be provided to the students and the communities. Therefore there may be a need to provide opportunities for educational and/or professional improvement leave in order that staff members may complete relevant upgrading and educational studies that will enhance their competencies and provide them with opportunities for career advancement. Education leave may be granted to Paraprofessional and Support Staff (Central Office and School/Field Based), who wish to pursue upgrading courses/programs, college level courses leading to a certificate or diploma, or university level courses leading to a Bachelor of Education.

#### **Procedures**

1. Support for upgrading courses/programs shall be as follows:
  - 1.1 Fees for evening and/or home study courses, relevant to the employee's position, will be reimbursed to the employee at seventy-five percent (75%) the cost of tuition.
  - 1.2 The staff member must have written approval from the Superintendent prior to commencement of the coursework for reimbursement of fees.
  - 1.3 A return of service commitment to a maximum of one (1) year may be required as a condition of financial assistance.
2. Education leave may be granted to Paraprofessional and Support Staff (Central Office and School/Field Based), that wish to enter a college, university or other post-secondary institution acceptable to the Superintendent must meet the following conditions to qualify for support:
  - 2.1 Be a current employee of the Division and shall have completed at least three (3) consecutive years of service.
  - 2.2 Have a successful record of performance of duties.
  - 2.3 All requests for education leaves must be supported by the immediate supervisor before consideration can be given.
  - 2.4 Have submitted the written application to the Superintendent by February 28 of the year in which the leave is to commence.
  - 2.5 Education leave requests will be granted for a period of up to one (1) year. A further leave request may be considered on completion of the original leave, if additional

time is warranted for program completion.

- 2.6 In granting education leave, consideration will be given to the job responsibilities of the employee's position and the needs of the Division with respect to completion of these responsibilities during the period of absence.
- 2.7 The decision to grant education leave with seventy-five percent (75%) salary, with a minimum of sixteen thousand dollars (\$16,000) shall be based on the following:
  - 2.7.1 Years of service.
  - 2.7.2 Length of time required to complete the program.
  - 2.7.3 Program or project topic.
  - 2.7.4 Commitment and contributions to the Division.
  - 2.7.5 Previous leaves granted.
  - 2.7.6 Other sources of support.
- 2.8 The Superintendent shall review and approve the requests for education leave.
- 2.9 Staff members shall be advised in writing by April 15 whether or not they were successful in their application for education leave.
- 2.10 Support staff granted education leave will be required to show evidence of registration and enrollment in each semester of the program offered by the institution they chose to attend
- 2.11 Employees shall be required to provide one (1) year of service for a partial supported education leave granted, and two (2) years of service for a full year of supported education leave granted.
- 2.12 Failure to provide such service will require payment of the education leave allowance and benefits in proportion to the amount of un-rendered service.
- 2.13 Employees granted education leave will be required to sign a contract which outlines the conditions and obligations agreed upon by the employee and the Division.
  - 2.13.1 Educational leaves shall not be counted as being service for the accumulation of sick leave.
  - 2.13.2 Educational leaves shall not be considered as being a break in service.
3. Subject to budget availability, education leave may be granted to a maximum of four (4) applicants across all categories of staff outside the collective agreement in each academic year.
4. Additional educational leaves without pay may be considered.

Adopted/Reviewed: Sep 26/13, Jun 26/14, June 22/17, March 3/20

Reference: Section 52, 53, 68, 196, 197, 222, 225 Education Act  
Employment Standards Code  
Labour Relations Code



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**ORIGINATOR:**  
**SUBJECT:** Northland Online School  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**  
**THAT the Board of Trustees authorize the Administration to proceed with the process of developing an online school for the 2021-2022 school year.**

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**BACKGROUND:**

The pandemic has created a situation where the Division had to develop the skills and knowledge in technology to support our students. At this time, we are unsure what September 2021 will look like and the Division recognizes the need for the upcoming year to continue to support parents/guardians who choose online learning for their child(ren).

This year, NSD operated the Kindergarten to Grade 9 classes with approximately 130 students without formalizing the school structure. This has posed challenges for attendance tracking, reporting achievement, and general operational requirements. It is necessary for NSD to create a separate online school structure for the 2021-2022 school year.

The Northland Online School will serve students from Kindergarten to Grade 9 and will utilize a whole school and personalized approach to learning where students participate in inclusive and engaging online learning experiences. In this environment, student voice and choice will be encouraged, and celebrated within a kind and caring community of learners. This opportunity will allow students to participate in a unique approach to online learning which will integrate First Nations and Metis education and ways of knowing and being. In addition, students will be able to participate in the same quality of learning experiences as in-school learning.

**RISK ANALYSIS:**





NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**ORIGINATOR:**  
**SUBJECT:** ASBA Friends of Education Award  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**  
**THAT the Board of Trustees approve the nomination of Telus World of Science for the 2021 ASBA Friends of Education Award.**

\*\*\*\*\*

**BACKGROUND:**

The Friends of Education Award recognizes organizations in the community who have made a special contribution to education within our local communities.

This past year, the Telus World of Science has continued to engage students through science by offering a wide range of tools. Their Science in Motion team created a series of demonstrations that the jurisdiction participated in such as: Coding, Winter Science Week, and Spring Science Week.

Telus World of Science provided lesson plans and challenges to go along with daily activities, they had special guest speakers, and held virtual field trips for our students.

Their mission is to ignite curiosity, inspire discovery, celebrate science and change lives. The Edmonton Space & Science Foundation is a non-profit organization that operates Telus World of Science - Edmonton.

Submission deadline has been extended.

**RISK ANALYSIS:**



NORTHLAND SCHOOL DIVISION  
**INFORMATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** 2021 Zone Appreciation Award  
**REFERENCE(S):**  
**ATTACHMENTS:**

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**BACKGROUND:**

ASBA's Zone Appreciation Award recognizes individuals or groups who have made a significant contribution to their zone.

The Zone Appreciation Award is open to trustees, superintendents (all levels) and secretary treasurers. This award is presented to those who have displayed exemplary service to trusteeship at the zone level. Candidates will have distinguished service as a trustee, superintendent or secretary-treasurer, and will have a distinguished record of service in the field of education. Procedural Guidelines Candidates for the

Zone Appreciation Award must be nominated by three trustees. Nomination forms will be submitted to the Zone Chair for consideration. No more than one Zone Appreciation Award per zone shall be conferred in one year.

Deadline for submission is June 11, 2021.





NORTHLAND SCHOOL DIVISION  
**INFORMATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MAY 29, 2021  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** PSBAA Special Contribution to Public Education Nomination  
**REFERENCE(S):**  
**ATTACHMENTS:**

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**BACKGROUND:**

The Public School Boards' Association of Alberta (PSBAA) Special Contribution to Public Education Award recognizes and is presented to a Public School Board, Trustee(s), Senior Administrator(s) or member of the public who has made a special contribution to public education.

Northland School Division has nominated Jane Stroud, Ward 4 Councillor with Regional Municipality of Wood Buffalo for the PSBAA Special Contribution to Public Education Award.

As Councillor, Jane has helped the Division with the following:

- Internet (2020 municipal budget dedicated 7 million dollars to increase internet capabilities in Anzac, Janvier and Conklin. Includes support from the federal government as their belief is capable internet services are an essential service.
- Helping members of the Conklin, Janvier and Anzac Communities to get Telus hubs and internet access in their homes.
- Working with the school principals to deliver the hubs. Families expressed how excited and pleased they were.
- Regularly advocates for schools in her ward (Anzac, Janvier, Conklin)
- Answers the calls when invited to NSD events, graduations and special celebrations/concerts.

Ms. Stroud's efforts have created a significant difference for those students /families during this challenging time. Her efforts have supported equitable access to learning for many families.

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<b>UPCOMING EVENTS:</b>	
June 3 - 4, 2021	PSBAA Spring General Assembly
June 7 - 8, 2021	ASBA Spring General Meeting
June 19, 2021	Corporate Board Meeting

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**BOARD EXPENDITURES  
AS OF APRIL 30, 2021**

	<b>BUDGET</b>	<b>YTD</b>	<b>REMAINING</b>	<b>% SPENT</b>
Trustee Renumeration	\$130,250.00	\$70,221.85	\$60,028.15	54%
Employee Benefits Trustees	40,000	9,387	30,613	23%
Trustee Benefits		23,024		
In-Service Northland PD	6,000	0	6,000	0%
In-Service - Trustees Reportable		128		
Legal Fees	50,000	23,758	26,242	48%
Professional Services	0	1,097	-1,097	
Advertising	1,700	0	1,700	0%
Membership Fees (ASBA/PSBA)	33,000	29,329	3,671	89%
Office Supplies	2,000	154	1,846	8%
Printing and Binding	2,700	1,261	1,439	47%
Postage	600	14	586	2%
Travel and Subsistence - Board/Other	125,250	8,079	117,171	6%
Travel and Subsistence - Board Trustees	0	17,091		
Insurance (Liability)	250	4	246	2%
Telephone	6,000	2,993	3,007	50%
Awards	35,000	995	34,005	3%
Furniture and Equipment	10,000	73	9,927	1%
Visa Purchases - Board	91,000	0	91,000	0%
Legal Fees - Elections	0	3,803	-3,803	
Professional Services - Elections	60,000	0	60,000	0%
Advertising - Elections		965	-965	
<b>TOTALS</b>	<b>\$593,750</b>	<b>\$192,377</b>	<b>\$441,615</b>	<b>32%</b>





# Superintendent's Highlights

May 29, 2021

## Technology Resources Website for NSD Parents

To assist parents/guardians better, the Division developed a technology resources website for parents. The website is designed to give parents and guardians a greater understanding of how to use the technology tools that their children use. For example: Chromebook Troubleshooting Tips, Google Classroom, Text-to-Speech and Speak-to-Type tutorials.

Please visit: <https://sites.google.com/nsd61.ca/technologyforparents/home>

Technology Resources for NSD Parents Home Google Classroom for Parents

## Northland School Division Technology Resources for Parents

**Parents & Guardians**

Please have your child use their NSD Chromebook and open Google Classroom to see required assignments and activities. Google Classroom will work best if your child uses their NSD Chromebook. Using the NSD Chromebook also makes it easy for your child to access other sites and apps that are used at school. Click here to view the [Chromebook User Guide!](#)

Your child will log into a Chromebook using an NSD login and password. Student logins generally follow the format of `firstname.lastname@nsd61.ca`

If your child does not remember their NSD login and password, please contact their school or teacher for support.

Click [here](#) to view a brief recording about logging into a Chromebook and navigating to Google Classroom!

## Student Services Department Update

As the school has transitioned to online learning once again, this transition has provided the schools with an exciting opportunity. The schools have had the opportunity to bring students with Diverse needs into the building to access services. This is a unique opportunity for the students, they are able to have services continue as well gain some intense one to one instruction. This looks different in each school, some have students coming just for sessions from outside services providers, while others have time with the school based staff to work on individual goals. The feedback from families is that they are liking this approach, in some cases families who originally did not want to send students are now sending them.

Parents and community members have reported they are very happy with the support in school that has been offered for special needs students even as the schools have not been open for all students. Regular occupational therapy and SLP have continued for these students. A special thank you to the service providers, teachers, educational assistants and bus drivers for ensuring these students were able to attend and be provided for their needs.

It's that time of year again, when we start to plan for the incoming ECS/PUF students for September. As in previous years we are planning to screen all the incoming students for SLP and OT concerns, however this year, it will look different in some of the communities. Where possible the SLP/ OT will travel to the community to complete the screen in person, and for some of our communities with the Covid 19 restrictions the screenings will take place through VC. All the schools have been provided with dates of screenings and they are working diligently to get the registration forms/ consent forms completed and returned to the school.

## **First Nations, Metis and Inuit Department (FMNI) Update**

### **Language Grant Update**

Due to Covid, no face to face collaboration occurred between instructors and supervisors. The IFNE grants provided learning opportunities in support of school-based programs through technology and with parent and some Elders consultations. Fund remaining for Early literacy, late literacy, teaching kits, building blocks and FNMI student success will be spent on resources. Resources that will meet student needs such as Little Eagle book bags, Lexia Reading Program and 3D maker space copiers for syllabics.

We are waiting on Alberta Education to extend a conditional grant for student success coaches. We were successful in achieving goal 5 of the proposal to hire a coordinator, however, the start date has been delayed. We wanted this local Indigenous candidate to start in Wabasca on May/21 however, once again Covid has affected our plan, the arrival of the Mistassiniy Success Coach has been delayed primarily due to access to child care.

### **Land Based Learning Infusion into Alberta Curriculum**

Principals allowed their instructors to meet weekly through touch-based Tuesdays and Thursdays with supervisors and local linguistics to continue designing seasonal content. As previously shared to the board, cultural concepts were identified through the interdisciplinary workplan. Instructors selected a traditional gift of the birch bark tree to share common tradition that grows naturally in all their environments.

A *DRAFT* Northland School Division Guide to Cree Culture, Language and Land Based Learning with Community Nehiyaw Kihitayak Kiskinohamakosiwin (Cree Elders Teaching) is being designed to describe common relationships between Cree speaking people and their traditional environments. Students will use the classroom and field trip learning on the land to reconnect to their identity, culture and language. Once completed, it will be shared to principals and teachers as a resource developed in the spirit of collaboration and reconciliation through instructors, Elders and Knowledge Keepers (See attachment).

### **Cree Language Instruction**

In 2021-2022 proposal (see attached) instructors have identified four seasonal camps to increase their knowledge through continued methodology and approaches for Cree and Dene languages. Most instructors are familiar with the Alberta Programs of Study and Guides but want to tailor local needs using traditional culture. As demonstrated in the Birch Bark Guide, they will put into practice how to use Total Physical Response (TPR), Total Physical Response-Storytelling (TPR-S), Communicative Approach and Accelerated Language Acquisition (ASLA). Cree instructors are working with local linguists to address a standard Sakaw Nihiyawiwin (Woodland Cree) chart containing the local elements of reading and writing SRO and syllabics. We are collaborating with KTCEA to ensure that the same linguistic is taught and following a common chart for the Woodland Cree communities in Northland, KTC and ATC.

As well, the Dene are working with a linguistic and an Elder who designed the Dene chart. A camp to bring Elders, instructors and supervisors is tentatively being planned in Cold Lake for June 25, 2021 to create a common and respectful Dene curriculum especially to address spirituality (ways of being in direct connection to the Creator) and how to transfer oral traditions into SRO and syllabics.

The attached proposal is identifying a budget for 2021-2022 professional development to meet students'

experiential needs and strengthening of their natural learning environments.

## Health and Wellness Snack Bag

Health and wellness plays a key role in a child's education. Being that students were at-home learning during the weeks of May 10-21, 2021; the School Food Services Department and their cooks prepared health and wellness snack bags that were delivered to students across the Division.

## Eight NSD students received donated Chromebooks from United Way of the Alberta Capital Region and ATB



Eight Northland School Division students received additional resources to excel in online learning following a recent donation. The United Way of the Alberta Capital Region and ATB donated \$100,000 to get laptops to students in need across the province of Alberta.

When the pandemic hit and schools in Alberta went virtual, it was a challenge to many families. ATB approached United Way of the Alberta Capital Region with the need to get technology to more students.

With a donation from ATB in the amount of \$100,000, United Way regions across Alberta identified the highest needs in their communities, and facilitated the purchase and distribution of 412 chromebook laptops which went to students at 23 schools.

Thank you the United Way of the Alberta Capital Region and ATB Financial for the donation of eight chromebooks to Father R. Perin School.

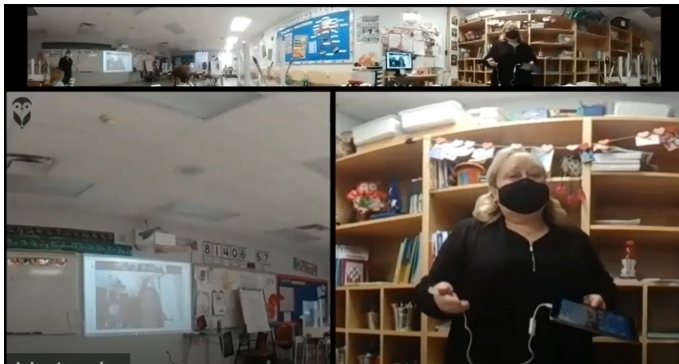
## Education Week activities organized for NSD schools

Education Week has come and gone for another year! The first Education Week in Alberta was held December 2–8, 1928. Its purpose then, as now, is to call attention to the importance of education and to show the public the good things happening in schools.

In the spirit of celebrating the great things happening in NSD schools, a series of Education Week activities were organized for NSD schools from May 3rd - 7th. The following themes were covered:

- Mental Health
- Indigenous strategies for language, culture and land-based learning
- Numeracy
- Literacy
- Digital Citizenship

## Mental Health



In conjunction with Canadian Mental Health Association's Mental Health Week, Associate Superintendent Cully Robinson, and members of the Student Services team organized a series of mental health activities for schools.

Robinson started the virtual session by reading a story called "Happy Dreamers".

Following the story, Director of Student Services Stephanie Sutherland, with support

from Brad Orchard, Family Wellness Worker, Heather Graham, Family Wellness Worker, Vivian Bromley, Mental Health Therapist and a couple of volunteer students demonstrated a couple of wellness strategies used in Northland schools. The first strategy demonstrated is called Heart Math. Heart Math is technology NSD schools have access to monitor heart rates and encourage deep breathing. In the second activity, Graham led a visual relaxation exercise.

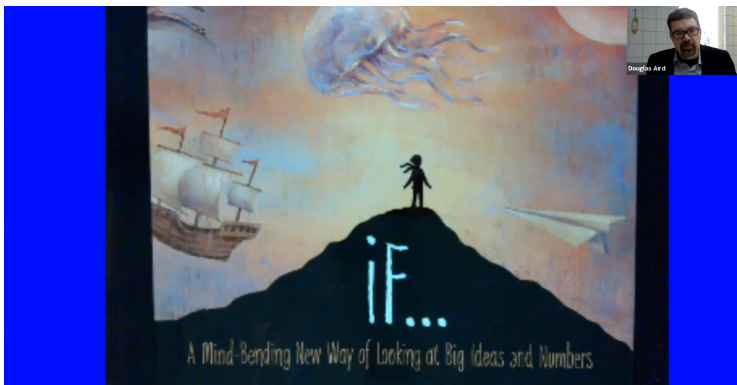
## Indigenous strategies for language, culture and land-based learning



Superintendent of Schools Dr. Nancy Spencer-Poitras opened the learning experience by reading "When We are Kind" by Monique Gray Smith. The book celebrates simple acts of everyday kindness and encourages children to explore how they feel when they initiate and receive acts of kindness in their lives. Author Monique Gray Smith has written many books on the topics of resilience and reconciliation and communicates an important message

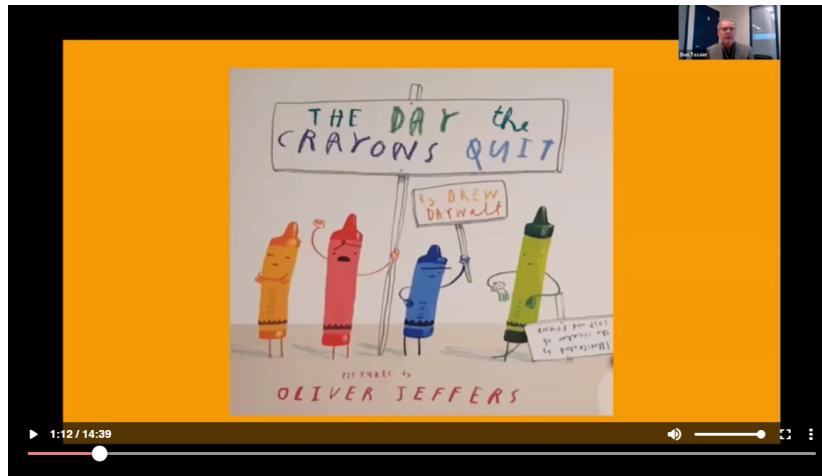
through carefully chosen words for readers of all ages. Following the storytelling activity, Supervisor of First Nations, Metis and Inuit Language and Culture and Land Based Learning Debbie Mineault shared information schools can use to enter the "Act of Kindness Contest".

## Numeracy



Secretary Treasurer Douglas Aird opened the learning experience by reading "If...: A Mind-Bending New Way of Looking at Big Ideas and Numbers" by David J. Smith. Following the storytelling activity, a number of math related activities were organized for schools to use on World Math Day (May 5th).

## Literacy



The organized activities celebrated the joy of reading and writing! Director of Student Engagement, Attendance and Completion Don Tessier opened the learning experience by reading “The Day the Crayons Quit” written by Drew Daywalt and illustrated by Oliver Jeffers. Following the storytelling activity, a literacy bistro board of activities was created for schools.

## Digital Citizenship

Associate Superintendent Tim Stensland opened the learning experience by reading “Chicken Clicking” written by Jeanne Willis and illustrated by Tony Ross. Following the storytelling activity, a digital citizenship choice board was created for schools.

## Anzac educator selected as NSD’s Edwin Parr Teacher Award nominee



The 2021 Edwin Parr Teacher Award nominee from NSD is an educator from Anzac Community School. The Board of Trustees approved the nomination submitted for Andrew Belsheim. Five exceptional NSD teachers were originally nominated for this prestigious award. Following the announcement, we shared the good news with the universities where Andrew graduated.

This year, the Division received five nominations for the ASBA Edwin Parr Award. The University of Lethbridge shared the good news on their Dhillon School of Business social media accounts:

- Facebook: <https://www.facebook.com/DhillonBusiness>
- Twitter: <https://twitter.com/DhillonSchool>
- LinkedIn: <https://tinyurl.com/yp2k9b6s>

Before earning a Bachelor of Education from the University of Calgary, Andrew graduated from the University of Lethbridge with a Management Degree, majoring in Human Resources and Finance.

## Telus World of Science Edmonton Spring Science Week - The Science of Nature

The Telus World of Science Edmonton and the Science in Motion Team (SIM) hosted a Spring Science Week just for NSD students and educators! The virtual event took place from April 26th-30th. The event included:

- Daily virtual 30 minute sessions.
- Daily science challenges for K-9.
- Spring themed nature sessions.
- Earn points for the traveling nature exchange.
- Parks Canada Guest Helen Panter.



Miles Desjarlais, Elizabeth School showcasing what he saw during the nature scavenger hunt

### Bill 55: The College of Alberta School Superintendents Act

On April 23, 2021, the Superintendents, School Authorities and Associations across the province received an email from Andre Tremblay, Deputy Minister of Education advising that Bill 55 will be proclaimed September 1, 2021. The legislation protects school board autonomy by explicitly clarifying that superintendents must respect the authority of the school board as their employer; it also reduces red tape by removing the requirement of the Minister of Education

Some components such as process changes related to how the Minister approves superintendent appointments and reappointments came into effect as of September 1st. The majority of changes will come into effect September 1, 2022.

## High School Credits for External Learning

Students may be able to receive high school credits for learning opportunities that they take on their own to support career and life planning; such as:

- are not part of provincial curriculum
- happen outside school through government-recognized organizations (e.g. Canadian Armed Forces, Canadian Red Cross)
- give students a more personalized and flexible way to complete high school
- let students pursue their passions and earn up to 5 credits toward a high school diploma or certificate
- are not substitutes for required high school courses
- do not require Alberta Education prerequisites for students to participate
- do not provide funding to school authorities

For more information on student, school, and organization's responsibilities, please visit

<https://education.alberta.ca/off-campus-education/high-school-credits-for-external-learning/everyone/high-school-credits-for-external-learning/>

## Principal Announcements

We are pleased to share recent Principal appointments for the 2021-2022 school year.



Shelley Stevenson, St. Theresa School



Chris Turpin, Conklin Community School



Tegan Vacheresse, Athabasca Delta Community School

## **Student Transportation Task Force Report**

On May 10, 2021, the Minister of Education released the Student Transportation Task Force report which will focus on improving the K-12 student transportation based on the following recommendations:

- Mandatory Entry Level Training (MELT)
- Service Delivery Model
- Funding Model
- School Bus Safety
- Transportation for Students Who Require Specialized Supports and Services
- Regional Cooperation Between School Jurisdictions
- Current Eligibility Criteria, Fees and Ride Times
- Provincial Purchasing

The first phase of the K-12 student transportation action plan will start immediately with the second phase to begin in September.

For more information, please click on the following link:

<https://www.alberta.ca/release.cfm?xID=781346C851DB7-9F68-2227-26630723EDE3A822>

## **NSD Featured in News Articles**

- The Fever Newspaper, April 29, 2021 edition
- Grouard Insider, May 2021 edition



# Acting St. Theresa principal takes formal charge of Wabasca school



Northland School Division announced Monday that Shelley Stevenson has been promoted from acting to full principalship of St. Theresa School in Wabasca.

Ms. Stevenson has been

an educator for over 30 years in Wabasca.

“Shelley is an exceptional leader and is well respected in the community,” said Dr. Nancy Spencer-Poitras, the Superintendent of Schools.

“She has the leadership qualities we are looking for to support student success.”

According to the school division, the principal is a “passionate educator who puts the needs of the students and staff first.

Ms. Stevenson has made Wabasca-Desmarais home for the last 32 years.

Over the years she has participated in the Lions Club, Girl Guides and many other community functions.

Her education includes a Bachelor of Education Degree from the University of Alberta. She also earned her Leadership Quality Standard certification.

## MUNICIPAL DISTRICT OF OPPORTUNITY #17 EMPLOYMENT OPPORTUNITY Wabasca, Alberta Custodian Position

The Municipal District of Opportunity No.17 is seeking to fill a casual Custodian position for the Opportunity Child Care Centre. This position will be responsible for the overall cleanliness and maintenance of the facility. Reporting to the Manager of Child Care Services this position requires an individual who is energetic and reliable.

- > Cleaning and maintenance
- > Ensure the Childcare facility complies with Childcare licensing requirements and Accreditation Standards
- > This position requires lifting and other manual tasks
- > Ordering and maintaining inventory of cleaning supplies and tools
- > Organizing the daycare storage
- > Shovel snow, sweep the walkways and the Childcare Centre outdoor play area
- > Close and secure Childcare facility daily
- > First Aid certificate and WHMIS would be an asset
- > Must have valid Class 5 Drivers License and reliable transportation
- > Must provide a Criminal Record Check and Intervention Record Check.

Salary will commensurate with experience and qualifications. Send resumes along with 3 work related references to:

**Human Resources Department**  
**Municipal District of Opportunity**  
**Box 60 - Wabasca, AB T0G 2K0**  
**Phone: (780) 891-3778 Fax: (780) 891-4283**  
**Email: hr@mdopportunity.ab.ca**



**This advertisement will remain open until  
a suitable candidate is found.**

*The personal information submitted pursuant to this advertisement will be utilized for this Employment Opportunity only and is subject to compliance with the Freedom of Information and Protection of Privacy Act.*

## More Employment Ads in Focus



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www.northernalbertafunerals.com



## MUNICIPAL DISTRICT OF OPPORTUNITY NO.17

Box 60  
Wabasca, AB T0G 2K0  
Phone: (780) 891-3778  
Fax: (780) 891-4283

Box 50  
Red Earth Creek, AB T0G 1X0  
Phone: (780) 649-3427  
Fax: (780) 649-3440

Box 22  
Calling Lake, AB T0G 0K0  
Phone: (780) 331-3860  
Fax: (780) 331-3950

### The following Development Permit Applications were processed on April 13, 2021

**21-DP-021** – Plan 1524835; Block 2 ; Lot 8A – Wabasca **Development:** Replace current mobile home w/ a 1999 16' x 76' mobile home. Zoned as R1A – Residential District – **APPROVED**

**21-DP-025** – NW-17-72-21-W4M – Calling Lake. **Development:** Multi-unit residential seniors facility. Zoned as R1A – Residential District – **APPROVED**

Any person affected by this decision may submit a written “statement of concern” on the grounds of appeal to: **Lisa Belanger, Subdivision and Development of Appeal Board Clerk, MD of Opportunity No. 17, P.O Box 60 Wabasca, Alberta T0G 2K0**, within 21 days of publication. Please quote the appropriate application number when submitting a statement of concern. The residential appeal fee is \$100.00 and the commercial appeal fee is \$400.00.

## PUBLIC NOTICE

### Land Selection

Within Bigstone Cree Nation Territory

166 A SE 07-24-80-25 West 4th Meridian



This is a public notification to **All Bigstone Cree Nation (BCN) Members** that **Mona Young** is looking to put claim to a parcel of land (see map) for residential purposes.

This notification will be posted at the Bigstone Administration building for two weeks. If any band member wishes to appeal or has prior claims to this land selection, please call:

**Lands & Consultation Office:**

**(780) 891-3836**

**Deadline to Appeal**

**This Land Selection:**

**MAY 6, 2021**

*Dated APRIL 22, 2021*  
Jamie Auger, Lands Officer

# GROUARD INSIDER

MAY  
2021



# Northland School Division No. 61



## May Dates:

5 - Mental Health Day

21 - Family Day

24 - Victoria Day

## Early Dismissal Dates:

May 12, 19, 26

## June Dates:

21 - Indigenous People's Day

No School

25 - Last day for students

## Early Dismissal Dates:

June 2, 9, 16, 23

## The Northland School Division (NSD)

### Board Highlights Regular Board Meeting – March 20, 2021

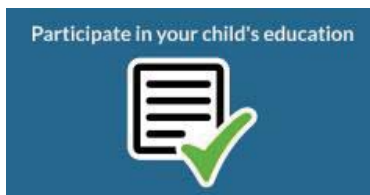
- **Conklin student poet's success celebrated by the Board of Trustees**



Ava Boucher-Monias submitted a poem called "Christmas" to the Wood Buffalo Library Words in Motion program. Ava's poem was selected by a panel of judges and will now be published in the 2021 Words in Motion booklet! The Board of Trustees celebrated this by inviting Ava and her parents to share her poem during the Board Meeting. During the celebration, the Board watched a video of Ava reading the poem and enthusiastically congratulated her proud parents.

"The Board is very proud of Ava's accomplishment," said Robin Guild, Board Chair, ". "It was exciting for us to congratulate Ava and her parents during the Board Meeting. We look forward to celebrating more success stories from NSD students."

- **Superintendent Highlights - Strategy developed to help increase Alberta Education Assurance Survey participation**



- Superintendent of Schools Dr. Nancy Spencer-Poitras informed the Board that Administration created a "School Success Report" template was created to assist schools with telling their story to parents and guardians. The "School Success Report" highlights success stories and how it aligns with Alberta Education Assurance Survey measure categories (Safe and Caring Schools, Student Learning

Opportunities, Student Learning Achievement, Preparation for Lifelong Learning, Parental Involvement, Continuous Improvement). The report provides the information parents need when completing the Alberta Education Assurance Survey questions.



- School staff across NSD participated in a virtual professional learning day on Friday, March 12, 2021. The virtual learning experience focused on the excellence of in-school/at-home learning practices, exploring tools for engaging students, and sharing examples and ideas on how to maintain learning continuity in this challenging time. The virtual professional learning day included 27 sessions; 17 hosted by NSD staff.

- **2021-2022 School Year Calendar approved by the Board of Trustees**
- **2021-2022 Capital Plan approved by the Board of Trustees**

Visit to view the publication <https://www.nsd61.ca/download/334522>.



## Associate Superintendent Report

Cully Robinson

May 29, 2021

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### **Student Services provides support with:**

- Individual Program Plan (IPP) Procedures Review (on-going)
- Regular meetings on assigned projects:
  - Record archiving
  - Behavioral support meetings
  - Support staff meetings
- Kindergarten registration is on-going
- Speech-language assessments are being arranged (some virtually, some in person)
- students with complex needs are being supported for in-school learning even during the learning from home mandate.
- We are hearing very positive results from parents about this support. A few examples:
  - transportation for two hours of instruction twice a week
  - paper packages dropped off and picked up from home
  - chrome books provided for home support of learning
  - outreach by staff by phone and on-line

### **Pedagogical Supervisors provide support by:**

- Conferencing with Community Based Teacher Education (through UofC)
- Outreach to teachers through Zoom and a weekly “Café” online
- Coordinating Professional Development dates
- Planning future Professional Learning Conferences (through Zoom)
- Supporting student transition to learning, (online) and next year (mitigate impact of pandemic closures)

### **Professional Learning & Coordinated Calendar**

Due to the vast geography of Northland School Division, professional development (PD) has typically been done in isolation, with few opportunities to bring teachers from various schools together to share in professional learning. We have identified certain themes for Professional Learning:

- Literacy
- Numeracy
- Mental health and wellness
- Land-based learning
- Technology

We have five PD days each year in the calendar, 3 locally determined, 2 common days across the division. In a new initiative we are coordinating these days consistently for all schools. This allows many advantages:

- share Keynote Presenters and Facilitators across all (or most) schools through Zoom



## Associate Superintendent Report

**Cully Robinson**

**May 29, 2021**

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- allow teachers across the Division to share and analyze data and best practices on-line
- build on colleagues teaching colleagues in their school settings
- bring logistical consistency to budgeting, planning (reduced stress and cost demonstrated by our March 2021 Zoom Conferences)

### **SAMPLE PLC Day Schedule:**

- 8:30-9:30 - Staff meetings
- Wellness break
- 9:45 -10:00 - Zoom meet for entire division - welcome and set tone for day
- 10:00-12:00 - Division-wide grade groupings, via zoom, facilitated by a principal, pedagogical supervisor, or possibly executive team member
- 12:00-1:00 - Lunch break
- 1:00 - 2:00 - Resume
- 2:00-2:15 - Return to whole group zoom to reinforce/recap work done
- 2:15-3:30 - Schools work on individual school needs/goals

Planning and organization of local PD days would occur based on common needs and interests of schools with the support of the pedagogical supervisors.

Draft calendar is on the next page for reference.



# Associate Superintendent Report Cully Robinson May 29, 2021

## Northland School Division 2021-2022 SCHOOL YEAR CALENDAR

<p><b>2021</b></p> <p style="text-align: center; color: red;"><b>August</b></p> <table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>24: New Principal Orientation 25-26: New Teacher Orientation 25-26: Administrators' Meeting <i>(all meetings by ZOOM)</i> August 30 – September 3: School Organization Days</p> <p style="text-align: center; color: red;"><b>September</b></p> <table border="1" style="width: 100%; text-align: center; 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color: red;"><b>March</b></p> <table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>March 28 – April 1: Spring Break 18: Division PD 21 - proposed PLC</p> <p style="text-align: center; color: red;"><b>April</b></p> <table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>March 28 – April 1: Spring Break 15: Good Friday 18: Easter Monday</p> <p style="text-align: center; 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	SCHOOL ORGANIZATIONAL DAY (NO STUDENTS)
	NON-OPERATIONAL DAY (NO STAFF OR STUDENTS)
	FIRST/LAST DAY FOR STUDENTS
	DIVISION PD (NO STUDENTS)
	DAY IN LIEU PTI (NO STAFF OR STUDENTS)
	TEACHER CONVENTION/TRAVEL DAY (OPERATIONAL DAYS FOR STAFF, NO STUDENTS)



## Associate Superintendent Report

Cully Robinson

May 29, 2021

## At Home Learning

Pedagogical Supervisors play a key role in the planning and resource development of at home learning.

Principals report relatively smooth transitions to at home learning, with some schools reporting much higher attendance and return rates for work assignments.

This demonstrates that teachers have become more comfortable and competent in their practice.

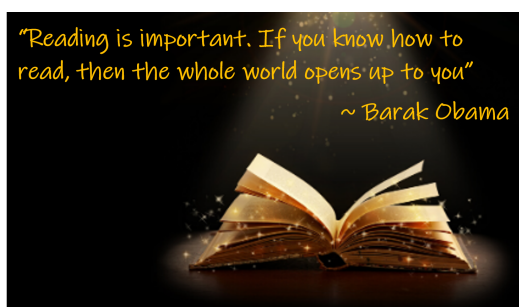
Students and their families are grateful for the respect for their anxiety, around being in school, that at home learning represents. Nonetheless, parents are grateful for the occasional and as needed in-school support provided to struggling learners.

## Transition to Returning to school in August 2021

Pedagogical Supervisors and the entire Division are working towards a safe and supportive transition in August 2021. A number of initiatives are underway:

- Reviews of Divisional literacy and numeracy
- Professional Learning plans for teachers
- Training teachers in the sequencing of curriculum to support students' Essential Outcomes
- Supporting re-engagement for students and families to in-school learning
- New On-line School structure
- A Coordinated Calendar

## New Literacy Initiative



Under the leadership of the Superintendent, Literacy will be an on-going priority for Northland School Division.

Of special importance will be a Professional Learning Approach and Literacy Differentiation that **trains teachers to differentiate literacy needs in their students and identify 3-5 specific strategies that show impact on the most vulnerable learners** in any given class.



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### **The approach:**

- A shared vision for literacy
- A balanced approach to literacy
- A response to intervention structure to review formative data and inform literacy instruction
- Ongoing opportunities for school administration to dialogue with senior leadership to review and discuss the data story
- Collaborative action and shared responsibility embodied and practiced across all subject areas and all grade levels shaped how everyone works together

### **Some guiding principles will be:**

- Literacy within the Alberta Program of Studies (identifies what students are expected to learn and do in all subjects)
- Disciplined Literacy (to support cross curricular literacy in all subjects)
- Collaborative Inquiry (through Professional Learning Communities of educators sharing and analyzing data that will improve their instruction)
- Comprehension Specific Strategies (to balance against reading without knowing) and
- Literacy Differentiation (to serve the strengths and needs of individual learners).