



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 16 – 04

AGENDA

Time: 5:30 p.m. April 22, 2016, 9:00 a.m. April 23, 2016
Location: Divisional Office, Peace River

Page No.

A. CALL TO ORDER

- 1. Opening Prayer

B. GENERAL BUSINESS

- 1. Approval of Agenda
- 2. Adopt Minutes
 - 2.1 February 19/20, 2016 5
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C. PRESENTATIONS

- 7:15 p.m. Career Pathways School, Christoph Ruge, Principal
- 8:00 p.m. Facilities & Maintenance Departments, David Cox, Division Facilities Manager
- 9:00 a.m. 2016-2017 Budget, Trudy Rasmuson, Secretary-Treasurer

D. RECESS

E. ACTION ITEMS

- 1. Recommended Items
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I. CLOSING PRAYER

J. ADJOURNMENT

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD OF TRUSTEES REGULAR MEETING ON FEBRUARY
19/20, 2016 AT THE DIVISIONAL OFFICE, PEACE RIVER,
ALBERTA.

MEMBERSHIP		
✓	Colin Kelly	• Official Trustee
✓	Elmer Gullion	• Advisory Committee Member – Trout Lake
✓	Ken Shaw	• Advisory Committee Member – Gift Lake
✓	Kim Courtoreille	• Advisory Committee Member – Desmarais
✓	Robin Guild	• Advisory Committee Member – Wabasca
✓	Louis Cardinal	• Advisory Committee Member – Peerless Lake
x	Margaret Quintal	• Advisory Committee Member – Conklin
✓	Candice Calliou	• Advisory Committee Member – Paddle Prairie
x	Julia Cardinal	• Advisory Committee Member – ADCS
✓	Donna Barrett	• Superintendent of Schools
✓	Lorraine Roy-Cardinal	• Director of First Nation, Métis & Inuit Learner Success
✓	Don Tessier	• Associate Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
x	David Cox	• Division Facility Manager
x	Wes Oginski	• Director of Human Resources
x	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantal	• Executive Secretary - Finance
GUESTS		
✓	Dwight Gladue	• Little Buffalo, LSBC Chair
✓	Connie Molcak	• Principal, Peerless Lake School
✓	Robert Molcak	• Teacher, Peerless Lake School
✓	Kathy Vogel	• NSD Receptionist/ Administrative Assistant

CALL TO ORDER

Colin Kelly, Official Trustee called the meeting to order at 5:44 p.m.

OPENING PRAYER

Louis Cardinal, Advisory Committee Member gave the opening prayer.

RECESS

The meeting recessed for dinner at 5:46 p.m.
The meeting reconvened at 6:35 p.m.

During the recess Crystal Colville, Little Buffalo Principal and Brian Dewar, Little Buffalo past Principal, joined the meeting to share their experience at Marten Lake Camp.

- ADOPT AGENDA** 24017/16 Colin Kelly, Official Trustee moved that the Board of Trustees adopt the agenda as amended:
- Change order of presentations to:
 - 7:15 p.m. Peerless Lake School
 - 8:00 p.m. Father R. Perin School
- CARRIED**
- MINUTES –** 24018/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the January 22/23, 2016 minutes as presented.
- JANUARY 22/23,**
- 2016**
- CARRIED**
- INTRODUCTIONS** Colin Kelly, Official Trustee welcomed guests and introductions were made.
- PEERLESS LAKE** Connie Molcak, Peerless Lake School Principal presented information to the Board on the Attendance/Achievement Results at Peerless Lake School.
- PRESENTATION**
- ATTENDANCE/**
- ACHIEVEMENT**
- RESULTS**
- RECESS** The meeting recessed at 7:25 p.m.
The meeting reconvened at 7:34 p.m.
- Connie Molcak, Peerless Lake School Principal, Robert Molcak, Peerless Lake Teacher and Kathy Vogel, NSD Receptionist/Administrative Assistant left the meeting at 7:25 p.m.
- FATHER PERIN** Bernard Woodfine, Father Perin School Principal presented information to the Board on the Attendance and Achievement Results at Father R. Perin School by Video Conference.
- SCHOOL**
- PRESENTATION**
- ATTENDANCE/**
- ACHIEVEMENT**
- RESULTS**
- RECESS** The meeting recessed at 8:51 p.m. on February 19, 2016.
The meeting reconvened at 9:04 a.m. on February 20, 2016.

OPENING PRAYER	Louis Cardinal, Advisory Committee Member gave the opening prayer.
EDUCATION QUARTERLY REPORT	24019/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the Education Quarterly Report, as presented and attached, CARRIED
FINANCE QUARTERLY REPORT	24020/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the Finance Quarterly Report, as presented and attached, CARRIED
RECESS	The meeting recessed at 10:28 a.m. The meeting reconvened at 10:45 a.m.
2016-2017 NORTHLAND SCHOOL YEAR CALENDAR	24021/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the Northland School Division 2016-2017 School Year Calendar "A" and "B", as presented and attached. CARRIED
SCHOOL LIBRARY SYSTEM	24022/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve one common automated school library system throughout the division. CARRIED
APPLICATION FOR AN OUTREACH SCHOOL - ADCS	24023/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the application for an Outreach School at Athabasca Delta Community School in Fort Chipewyan, as attached. Colin Kelly, Official Trustee request that administration move Career Pathways School presentation to April 22, 2016 from June 24, 2016. CARRIED

POLICY ONE, BOARD PHILOSOPHY MANDATE, CORE PURPOSE, VISION BELIEFS AND VALUES	24024/16	Colin Kelly, Official Trustee moved that the Board of Trustees, approve in principle, the attached changes to Policy One, Board Philosophy Mandate, Core Purpose, Vision Beliefs and Values.
		CARRIED
DRAFT POLICY – SEXUAL ORIENTATION AND GENDER IDENTITY	24025/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve, the draft policy, Sexual Orientation and Gender Identity, as attached.
		CARRIED
PROFESSIONAL IMPROVEMENT LEAVE	24026/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the Professional Improvement Leave for Jennifer Tweedle, Teacher, Little Buffalo School and Taras Danco, Teacher, Little Buffalo School for the 2016-2017 school year, as per Clause 10.5 of the Collective Agreement, with Michel Salko, Teacher, Peerless Lake School, as an alternate candidate.
		CARRIED
JOB DESCRIPTION – FIELD SERVICE TECHNICIAN	24027/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve, the newly created job description for the position of Field Service Technician, as attached.
		CARRIED
PROCEDURE 415 – TEACHER GROWTH, SUPERVISOR AND EVALUATION	24028/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve, revisions to Procedure 415 – Teacher Growth, Supervision and Evaluation, as attached.
		CARRIED
PROJECTED DRAFT RESERVES PLAN	24029/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve, the Projected Draft Reserves Plan, as attached.
		CARRIED

- DISPOSAL OF SFS UNIT #626** 24030/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve disposal of SFS Unit #626, 2008 Ford Fusion, and request that the vehicle be put up for tender as per Procedure 516, Disposal of Divisional Property.
- CARRIED**
- REPLACEMENT TILTING SKILLET FOR J.F. DION SCHOOL** 24031/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve School Food Services request to replace a tilting skillet for J.F. Dion School in the amount of \$14,000 + gst with funds coming from the School Food Services Reserves.
- CARRIED**
- PROCEDURE 505 – DONATIONS** 24032/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve, the attached changes to Procedure 505, Donations.
- Colin Kelly, Official Trustee request that administration review Procedure 505, Donations to ensure best practices in amounts accepted by Central Office.
- TABLED**
- PROCEDURE 501 – BUDGET TRANSFERS** 24033/16 Colin Kelly, Official Trustee moved that the Board of Trustees, approve in principle, the attached changes to Procedure 501, Budget Transfers.
- CARRIED**
- PROCEDURE 502 – SITE BASED BUDGETING** 24034/16 Colin Kelly, Official Trustee moved that the Board of Trustees, approve in principle, the attached changes to Procedure 502, Site Based Budgeting.
- CARRIED**
- PROCEDURE 508 – REIMBURSEMENT OF EXPENSES** 24035/16 Colin Kelly, Official Trustee moved that the Board of Trustees, approves, the attached housekeeping changes to Procedure 508, Reimbursement of Expenses.
- CARRIED**

PROCEDURE 511 – BUS RENTALS **24036/16** Colin Kelly, Official Trustee moved that the Board of Trustees, approve in principle, the attached changes to Procedure 511, Bus Rentals.

CARRIED

PROCEDURE 524 – INVESTMENT PROCEDURE **24037/16** Colin Kelly, Official Trustee moved that the Board of Trustees approve in principle, the attached changes to Procedure 524, Investment Procedure.

CARRIED

RECESS

The meeting recessed for lunch at 12:03 p.m.
The meeting reconvened at 12:52 p.m.

LSBC MEETING MINUTES RECEIVED

24038/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive the Local School Board Committee meeting minutes as information, as listed below:

Colin Kelly, Official Trustee requests that administration follow up with the DARE Program as requested by Louis Cardinal, Advisory Committee member.

LSBC NAME	DATE OF MEETING
ADCS	January 25, 2016
Chipewyan Lake	January 6, 2016
Gift Lake	January 14, 2016
Keg River	December 2, 2015
Little Buffalo	January 13, 2016
Paddle Prairie	January 19, 2016
Peerless Lake	January 15, 2016
Trout Lake	January 21, 2016
Wabasca	January 12, 2016

CARRIED

ADMINISTRATIVE ACTION – CURRENT LSBC MEETING MINUTES RECEIVED

24039/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve of the action taken by Administration with respect to Local School Board Committee minutes received, as listed below:

LSBC NAME	DATE OF MEETING	Motion No.	Action Taken
ADCS	Jan. 25, 2016	737-16-01-25	Administration
Chipewyan Lake	Jan. 6, 2016	Comment a) Supplemental T.A. assistance. 436-16	Administration
Gift Lake	Jan. 14, 2016		Administration
Keg River	Dec. 2, 2015 Jan. 13, 2016		As presented
Little Buffalo	Jan. 19, 2016		As presented
Paddle Prairie	Jan. 15, 2016	042:15/16	Administration
Peerless Lake	Jan. 21, 2016		As presented
Trout Lake	Jan. 12, 2016 Feb. 2, 2016		As presented As presented
Wabasca	Jan. 12, 2016		As presented

CARRIED

COVERING
MOTION, IN LIEU
DAYS FOR
ADMINISTRATION

24040/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to the 2015-2016 in-lieu days for administrators.

CARRIED

COVERING
MOTION, ANNUAL
EDUCATION
RESULTS REPORT/
ANNUAL REPORT

24041/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relates to the 2014-2015 Annual Education Results Report, 2015–2016 Annual Plan.

CARRIED

COVERING
MOTION,
ORGANIZATIONAL
PLANS

24042/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to Organizational Plans.

CARRIED

SUPERINTENDENT'S
REPORT

24043/16 Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached.

CARRIED

**CHAIRMAN'S
REPORT**

24044/16 Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Chairman's Report as presented and attached.

Colin Kelly, Official Trustee requests that administration bring back the Municipal Government Act information to the April 22, 2016 Regular Board Meeting.

CARRIED

**SECRETARY –
TREASURER'S
REPORT**

24045/16 Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Secretary-Treasurer's Report as presented and attached.

CARRIED

**REPORTS FOR
INFORMATION**

24046/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive the following Reports for Information items:

- LSBC Community Meetings to Discuss Policy One
- Building Collaboration and Capacity in Education Grant Program
- Educational Assistant Conference – February 2016
- Recruitment and Staffing Update
- List of Acronyms
- Payment of Accounts

Colin Kelly, Official Trustee requests the following:

- That the LSBC Community Meetings process presented as information at the February 19/20, 2016 Regular Board meeting, be put on hold until administration has had time to discuss further;
- Administration follow up with Kateri School in regards to School Generated Funds and Field Trip Forms going home;
- Administration check with schools to ensure floor safes are in working order; and
- Administration to receive quotes on the NSD fishing lures and share this information with the Advisory Board members.

CARRIED

ADJOURN

The meeting adjourned at 2:57 p.m.

CLOSING PRAYER

Louis Cardinal, Advisory Committee member gave the closing prayer.

Colin J. Kelly, Official Trustee

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance

DRAFT

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61 BOARD OF TRUSTEES SPECIAL MEETING ON MARCH 31, 2016 AT THE DIVISIONAL OFFICE IN PEACE RIVER, ALBERTA.

MEMBERSHIP		
✓	Colln Kelly	• Chairman
✓	Donna Barrett	• Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Stephanie Sutherland	• Supervisor of Student Services
✓	David Cox	• Division Facility Manager
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary

CALL TO ORDER

Colin Kelly, Official Trustee called the meeting to order at 10:07 a.m.

Donna Barrett, Superintendent attended the meeting by conference call.

WAIVER

24047/16 Colin Kelly, Official Trustee moved that the Board of Trustees waive Section 67 (4) of the School Act.

CARRIED

2017-2018 CAPITAL PLAN

24048/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the 2017-2018 Capital Plan, as attached with the following amendments, move #7890 to #2 priority and update #9303 to read a modernization.

CARRIED

POLICY 20, SEXUAL ORIENTATION AND GENDER IDENTITY

24049/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the housekeeping changes to Policy 20, Sexual Orientation and Gender Identity, as attached and amended with the following changes:

- under clause 7 on page 1, remove brackets ;
- under clause 6 on page 3, change universal design to universal access; and
- under clause 7 on page 3 change wording to read school principal or appointed safe contact person.

Donna Barrett, Superintendent left the meeting at 10:50 p.m. (dropped call).

CARRIED

Donna Barrett, Superintendent re-joined the meeting at 10:57 a.m.

**PROCEDURE 100, SAFE
& CARING SCHOOLS**

- 24050/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the changes to Procedure 100, Safe & Caring Schools, as attached and amended with the following change:
- under clause 2.9, remove wording from Aboriginal to expressions and replace with diverse learners.

CARRIED

**PROCEDURE 304,
STUDENT CONDUCT**

- 24051/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the changes to Procedure 304, Student Conduct, as attached and amended with the following change:
- under clause 1 on page 1 remove word shall and replace with have a right to.

CARRIED

ADJOURN

The meeting adjourned at 11:24 a.m.

Colin J. Kelly, Official Trustee

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantal, Executive Secretary Finance

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: REVISE MOTION 24021/16 – 2016-17 CALENDAR A & B

ORIGINATOR: EDUCATION COMMITTEE

RECOMMENDATION

That the Board of Trustees revise motion 24021/16 to approve the Northland School Division 2016-2017 School Year Calendar 'A' and 'B', with the following change:

August 22, 2016 was added to the New Teacher Orientation and the New Principal meeting has been changed to August 21-22, 2016.

CURRENT SITUATION:

BACKGROUND:

OPTIONS:



Draft Northland School Division No.61 2016-2017 SCHOOL YEAR CALENDAR "A"



2016

August

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

22-26 - New Teacher Orientation
21(pm)-22- New Principal Orientation
25-26 - Admin Meeting
29-31 - Organizational Days

September

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

1-2 - Organizational Days
6 - School Begins
5 - Labor Day

October

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

TBA - Administrators' Meetings
10 - Thanksgiving Day

November

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

11- Remembrance Day
7 - 10 Mid-Term Break

December

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

22-30 - Christmas Break

2017

January

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

2-4 - Christmas Break
4 - School Resumes

February

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

14-15 - Admin Meetings
15 - Convention Travel Day
16-17 - ATA Convention
20 - Alberta Family Day

March

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

27-31 - Spring Break

April

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

14, 17 - Statutory Holiday
(Good Friday, Easter Monday)

May

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

4-5 - Administrators' Meetings
(Peace River)
22 - Victoria Day

June

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

28* - Last Day for Students
29 - Organizational Day for Staff

175 Instructional Days (Green)
198 Operational Days

Please add to your calendar:

- 6 Locally Developed In-services / Professional Development
- 3 Family Days (includes Metis Proclamation Day and Treaty/Farmers' Day)
- 1 Day-in-Lieu for Parent/Teacher Interviews
- Up to the equivalent of 1 half-day early dismissal per month for PLCs when deemed appropriate. PLEASE DO NOT deduct early dismissal time for PLCs from the 175 days. Please record PLC early dismissal hours in "Deduct Early Dismissal Hours" section below the calendar and add PLC dates/time in the textbox.

NOTE: Schools will follow common Christmas (Dec 22, 2016 - Jan 3, 2017) and Spring Break (March 27 - 31, 2017); however to align holidays with neighboring jurisdictions some exceptions will be made on a case by case basis.

There is an expectation that schools will organize Community Engagement Events.
Minimum Hours of Instruction: Elementary (1-9) = 950 hours; High School = 1000



Draft Northland School Division No.61 2016-2017 SCHOOL YEAR CALENDAR "B"



2016

August

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

22-26 - New Teacher Orientation
21(PM)-22 - New Principal Orientation
25-26 - Admin Meeting
29-31 - Organizational Days

September

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

1-2 - Organizational Days
5 - Labor Day
6 - School Begins

October

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

TBA - Administrators' Meetings
10 - Thanksgiving Day

November

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

11 - Remembrance Day

December

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

22-30 - Christmas Break

2017

January

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

January 2-3 - Christmas Break
January 4 - School Resumes

February

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

14-15 - Admin Meetings
15 - Convention Travel Day
16-17 - ATA Convention
20 - Alberta Family Day

March

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

27-31 - Spring Break

April

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

14, 17 - Statutory Holiday
(Good Friday & Easter Monday)

May

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

4-5 - Administrators' Meetings
(Peace River)
22 - Victoria Day

June

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

June 28 - Last Day for Students
29 - Organizational Day for Staff

175 Instructional Days (Green)
198 Operational Days

Please add to your calendar:

- 6 Locally Developed In-services / Professional Development
- 7 Family Days (includes Metis Proclamation Day and Treaty Day/Farmers' Day)
- 1 Day-in-Lieu for Parent/Teacher Interviews
- Up to the equivalent of 1 half-day early dismissal per month for PLCs when deemed appropriate. PLEASE DO NOT deduct early dismissal time for PLCs from the 175 days. Please record PLC early dismissal hours in "Deduct Early Dismissal Hours" section below the calendar and add PLC dates/time in the textbox.

NOTE: Schools will follow common Christmas (Dec 22, 2016 - Jan 3, 2017) and Spring Break (March 27 - 31, 2017) holiday breaks; however to align holidays with neighboring jurisdictions some exceptions will be made on a case by case basis.

There is an expectation that schools will organize Community Engagement Events.
Minimum Hours of Instruction: Elementary (1-9) = 950 hours; High School = 1000

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: 2016 ORIENTATION SCHEDULE

ORIGINATOR: EDUCATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the 2016 new teacher orientation schedule, as attached.

BACKGROUND

Orientation 2016

Sunday August 21, 2016		Monday August 22, 2016		Tuesday August 23, 2016		Wednesday August 24, 2016		Thursday August 25, 2016		Friday August 26, 2016		
	8:00 AM	Breakfast (Bagged) (Bus to Martin Lake)	8:00 AM	Breakfast (Bagged) (Bus to Martin Lake)	8:00 AM	Breakfast St. Theresa School	8:00 AM	Breakfast St. Theresa School	8:00 AM	Breakfast St. Theresa School	8:00 AM	Breakfast St. Theresa School
	9:45 AM	Opening Ceremonies	9:00 AM	Opening Activities	8:45 AM	Opening Activities	8:45 AM	Opening Activities	8:45 AM	Opening Activities	8:45 AM	Opening Activities
	10:30 AM	Culture Camp Sessions Lorraine Cardinal-Roy Martin Lake	9:15 AM	FNMI Perspectives & Historical Relations (Bea) Teachers and Administrators Martin Lake	9:00 AM	Literacy Daily 5 K-5 Jr./Sr. High with Randy CIS/CTF	9:00 AM	PM Benchmark Training Learning Services Team	9:00 AM	Head office staff ie Housing, Human Resources		
12:00 PM	12:00 PM	Lunch Martin Lake	12:00	Lunch Martin Lake	12:00	Lunch St. Theresa School	12:00	Lunch St. Theresa School	10:30	ATA		
1:00 PM	1:00 PM	Culture Camp Sessions Lorraine Cardinal-Roy Martin Lake	1:00 PM	Inclusion Stephanie and LST	1:00 PM	Planning and Classroom Management - Learning Services Team	1:00 PM	Guided Reading/Instruction Learning Services Team	12:00 PM	Lunch St. Theresa		
4:00 PM	4:00 PM	Culture Camp Sessions Lorraine Cardinal-Roy Martin Lake	4:00 PM	Bus Leaves for Wabasca	4:00 PM	Reflection Time and Closing Activities	4:00 PM	Reflection Time and Closing Activities	1:00 PM	Closing Activities		
5:00 PM	5:00 PM	Supper Culture Camp	5:00 PM	Supper St. Theresa School	5:00 PM	Supper St. Theresa School	5:00 PM	Supper St. Theresa School	5:00 PM	Supper St. Theresa School		
5:00 PM	6:00 PM	Evening Activities at Culture Camp	6:00 PM	Organized activities that participants may take part in if they wish, golfing, kayaking, fishing etc.	6:00 PM	Organized activities that participants may take part in if they wish, golfing, kayaking, fishing etc.	6:00 PM	Organized activities that participants may take part in if they wish, golfing, kayaking, fishing etc.	6:00 PM	Return to the hotel		
	8:00 PM	Return to the hotel	8:00 PM	Return to the hotel	8:00 PM	Return to the hotel	8:00 PM	Return to the hotel	8:00 PM	Return to the hotel		
		NOTE: New Teachers Arrive for supper at 5PM				NOTE: NSD Administrators arrive for supper at 5PM						
						NOTE: NSD Administrator Meeting begin at 8:30 AM						

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 100, SAFE & CARING SCHOOLS

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

RECOMMENDATION

That the Board of Trustees, approve in principle, the attached changes to Procedure 100, Safe & Caring Schools.

BACKGROUND

Following the March 31, 2016 Special Board meeting which 1st reading was approved, this procedure was sent in its draft form to Alberta Education for review.



Procedure 100

Safe and Caring and Inclusive Schools

Background

The goal of the division is to develop responsible, caring and respectful members of a just, peaceful and democratic society. In order to achieve this goal, it is essential that all members of the school community: **students, family, staff and community members**, assist and promote the development of a safe and caring school environment.

Creating a safe, caring and inclusive school requires all schools to identify and implement strategies that ensure the safety, belonging and full participation of all members of the school community.

Procedures

- 1. Practices that support safe, caring and inclusive learning environments include:**
 - 1.1 providing supports that respond to a student's individual needs**
 - 1.2 defining appropriate expectations, behaviours, language and actions in order to prevent discrimination, prejudice and harassment through greater awareness of, and responsiveness to, their harmful effects.**
 - 1.3 ensuring that discriminatory behaviours and complaints are taken seriously, documented and dealt with expeditiously.**
 - 1.4 respecting an individual's right to self-identification;**
- 2. Principals shall:**
 - 2.1 ensure all staff members share responsibility for proactively creating and maintaining welcoming, caring, respectful, safe and inclusive learning**



- environments that acknowledge and promote understanding and appreciation of the diversity, equity and human rights of all students and families within the school community;
- 2.2 ensure all members of the school community are aware of the expectation to model respectful conduct, inclusive behaviour, and an understanding of and appreciation for diversity, equity and human rights;
 - 2.3 provide equity of opportunity, and equity of access to programs, services, and resources to support all students in realizing their full potential;
 - 2.4 receive, investigate, report on and respond to inappropriate behaviour and actions, such as discrimination, intimidation or bullying;
 - 2.5 create a clear reporting and investigative process and a safe environment for students and parents/guardians to bring concerns forward in a timely manner;
 - 2.6 provide information about these processes, including, if appropriate, supports and strategies to resolve complaints;
 - 2.7 hold everyone accountable for their behaviour and actions such as discrimination, intimidation or bullying;
 - 2.8 ensure dress codes respect an individual's culture, gender identity and gender expression;
 - 2.9 provide professional learning opportunities that build the capacity of staff to understand and support diverse learners;
 - 2.10 use a comprehensive whole-school approach to promote healthy relationships and prevent and respond to bullying behaviour;



Procedure 100

Safe and Caring and Inclusive Schools

2.11 work alongside staff, students and families to provide supports and resolve issues and concerns in a timely fashion.

3. Staff shall:

3.1 help all students work to their full potential and develop their sense of self-worth;

3.2 assist students to be positive contributors to their classroom, school and community by building social, interpersonal, assertiveness, empathy, conflict resolution and leadership skills;

3.3 maintain consistent standards of behaviour for all students to contribute to a positive school climate;

3.4 communicate regularly and meaningfully with parents/guardians; and

3.5 report all incidents of discrimination, intimidation; and bullying, and assist administration when conducting an investigation into such incidents.

4. The principal shall advise parents of the following expectations for them in the creation of a safe and caring school:

4.1 To have input into the development of school policies and procedures.

4.2 To support the school policies and procedures and encourage their children to understand and respect them.

4.3 To encourage their children to pursue their studies diligently.

4.4 To maintain communication with school staff regarding the progress of their children and attend scheduled conferences with their children.

~~**4.5 To encourage and support the regular and punctual attendance of their children.**~~



Procedure 100

Safe and Caring and Inclusive Schools

~~3.6 — To advise the principal and/or the school staff of any problems and issues their children are having with other students or members of the school community.~~

~~5. — The principal and teachers are to advise students that they are expected to:~~

~~4.1 — Be diligent in pursuing their studies.~~

~~4.2 — Attend school regularly and punctually.~~

~~4.3 — Co-operate fully with everyone authorized by the board to provide educational programs and other services.~~

~~4.4 — Comply with the rules of the school.~~

~~4.5 — Respect the rights of others.~~

~~4.6 — Be accountable to the school staff for their own conduct.~~

~~6. — The resolution of any problems or issues arising from the application of these procedures will be dealt with in accordance with the specific procedures established for that issue or problem.~~

Procedures

~~7. — The principal shall work with, and direct, the staff of the school to maintain order and discipline in the school, on school grounds, buses and during school approved activities.~~

~~8. — The principal shall, in cooperation with the Local School Board Committee, strive to:~~

~~2.1 — Ensure that students in the school have the opportunity to achieve provincial standards of education.~~

~~2.2 — Develop an action plan in consultation with all community stakeholders that will:~~

~~8.1.1 — Ensure the development of a basic package of essential information such as class lists, school timetable, student demographics, blue prints and school maps, emergency services and emergency plans.~~



Procedure 100

Safe and Caring and Inclusive Schools

- ~~8.1.2 Contain an identification of the internal and external communication systems necessary to communicate with all components of the division.~~
- ~~8.1.3 Review and update on an annual basis the roles and responsibilities of students, staff, parents and appropriate community agencies to support safe and caring schools.~~
- ~~8.1.4 Ensure crisis management and school disaster plans are in place.~~
- ~~8.1.5 Encourage staff development and training necessary to create a safe and caring school.~~

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 304, STUDENT CONDUCT

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

RECOMMENDATION

That the Board of Trustees, approve in principle, the attached changes to Procedure 304, Student Conduct.

BACKGROUND

Following the March 31, 2016 Special Board meeting which 1st reading was approved, this procedure was sent in its draft form to Alberta Education for review.



Procedure 304

Student Conduct

Background

If all students are to benefit from the instructional program in school and from the wide variety of activities planned for them by the teaching staff, both inside and outside of the school building, then students must conduct themselves in an acceptable manner. ~~The establishment and enforcement of standards of student conduct and behaviour consistent with the school's mission statement, vision, values, core commitments and goals that support the creation of a favorable learning environment must occur.~~

Procedure

Student Rights and Responsibilities

- 1. Students shall be treated with dignity, respect, and fairness by other students and staff.**
- 2. Students have a right to be provided a learning environment that is free from physical, emotional, social abuse, bullying and cyber bullying.**
- 3. Students and parents shall be informed of the Division's and school's expectations for student behaviour within the school, the school grounds, and during school activities.**
- 4. In the event of student misbehaviour, students and parents shall have the right to offer an explanation, and to be informed about consequences of misbehaviour.**
- 5. Students shall exercise their responsibilities to:**
 - 5.1 use their abilities and talents to gain maximum learning benefits from their school experiences;**
 - 5.2 contribute to a climate of mutual trust and respect conducive to effective learning, personal development, and social living; and**
 - 5.3 attend school regularly and punctually.**



- 6. Appropriate opportunities for student consultation and involvement in student related matters shall be provided.**

STUDENT BEHAVIOUR AND CONDUCT

The Division supports the endeavours of staff, students, parents, and the community to ensure positive student behaviour and conduct. In addition, the Division expects parents and students to recognize their responsibility in developing student self-discipline.

- 1. Students shall be responsible and accountable for their behaviour and conduct:**
 - 1.1 while involved in school-sponsored or related activities;**
 - 1.2 while on school property;**
 - 1.3 during any recess or lunch periods on or off school property;**
 - 1.4 while travelling to and from school; and**
 - 1.5 beyond the hours of school operation if the behaviour or conduct detrimentally affects the welfare of individual students or the governance, climate, or efficiency of the school(s) (*School Act* Sections 24(1)(b) and 24(7)(b)).**
- 2. Parents play a vital role in developing student behaviour and conduct. It is the Division's expectation that parents:**
 - 2.1 be aware of the Division administrative procedures and the school's expectations for student behaviour and conduct;**



- 2.2 review the Division administrative procedures and the school's expectations for student behaviour and conduct with their child(ren);
 - 2.3 work with the school to resolve student behavioural issues when they affect their child(ren); and
 - 2.4 co-operate with the school's or Division's recommended course of action prior to re-admission of the student following a student suspension.
3. Students shall show respect for:
- 3.1 school authority;
 - 3.2 others and their property;
 - 3.3 ethnic, racial, religious, and gender differences;
 - 3.4 school attendance and punctuality;
 - 3.5 work habits, assignments and homework;
 - 3.6 school property;
 - 3.7 textbooks and equipment;
 - 3.8 fire alarms and safety equipment; and
 - 3.9 Division administrative procedures relating to smoking, alcohol, drugs and inhalants.
4. Failure to meet the expectations for behaviour and conduct shall result in some or all of the following consequences:
- 4.1 problem solving, monitoring or reviewing behaviour expectation with student and reprimand;
 - 4.2 parental involvement;
 - 4.3 temporary removal of privileges;
 - 4.4 detention of student;
 - 4.5 temporary exclusion of student from class;
 - 4.6 in-school suspension;
 - 4.7 out-of-school suspension;
 - 4.8 behaviour contract with student;



- 4.9 restitution for property damage to an individual or Division;**
- 4.10 referral for assessment of student to develop appropriate programming;**
- 4.11 referral to Attendance Board;**
- 4.12 involvement of police; and**
- 4.13 expulsion from a school or all Division's schools.**
- 5. Grounds for disciplinary action that could lead to suspension or expulsion exist where a student has demonstrated unacceptable behaviour such as:**
 - 5.1 conduct which threatens the safety of students and/or staff;**
 - 5.2 possession of a weapon on a student's person, or in a student's locker or desk, that is dangerous to students and staff. A weapon is anything used, designed to be used or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.**
 - 5.3 displaying or brandishing a weapon in a threatening or intimidating manner;**
 - 5.4 assaulting another person;**
 - 5.5 possession or use of illegal drugs, alcohol, or inhalants in school and on school property;**
 - 5.6 contravention of Division's policies and regulations related to student harassment, smoking, student attendance, and student rights and responsibilities;**
 - 5.7 theft;**
 - 5.8 wilful disobedience and/or open opposition to authority;**
 - 5.9 use or display of improper or profane language;**
 - 5.10 wilful damage to school or others' property;**
 - 5.11 interfering with the orderly conduct of class(es) or the school;**



- 5.12** contravention of the code of conduct as set out in the *School Act* Section 12;
 - 5.13** contravention of the provisions of Section 27 of the *School Act* related to trespassing, loitering, and causing a disturbance; and/or
 - 5.14** use of technology such as computers, cameras, cell phones, and other digital equipment for purposes that are illegal, unethical, immoral, or inappropriate.
- 6.** The principal and school staff shall inform students of their responsibility to comply with the requirements identified in Section 12 of the *School Act*.
 - 7.** The principal, in consultation with the Local School Division Committee, superintendent and staff, ~~and with the approval of the Local School Division Committee~~ shall develop a code of behaviour and discipline policy for the school consistent with this procedure.
 - 8.** The teaching staff shall be guided by "reasonableness" and fair and just treatment of all students when developing classroom rules of conduct and disciplinary measures.
 - 9.** The local code of conduct and discipline policy is to focus upon:
 - 9.1** developing as far as possible in every student the capacity for intelligent self-control.
 - 9.2** establishing clearly understood and reasonable limits to student behaviour that can be consistently respected and updated.



9.3 recognizing that the maintenance of effective student behaviour is the responsibility of students, staff and parents.

9.4 establishing regulations and procedures in the school through the cooperative involvement of students, staff and parents.

10. The principal shall be responsible for making parents, staff and students fully aware of the code of behaviour and discipline policy of the school.

11. The teacher shall identify the rules of conduct within the classroom and for identifying disciplinary measures that must conform to the expectations of the school and the division.

Procedures

~~9. The principal and school staff shall inform students of their responsibility to comply with the requirements identified in Section 12 of the *School Act*.~~

~~10. The principal, in consultation with the superintendent and staff, and with the approval of the Local School Division Committee shall develop a code of behaviour and discipline policy for the school.~~

~~11. The local code of conduct and discipline policy should focus upon:~~

~~3.1 Developing as far as possible in every student the capacity for intelligent self-control.~~

~~3.2 Establishing clearly understood and reasonable limits to student behaviour that can be consistently respected and updated.~~

~~3.3 Recognizing that the maintenance of effective student behaviour is the responsibility of students, staff and parents.~~

~~3.4 Establishing regulations and procedures in the school through the cooperative involvement of students, staff and parents.~~



Procedure 304

Student Conduct

- ~~12. The principal shall be responsible for making parents, staff and students fully aware of the code of behaviour and discipline policy of the school.~~
- ~~13. The teacher shall identify the rules of conduct within the classroom and for identifying disciplinary measures that must conform to the expectations of the school and the division.~~
- ~~14. The teaching staff shall be guided by "reasonableness" and fair and just treatment of all students when developing classroom rules of conduct and disciplinary measures.~~
- ~~15. If a principal believes that the school has insufficient resources or expertise to deal with a disciplinary issue, the superintendent must be advised.~~
- ~~16. Teachers should consider the following guidelines when dealing with situations requiring disciplinary measures:~~
 - ~~8.1 Teachers may temporarily remove from their classroom a student whose conduct continues to be detrimental to the work of the class after having been given reasonable warning. The exclusion is to be used temporarily to settle the class down, provide a "cooling off period" if necessary and should be followed up with an individual conference with the student in order to secure the desired behaviour.~~
 - ~~8.2 Penalties or consequences for misbehaviour should be appropriate to the circumstances. Discipline systems that bear a poor relationship to appropriate process and consequence involving the automatic imposition of pre-determined penalties for certain acts should be avoided. Consequences selected should be chosen to encourage the desired changes in student behaviour or attitude.~~
 - ~~8.3 Teachers should avoid getting into power struggles with students. While upholding the dignity and authority of the teacher's position is important, students will generally respond more effectively to a quietly worded request that respects their dignity than strongly voiced public reprimands.~~
 - ~~8.4 A "cooling off" period between the commission of the offense and the imposition of punishment is usually advisable. When either the teacher or students are angry or upset, judgment is often impaired and focusing on issues is more difficult.~~



Procedure 304

Student Conduct

- ~~8.5—Teachers should recognize that “good discipline” often depends on their ability to spot and check unacceptable behaviour in its early stages before it escalates into a disruptive confrontation. This requires constant monitoring of the class throughout the class period. Moving around the class during a lesson is highly recommended.~~
- ~~8.6—As an educational institution the school must provide an environment that allows children’s’ creative talents and abilities to emerge. This implies that students will test the boundaries and make mistakes. Use of positive reinforcement for desired behaviour is a powerful tool that teachers can use to consistently encourage desired growth. The freedom to make mistakes must be respected. Mistakes and their correction are important aspects of learning.~~
- ~~8.7—Unacceptable methods of discipline will not be supported. Examples of these are:~~
- ~~8.7.1—Physical attacks by the teacher upon a student.~~
 - ~~8.7.2—Use of corporal punishment.~~
 - ~~8.7.3—Mass detentions and mass punishments imposed to punish a small number of offenders~~
 - ~~8.7.4—Detaining students for disciplinary purposes in an arbitrary or inflexible fashion that prevents students from meeting other legitimate, important, commitments.~~
 - ~~8.7.5—Verbal attack by a teacher upon a student including such things as name calling, use of sarcasm, profanity, and unfavorable personal references and attempts to belittle the student.~~

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PARAPROFESSIONAL EDUCATION LEAVE

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION

That the Board of Trustees grant Paraprofessional Education Leave to the following staff members for the 2016-2017 school year, as per Procedure 420:

- Rhonda LaBoucane, J.F. Dion School

CURRENT SITUATION: Northland School Division may provide up to four paraprofessional education leaves per school year, as per NSD Procedure 420.

BACKGROUND: Northland School Division has received one application for paraprofessional education leave for the 2016-2017 school year.

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: JOB DESCRIPTION – DIRECTOR OF FNMI LEARNER SUCCESS

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
<p>That the Board of Trustees accept the attached job description for the position of Director of First Nations, Metis and Inuit Learner Success, as information.</p>

CURRENT SITUATION: A draft job description has been in development since 2013/14 when the then Supervisor was promoted to Director, but has not been formalized.

BACKGROUND: Roles and responsibilities documents establish the expectations and parameters of positions in school jurisdictions.

With a new Director in place, it is important to update her job description document to both aid her and support the direction of the jurisdiction.

OPTIONS:



**Director of First
Nations, Metis and
Inuit Learner Success**

Draft

IDENTIFYING INFORMATION

POSITION TITLE: Director of First Nations, Metis and Inuit Learner Success

CLASSIFICATION TITLE: Division Level Leadership Position

DEPARTMENT: First Nations, Metis and Inuit Education

IMMEDIATE SUPERVISOR'S TITLE: Superintendent

REASON FOR SUBMISSION: X
Creation Change Update

Date: March 2016

POSITION SUMMARY

The Director of First Nations, Metis and Inuit Learner Success provides division wide leadership in the development and delivery of First Nations, Metis and Inuit language and culture programming and planning. This includes advocating for language revitalization and leading the weaving of First Nations, Metis and Inuit history and perspectives into curriculum. The Director will foster amicable and effective working relationships with and between the local and school community. Other primary responsibilities include coordination of key actions as determined by the division's Annual Education Plan.

MAJOR DUTIES AND RESPONSIBILITIES:

Fostering Effective Relationships:

1. Promote and support relationship building
2. Implement programs that celebrate student, teacher and staff accomplishments. Incorporate recognition of the role of parents, family members and community contributions to student success.
3. Works in conjunction with the Senior Management Team to implement division plans, projects, and initiatives.
4. Attends Local School Board Committee meetings, as requested, to provide information or resolve concerns in the areas of FNMI content and delivery, instruction, or any other area designated by the Superintendent of Schools.
5. Maintains liaison with other professional, social and community agencies and groups having an interest in the schools.
6. Works cooperatively with all departments to ensure cohesive delivery of education within the Division.

Embodying Visionary Leadership:

7. Provides division leadership in the areas of FNMI language and culture revitalization; weaving First Nations, Metis and Inuit history and perspectives into curriculum; and fostering amicable and effective working relationships with between the local and school community.
8. Provides division leadership and strategies for improving student achievement in the Division as it relates to First Nations, Metis and Inuit Learner Services.
9. Chairs meetings as required to discuss issues, trends and changes in First Nations, Metis and Inuit curriculum development.
10. Coordinate and supervise committee work with regard to First Nations, Metis and Inuit Learner outcomes with Alberta Education/ First Nations, Metis and Inuit Education.
11. Assists with the recruitment of professional staff for the Division.

Leading a Learning Community:

12. Enhance First Nations, Metis and Inuit Professional Development
13. Provide First Nations, Metis and Inuit Language Instructors with training to deliver quality programs and design a rotational process where advanced language instructors can share with other instructors.
14. Respond to requests for program needs as identified by Local School Board Committee.
15. Plan and implement in-services or training programs for Native Language Instructors and teachers.
16. Guides and oversees First Nations, Metis and Inuit in-service to the schools, staff and local school board committees of the Division.

Providing Instructional Leadership:

17. Monitor and evaluate the effectiveness of programs under the department.
18. Assists with the evaluation of Principals, teachers and other staff, as required.
19. Participate in the coordination of school/program evaluations, as requested.
20. Facilitate school access to First Nations, Metis and Inuit Materials, program models, cultural camps, consultants and other resources.
21. Develop approval criteria for First Nations, Metis and Inuit teaching processes, teaching materials, cultural camp content and consultants.

Supporting Application of Foundational Knowledge about First Nations, Metis and Inuit:

22. Communicates to the Superintendent of Schools the requirements and needs of the Division as it relates to FNMI Learner Outcomes.
23. Ensures that First Nations, Metis and Inuit learner initiatives and requirements are communicated to Principals.
24. Establish division guidelines for First Nations, Metis and Inuit English and Numeracy teaching materials, digital resources, artifacts to be acquired for school libraries and classroom resources.
25. Work with principals on establishing, maintaining and evaluate all programming for First Nations, Metis and Inuit content and English Language Learner considerations.
26. Identify viable ways to share resources and program models between schools.

Developing and Facilitating Leadership:

27. Coordinate with principals on establishing, maintaining and evaluating all programs for First Nations, Metis and Inuit considerations.
28. Provide information to assist principals in the supervision of the Native Language Instructors.
29. Access resource people to assist principals/instructors with the Native Language program.
30. Plan and implement in-services or training programs for Native Language Instructors and teachers.

Managing Operations and Resources:

31. Maintain updated inventory of materials and resources to aid incorporation of First Nations, Metis and Inuit content into curriculum.
32. Responsible for the development and administration of the annual budget of the First Nations, Metis and Inuit Learner Services department.
33. Attends Corporate Board and Committee meetings and is responsible for arranging other meetings, as needed.
34. Guide School First Nations, Metis and Inuit Spending and Measure Outcomes

Other:

35. Provides input in the implementation of policies related to the First Nations, Metis and Inuit Learner Services, school and student evaluation.
36. Perform other duties as assigned

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: JOB DESCRIPTION - TRANSPORTATION MANAGER

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the housekeeping changes to the job description for the position of Transportation Manager, as attached.

CURRENT SITUATION:

BACKGROUND:

OPTIONS:



Transportation Manager

IDENTIFYING INFORMATION

POSITION TITLE: Transportation Manager

CLASSIFICATION TITLE: Administration IV

DEPARTMENT: Transportation

IMMEDIATE SUPERVISOR'S TITLE: Superintendent **Secretary-Treasurer**

POSITION SUPERVISES: Transportation Coordinator, Transportation Administrative Assistant, Lead Hand(s), School Bus Drivers

REASON FOR SUBMISSION: X X
 Creation Change Update

Date: October 2014

POSITION SUMMARY

The Transportation Manager is responsible to the Superintendent **Secretary-Treasurer** to monitor and regulate all aspects of student conveyance and the operation of divisional and contract buses.

General Responsibilities

1. Oversee the school bus transportation department for Northland School Division: planning, budgeting, organizing, staffing and evaluation.
2. Investigate written complaints, receive information from the public, principals, other sources, and resolve issues in the most safe, economic and efficient manner.
3. Act as the Transportation Safety Officer.

Driver Responsibilities

1. Maintain contact with bus and contract drivers throughout the year.



Transportation Manager

-
2. ~~Carry out~~ **Confirm that** routine inspections **are completed** to ensure that all divisional policies are being adhered to by all drivers.
 3. Communicate and implement board policy and provide direction to all drivers, as required.
 4. Review driver violations and incidents and prepare a report with recommendations to the Superintendent **Secretary-Treasurer**.
 5. Make recommendations to the Superintendent **Secretary-Treasurer**, in consultation with the principal, to suspend, **discipline and/or terminate**, with just cause, bus drivers.
 - ~~6. Suspend drivers where immediate action is required and safety is a concern.~~
 7. Provide immediate reports regarding the hiring ~~and termination~~ of drivers.
 - 8. Evaluate driver's performance as required. Ensure that driver evaluations are completed.**
 9. Ensure OH&S Compliance.
 10. Establish networks for driver training.
 11. Assist and propose solutions to drivers so as to maintain proper student discipline and behavior while transporting
 12. ~~Conduct~~ **Ensure that semi-annual face-to-face regional** meetings with divisional bus drivers ~~as required~~ **are held** and ensure that minutes of all meetings will be kept and maintained.
 13. Ensure that each school bus driver and contractor receives start up documents and report forms in time for school opening.

Fleet Responsibilities

1. In conjunction with the Transportation Coordinator prepare specifications, tenders, etc. for the purchase of buses.
2. Submit a monthly report to the Superintendent **Secretary-Treasurer** concerning changes in personnel, extra-curricular bus trips, major route changes, recommendation for improvements in the transportation system.
3. Ensure National Safety Code and Carrier Service compliance.
4. Review and implement requirements of the Traffic Safety Act.
5. Investigate all accidents and take appropriate action.

Route Responsibilities

1. Strive to improve the overall safety, efficiency and economy of the student transportation system.
2. Inspect driver's opening reports, to note unusual features respecting loads, capacity, pick up time, drop off time, length of routes and any other features that may cause concern.
3. Consult with the bus drivers/contractors/schools to establish routes and route changes from time to time, as necessary, concurring with student population changes, road conditions, etc.
4. Review annual Route Assessment Checklists and determine follow up actions.
5. Administer procedures when in receipt of Application for Transportation on Private Property.

Fiscal Responsibilities

1. Develop the Transportation Department budget for consideration in the Division's annual budget.
2. Prepare annual Alberta Education grant for submission by the division.
3. Ensure records are received from bus drivers and contractors as well as statistical information from associated jurisdictions to prepare grant claims for Alberta Education.
4. Verify all reports submitted by drivers, monitors and contractors, including time, pay sheets, leave applications and expense claim forms.
5. Verify all supply, repair and fuel invoices.
6. Monitor cost records to ensure compatibility with budget projections
7. Administer the divisional conveyance allowance procedures that are included in Administrative Procedure 513 – Conveyance Allowance

Executive Responsibilities

1. Notify the Superintendent immediately in the event of an emergency or crisis in transportation.



Transportation Manager

2. Liaise with local business, MD's, local councils, local training facilities to promote driver recruitment, retention and training
3. Liaise with neighboring jurisdictions and prepare student transportation agreements as required for presentation to the Superintendent
4. Promote safe student conveyance by organizing safety programs and bus seminars for all transportation personnel and Northland students.
5. Review and maintain the bus driver's handbook, the safety and maintenance plan and preventative maintenance plan in accordance with legislative requirements on an annual basis.
6. Actively promote the school bus industry to local communities.
7. Review transportation policies and procedures to ensure they are complete and up to date
8. Develop or amend current transportation policy, procedures and process for presentation to the Superintendent and board
9. Plan and develop strategies to create efficiencies to best serve the transportation needs of all Northland stakeholders for presentation to the Superintendent and board.
10. Attend board, committee and Local School Board Committee meetings as required in consultation with the Superintendent.
11. Supervise and evaluate the Transportation Administrative Assistant and Transportation Coordinator.
12. Carry out such other duties from time to time as directed by the Superintendent **Secretary-Treasurer.**

Professional Development

1. Attend Student Transportation Association Supervisor and Safety meetings, workshops and seminars.
2. Attend such courses as necessary to stay abreast of new developments in the Transportation Industry.

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: DISPOSAL OF HOUSING UNITS #93, #217 & #225 IN WABASCA

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the disposal of housing units #93, #217 and #225 in Wabasca.

CURRENT SITUATION: House 93 is on Stump Hollow and has aged out. It requires major repairs, also the basement has mold issues.

Trailer 217 is full of mold and has a horrific smell.

Trailer 225 is being replaced. The back of the trailer has disintegrated due to moisture and it has a mold issue externally. The siding in the back of the trailer is rotten.

BACKGROUND:

INFORMATION:

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: DISPOSAL OF CENTRAL OFFICE COPIERS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION		
That the Board of Trustees approve the disposal of the following central office photocopiers:		
Make	Model	Serial #
Ricoh	Aficio MP 9000	L5561000396
Toshiba	E-Studio 520	CZH725214

CURRENT SITUATION: NSD has entered into a division wide agreement with Xerox and Xerox has provided NSD with new copiers under contract. NSD owns the RICOH and Toshiba copiers, they are not under any contract and NSD needs to dispose of them.

BACKGROUND:

INFORMATION:

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 501, BUDGET TRANSFERS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees, approve, the attached changes to Procedure 501, Budget Transfers.

CURRENT SITUATION:



Procedure 501

Budget Transfers Reserves

Background

~~From time to time it is necessary to transfer funds from one account to another. In order to ensure that this occurs in an organized and acceptable manner the following procedures shall be followed.~~

Procedures

1. ~~Capital Accounts~~

- ~~1.1 The capital equipment identified in the budget is to be used as a guideline and the administration may request permission from the superintendent to substitute the purchase of such capital equipment with some other type of equipment.~~
- ~~1.2 Any transaction relating to the above will require the prior approval of the superintendent prior to any transfer or purchase being initiated.~~
- ~~1.3 The superintendent's approval is limited to \$10,000.00 per item.~~
- ~~1.4 When a transfer of operating funds to capital is required, the budget authority must demonstrate to the superintendent the need for such equipment and that funds are available within their budget.~~
- ~~1.5 All transactions of this type approved by the superintendent will be reported to the Finance Committee as information.~~

2. ~~Computer Technology Assets~~

~~The annual amortization recorded on school based computer technology assets shall be transferred to a designated school operating reserve account for each individual school.~~

3. ~~Annual Amortization of Assets~~

~~The annual amortization recorded on assets that need future replacement shall be transferred to the appropriate capital reserve accounts.~~

Background

Reserves (restricted and unrestricted) are built over time, as a result of operating surpluses and the transfer of annual amortization. The



reserves are in place to fund unexpected expenses (eg. mold remediation), operating deficits and the purchase of capital assets. It is important to set aside reserves and plan for their use, to mitigate risk and reduce the effects of funding fluctuations, unexpected expenses and purchase assets.

1. Capital Accounts

- 1.1 The capital equipment identified in the budget is to be used as a guideline and the administration may request permission from the Superintendent to substitute the purchase of such capital equipment with some other type of equipment.**
- 1.2 Any transaction relating to the above will require the prior approval of the Superintendent prior to any transfer or purchase being initiated.**
- 1.3 The Superintendent's approval is limited to \$10,000.00 per item.**
- 1.4 When a transfer of operating funds to capital is required, the budget authority must demonstrate to the Superintendent the need for such equipment and that funds are available within their budget.**
- 1.5 All transactions of this type approved by the Superintendent will be reported to the Finance Committee as information.**

Procedures

1. Unrestricted Surplus

- a. These reserves are built through budget surpluses, and are not restricted in any manner.**
- b. The recommended level of unrestricted reserves is between 2%-8% of operating costs. (eg. Operating costs of \$65 million require an unrestricted reserve of between \$1.3 - \$5.2 million).**



Procedure 501

Budget Transfers Reserves

- c. **External services can build up their own unrestricted Reserves (eg. Housing and School Food Services). The reserves built up by these services are for their exclusive use, and not to be "borrowed" to fund any other deficits.**
- d. **Funds from the Unrestricted Reserve can be moved to the Restricted Reserve for a specific purpose.**
- e. **Unrestricted Reserves may contain a School Generated Funds or school donation component. This part of the reserve is not available for Divisional planning, as those funds are to be used at the schools.**

2. Restricted Capital Reserves

- a. **These reserves are built through the transfer of the annual depreciation expense to the fund, if the unrestricted surplus is in a positive position.**
- b. **Funds in this reserve account cannot be used to fund operational expenses, and are to be used for the purchase of capital assets only.**
- c. **Additional funds can be transferred from the Unrestricted Reserve if there is a need. Transfers from the Restricted Reserve to the Unrestricted Reserve need the approval of the Minister of Education.**

3. Restricted Operating Reserves

- a. **These funds may be put aside from the unrestricted surplus, in order to invest in a project that may save money in the future, but is not considered a capital project.**



4. Investment in Tangible Capital Assets

This category relates to the amount of assets owned by the Division, less the accumulated depreciation, less any capital asset loans.

a. Investment in tangible capital assets are calculated as follows:

- i. Carryforward of previous year**
- ii. Add: purchases**
- iii. Subtract: proceeds of sales**
- iv. Subtract: depreciation**
- v. Add: repayment of loan principal**

It is the transfer of the depreciation expense noted above to the Restricted Reserves that allows the Division to put capital aside to purchase assets.

- 5. Annually, the Secretary-Treasurer will present a plan for use of the reserves to the Board of Trustees for approval.**
- 6. Any transfers or use of reserve funds must be approved by the Board of Trustees.**



EXAMPLE
Reserve Plan Template

Unrestricted Surplus

Unrestricted Reserve, Aug. 31, 20XX	\$000,000.00
Less: School Generated Funds	<u>(\$000,000.00)</u>
Unrestricted Reserve, Aug. 31, 20XX	\$000,000.00

Deductions from reserve:

Allowance for bad debts (20XX-20XX)	<u>(\$000,000.00)</u>
Projected Unrestricted Reserve, Aug. 31, 20XX	(\$000,000.00)

~~* Note — NSD used the Unrestricted Reserve from School Food Services to fund historical Division deficits. School Food Services were \$2.2 million. Recommend that the Division place \$150,000 (4.8% of School Food Services operating costs) aside from its Unrestricted Capital Reserve to start to replace the \$2.2 million.~~

Restricted Capital Reserve

Restricted Capital Reserve, Aug. 31, 20XX	\$0,000,000.00
Less: Project #1	(\$000,000.00)
Less: Project #2	(\$000,000.00)
Less: 50% of Project #3	(\$000,000.00)
Less: # Replacement Items	(\$000,000.00)
Less: # Replacement Items	(\$000,000.00)
Projected Restricted Capital Reserve, Aug. 31, 20XX	\$0,000,000.00
Less: transfer to unrestricted surplus to bring to 0.	<u>(\$000,000.00)</u>
Projected Restricted Capital Reserve, Aug. 31, 20XX	\$000,000.00

~~* Note — NSD used the Restricted Capital Reserve from School Food Services and Housing to fund historical Division deficits (mold remediation). School Food Services reserve was \$0.6 million and housing reserve was \$0.5 million. Recommend that the Division place \$200,000 aside to start to replace the School Food Services reserve, and \$250,000 to replace the housing reserve.~~

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 502, SITE BASED BUDGETING

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION
That the Board of Trustees approve the attached changes to Procedure 502, Site Based Budgeting.

CURRENT SITUATION:



Procedure 502

Site-Based Budgeting

Background

It is believed that staff should have opportunities for involvement in the decisions that affect them and their students. By implementing a system of site-based budgeting throughout the division it is hoped that collaboration, communication and team-building within the school community will be encouraged and supported.

Procedures

1. Funds shall be allocated to each school site based upon the following considerations:
 - 1.1 The number of students, needs of the student population, and student programs.
 - 1.2 The need for an equitable as possible distribution, taking into consideration sparsity of population and distance from major supply centers.
 - 1.3 Distributed in as few blocks as possible organized around the major categories of ~~instruction, support and capital~~.
 - 1.4 Determined in consultation with ~~these~~ **the school principal and Local School Board Committee** at each site.
2. The information on which allocations are based shall be clear, consistent and easily obtainable from the **Secretary-Treasurer**.
3. Funds ~~in the category entitled "instruction"~~ **allocated to schools** are intended to be used at the schools for the costs of:
 - 3.1 Personnel – administrative, teaching, and support for salaries and benefits and professional development.
 - 3.2 **Operating - learning resources, instructional supplies, furniture & equipment, postage and printing.**
 - 3.2 ~~Learning resources.~~
 - 3.3 ~~Instructional supplies.~~
 - 3.4 ~~Equipment and furnishings (purchase, repair, maintenance and replacement).~~

**Site-Based
Budgeting**

-
- ~~3. Funds in the maintenance block shall be allocated as follows:~~
- ~~5.1 Plant operations such as utility costs, and custodial supplies and services.~~
 - ~~5.2 Plant maintenance and ongoing repairs.~~
- 4. Funds allocated to other departments (non-schools) shall be used for operating costs, including salaries and depreciation.**
- 5. The capital funds will be allocated as outlined in the Three Year Capital Plan and approved by Alberta Infrastructure.**
- 6. School principals and other managers shall be held accountable for budgeting the funds allocated to the school or to their department. The principals and site managers are expected to plan for balanced budgets. Any budget deficits are to be approved by the Superintendent.**
- 7. External services, such as School Food Services and Housing receive funding outside the instructional grant process. Both services are expected to bring in balanced budgets, with no support to be provided from instructional dollars.**
- 8. School Surpluses**
- 1.1 Schools will be allowed to hold reserves of 5% or \$15,000 (whichever is greatest) of their *transferrable budget. Any amount over the threshold will be transferred back to Central Office.**
 - 1.2 Those schools that hold reserves over \$5,000 will be required to submit a plan for the use of the reserve.**
- 9. School Deficits**
- 1.1. Schools reporting a deficit at year-end will be required to repay the deficit over the next two years. The Superintendent has the authority to waive the repayment. Schools wishing to waive repayment must submit their**



Procedure 502

Site-Based Budgeting

rationale to the Superintendent by October 31 of the following fiscal year.

***Transferrable budget refers to the dollars allocated from Central Office, for the operation of the schools. The transferrable budget does not include targeted dollars or donations/grant/school-generated funds that are to be used for a specific purpose.**

- ~~6. The capital funds will be allocated as outlined in the Three Year Capital Plan and approved by Alberta Infrastructure.~~
- ~~7. School principals and other site managers shall be held accountable for budgeting the funds allocated to the school or to their site. The principals and site managers are expected to plan for balanced budgets. Exceptions:

 - ~~7.1 When efficiencies result in savings, surpluses can be carried over to the next budget year.~~
 - ~~7.2 When deficits are incurred because of unforeseen costs, site managers and principals shall submit a plan outlining how the budget will be balanced in the following year or to a maximum of three years to the Secretary Treasurer for approval.~~~~
- ~~8. Staff members wishing to purchase items from the school budget shall prepare a Purchase Requisition Form.~~
- ~~9. The Requisition Form shall be checked for accuracy and shall include:

 - ~~9.1 The catalogue numbers and what is ordered.~~
 - ~~9.2 The price of the item including the GST.~~
 - ~~9.3 A signature and date.~~~~
- ~~10. The Requisition Form must be submitted to the principal for approval and processing.~~
- ~~11. Any unsolicited gifts or items received by any member of the Division shall be reported to the secretary treasurer who shall then authorize either the return of such items to the supplier with an appropriate letter, or such other~~



Procedure 502

Site-Based Budgeting

~~disposition as is deemed appropriate within the board policy of maintaining total independence and freedom from undue influence with the division.~~

- ~~12. Solicitation of gifts is strictly prohibited.~~
- ~~13. Any supplier may submit samples for evaluation but only in conformance with procedures established by the assistant Secretary-Treasurer to ensure the following:
 - ~~13.1 All suppliers are afforded equal opportunity.~~
 - ~~13.2 Samples are evaluated under controlled equal conditions.~~
 - ~~13.3 A detailed report on each sample is provided by the user to the secretary-treasurer, who will communicate the appropriate findings to the supplier.~~~~

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 511, BUS RENTALS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION
That the Board of Trustees approve the attached changes to Procedure 511, Bus Rentals.

CURRENT SITUATION:



Procedure 511

Bus Rentals

Background

School busses are necessary for the safe transportation of students and therefore are not normally available for rental to other agencies except under special circumstances.

Procedures

- ~~1. Any group or individual wishing to rent a school bus must obtain approval from the board.~~
- ~~2. The request shall be submitted to the secretary treasurer in writing and specify the details of the request.~~
- ~~3. The secretary treasurer shall bring the request to the attention of the Finance/Maintenance/Transportation Committee.~~

- 1. The request shall be submitted to the division in writing and specify the details of the request.**
- 2. Depending on the timelines outlined in the request, there are two methods for approving the request:**
 - a. Administration can approve the request and report the approval to the board at the next board meeting; or**
 - b. Request approval for the rental from the board at the next board meeting.**

BOARD OF TRUSTEES

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

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 524, INVESTMENT PROCEDURE

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the attached changes to Procedure 524, Investment Procedure.

CURRENT SITUATION: This item was tabled at the November 20/21, 2015 Regular Board meeting with a request that the procedure be reviewed and brought back to the January FMT meeting.



Procedure 524

Investment Procedure

The Investment Policy establishes guidelines governing the investment of cash reserves for the Northland School Division No. 61 that may accumulate from operating and capital surplus, and normal operating cash flow. Cash available for investment shall be defined as any funds not required for the daily operation of the Division. The cash available shall be identified by the Secretary-Treasurer, **following the liquidity management guidelines.**

Guidelines

1. The investment power of the Division comes from section 60(2)(d) of the School Act (2000), Chapter S-3. In summary, the Board may invest only in investments authorized by Section 5 of the Trustee Act or as otherwise permitted by the Minister.
2. The investment objective is to maximize returns within an acceptable level of risk. The Division will only invest in low risk or safe investments to ensure that the original investment will be returned. This includes investments within the categories of cash/cash equivalents and fixed income investments.
3. Investments may be made in:
 - Government obligations (ie: Treasury Bills ~~Notes~~, Debentures and/or Bonds) issued directly or indirectly by the Federal Government ~~or an agency (Canadian and U.S.)~~ or the government of any province of Canada ~~or any municipal corporation in any province of Canada.~~
 - Canadian Chartered Bank Securities, being Deposit Receipts, Term Notes, Certificates of Deposit, ~~Bankers Acceptances, bond and Mortgage-backed securities.~~
4. A review of the investments and the rate of return will be completed semi annually.
5. The Finance, Maintenance and Transportation Committee will review this policy annually to determine the continued appropriateness of the investment policy.



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- 6. The superintendent is authorized to place investments on behalf of the Division, within the parameters of this policy. This authority can be delegated as appropriate, however, the Superintendent is responsible for all investment purchases and should review all investments made by the delegate on a regular basis.**
 - 7. No investments can be made outside this procedure, without prior approval of the Board of Trustees and the Minister of Education.**
 - 8. In order to ensure a diversified investment portfolio, the exposure to any single counterparty, excluding where the counterparty is the Government of Canada or a Provincial Government, is not to exceed 20% of the total investment portfolio.**
 - 9. Maturity limits will be set under the liquidity procedure, to ensure that deposit mature as cash demands require. No deposit will be made for more than a 5-year term.**
 - 10. A report will be provided to the board, as part of the Secretary-Treasurer's quarterly report, summarizing the value of the investments held:**
 - In each investment category.**
 - For each of the following terms:**
 - Under 1 year**
 - 1-5 years**
 - The % of the investment portfolio held per category and term.**
 - If all investments in the category meet the investment rating requirements outlined in the procedure.**

BOARD OF TRUSTEES

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

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 520, PETTY CASH ACCOUNTS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the housekeeping changes to Procedure 520, Petty Cash Accounts, as attached.

CURRENT SITUATION:



Procedure 520

Petty Cash Accounts

Background

In order to facilitate some flexibility and ease in the accommodation of minor miscellaneous expenses, petty cash accounts ~~will~~ **may** be established for use within ~~the division~~ **selected schools, upon request.**

Procedures

Schools

1. The Secretary-Treasurer shall establish a \$500.00 petty cash fund for each school.
2. ~~Imprest Accounts will be provided to school principals upon written request. The monies advanced will be deducted from the principal's June pay cheque, or upon resignation or termination of designation.~~
3. All monies expended through the use of the petty cash fund are charged against the school budget.
5. School petty cash is to be used for emergency purchases only. Standard requisitioning procedures must be followed for the purchase of regular supplies.
6. The principal will be reimbursed for the amounts expended upon submitting itemized receipts.
7. As a guideline, a reimbursement claim may be made shortly after 50% of the account has been expended.
8. Petty cash advances to the principal are considered personal cash and as such, are subject to the provisions of the Administrative Procedure 521 dealing with the management of school-based funds.
9. Petty cash funds are to be maintained in a separate cash box or bank account from all other school funds.

BOARD OF TRUSTEES

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

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 521, MANAGEMENT OF SCHOOL BASED FUNDS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the housekeeping changes to Procedure 521, Management of School Based Funds, as attached.

CURRENT SITUATION:



Procedure 521

Management Of School Based Funds

Background:

All funds received and expended by the local school, including school-generated funds will be accounted for in a manner consistent with generally acceptable accounting practices and in accordance with direction provided by Alberta Education.

Guidelines:

1. The ~~Director of Finance~~ **Secretary-Treasurer** shall establish procedures for appropriate handling of money in the schools.
2. The principal shall be responsible to see that all monies collected in or for a school are receipted, recorded, accounted for, and taken to the proper location for deposit without delay. Bank deposits must be made as frequently as possible to avoid accumulating cash in schools.
3. During school hours:
 - 3.1 cash shall be kept in a cash register, lockable drawer, or lockable cash box, and access must be restricted to individuals designated by the Principal.
 - 3.2 cash boxes shall be kept out of sight in a secure place when not in visual custody of the person responsible for the money.
4. After normal school hours:
 - 4.1 cash remaining in the school shall be locked in the vault or in as secure a location as possible within the school.
 - 4.2 cash shall not be taken home by staff members, nor carried on staff members' persons for safekeeping.
5. All money collected for school purposes shall be counted, recorded and turned over to the school office each day so that a formal record of all funds received can be prepared.
6. School-collected funds shall be recorded on the revenue (receipts) and expense (disbursements) form on a daily basis and submitted to the Division Office on a monthly basis.



Procedure 521

Management Of School Based Funds

7. A bank account shall be used for the administration of school-collected funds. Two authorized signatures are required for the disbursement of funds; the principal and at least one other staff member shall have signing authority.
8. A school shall not borrow money or make purchases on time payment plans.
9. School accounting records and procedures are subject to an audit or review by internal and external auditors. Principals may contact the ~~internal auditor~~ **finance department** to request an audit of school accounts. **The finance department will audit four schools each year.**
10. All losses of school money or items with monetary value such as equipment and stamps shall be reported to the ~~Director of Finance~~ **Secretary-Treasurer.**

Procedures:

1. All Receipts and Bank Deposits
 - 1.1 Receipt books shall be maintained and dated.
 - 1.2 All cash received by the schools shall be receipted prior to being deposited in the bank account, **if possible. Cash received for such items as bake sales, popcorn sales, may not have individual receipts issued. In these cases, a listing of items sold and amount will be sufficient for auditing purposes.**
 - 1.3 All receipts issued must be balanced to the specific deposit as recorded in the deposit book on a regular (daily) basis.
 - 1.4 All receipts shall be recorded and attached to the appropriate revenue form on a regular (daily) basis.
 - 1.5 All receipts must provide the following details:
 - 1.5.1 total amount received and from which person or group.
 - 1.5.2 purpose for which the cash was received.



Procedure 521

Management Of School Based Funds

- 1.5.3 numbered, dated and signed by the school secretary, principal or designate.
 - 1.5.4 in areas where financial institutions are available receipts should be deposited to the bank account on a daily basis if receipts exceed \$200 and on a weekly basis regardless of amount. In an area where there are no financial institutions, cash should be kept in a lock vault and deposited into the bank account at the first opportunity.
2. Cheque Insurance
 - 2.1 Two signatures (principal and one other staff member).
 - 2.2 Cheques numbered and cross-referenced to invoice.
 3. Disbursements

All cheques issued must be accounted on the expense form as follows:

 - 3.1 an authorized supplier's invoice or receipt attached.
 - 3.2 appropriately classified as to which account(s) are to be charged.
 - 3.3 voided cheques must be noted and kept for review.
 4. Voided Cheques
 - 4.1 Must have signature lines removed and kept for auditing purposes.
 5. No pre-signed cheques are allowed.
 6. School Canteen

All schools shall appoint one person to be responsible for school canteens. This person shall ensure that the following procedures are followed:

 - 6.1 all cash sales to be recorded as to item sold and amount of sale.
 - 6.2 cash to be secured in a locked cash box or cash register.
 - 6.3 cash counts to be completed at least daily and duly recorded and deposited as required.
 - 6.4 sales record sheets must be reconciled with inventory sold at least daily.

**Procedure 521****Management Of
School Based
Funds**

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- 6.5 cash count to be completed daily and turned over to the school secretary and receipted accordingly for deposit.
 - 6.6 cash must be counted in a relatively secure area and under adequate supervision.
 - 6.7 overages and shortages must be recorded daily.
 - 6.8 credit sales must be avoided.
 - 6.9 mark-ups on products sold must be approved by the principal.
 - 6.10 supervision of students working must be provided at all times.
 - 6.11 merchandise must be stored in secure areas when unattended.
 - 6.12 inventory count sheets must be kept on file for review.

BOARD OF TRUSTEES

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

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 528, SCHOOL GENERATED FUNDS

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the housekeeping changes to Procedure 528, School Generated Funds, as attached.

CURRENT SITUATION:



School-Generated Funds (SGF)

Background

The ~~Principal~~ **principal** is charged with the management of school accounts. To ensure that appropriate controls and reporting are in place for the maintenance of ~~School-Generated Funds~~ **school generated funds**, the following definitions and procedures have been developed.

Definitions

School-Generated Funds are funds collected by the school and fall into two main categories:

1. Retained Funds

Retained funds are collected for specific purposes or activities. They are retained at the school and expenditures for these activities are paid by the school. These funds include:

- 1.1 funds collected as voluntary fees where the costs are paid out of funds collected and retained at school. For example, student union and club activity fees, yearbook sales, lock sales, T-shirt sales, graduation fees, field trip fees, and other similar items.
- 1.2 funds including gifts and donations, generated by means of an activity or appeal to the public for a specified education purpose.
- 1.3 funds generated from vending machines
- 1.4 funds generated in the school by the sale of goods and services when costs are paid by the school out of retained funds. For example, book sales, and canteen services.

2. ~~Internal~~ **Internally** Restricted Funds

~~Internal~~ **Internally** restricted funds are funds that are collected for a specific project or activity and have a value greater than \$5000.00.

- 2.1 These funds are forwarded to Central Office where the amount is included in the school's local revenue account and will not be used to offset expenditures in calculating the surplus or deficit carried forward.
- 2.2 ~~Internal~~ **Internally** restricted funds include but are not limited to major donations from oil companies, ~~Federal, Provincial and~~



School-Generated Funds (SGF)

~~Municipal~~ **federal, provincial and municipal** governments and ~~First Nations~~ **first nations**.

- 2.3 The expenditures against these projects or activities would include but are not limited to, hiring of specialized staff, increasing of staff compliment, library purchases, CTS project expenses and any related materials and supplies.

Procedures

1. School generated funds shall not be used for the benefit of the school staff.
2. Prior to the collection of funds by means of a voluntary per-student fee. Principals shall ensure that students and/or their parents are informed of the optional nature of such fees.
3. All ~~external~~ **externally** retained funds raised, or donated for a specific purpose, shall be used only for that purpose unless mutually agreed by the ~~Principal~~ **principal** and the fund-raising group or donor. Any surplus funds may be spent on other student-related activities provided this intent is communicated prior to the collection of money.
4. The charitable collection of funds from individual students and staff on school premises is at the discretion of the ~~Principal~~ **principal**.
5. Subject to approval of the Local School Board Committee the ~~Principal's Responsibilities~~ **principal's responsibilities** are:
 - 5.1 any school, staff, and/or student involvement in fund-raising activities conducted by the school.
 - 5.2 consulting with any individual or group raising funds for the school, regarding proposed use of the funds, publicity methods to be used, and the timeliness of the activity.
6. ~~Administration of School-Generated Funds~~ **school generated funds**
 - 6.1 The ~~Principal~~ **principal** shall be responsible for the administration of all school collected funds. The school generated funds shall be administered in accordance with ~~Procedure 521, Management of School-Based Funds~~ **the procedure outlining SGF management**.

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 526, FRAUD

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

RECOMMENDATION
That the Board of Trustees, receive as information, the attached changes to Procedure 526, Fraud.

CURRENT SITUATION:



Background:

Northland School Division is committed to maintaining the highest standards of honesty, integrity and ethical conduct and has adopted this procedure to ensure consistent and effective investigation, reporting and disclosure of fraud occurrences within ~~Northland School Division~~ **the division**. Further, the ~~Division~~ **division** is committed to protecting its revenue, property, information and other assets from any attempt, either by members of the public, contractors, sub-contractors, agents, or its own employees, to gain by deceit, financial or other benefits.

This procedure does not refer to students.

The terms fraud, defalcation, misappropriation, and other fiscal irregularities refer to, but are not limited to:

1. Any dishonest or fraudulent act.
2. Forgery or alteration of any document or account belonging to ~~Division~~ **division**.
3. Destruction, alteration, mutilation, concealment, covering up, falsification or making of a false entry in any record, document or tangible object with the intent to impede, obstruct or influence any investigation.
4. The destruction, alteration or concealment of any records used in the conduct of an audit.
5. Forgery or alteration of a cheque, bank draft, or any other financial document.
6. Misappropriation of funds, securities, supplies, equipment, or other assets.
7. Impropriety in the handling or reporting of money or financial transactions.
8. Disclosing confidential and proprietary information to ~~outside~~ **non-divisional employees** or inappropriate parties.



Procedure 526

Fraud

9. Accepting or seeking anything of material value from contractors, vendors, or persons providing goods or services to the Division. Exception: ~~gifts less than a nominal amount of \$75.00 or less in value~~ **gifts worth a nominal value of \$75 or less.**
10. Destruction, removal or inappropriate use of records, furniture, fixtures, and equipment.
11. Improperly influencing or attempting to improperly influence the conduct of any audit of the ~~Division's~~ **division's** finances or accounts.
12. Any similar or related irregularity.

Procedures:

1. Management is responsible for the detection and prevention of fraud, misappropriations, and other irregularities. Each member of the management team will be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of irregularity.
2. The Secretary-Treasurer is responsible for ~~the~~ instituting and maintaining a system of internal controls to provide reasonable assurance for the prevention and detection of fraud, misappropriations and other irregularities.
3. Any employee who has knowledge of an occurrence of irregular conduct, or has reason to suspect that a fraud has occurred, shall immediately notify his/her supervisor. If the employee has reason to believe that the employee's supervisor may be involved, the employee shall immediately notify the ~~Superintendent of Schools~~ or the Secretary-Treasurer.
4. It is the ~~Division's~~ **division's** ~~intention~~ **duty** to fully investigate any suspected acts of fraud, misappropriation or other similar irregularity. An objective and impartial investigation will be conducted regardless of the position, title, length of service or relationship with the ~~Division~~ **division** of any party who might be or becomes involved in or becomes the subject of such investigation.



Procedure 526

Fraud

5. The employee shall not discuss the matter with anyone other than his/her supervisor, Superintendent of ~~Schools~~ or the Secretary-Treasurer. Employees who knowingly make false allegations will be subject to discipline up to and including dismissal.
6. Upon notification from an employee of suspected fraud, or if the supervisor has reason to suspect that a fraud has occurred, the supervisor shall immediately notify the Superintendent of ~~Schools~~. The supervisor shall not attempt to investigate the suspected fraud or to discuss the matter with anyone other than the Superintendent of ~~Schools~~ or designate.
7. Once a suspected fraud is reported, the Secretary-Treasurer shall take immediate action to prevent the theft, alteration, or destruction of relevant records. Such actions include, but not limited to, removing the records and placing in a secure location, limiting access to the location where the records currently exist, and preventing the individual suspected of committing the fraud from having access to the records. **The Secretary-Treasurer will co-ordinate the investigation.**
8. The Superintendent of ~~Schools~~ will notify the Chair of the Finance, **Maintenance** and Transportation Committee and the Chair of the Board of a reported allegation of fraudulent or irregular conduct upon the commencement of the investigation to the extent practical. Throughout the investigation these individuals should be informed of pertinent investigative findings.
9. Upon conclusion of the investigation, the results will be reported to Chair of the Finance, **Maintenance** and Transportation Committee and the Chair of the Board.
10. All participants in a fraud investigation shall keep the details and results of the investigation confidential.
11. In all circumstances where there are reasonable grounds to indicate that a fraud may have occurred, the Superintendent of ~~Schools~~, subject to the advice of legal counsel, will **may** contact the RCMP.



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12. At the conclusion of the investigation, the Secretary-Treasurer will document the results in a confidential memorandum report to the Superintendent of Schools. If the report concludes that the allegations are founded, the report will **may** be forwarded to the RCMP.
 13. Any staff person or elected official contacted by the media with respect to an audit investigation shall refer the media to the Superintendent of Schools. The alleged fraud or audit investigation shall not be discussed with the media by any person other than the Superintendent of Schools.
 14. Unless exceptional circumstances exist, a person under investigation for fraud shall be given notice in writing of the essential particulars of the allegations following the conclusion of the audit and prior to final disciplinary action being taken. Where notice is given, the person against whom allegations are being made may submit a written explanation to the Superintendent of Schools no later than seven calendar days after the notice is received.
 15. If a suspicion of fraud is substantiated by the investigation, disciplinary action, up to and including dismissal, shall be taken by management in consultation with legal counsel.
 16. The ~~Division~~ **division** will pursue every reasonable effort, to obtain recovery of the ~~Division's~~ **division's** losses from the offender, or other appropriate sources.
 17. The Secretary-Treasurer will be required to make recommendations which will assist in the prevention of future similar occurrences.
 18. The Secretary-Treasurer will report to the external auditors all information relating to investigations.
 19. (Whistle-Blower Protection) No employer or a person acting on behalf of an employer shall:
 - 17.1 dismiss or threaten to dismiss an employee,
 - 17.2 discipline or suspend or threaten to discipline or suspend an employee,
 - 17.3 impose any penalty upon an employee or,

**Procedure 526****Fraud**

17.4 intimidate or coerce an employee,

because the employee has acted in accordance with the requirements of this procedure. The violation of this section will result in discipline up to and including dismissal.

- ~~20. Any fraud that is detected or suspected must be reported immediately to the Superintendent of Schools or, alternatively, to the Secretary-Treasurer.~~
- ~~21. Management should be familiar with the types of improprieties that might occur within their area of responsibility and be alert for any indication of such conduct.~~
- ~~22. The Superintendent of Schools or designate has the primary responsibility for the investigation.~~
- ~~23. Upon notification or discovery of a suspected fraud, the Superintendent of Schools will promptly investigate the fraud. In all circumstances where there appears to be reasonable grounds for suspecting that a fraud has taken place, the Superintendent of Schools, in consultation with legal counsel, will contact the RCMP.~~
- ~~24. After the initial review and determination that the suspected fraud warrants additional investigation, the Superintendent of Schools will notify the Chair of the Finance and Transportation Committee and the Chair of the Board of the allegations. The Secretary-Treasurer shall co-ordinate the investigation.~~

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: LOCAL SCHOOL BOARD COMMITTEE MINUTES RECEIVED

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

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

**LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
INCLUDED IN THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD MEETING AS OF APRIL 6, 2016**

LSBC NAME	DATE(S) OF MEETING	DATE(S) RECEIVED
Anzac/Bill Woodward	Feb 16, 2016	Mar 2, 2016
Athabasca Delta	Feb 15, Mar 23, 2016	Mar 14, 2016
Bishop Routhier		
Calling Lake		
Chipewyan Lake		
Conklin	Sep 28, Oct 28, Nov 16, Dec 15, 2015	Dec 17, 2015
Desmarais	Dec 9, 2015/ Feb 3, 2016	Mar 23, 2016
East Prairie	Jan 13, Feb 17, Mar 9, 2016	Feb 8, Mar 14, 2016
Elizabeth	Jan 18, 2016	Feb 16, 2016
Fort McKay	Feb 25, Mar 15, 2016	Mar 18, 2016
Gift Lake	Feb 22, 2016	Feb 24, 2016
Grouard		
J.F. Dion	Jan 5, Feb 2, Mar 1, Apr 5, 2016	Mar 15, Apr 6, 2016
Janvier	Feb 2, 2016	Feb 16, 2016
Keg River	Feb 2, 2016	Feb 4, 2016
Little Buffalo	Feb 16, Mar 15, 2016	Feb 17, 2016
Paddle Prairie	Feb 24, Mar 16, 2016	Feb 3, Mar 22, 2016
Peerless Lake	Feb 24, Mar 17, 2016	Mar 4, 2016
Pelican Mountain	Nov 24, Dec 2, 2015/Jan 13, Mar 3, 2016	
Susa Creek	Jan 28, Mar 3, 2016	Feb 1, Mar 14, 2016
Trout Lake	Mar 8, 2016	Mar 14, 2016
Wabasca	Feb 17, 2016	Feb 24, 2016

LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES NOT RECEIVED AS OF APRIL 6, 2016

Local School Board	Last Minutes Submitted
Anzac/Bill Woodward	
Athabasca Delta	
Bishop Routhier	May 4, 2015
Calling Lake	Nov 30, 2015
Chipewyan Lake	Jan 6, 2016
Conklin	
Desmarais	
East Prairie	
Elizabeth	
Fort McKay	
Gift Lake	
Grouard	Jan 4, 2016
J.F. Dion	
Janvier	
Keg River	
Little Buffalo	
Paddle Prairie	
Peerless Lake	
Pelican Mountain	
Susa Creek	
Trout Lake	
Wabasca	

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ADMINISTRATIVE ACTION
 LOCAL SCHOOL COMMITTEE MINUTES RECEIVED

That the Board of Trustees approve of the action taken by Administration with respect to local board minutes received, as outlined below:

Committee	Minutes	Action Taken/ Motion
ADCS LSBC Minutes	LSBC (3/23/2016)	Pull Comment - Refer to Administration: 4. Principal's Report - Housing & School - House 90 & 82 to be renovated to include basement suite.
ADCS LSBC Minutes	LSBC (3/23/2016)	Pull Comment - Refer to Administration: 7. Community Liaison Report – Jenny Piche not present. Report was distributed. Stats on # of calls, home visits, etc. was requested. Clarification between Jenn and Ruby's roles asked.
Anzac LSBC Minutes	LSBC (2/16/2016)	Pull Comment - Refer to Administration: Old Business - c. Housing maintenance needs to be brought up to a reasonable level.
Anzac LSBC Minutes	LSBC (2/16/2016)	Pull Comment - Refer to Administration: Old Business - a. Concrete Issues - Concrete is spalling and grates are loose, missing and a safety hazard.
Anzac/Bill Woodward LSBC Minutes	LSBC (10/22/2015)	Pull Comment - Refer to Administration: 5. Old Business – Heating Issues in Gym – Repaired, but the rest of the school is now having heating issues. Concrete issues: Spalling is still present and grates in sidewalk are damaged and leaving the sidewalk hazardous.
Conklin LSBC Minutes	LSBC (11/16/2015)	Pull Motion - Refer to Administration: Motion #0284-15 Conklin Local School Board motions to support religious instruction in school. Instruction may include Catechism.
Conklin LSBC Minutes	LSBC (11/16/2015)	Pull Motion - Refer to Administration: Motion #0283-15 Conklin Local School Board motions to support classroom teachers who want to do Religious and Patriotic exercises such as a morning prayer and O'Canada as per procedure 209. If students choose to bow out they can
Conklin LSBC Minutes	LSBC (9/28/2015)	Pull Motion - Refer to Administration: Motion #0265-15 Conklin LSBC motions to request NSD review the policy of local school board members working casually in the school. Whereas, if unable to find a community member to sub casually and a local school board member is available, can they work casually on an as needed basis?
Desmarias LSBC Minutes	LSBC (2/3/2015)	Pull Motion - Refer to Administration: Motion 4029/16 Ernie moved that youth conferences not be held during school time without agencies properly communicating with administrators at Mistassiniy, these conferences should be held outside of school time.

Committee	Minutes	Action Taken/ Motion
Desmarias LSBC Mintues	LSBC (2/3/2015)	Pull Motion - Refer to Administration: Motion 4028/16 Ernie moved that Mistassiniy School not accept teacher transfers from other Northlands schools where the teacher is having issues in their current assignment.
East Prairie LSBC Mintues	LSBC (3/9/2016)	Pull Comment - Refer to Administration: 5. Principal's Report - Bussing (a list of concerns)
East Prairie LSBC Mintues	LSBC (2/17/2016)	Pull Comment - Refer to Administration: 3. Read & Adopted Minutes - Karen L identified that head office pulled these minutes from the main board meeting due to K. Principal's evaluation being discussed in the minutes.
East Prairie LSBC Mintues	LSBC (2/17/2016)	Pull Comment - Refer to Administration: 6. LSBC Concerns – Vic - Boarding Allowance – Karen L looked into it and apparently head office was going to talk to the parent...Discussion on board recommendations not be used so what is the point of the application coming to the board.
East Prairie LSBC Mintues	LSBC (2/17/2016)	Pull Comment - Refer to Administration: 6. LSBC Concerns – Vic - Who is responsible for maintaining the chunk of pavement to the school parking lot?
East Prairie LSBC Mintues	LSBC (2/17/2016)	Pull Comment - Refer to Administration: 6. LSBC Concerns – Vic - Asked about the fence, if it goes to the ball diamonds – ensure it is secure from the bottom to the top.
East Prairie LSBC Mintues	LSBC (2/17/2016)	Pull Comment - Refer to Administration: 5. Principal's Report - Principal Evaluation
East Prairie LSBC Mintues	LSBC (1/13/2016)	Pull Comment - Refer to Administration: 6. LSBC Concerns - Bussing (a list of concerns)
Fort McKay LSBC Minutes	LSBC (3/15/2016)	Pull Motion - Refer to Administration: Motion 11-6 Recommendation that the Fort McKay School goes from ECS to grade 6 instead of ECS to Grade 8 for the 2016-2017 school year.
J.F. Dion LSBC Minutes	LSBC (4/5/2016)	Pull Motion - Refer to Administration: Motion 453-04/16 Motion to request the "Gophernator" to come out and take care of the gopher problem.
J.F. Dion LSBC Minutes	LSBC (3/1/2016)	Pull Motion - Refer to Administration: Motion #446-03/16 Motion to increase the cook's hours to 8hr/day, as per policy. We have had over 80 kids enrolled since the beginning of the year, yet our cook is only receiving 7.5 hrs/day.
J.F. Dion LSBC Minutes	LSBC (1/5/2016)	Pull Comment - Refer to Administration: Business arising from minutes: Our lunch Program staff should be full-time hours, due to student enrollment being over 80 students.
Paddle Prairie LSBC Minutes	LSBC (9/16/2015)	Pull Motion - Refer to Administration: Motion 008:15/16 - moved to request to replace the obsolete PA System.
Paddle Prairie LSBC Minutes	LSBC (9/16/2015)	Pull Motion - Refer to Administration: Motion 006:15/16 - moved to request that NSD replace the garage that was demolished to provide room for the new portables as soon as possible, based on Don Mckay's plan.
Paddle Prairie LSBC Minutes	LSBC (9/16/2015)	Pull Motion - Refer to Administration: Motion 005:15/16 - moved to request that NSD provide bookshelves and bulletin boards for the new portables as well as replace 2 missing blinds.
Paddle Prairie LSBC Minutes	LSBC (9/16/2015)	Pull Motion - Refer to Administration: #003:15/16 moved to approve Shawna Ghostkeeper's letter of request regarding further training.

Committee	Minutes	Action Taken/ Motion
Paddle Prairie LSBC Minutes	LSBC (3/16/2016)	Pull Motion - Refer to Administration: Motion #058:15/16 moved to have security cameras installed throughout the school.
Peerless Lake LSBC Minutes	LSBC (3/17/2016)	Pull Motion - Refer to Administration: Motion #76-15/16 – moved to approve the grade 7/8 fieldtrip to 4 cities.
Pelican Mountain LSBC Minutes	LSBC (12/2/2015)	Pull Comment - Refer to Administration: 2. Bussing – What to do in case of freezing rain?
Susa Creek LSBC Minutes	LSBC (3/16/2016)	Pull Comment - Refer to Administration: Bussing – A parent came in to talk about a bussing issue.
Susa Creek LSBC Minutes	LSBC (1/28/2016)	Pull Comment - Refer to Administration: Principal Resignations –Rachelle asked that when Mark is doing up the Org. Plan for the 2016/17 school year to make sure and give/over 1.0 FTE for our part time teacher for the 2016/17 school year.
Susa Creek LSBC Minutes	LSBC (1/28/2016)	Pull Motion- Refer to Administration: Motion #88/16 Rachelle moved to have a doorbell installed at the front door for visitors so that we can keep the door locked for added security.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: COVERING MOTION
 IN-LIEU DAYS FOR ADMINISTRATORS

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

RECOMMENDATION

That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relate to the 2015-2016 in-lieu days for administrators.

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

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
Conklin	12/15/2015	0290-15

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: COVERING MOTION
 ANNUAL EDUCATION RESULTS REPORT/ANNUAL PLAN

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

RECOMMENDATION

That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relates to the 2014-2015 Annual Education Results Report, 2015–2016 Annual Plan.

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

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
Desmarais	12/9/15	4021/15
East Prairie	1/13/16	16.01.086

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: COVERING MOTION
 ORGANIZATION PLANS

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

REGOMMENDATION

<p>That the Board of Trustees receive as information and refer to administration, all Local School Board motions which relate to Organizational Plans.</p>
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CURRENT SITUATION: One covering motion receiving organizational plans motions will eliminate the need to refer these motions from each Local School Board Committee meeting minutes. These are:

<u>Committee</u>	<u>Date</u>	<u>Motion No.</u>
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BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ANZAC/BILL WOODWARD LOCAL SCHOOL BOARD COMMITTEE
MEETING MINUTES
- FEBRUARY 16, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



ANZAC And BILL WOODWARD SCHOOL BOARD

Meeting Agenda
February 16, 2015
6:30 p.m.
Bill Woodward School

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

Regrets: Cindy

Absent:

1. Opening Pleasantries
 - a. Welcome to Nick Vardy Fort McMurray First Nation 468 Representative
2. Additions to the Agenda
 - a.
 - b.
3. Review of Last Months Meeting
 - a. **Motion 4015** Approval of Decembers's Minutes –motioned by Bryan – second by Julie – all in favor– December minutes passed.
 - b. No quorum for January Meeting – no Minutes
4. Correspondence
 - a. Copy of the Northlands School Division Board Highlights
 - b. Achimowin News February 2016
 - c. Northland 3 year Education plan and Annual Education Results Report
 - d. Northland Community Engagement Team Report
 - e. Anzac Month End PM work orders
 - f. Bill Woodward Month End PM work orders
 - g. The Learning Team - Newsletter
5. Old Business
 - a. Concrete Issues – Concrete is Spalling and Grates are loose, missing and a safety hazard. Addition concrete concerns in front of bus on & off loading.
 - b. Taxable Benefits Program – Get information on comparable rates on local rentals. Information coming Trudy – receiving market assessment from exit realty

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- c. Housing maintenance needs to be brought up to a reasonable level. – Housing maintenance is still at an unacceptable level.
- d. Update on Pride wall, Chairs and Scoring table (not to exceed \$18,000 from Nexen Monies – all items have been received - except for Joanne's wall lettering
- e. Update on Sexual Orientation and Gender Identity – Donna contacted Dave , thanked the board the letter, but wanted us to understand that the policy would be going forward.
- f. Options to have Cindy M able to attend meetings – Dave will contact Cindy and resolve this matter.

6. Principals Report

- a. Football equipment – Bryan will coordinate to get the equipment to the seacan. Dave will inquire about how much was spent out of the allocated Nexen budget for football equipment.

7. New Business

- a. Recommendations for the report of the Northland School Division Community Engagement Team. To be reviewed at next mouths meeting .
- b. **Motion 4016-** Jude requesting funding for a conference. Bryan makes a motion to take funds out of LSBC (travel & subst) for the amount of \$600.00. Julie seconds motion. Motion passed
- c.
- d.

8. Announcements:

9. Next meeting . TBA

10. Adjournment : 8:20 pm

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT:

- ADCS LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
 - FEBRUARY 16, 2016
 - MARCH 23, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**Athabasca Delta Community School
Local School Board Meeting Minutes
Monday February 15, 2016**

Attending:

Julia Cardinal
Tania Dashcavich
Kerri Ceretzke
Wes Silliker

Jenny Piche
Danny Mercredi
Lorraine Cardinal
Claris Voyageur

Regrets: n/a

1. Prayer: 5:10 p.m.
2. Approval of the Agenda 740-16-02-15
Deletions: Removal of line #8 – Grade 8 Camp
Motion by: Lorraine Cardinal
Approved
3. Approval of the January Minutes 741-16-02-15
Motion by: Julia Cardinal
Approved
4. Principal's Report

Staffing

- Support for custodian interviews – Lorraine Cardinal
- Kitchen position reopened and posted

EAii – Megan Hawthorne 742-16-02-15
Motion by: Lorraine Cardinal
Approved

EAii – Stephanie Marten 743-16-02-15
Motion by: Tania Dashcavich
Approved

EAii – Claudia Coutreille 744-16-02-15
Motion by: Julia Cardinal
Approved

PUFF EAii - Cheyanne Hall 745-16-02-15
*Cheyanne accepted a position with Nunee
Return to applications

- Resignations and retirements are now coming through.

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- Great resumes coming from NSD HR

January Attendance

- Steady but saw a fall prior to the Feb break.

Second Semester Updates

- Second semester is rolling well esp with new hires.

Housing & School

- No updates
- Women staff bathroom receiving a reno to make it wheel chair accessible.
- New exterior doors and siding will be completed in the spring.

NSD Admin Meetings Key Messages

- Funding updates
- Cross Ministry task force
- Attendance presentation
- New assessment tools for literacy

5. Chair's Report
 - Updates from the Mikisew meeting re: the new school
6. Community Liaison Report
 - No new updates
7. Canmore Inside Education Trip 746-16-02-15
 Motion by: Lorraine Cardinal
 Approved
 *Students must share at the next board meeting.
8. Grade 8 Winter Camp 747-16-02-15
 Removed from Agenda
9. NSD Policy 1 Review - Feedback
 - Seeking feedback; board members given copies
 - It's a good start
10. Grade 5 Winter Camp Feb 29-Mar4 748-16-02-15
 Motion by: Tania Dashcavich
 Approved
11. Grade 7 Winter Camp Mar7-Mar11 749-16-02-15
 Motion by: Julia Cardinal
 Approved

Questions re: Camps

- Is it always the same staff? Rotating staff through?
- What about students who don't go?

12. In Camera 6:18 p.m 750-16-02-15 Lorraine Cardinal
 6:40 p.m. 751-16-02-15 Julia Cardinal
19. Adjournment
20. Next Meeting: March 21, 2016

Email Motion: 750-16-02-20
Re: Outreach school at ADCS
Approved

**Athabasca Delta Community School
Local School Board Meeting Minutes
Wednesday March 23, 2016**

Attending:

Julia Cardinal
Tania Dashcavich
Claris Voyageur
Danny Mercredi

Wes Silliker

Regrets: Lorraine Cardinal, Kerri Ceretzke

1. Prayer: 6:42 p.m. Tania Dashcavich
2. Review of the Agenda 752-23-03-16
Removal: Indspire update
Addition: Helping Hands report (dropped off by Missie Marten)
Motion by: Julia Cardinal
Approved
3. Approval of the February Minutes 753-23-03-16
Motion by: Danny Mercredi
Approved
4. Principal's Report

Staffing

- 2 letters of resignation and 1 retirement brought forth so far
- Inclusion Position – preliminary interviews completed by Northland
- Kitchen position open- extended to April 11, 2016
- Open caretaker position- need to set formal interview date/time

Attendance

- Elementary attendance 71.44%
- Secondary attendance 62.6%

Budget

- No questions

Housing & School

- House 90 and 82 to be renovated to include basement suite.
- Timeline unclear at the moment

Kitchen

- No kitchen report.

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5. Chair's Report
6. Counselor Report – Helen Shirley not present
- Report was distributed.
7. Community Liaison Report – Jenny Piche not present
- Report was distributed. Stats on # of calls, home visits, etc. was requested.
- Clarification between Jenny and Ruby's roles asked.
8. Canmore Inside Education trip update (6:58)
- Ben Martin, Shelley MacLean, and youth Jeremy Marten and Nipin Vermillion present
- Presented slideshow of photos from trip to Navigate 2016: Youth Water & Environmental Leadership Summit
- updated board on purpose, activities, new learnings
9. Motion for board to provide supper 754-23-03-16
- Funds for supper during board meetings to come out of The Board's budget
Motion by: Julia Cardinal
Approved
10. Spelling Bee sponsorship request 755-23-03-16
- request presented to the board to provide funding for one (1) student and one (1) parent to attend spelling bee in Wabasca on April 27
- Suggestion by Julia to reach out to industry for support
- Danny suggests providing funding for the cost of flights- \$520 out of the board's budget
Motion by: Tania Dashcavich
Approved
11. Helping Hands report- Missie Marten dropped off but not present
- Information regarding events and happenings in Helping Hands
12. Board member leave of absence 756-23-03-16
-Tania Dashcavich leaves room (7:24)
- Request put forth by Tania to have a leave of absence from the local school board committee until the end of the current school year
Motion by: Danny Mercredi (7:29)
Approved- unanimous
13. In Camera 7:29 p.m. 730-15-11-23 Danny Mercredi
7:46 p.m. 731-15-11-23 Danny Mercredi
14. Adjournment

15. Next Meeting: April 18, 2016

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: CONKLIN LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- SEPTEMBER 28, 2015
- OCTOBER 28, 2015
- NOVEMBER 16, 2015
- DECEMBER 15, 2015

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**CLSB
Conklin Local School Board
Meeting Minutes
September 28, 2015**

Present:

Shirley Tremblay
Kathryn Quintal
Verna Quintal-Janvier
Christopher Carson - Principal

Excused Regrets:

Margaret Quintal

Verna Quintal-Janvier called the meeting to order at 7:45 p.m. at Conklin Community School.

Christopher Carson, school principal gave the opening prayer.

Motion # 0264-15

Shirley Tremblay motions to adopt August 28, 2015 and September 9, 2015 meeting minutes as presented.

Seconded by Kathryn Quintal

All in favor, motion carried

Motion # 0265-15

Conklin Local School Board motions to request Northland School Division No. 61 review the policy of local school board members working casually in the school. Whereas, if unable to find a community member to sub casually and a local school board member is available, can they work casually on an as needed basis?

All in favor, motion carried

Motion # 0266-15

Conklin Local School Board motions to approve the 2015-2016 Conklin Community School Calendar - *Option A* as presented.

All in favor, motion carried

The meeting adjourned at 9:23 p.m.

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CLSB
Conklin Local School Board
Meeting Minutes
October 28, 2015
Teleconference

Participants:

Margaret Quintal
Kathryn Quintal
Verna Quintal-Janvier
Christopher Carson – School Principal

Excused Regrets

Shirley Tremblay

Margaret Quintal gave the opening prayer.

Call to order:

Margaret Quintal called the meeting to order at 3:30 p.m.

Motion # 0271—15

Conklin Local School Board motions to adopt the agenda as presented with additions.
All in favor, motion carried

Motion # 0272-15

Conklin Local School Board motions to adopt minutes from September 28, 2015 and October 13, 2015 as presented.
All in favor, motion carried

Motion # 0273-15

Conklin Local School Board motions to table the Swimming Instruction and Dance Instruction funding requests until the next meeting.
All in favor, motion carried

Motion # 0274-15

Conklin Local School Board motions to adopt the Principals Report as presented for information.
All in favor, motion carried

Motion # 0275-15

Conklin Local School Board motions to adjourn the meeting at 4:40 p.m.
All in favor, motion carried

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**CLSB
Conklin Local School Board
Meeting Minutes
November 16, 2015**

Participants:

Margaret Quintal
Shirley Tremblay
Verna Quintal-Janvier
Wendy Tremblay
Christopher Carson – School Principal
Randy Chernipeski - NSD

Excused Regrets

Kathryn Quintal

Randy Chernipeski gave the opening prayer.

Call to order:

Margaret Quintal called the meeting to order at 7:52 p.m. at Conklin Community School.

Motion # 0276—15

Conklin Local School Board motions to adopt the agenda as presented, defer CCES Proposals.
All in favor, motion carried

Motion # 0277-15

Conklin Local School Board motions to adopt minutes from October 28, 2015 with revision.
All in favor, motion carried

Brief presentation by Randy Chernipeski on PAT results.
Students will be writing PAT test in May 2016.

Motion # 0278-15

Conklin Local School Board motions to adopt Principals Budget Report as presented for information purposes.
All in favor, motion carried

Motion # 0279-15

Conklin Local School Board motions to go in-camera at 9:14 p.m. to include Principal Christopher Carson.
All in favor, motion carried

Motion # 0280-15

Conklin Local School Board motions to come out of in-camera at 9:40 p.m.
All in favor, motion carried

Motion # 0281-15

Conklin Local School Board recommends the Junior High Class along with the teacher develop a Personal Electronic Device Policy.
All in favor, motion carried

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Motion # 0282-15

Conklin Local School Board motions to consider Principal Lieu Days for February or March.
Formal proposal forthcoming.

All in favor, motion carried

Motion # 0283-15

Conklin Local School Board motions to support classroom teachers who want to do Religious and Patriotic exercises such a morning prayer and O'Canada as per procedure 209. If students choose to bow out they can.

All in favor, motion carried

Motion # 0284-15

Conklin Local School Board motions to support religious instruction in school. Instruction may include Catechism.

All in favor, motion carried

Discussion regarding Conklin ScCyber School.

Items to discuss at Stakeholder meeting on November 18th –

Who is responsible for:

- Staffing
- Janitorial
- Snow clearing
- Housing
- IT Support
- Phone line
- Utilities
- School supplies
- Lunches
- Light bulbs
- Plumbing
- Building Maintenance/Repairs
- Insurance
- Transportation
- Supervision at breaks
- Who's property does the building sit on?
- Who does the building belong to?
- Funding
- Other

Motion # 0285-15

Conklin Local School Board motions to adjourn the meeting at 10:16 p.m.

All in favor, motion carried

**CLSB
Conklin Local School Board
Meeting Minutes
December 15, 2015**

Participants:

Shirley Tremblay
Verna Quintal-Janvier
Wendy Tremblay
Christopher Carson – School Principal

Excused Regrets

Margaret Quintal
Kathryn Quintal

Christopher Carson gave the opening prayer.

Call to order:

Shirley Tremblay called the meeting to order at 7:19 p.m. at Conklin Community School.

Motion # 0286—15

Conklin Local School Board motions to adopt December 15, 2015 agenda as presented.
All in favor, motion carried

Motion # 0287-15

Conklin Local School Board motions to adopt minutes from November 16, 2015 as presented.
All in favor, motion carried

Brief discussion regarding a meeting date to discuss school goals. Tentative meeting dates February 2nd or 3rd, 2016.

Motion # 0288-15

Conklin Local School Board motions to go in-camera at 7:32 p.m. to include Principal Christopher Carson.
All in favor, motion carried

Motion # 0289-15

Conklin Local School Board motions to come out of in-camera at 8:16 p.m.
All in favor, motion carried

Motion # 0290-15

Conklin Local School Board motions to approve personal lieu days for Principal Christopher Carson tentatively scheduled for February 29, 2016 to March 2, 2016.
All in favor, motion carried

Motion # 0291-15

Conklin Local School Board motions to adjourn the meeting at 8:51 p.m.
All in favor, motion carried

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BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: DESMARAIS LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES

- DECEMBER 9, 2015
- FEBRUARY 3, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**Desmarais Local School Board Committee
December 9, 2015**

Present: Kim Courtoreille, Ernie Grach, Bobby Beaver, Debra Empson, Terri-Lynn McLeod, Christoph Ruge

Call to order: by Kim at 4:22 pm

Motion to accept agenda with additions by Ernie, seconded by Bobby

Motion to accept previous minutes by Bobby, seconded by Ernie

Business Arising:

- none

New Business:

- **Chairperson Report:** Northland has sent a new policy on LGBTQ
- **Administration Report:** Darrell Anderson has joined us, his office is now in the library, discussion was had about his role in the schools, he should report to Debra, who will bring the information to the board meetings
- **Staffing:** Connie Twin has been hired for the life skills position

Career Pathways Update:

- Attendance is up to 60%, not sure why
- There are 43 grade 12s this year, 16 are expected to graduate
- Days in lieu motion was scrapped by Northland
- Kim will check with Colin Kelly about the use of the commercial oven at Career Pathways
- All textbooks have been loaded onto Kindles for students to use
- The school has been funded for 44 students this year

Other:

- Ernie moved to approve an international field trip to destinations approved by the school division, seconded by Bobby; carried 4018/15
- Bobby moved to approve Mistassiniy Provincial Achievement Test results as presented, seconded by Ernie; carried 4019/15
- Ernie moved to approve the Mistassiniy Attendance plan as presented, seconded by Bobby; carried 4020/15
- Bobby moved to approve the Mistassiniy AERR as presented, seconded by Ernie; carried 4021/15
- Ernie moved to approve the Career Pathways AERR as presented, seconded by Bobby; carried 4022/15
- Bobby moved to approve the In-school Cultural Funds budget as presented, seconded by Ernie; carried 4023/15
- Ernie moved that the board spend up to \$1000 toward the Mistassiniy Staff Christmas dinner, seconded by Bobby; carried 4024/15. The school board is invited to the dinner.

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- Ernie moved for the principal of Career Pathways to receive 5 days in lieu, seconded by Bobby; carried 4025/15
- Bobby moved to hold a bi-election to fill the vacant board position, seconded by Ernie; carried 4026/15
- Bobby moved to approve a field trip/exchange trip to Victoria for Career Pathways School, seconded by Ernie; carried 4027/15

Adjournment at 5:30 pm.

Desmarais Local School Board Committee
February 3, 2016

Present: Kim Courtoreille, Ernie Grach, Bobby Beaver, Terri-Lynn McLeod, Charles Greening, Christoph Ruge

Call to order: by Kim at 4:03 pm

Business Arising:

- Discussed the need for contingency plans when teachers are away on leave
- JL in for BA starting February 4
- PR in for the life skills class starting February 16
- Discussed the possibility of an itinerant substitute being placed at Mistassiniy

Motions Made:

- Ernie moved that Mistassiniy School not accept teacher transfers from other Northland schools where the teacher is having issues in their current assignment, seconded by Bobby; carried (4028/16)
- Ernie moved that youth conferences not be held during school time without agencies properly communicating with administrators at Mistassiniy, these conferences should be held outside of school time, seconded by Bobby; carried (4029/16)
- Bobby moved that the DLSBC spend \$500 for a retirement gift for Linda Noskiye, seconded by Ernie; carried (4030/16)

Meeting adjourned at 5:15 pm

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BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: EAST PRAIRIE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- JANUARY 13, 2016
- FEBRUARY 17, 2016
- MARCH 9, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

January 13, 2016 @ 4:30 pm

Regular School board Meeting at Hillview School

Present: Shelly Auger – Chairperson, Vic Prinz – board member, Karen Lemay – Acting Principal

Via telephone: Rhonda Walter-Desjarlais – board member,

Absence: Karen L'Hirondelle – board member (sick), Joan Haggerty – board member (sick)

1. Call To Order

Shelly called the meeting to order at 5 pm

2. Adopt Agenda

Vic moves to adopt the agenda. 3 in favour – Motion Carried **MOTION 16.01.084**

3. Read & Adopt Minutes

Note: Joan joined the meeting via telephone

Put Shelly absent due to family emergency.

#4 tribes should say ATB

#5 discussion took place on the honorarium. That Karen didn't apply for the honorarium so the issue is dead.

Where it says Shelly told Rhonda about the bus, delete that line.

Add #3 bullet under #4 for swimming for students.

Rhonda moves to adopt the November 18, 2015 minutes with revisions. 4 in favour – Motion Carried **MOTION 16.01.085**

4. Business Arising from Previous Minutes

- Vic asked about the boarding allowance application. If corporate dealt with it. Karen L hasn't heard anything back. Joan asked Karen L to look into it.
- Family literacy night was cancelled until Jan 27.

5. Principal's Report

- a) Student enrollment – we have a new student as of Jan 4 & lost 2 (one to home schooling and one working on registration).

Note: Lost connection with Rhonda

b) Attendance: 87.69% in November and December 85.36%

c) Budget – The school generated fundraising account is \$1,348.91

d) Academics: Benchmark mark results due in mid-February.

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- e) Annual Education Results Report (AERR) that Karen L presented in November required a motion.
Vic moves to approve the AERR after reviewing with the board. 3 in favour – Motion Carried
MOTION 16.01.086
- f) FMNI – If the board can give a list of community resources to use in the school or share with other school. Joan suggested to that Hillview do up a poster and submit to EPMS to put in the local newsletter.
- g) Field trips – nothing happening right now.
- h) Tribes is going on in the school
- i) Monthly Family Engagement – Family Literacy is scheduled for Jan 27 & Valentine dance (cake walk) is scheduled for Feb 5/16.
- j) Maintenance – guy was in today and repairs are getting caught up.
- k) Bussing – one driver's contract will end shortly. The past driver will not be returning discussion on one bus run. Recommendation not to have one bus run. Karen L to work with Joan and Deanna at Human Services to get up some type of training program.
- l) Principal Evaluation – being done by Lucinda Jenkins. She was schedule to attend tonight's meeting. Each board member will have to do a survey/evaluation.
- m) Other – Wendy Ducet is a new teacher for K-3. It's a temp contract. Not sure what is happening with the teacher on a leave.

Discussion on locking the front door. Head office is to look into it.

6. LSBC Concerns

Vic

- Leaky roof and front
- Radio station

Joan

- Bussing – when the own bus doesn't run in the AM there should be something in place to transport the students home afterschool.
- The bus driver should call parents as soon as they know they are not running. Not a lot of people out hear listen to the HP radio station. They mostly listen to CFWE.
- Susanne @ Northlands need to read our minutes. Request for her to attend one of our meetings

Shelly

- Honorarium Shelly said she told Darcy about the honorarium and she didn't take two travels. As for travel tow people shouldn't take each a travel and travel together. Joan asked if there is a policy in place and to use that.
- As board members, if you can't make it a meeting, try to give 24 hour notice. As she came back from a meeting in the city and there wasn't even quorum.

7. Next Meeting

February 17, 2016 at 4:30pm

8. Adjournment

Meeting adjourned at 6:20 pm.

Signature of Chairperson: _____ Date: _____

February 17, 2016 @ 4:30 pm

Regular School board Meeting at Hillview School

Present: Vic Prinz – board member, Karen L’Hirondelle – board member, Rhonda Walter-Desjarlais – board member, Joan Haggerty – board member, Karen Lemay – Acting Principal, Lucinda Jenkins – Principal evaluator coordinator

Absence: Shelly Auger – Chairperson (sick)

1. Call To Order

Vic called the meeting to order at 4:30 pm

2. Adopt Agenda

Joan moves to adopt the agenda. 4in favour – Motion Carried **MOTION 16.02.087**

3. Read & Adopt Minutes

Change Shelly’s bullets word of tow to two. Change Joan’s first bullet from own to town. On F. take out the word “to”. Rhonda moves to adopt the January 13, 2016 minutes with revisions. 4 in favour – Motion Carried **MOTION 16.02.088**

4. Business Arising from Previous Minutes

- Joan asked about the EP bus runs being cut down to one bus when at the last meeting we recommended no. Karen L said that it was up to head office. Karen L had told them that as long as students are NOT being picked up any earlier. Discussion was that kids are being picked up earlier (one child gets picked up at 7:30 am). When one bus is down now there is no back-up. The board wants two busses running for the elementary students.

5. Principal’s Report

- a) Student enrollment: same except now there is three students doing home schooling. They still count in our numbers.
- b) Attendance: went up to 89.17 in January, increase of 2.33% from December.
- c) Budget: The board was presented with a budget printout. Karen L has to purchase more lunch tickets. Approximately \$1,400 in the school fundraising account.
- d) Academics: Benchmark
- e) FMNI: the school didn’t get the poster out
- f) Fieldtrips: transition for students to HP, sessions are being worked on with Grouard, EP, Peavine, HP School Division for grade 6’s to meet so that when they attend grade 7 they will know other students to help with the transition. This is tentatively scheduled for next week. Yearend field trip will include all grades.
- g) Safe & Caring Initiatives:
- h) Monthly Family Engagement – Family dance and cake walk is scheduled for Feb 19/16.
- i) Maintenance: A few issues with the heating in the ceiling in the gym, front pipes.
- j) Bussing – looking for spares; one trained.

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k) Principal Evaluation –

Joan said she would like to see something in the student survey about comfort, is the principal approachable and do they feel there are being heard on issues they bring forward (school or home)

Vic said in the past the surveys were sent home with the kids and what we got back is what we got back.

Lucinda will put our concerns forward as we felt the questions are not fair. She doesn't think she can change it for this run. The process goes until April 30. After that the board will make a motion.

Consensus of the board to only survey students in grades 4-6. Board members to bring their completed surveys to the next meeting.

l) Capsle Conference

Karen L is to get more information on this conference, such as registration deadline, fees, travel costs, etc. Also she is to look into where the funding to attend would come from and see if head office has any funds to cover as corporate used to cover 2 spots in the past.

Note: all board members in attendance want to attend.

Karen L'H moves to table this until we have more information. 4 in favour – Motion Carried
MOTION 16.02.088

m) Draft Policy One: it states the revised division vision, mission statement, adding gender sensitivity and items bolded are being changed.

Board issues/concerns

- how the document's perspective follows First Nation identity however there is nothing for METIS.
- This document doesn't identify who is responsible for what.
- The board recommends that the division meet with the local elected leaders prior to any adoption.

Division will set up a meeting with the local school board. So board members need to read the document and make notes of their concerns to this meeting.

n) Community Engagement Team Report: info package to the board to read.

o) Draft Policy Sexual Orientation and Gender identity – this type of policy should be folded into an existing policy, rather than a special standalone policy. This way it encompasses all the students and doesn't single a specific group/person. First step should have been to

educate and train all staff, parents and students. Can't go backwards. We want them to create specific tools, just like when bullying was a high focus.

- p) Other: Accountability Pillar Survey for parents have been sent home. They need to be in the mail by Feb 26/16. The students do not have to do the survey as they have had to in the past.

6. LSBC Concerns

Karen

- All the data from the engagement session has been compiled. They have created a team. Karen L to work with Colette Duh as she is taking the lead (LTA). Karen L said she got invited to a meeting tomorrow but had to decline and she will attend the next one.
- Transition: any way to track how students are doing after they transition to other schools. Joan said that EP Hillview should do up a form and start this process regardless if the division is doing it or not.

Rhonda - None

Vic

- Asked about the fence, if it goes to the ball diamonds and asked Karen L to check it out and ensure it is secure from the bottom to the top.
- Who is responsible for maintaining the chunk of road from the pavement to the school parking lot? There is no gravel and needs some. Karen L to look.
- EPMS user fee went up \$20/month starting February 2016. \$180/month in total.
- Boarding allowance – Karen L looked into it and apparently head office was going to talk to the parent, but never happened yet. Discussion on board recommendations not be used so what is the point of the application coming to the board.
- Radio. Karen L said nothing yet.

Joan

- Karen L will ask Susanne from Northlands to attend a board/committee meeting.
- 7 students in grade 6

7. Next Meeting

March 9, 2016 at 4:30pm

8. Adjournment

Meeting adjourned at 6:00 pm.

Signature of Chairperson: _____ Date: _____

March 9, 2016 @ 4:30 pm

Regular School board Meeting at Hillview School

Present: Shelly Auger – Chairperson, Vic Prinz – board member, Karen L’Hirondelle – board member, Rhonda Walter-Desjarlais – board member, Joan Haggerty – board member, Karen Lemay – Acting Principal, Lucinda Jenkins – Principal evaluator coordinator, Susanne Jones – Northlands Transportation Manager

1. Call To Order

Shelly called the meeting to order at 4:40 pm

2. Adopt Agenda

Joan moves to adopt the agenda. 5 in favour – Motion Carried **MOTION 16.03.089**

3. Read & Adopt Minutes

Karen L identified that head office pulled these minutes from the main board meeting due to k. Principal’s evaluation being discussed in the minutes.

Karen L’H moves to adopt the February 17, 2016 minutes and leave K. Principal’s evaluation discussion in as the committee discussed process and blank survey – no personal information was discussed and with revisions. 5 in favour – Motion Carried **MOTION 16.02.090**

4. Business Arising from Previous Minutes

- Discussion on capsule conference and registration cost and the boards full budget available.
- Heating has not been fixed in the gym yet.

5. Principal’s Report

a) Bussing – Randal is back. Susanne Jones - Transportation Manager is present as per the board’s request.

- Concern that busses are not waiting for students and are not even coming to a complete stop but just coasting by. Susanne responded that busses are not supposed to wait on the road at all based on industry standard.
- Amber should be on 50 meters prior to the stop. When they stop and open the doors set off the automatic red lights.
- D
- This policy is not working in the community. The purpose of Northlands being in aboriginal communities is to customize to meet the needs of Aborigines.
- Drivers need to be accommodating for long driveways and pausing a little longer, especially for driveways that have a little bit of a curve or bush as a blind spot.
- Concern that bus driver not taking students on their route home and trying to drop off at other locations with little to no communication and question on communication times. Susanne said bus drivers have discretion if they feel a road is not safe then they do not have to go on those roads. Safety is defined as not getting stuck or wrecking something. eg. Cattle ranch road. Response from the board is

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“why is it that the elementary bus runs on this road but yet the more skilled driver feels it is unsafe? What happens if the family doesn’t have a vehicle to go get the student where ever they are dropped off? Not every family has a land line or cell to call some people have a cell phone but only texting, does the driver text them?”

- Does Susanne get our board minutes? Response is no but Melanie does a spread sheet on follow-up items on minutes.
- Cameras – were not installed on these busses. Cost is \$2,000 plus installation. It will be her standard for all new busses for future. If there is coded students then they can get a monitor, if needed due to behavioural issues from the coded student.
- Town runs – if the bus doesn’t run in the morning and is not available in the PM then the other bus will pick up all students to do a double bus run.
- Driver trainer is Manny Chalifoux. He was training a local driver who completed but just needs to take the test. All that is required prior is a copy of license, full class 5 required. Northlands will reimburse costs for driver’s abstract, written, road test, medical and license upgrade. You don’t need the “S” endorsement until you become a regular driver. Board members are in conflict and do not get paid, they volunteer unless extenuating circumstances than Donna can approve. Discussion on having a spare bus on settlement and if a spare is required then they will go through Karen L

- b) Principal Evaluation: Lucinda Jenkins. Joan moves to go into camera. 5 in favour – Motion Carried **MOTION 16.02.091**
Rhonda moves to go into camera. 5 in favour – Motion Carried **MOTION 16.02.092**
- c) Student enrollment: 30 (2 out of the 3 home schooled will be coming back on Monday)
- d) Attendance: 81% for February due to students being out of the community.
- e) Budget: Nothing new except lunch tickets still need to be purchased.
- f) Academics: Report cards go out on Friday
- g) FMNI: Dallas sent out a note, Karen L will ask Dallas to send out again and to the EP Newsletter.
- h) Fieldtrips: Incentive trips discussed based on behaviour. Yearend field trips to Grande Prairie dinosaur museum. Looking into other activities such as trampoline part and rock climbing.
- i) Safe & Caring Initiatives: Incentives on behaviours, lock down procedures – talked about with staff step by step. A few things didn’t seem practical. Cst. Hlady was her today and is going to come back next Thursday to observe and meet with school staff after school on recommendations he sees.
- j) Monthly Family Engagement – will be the same night as parent teacher interviews on March 16/16. Planning a spring concert for April that will happen in the evening.

- k) Maintenance: she put in the request and they respond really fast.
- l) Capsule Conference – sorry Vic
- m) Draft Policy One: Karen L received a memo on March 3 that this process is on hold. Karen L will take the boards response identified in M) out of the Feb 17/16 minutes and email to the proper person that this was the board’s response.

6. LSBC Concerns

Karen – No issues

Rhonda – is there a rise on behaviour issues. Karen L said depending on a lot of other factors.

Vic – No issues

Joan – When is the Easter break? March 26 – April 3, return April 4

Shelly – engagement report and feedback on five priority items from committee. Committee members to read it and it will be put on April’s agenda.

Shelly presented the 3 year Northlands combined division 2015-2018 education results report

7. Next Meeting

April 13, 2016 at 4:30pm

8. Adjournment

Meeting adjourned at 6:35 pm.

Signature of Chairperson: _____ Date: _____

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ELIZABETH LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- JANUARY 18, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**MINUTES
ELIZABETH COMMUNITY SCHOOL
LOCAL SCHOOL BOARD COMMITTEE MEETING
January 18, 2016**

PRESENT:	Shelley Bartman	Member/Chairperson
	Sheila Thompson	Member
	Gwen Lepine	Member
	Tracy Jacknife	Member
	Rick Horon	Principal
ABSENT:	Crystal Demmons	Member
GUESTS:	N/A	

Call to Order at 5:08 PM.

Meeting opened with a prayer by Tracy Jacknife

RECOMMENDATION#: 2016.01.856 Recommended by Gwen Lepine/SECONDED by Crystal Demmons THAT,

The agenda be adopted with additions:

11. Take It Easy Program
12. PAC Committee

RECOMMENDATION#: 2016.01.857 Recommended by Gwen Lepine/SECONDED by Tracy Jacknife THAT,

The minutes from the November 18 LSBC meeting be adopted as presented:

RECOMMENDATION#: 2016.01.858 Recommended by Tracy Jacknife /SECONDED by Sheila Thompson THAT, the principal's report be accepted.

Discussions were held on the following:

New Gym – The old set of plans from NSD were reviewed.

Calendar – The school calendar was reviewed with important upcoming dates

Head lice – Continuing problem discussed.

Basketball – Boy's & Girls' team playing in town league

Virtue Program

Skiing (Grade 4, 6 & 8 on Jan 27 and Grade 3, 5, & 6)

Attendance Committee – Rick, Shelly, and LSBC discussed attendance issue with a couple students in the school who had several absences without cause or notice.

Graphs were presented on individual grades.

FILED IN
DOCUMENTS

Discussion was held on the steps to forming a PAC committee to move forward with the gym and playground.

Data from the "Tell Them from Me Surveys" was shared and discussed.

Gwen Lepine gave presentations on

"Take it Easy Program"

Use of the "Restorative Justice Model" to solve issues

Using "Positive Self-Esteem instead of an Anti-Bullying campaign.

Use of the "True Circle – Dialogue" with the school staff

Next meeting February 23 at 5:00 pm

Meeting adjourned at 6:05 pm

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: FORT MCKAY LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- FEBRUARY 25, 2016
- MARCH 15, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**Fort McKay
Local School Board Committee
Meeting Minutes
Feb. 25, 2016
5:00 PM**

Call LSB Meeting to Order @5:00

Board Members Present:

Tina Black
Janet McDonald
Shelley Harte

Administration Present:

Ruth Ryan

Absent:

Additions to Agenda...

1. Approval of Agenda

Adopt Agenda: Recommendation moved by Tina Black to adopt the agenda with additions.

2. Approval of Previous Minutes

Adopt Minutes: Recommendation moved by Janet McDonald moved to adopt minutes of Jan. 28, 2016.

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

4. Maintenance Report- nothing at this time
See report

5. Correspondence – nothing at this time

6. Principal's Report ... see attachment Recommendation moved by Shelley Harte to adopt the Principal's Report as presented.

7. FMS Counselling Update- Vivian

**FILED IN
DOCUSHARE**

8. New Business –

- 2016-2017 Calendar...this was discussed and it was agreed to follow Fort McMurray Catholic's School Calendar
- Staffing- class sizes...this was discussed
- TA's – Band Employees – 2016-2017? This was discussed
- Budget...this was discussed
- Policy 1 – Local Meetings for LSB Input...this was discussed
- Northland School Board -October 2017
- Northland next 18 months...discussed
- Bus Driver – recommendation made by Tina Black to approve Doris Wellon as our temporary bus driver
- Attendance discussed
- Fort McKay School grades ECS-grade 8...this was discussed and will have further discussions with the Director of Education at the Fort McKay Band
- AERR –discuss...this was discussed
- Garden update...this was discussed and the school will plant some has kap berries in the spring
- ATC Meeting – Feb. 23rd...
- March 2nd – FMGOC – Pizza Day
- U-school- due April- update
- June 6 and 7th U school / PAT...will have this at the Fort McKay School

Additions to Agenda:

- Liaison- this was discussed
- Hockey Academy- this was discussed and more information is required
-

9. Any other business

Next Meeting March 17, 2016

Adjournment

**Fort McKay
Local School Board Committee
Meeting Minutes
March 15, 2016
1:00 PM**

Call LSB Meeting to Order @1:00

Board Members Present:

Tina Black
Janet McDonald
Shelley Harte

Administration Present:

Ruth Ryan

Guest:

Dayle Hyde

Absent:

Additions to Agenda...

1. Approval of Agenda

Adopt Agenda: Shelley Harte moved to adopt the agenda as presented.

2. Approval of Previous Minutes

Adopt Minutes: Janet McDonald moved to adopt minutes of Feb. 25, 2016.

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

4. Maintenance Report-

See report

5. Correspondence – Memo – Colin Kelly Retiring

6. Principal's Report ... see attachment – Tina Black moved to adopt the Principal's Report as presented.

7. FMS Counselling Update- Vivian – At the school every Thursday in April.

**FILED IN
SHARE**

8. New Business –

- **Teacher Assistants – 2016-2017 ...this was discussed and the Band will continue to fund the teacher assistants**
- **Hot Lunch Program – 2016-2017...this was discussed and Dayle is going to look into this with the Band...**
- **Grade 7 and 8 next year...age? This was discussed and a recommendation for the school to go to Grade 6 for the 2016-2017 was made....Once approved we will set up a meeting with parents informing them of the change.**
- **School Budget – Teacher...this was discussed**
- **Sports Academy? this was discussed**
- **Parent Letter – this was discussed**
- **Youth Center...this was discussed**
- **Apple School...Ruth will find out more information about the program**
- **Co-Management?...this was discussed and Dayle is going to look into**

Additions to Agenda:

-
-
-

9. Any other business**Next Meeting April 21, 2016****Adjournment**

**Fort McKay School
Local School Board Committee Recommendations
March 15, 2016**

- 08-16 Recommendation to adopt the agenda as presented.
 Moved by Shelley Harte
- 09-16 Recommendation to approve the previous minutes from Feb. 25, 2016.
 Moved by Janet McDonald
- 10-16 Recommendation to accept the Principal's Report as presented.
 Moved by Tina Black
- 11-16 Recommendation that the Fort McKay School goes from ECS to Grade 6 instead
of ECS to Grade 8 for the 2016-2017 school year.
 Moved by:
 Tina Black,
 Janet McDonald,
 Shelley Harte, and supported by
 Dayle Hyde (Director of Education for Fort McKay First Nation)

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: GIFT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- FEBRUARY 22, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Gift Lake School Board Meeting
February 22, 2016

Present: Ken Shaw-Chair
Dale Laderoute
Gordon Belcourt
Howard Shaw
Gail Lamouche
Barb Laderoute

Ken called the meeting to order @ 4:44 p.m.

1. Approval of Agenda
440:16- motion to accept the agenda with changes.
Dale Laderoute moves; Second by Gordon Belcourt; AIF: carried
2. Approval of Minutes
441:16- Motion to accept the minutes
Dale Laderoute moves; Second by Gordon Belcourt; AIF: Carried
3. Business Arising from minutes
442:16- motion to accept
Howard moves; Second by Dale Laderoute; AIF: Carried
4. Police One
443:16- motion with recommendation #38 changes
Howard Shaw moves, second by Gordon Belcourt; AIF: Carried
Priority 5: Governance- Recommendation #38 of the Northland School Division Inquiry Team Report:
 - Recognize & encourage our metis members (both professional and paraprofessional) to become a part of our teaching compliment. Under Purpose/Mandate Statement
 - Under Mandate- Add word –Teachers- on the last bullet.
 - Metis Settlements- add MGSC acts as a political voice and pursues goals instead of The Federation of Metis Settlements/Settlements
 444:16- Gift Lake School Board after discussion does not agree with Recommendation No. # 38. The focus point of the discussion is the contradictory nature of the policy which encourage and invites community engagement yet the community as well as governance may not be represented at the board table.
Motion made by Dale Laderoute; Second by Gordon Belcourt; AIF: Carried
5. Sexual Orientation and gender Identity Policy
445:16- Accepted as Information
Dale Laderoute moves, second by Ken Shaw. AIF: carried.
6. LTA Budget & Priority List
446:16- Need the LTA Budget. Barb will get the Budget information from Edward Anderson if it doesn't come in a few days.
To meet with Gift Lake School Board

**FILED IN
DOCUSHARE**

Sharon Anderson
 Northland School Division Rep
 Gift Lake Council
 Tentative meeting date: Feb. 29 or March 7, 2016

7. Letters from WWAH and Junior high Students
 - Shelley Laderoute-WWAH- Request for Gymnasium use- children program limited to 3:30-5:30 p.m.
 - Megan and Andrew- Request for Gymnasium use on Weekends

447:16- WWAH –Shelley Laderoute- Children program Limited to 3:30-5:30 p.m. approved for gym use. Gordon Belcourt moves; second by Howard Shaw; AIF: Carried.
 Megan and Andrew- Gym Use- Tabled until cameras and doors are secured and Security issues are addressed.
8. Overnight field trip to Hines Creek Tournament: Mar. 4/16
 448:16 –Dale Laderoute moves; second by Gordon Belcourt; AIF: Carried.
9. School Safety Plan
 449:16- Gordon Belcourt will attend the School Safety Plan at the School.
10. Deficiencies Update
 450:16- Accepted as information
 Dale Laderoute moves; second by Howard Shaw; AIF: Carried.
11. Basketball Team Recognition
 451:16- Recognition Dinner
 Jackets for the Basketball players
 Jackets will be purchased under LSBC-Supplies and Awards Budget.
 Howard Shaw moves to buy jackets for the Basketball Players Second by Dale Laderoute;
 AIF: Carried.
12. In Camera Session @ 6:21 p.m.
 Out of Camera @ 6:29 p.m.
 452:16- Dale Laderoute moves, second by Gordon Belcourt; AIF: Carried
13. Other- Next Meeting Date
 April 11, 2016 4:30 p.m.
 453:16- Meeting Adjourn: 6:30 p.m.
 Gordon Belcourt moves, second by Dale Laderoute; AIF: Carried.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: J.F. DION LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES

- JANUARY 5, 2016
- FEBRUARY 2, 2016
- MARCH 1, 2016
- APRIL 5, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

J.F. Dion
Local School Board Meeting
January 5, 2016

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

Principal: Elaine Ward.

Call to Order: Meeting called to order at 4:15 p.m.

Opening Prayer led by Joan Daniels.

Motion to Adopt Agenda:

Motion: #431-01/16, Tyler/ Ray, All in Favor.

Motion to Adopt December 1, 2015 Minutes:

Motion: #432-01/16, Ray/ Tyler. All in Favor.

Business arising from minutes:

Our Lunch Program staff should be on Full-time hours, due to student enrollment being over 80 students.

New Business:

No new business.

Lunch Program:

We discussed the lunch program and the budget.

**FILED IN
DOCUSHARE**

Principal's Report:

Motion to hire Jessica Ironeagle as temporary EA I until the end of the school year.

Motion: #433-01/16 Ray/Tyler, All in Favor.

Motion to approve: Principal's Report as presented.

Motion: #434-01/16 Ray/Tyler, All in Favor.

Chairperson's Report:

Motion to approve: Chairperson's Report as presented.

Motion: #435-01/16 Ray/Tyler, All in Favor.

Budget:

We had a budget discussion.

Correspondence:

We reviewed all correspondence.

Member/Parent/Board Concerns:

We reviewed all concerns.

Next Meeting Date:

Next regularly scheduled LSB meeting set for February 2, 2016 at 4:00 p.m.

Adjournment:

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

Motion: #436-01/16 Ray/Tyler, All in Favor.

J.F. Dion
Local School Board Meeting
February 2, 2016

School Board Members: Joan Daniels, Carlene Gladue, Tyler Gladue, Kristen Lindsay

Call to Order: Meeting called to order at 4:15 p.m.

Opening Prayer led by Joan Daniels.

Motion to Adopt Agenda:

Motion: #437-02/16, Tyler/ Kristen, All in Favor.

Motion to Adopt January 5, 2016 Minutes:

Motion: #438-02/16, Kristen/ Tyler. All in Favor.

Business arising from minutes:

Reviewed previous minutes

New Business:

No new business.

Lunch Program:

We discussed the lunch program and the budget.

**FILED IN!
DOCUSHARE**

Principal's Report:

Motion to approve: Principal's Report as presented.

Motion: #439-02/16 Kristen/Tyler, All in Favor.

Chairperson's Report:

Motion to approve: Chairperson's Report as presented.

Motion: #440-02/16 Kristen/Tyler, All in Favor.

Budget:

We had a budget discussion.

Correspondence:

We reviewed all correspondence.

Member/Parent/Board Concerns:

We reviewed all concerns.

Next Meeting Date:

Next regularly scheduled LSB meeting set for March 1, 2016 at 4:00 p.m.

Adjournment:

Motion to adjourn meeting at 5:30 p.m.

Motion: #441-02/16 Kristen/Tyler, All in Favor.

J.F. Dion
Local School Board Meeting
March 1, 2016

School Board Members: Joan Daniels, Carlene Gladue, Tyler Gladue, Kristen Lindsay, Ray Durocher

Principal: Elaine Ward

Call to Order: Meeting called to order at 4:20 p.m.

Opening Prayer led by Elaine Ward

Motion to Adopt Agenda:

Motion: #443-03/16, Tyler/ Kristen, All in Favor.

Motion to Adopt February 2, 2016 Minutes:

Motion: #444-03/16, Kristen/ Tyler. All in Favor.

Business arising from minutes:

Motion to post for the Special Assistant (EA1) position, to cover for April Braithwaite's maternity leave

Motion: #445-03/16, Kristen/ Tyler. All in Favor.

We had a special LTA meeting with the School Board, Principal and Teachers. This meeting was very productive and informative.

New Business:

No new business.

**FILED-IN
DOCUSHARE**

Lunch Program:

Motion to increase the cooks hours to 8hr/day, as per policy. We have had over 80 kids enrolled since the beginning of the year, yet our cook is only receiving 7.5 hrs/day.

Motion: #446-03/16, Kristen/ Tyler. All in Favor.

Principal's Report:

Motion to approve: Principal's Report as presented.

Motion: #447-03/16, Kristen/ Tyler. All in Favor.

Chairperson's Report:

Motion to approve: Chairperson's Report as presented.

Motion: #448-03/16, Kristen/ Tyler. All in Favor.

Budget:

We had a budget discussion.

Correspondence:

We reviewed all correspondence.

Member/Parent/Board Concerns:

No new concerns.

Next Meeting Date:

Next regularly scheduled LSB meeting set for April 5, 2016 at 4:00 p.m.

Adjournment:

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

Motion: #449-03/16 Kristen/Tyler, All in Favor.

J.F. Dion

Local School Board Meeting

April 5, 2016

School Board Members: Joan Daniels, Carlene Gladue, Kristen Lindsay, Ray Durocher

Principal: Elaine Ward

Call to Order: Meeting called to order at 4:15 p.m.

Opening Prayer led by Elaine Ward

Motion to Adopt Agenda:

Motion: #450-04/16, Ray/ Kristen, All in Favor.

Motion to Adopt March 1, 2016 Minutes:

Motion: #451-04/16, Kristen/ Ray. All in Favor.

Business arising from minutes:

Motion to hire Madison McDonald for the Special Assistant (EA1) position, to cover for April Braithwaite's maternity leave

Motion: #452-04/16, Kristen/ Ray. All in Favor.

New Business:

Motion to request the "Gophernator" to come out and take care of the gopher problem, before they all multiply. The deep gopher holes make the school grounds extremely dangerous for the children.

Motion: #453-04/16, Kristen/ Ray. All in Favor.

**FILED IN
DOCUSHARE**

Lunch Program:

Nothing to report.

Principal's Report:

Motion to approve: Principal's Report as presented.

Motion: #454-04/16, Kristen/ Ray. All in Favor.

Chairperson's Report:

Motion to approve: Chairperson's Report as presented.

Motion: #455-04/16, Kristen/ Ray. All in Favor.

Budget:

We had a budget discussion.

Correspondence:

We reviewed all correspondence.

Member/Parent/Board Concerns:

No new concerns.

Next Meeting Date:

Next regularly scheduled LSB meeting set for May 3, 2016 at 4:00 p.m.

Adjournment:

Motion to adjourn meeting at 5:30 p.m.

Motion: #456-04/16 Kristen/Ray. All in Favor.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: JANVIER LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- FEBRUARY 2, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Local School Board Meeting Tuesday Feb 2 2016

Members attending: Laurette, Alice, Martha, Viki, Bernard

Father R. Perin

- Start 5:00 pm
- Opening Prayer

New Business

Note: Last motion number 15-54

- Review minutes from last meeting
...Motion to adopt minutes 15-55
- Principal's Report (see attached below for report)
...Motion to accept report 15-56
- Updates
... Feb 3 ATC community gathering
... School Pictures Feb 18 (all fees paid by Band)
- Accountability surveys for parents given to Board members for distribution and pickup
- Fish camp discussion: Discussion re backup plans if conditions prevent full participation (ie: fish brought to school)
- Anti-bullying PD offered to all staff and LSB members Friday February 19.
- Girls INC teacher coordinator Laura Hammond presented details of program to start in March
- Rosalind Best will be coordinating a Doscha game tournament at the school Feb 17

FILED
FEB 2 2016
DOUGLASS

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: · KEG RIVER LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
· FEBRUARY 2, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Keg River Local School Board
Regular Meeting #76
Feb 2, 2016 @ 7pm DMJS

PRESENT: Mike Fischer, Delores Mosure, Kathy Omoth, Mr Weir

CALL TO ORDER: Mike called the meeting to order at 7:15 pm

ADOPT AGENDA: #4500 Kathy moved to adopt agenda Carried

ADOPT MINUTES: #4501 Delores moved to adopt minutes of meeting #75 Carried

HOT LUNCH: accepted as information

PRINCIPAL REPORT:#4502 Kathy moved to accept as information Carried

NEW BUSINESS: none

NEXT MEETING: March 1, 2016

ADJOURNMENT: meeting adjourned at 7:40 pm

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: LITTLE BUFFALO LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- FEBRUARY 16, 2016
- MARCH 15, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

AGENDA: February 16, 2016

LBS BOARD MEETING

Meeting called to order at

Attendance:

Dwight Gladue Chair

Bryan Laboucan

Cheryl McMann

Crystal Colville –Principal

Debbra McBride

Absent:

Larry Ominayak

Troy Laboucan

Meeting called to order at 7:34 pm

Agenda:

1. Old Business:

- a. Attendance – 29 students k-7 with 100 attendance up by 5. 61 students with 90 or higher up by 8-12 4 perfect attenders up by 2 and 10 with 90 or higher up by 8. Much better than Decembers. Students are enjoying the pizza for perfect attendance. Lots of parent support for the ice cream party and coming to support their children.
- b. Parent handbook – positive feedback from parents about the handbook
2. Cultural Camp – 11 students left this morning for camp they will return on Friday afternoon.
3. Ski trips – 5 dates have been booked for the 8/9 class – Feb 26, March 2,9,10 and 23.
4. Break ins – Louis Whitehead monitored the houses over convention. The Trustee has spoken to me about getting Shutters on the houses. David Cox is looking into the cost and the hopes are to have it done by Easter.
5. Archery – 3 teachers will be sent to the KTC Archery Training on Feb 24 in Atikameg. That will give us a total of 6 teachers with archery training.
6. United Way – The \$10 000 grant for the after school ski club was approved. The cheque came on Feb 5 and was sent it to head office. The skis have been ordered and should arrive in about another week. Once we have them we will be running an afterschool club once or twice a week for youth.
7. Rosie – Funeral – Is Saturday at 2:00 pm. Contacted the Superintendent to ask for permission to use the school for the wake on Thursday and Friday and the funeral on Saturday. The school will be closed during the wake.
8. Draft Policy one – Board asked for more time, they will discuss at the next board meeting and then provide feedback.
9. Community Engagement Team Report - Board asked for more time, they will discuss at the next board meeting and then provide feedback.
10. Draft Policy – Sexual orientation and gender identity - Board asked for more time, they will discuss at the next board meeting and then provide feedback.

FILES IN
DOCSHARE

11. School calendar looking at A or B – presented the 2 options to the board, was asked to take it to the staff at the staff meeting on the 22 and then bring back the final dates to the next board meeting.

Went in Camera at 8:05 pm

12. Student
13. Staffing
14. Community Engagement/ Ward system

Out of Camera at 8:35 pm

Meeting adjourned at 8:39 pm

AGENDA: March 15, 2016

LBS BOARD MEETING

Meeting called to order at

Attendance:

Dwight Gladue Chair

Bryan Laboucan

Cheryl McMann

Larry Ominayak

Troy Laboucan

Crystal Colville –Principal

Debbra McBride

Absent:

Meeting called to order at 7:42 pm

1. Old Business

a. Attendance: We had 29 students k-7 with 100%, same as last month. 69 students with 90% or higher attendance which is up by 8 students. 8-12 there was 6 with 100% up by 2 and 5 with 90% or higher down by 5. Again in the elementary we are seeing improvement. We did have a lot of sickness in February, we did receive several doctor notes and phone calls from parents to let us know where their children are, which a great improvement is.

b. Draft Policy one – the local board has no recommendations.

c. Community Engagement Team Report . – Local board still has concerns with the ward system and how that will take away from each community. They would like their previous motion restated.

Motion – 10/15/16 made by Dwight, seconded by Larry – The Local School board is not in agreement with the ward system. The ward system does not encourage community engagement. Communities will not have a say on issues that affect them directly.

d. Draft Policy – Sexual orientation and gender identity. The local board has no recommendations.

2. United Way – We received the \$10 000 dollar grant from them. I have purchased 30 sets of boots, bindings, ski and poles, OT sports gave us an extra 4 pairs for shopping local and the large order. Everything has arrived and the kids will be out on them this week.

3. Plains Midstream – I have written a grant to them looking for gym equipment. I have received an email saying that we have been approved, waiting on the cheque.

4. Ski Trips – We had 4 successful trips and have one more next week- all students have had at least 3 lessons and will get another if they need it.

5. Joker Lake – Successful trips on the March 7 and 11. Students did ice fishing, rabbit snaring, geo cache, snow shoeing, fire building, bannock making. Students from grad 5-7 went. There were several parent volunteers and staff that went to make it a huge success.

6. Housing – Leticia Gladue will be watching the teacher houses from 11pm -7 am from March 24-April 2 during spring break.

**FILED-IN
DOCUSHARE**

Went in Camera at 8:10 pm

12. Student -

13. Staffing -

Out of Camera at 8:36 pm

Meeting adjourned at 8:40 pm

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- FEBRUARY 24, 2016
- MARCH 16, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE
INFORMATIONAL MEETING
FEBRUARY 24, 2016**

**In Attendance: Candice Calliou, Chairperson
Doreen Poitras, Board Member
Jill Gaudet, Principal
Judy Cardinal, Justice Worker
Reta Nooskey, Recording Secretary**

The meeting commenced at 3:50 p.m. when the other board member indicated they would not be in attendance. As there was no quorum, the Chairperson called an informational meeting into session.

Visitors:

Judy Cardinal, Justice Worker - Judy did a presentation about the newly formed Paddle Prairie Metis Settlement Restorative Justice Program. Their mission is to work collaboratively with other agencies, local school board, local Council, RCMP and other service providers to design and implement community based holistic programs. She handed out a brochure about their mandate and vision, as well as a draft of the referral sheet that could be used by the school. The committee members have had Family Group Conferencing training, except for two who will receive theirs on March 9th. This will take place in the Settlement Office in the morning and in the afternoon will be a meeting with the voting in of the executive for the Committee. The Principal indicated that she was interested in attending the training. Judy stated that since the brochure was drafted they have lost their youth rep. and would like the Principal to notify the students as the rep must be a student in the school.

Jeanette Cavanaugh, NLD Division Principal for Literacy - Jeanette stopped in and talked a little about what she does such as checking out the resources that our school has.

Attendance Committee Meeting - as the members of the committee are present, a date for the next meeting was set for Thursday, March 10th at 3:30 p.m.

Next Regular Meeting – Monday, March 14, 2016 at 3:30 p.m

The meeting adjourned at 4:40 p.m. and the motions and items from this agenda will be on the agenda of the March meeting.

Candice Calliou, Chairperson

Reta Nooskey, Recording Secretary

**FILED !!!
DOCUSHARE**

**PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE
REGULAR BOARD MEETING
MARCH 16, 2016**

In Attendance: Candice Calliou, Chairperson
Kristen McGillivray, Secretary/Treasurer
Nelson Auger, Board Member
Doreen Poitras, Board Member
Priscilla Christian, Board Member
Jill Gaudet, Principal
Reta Nooskey, Recording Secretary

Call to order: The meeting was called to order at 3:45 p.m.

Agenda:

Motion #047:15/16 Kristen McGillivray moved to approve the agenda as presented. Carried.

Minutes:

Motion #048:15/16 Doreen Poitras moved to approve the minutes of the June 15/16 regular board meeting with corrections to wording of Motion #046:15/16 to read "that Paddle Prairie LSBC will not support recommendation 38-Wards System, as presented by the Northlands Community Engagement Team." Carried.

February 02/16 information meeting notes were accepted as information.

Principal's Report:

Motion #049:15/16 Nelson Auger moved to accept the Principal's Report as information. Carried.

Motion #050:15/16 Priscilla Christian moved to approve boarding home allowance for student "B". Carried.

Motion #051:15/16 Priscilla Christian moved to approve applications for subs from Yulande Laboucan, Gordon McGillivray (Bus) and Richard Poitras (Bus). Carried.

Motion #052:15/16 Nelson Auger moved to approve conveyance allowance application from Carol Cardinal. Carried.

Motion #053:15/16 Kristen McGillivray moved to approve the proposed Skills trip to Edmonton for Gr. 7-9 on May 11-14/16. Carried.

Motion #054:15/16 Doreen Poitras moved to approve the proposed trip to Fairview for the Trades Workshop for High School students on May 5&6/16. Carried.

In Camera Session:

Motion #055:15/16 Nelson Auger moved to go in camera with the Principal at 4:45p.m. Carried.

Motion #056:15/16 Nelson Auger moved to return to regular format at 5:30 p.m. Carried.

**FILED IN
DOCUSHARE**

Motion #057:15/16 Priscilla Christian moved that Paddle Prairie School kitchen can only be used for school functions or not-for-profit organizations. Carried.

Motion #058:15/16 Doreen Poitras moved to have security cameras installed through-out the school. Carried.

Meeting Dates:

Regular Board Meeting – changed to Wednesday, April 6th at 3:30 p.m., due to commitment conflicts.

Attendance Committee Meeting = Wednesday, April 6th after the board meeting.

Adjournment: The meeting adjourned at 5:45 p.m.

Signatures:

Candice Calliou, Chairperson

Reta Nooskey, Recording Secretary

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PEERLESS LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- FEBRUARY 24, 2016
- MARCH 17, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Local School Board Committee Meeting
February 24, 2016
8PM

Present: Louie Cardinal, Laurel Noskiye, Marcel Noskiye, William Houle

Absent: Marie Alook

Administration: Connie Molcak, Corrine Alook

Call the meeting to Order: Louie Cardinal called the meeting to order at 7:52PM.

Adopt Agenda: Motion#69-15/16: Marcel Noskiye moved to adopt the agenda. Seconded by William Houle. Carried.

Adopt minutes: Motion#70-15/16: Laurel Noskiye moved to accept previous minutes. Seconded by Marcel Noskiye. Carried.

Chairman's report: no report

Principal's report: attached (presentation) - Motion#71-15/16: William Houle moved to accept principal's report. Seconded by Marcel Noskiye. Carried.

In-camera: went to in-camera at 8:45pm

Out-of-camera: Came out of camera 9:45pm

Next Meeting: March 17, 2016

Meeting adjourned at 9:47 pm.

**FILED IN
DOCUSHARE**

Peelers Lk.

Local School Board Committee Meeting
March 17, 2016
7PM

Present: Louie Cardinal, Laurel Noskiye (7:45), Marcel Noskiye (7:35, Marie Alook
Absent: William Houle
Administration: Connie Molcak, Corrine Alook

Call the meeting to Order: Louie Cardinal called the meeting to order at 7:25PM.

Adopt Agenda: Motion#72-15/16: Marie Alook moved to adopt the agenda. Seconded by Louie Cardinal. Carried.

Adopt minutes: Motion#73-15/16: Marie Alook moved to accept previous minutes. Seconded by Louie Cardinal. Carried.

Chairman's report: Verbal report. Info only. Motion#74-15/16: Moved by Marie Alook to accept chairman's verbal report. Seconded by Marcel Noskiye. Carried

Principal's report: attached - Motion#75-15/16: Marie Alook moved to accept principal's report. Seconded by Louie Cardinal. Carried.

New Business

Grade 12 graduation will be in the fall of new school year.

Grade 7/8 Field trip. Motion#76-15/16: Marie Alook moved to approve the grade 7/8 fieldtrip to 4 cities with Kateri School on June 13-19, 2016. Seconded by Marcel Noskiye. Carried.

Little Prince play. Motion#77-15/16: Laurel Noskiye moved to approved "The Little Prince" fieldtrip to Clarence Jaycox School in Loon Lake with grades 4 and up on April 5, 2016. Seconded by Marie Alook. Carried.

Next Meeting: April 21, 2016 at 7pm.

Meeting adjourned at 9:25 pm.

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PELICAN MOUNTAIN LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- NOVEMBER 24, 2015
- DECEMBER 2, 2015
- JANUARY 13, 2016
- MARCH 3, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

LSBC Pelican Mountain School
Organizational Meeting/Regular Monthly Meeting
November 24, 2015

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

Call meeting to order 7:05 pm by Violet.

1. **New Business**-need a motion to buy Christmas gifts for students. Violet makes a motion to purchase 25 Christmas gifts for students at \$30.00 limit each and 2 Ipads for Attendance, Sandra seconded. **Motion #2211242015**
2. **Board chairpersons' Report**-maintenance report received.
3. **Principal's Report**-attendance is good, going to an AERR on Nov. 26, Agnes has been rehired, Youth Centre will be using gym 2 nights a week, Head start will be starting soon, Christmas concert will be scheduled in December.
4. **Other business-**

Next meeting-Dec. 2, 2015

Adjournment-at 7:40 pm

**FILED IN
DOCUSHARE**

LSBC Pelican Mountain School
Organizational Meeting/Regular Monthly Meeting
December 2, 2015

Attendance: Linda-Principal, Violet-Board Chair, Sandra and Heather
Adoption of the Agenda-Violet makes a motion to adopt the Agenda, Sandra seconds.
Motion#231222015

Business Arising:

1. Christmas Concert: December 17, 2015 at 6 pm
2. Gifts from LSB-get 2 x 50.00 gift cards, plus 1 Ipad from school generated funds and the draw for the Ipad will be at the end of the year for attendance.

Call meeting to order 7:00 pm by Violet.

1. **New Business**-Child safety-unannounced visitors-To request buzzers at the front entrance; inquire about hiring a secretary for the safety of the students.
2. **Bussing**-What to do in case of freezing rain?
3. **Gym use by community members**-discussed.
4. **Chair person's Report**-n/a
5. **Principal's Report**-Attendance dropped down at 87%, Bank Deposit, Gifts purchased.
6. **Other business**-

Next meeting-January 13, 2016
Adjournment-at 8:42 pm

**FILED IN
DOCUSHARE**

LSBC Pelican Mountain School
Organizational Meeting/Regular Monthly Meeting
January 13, 2016

Attendance: Linda-Principal, Violet-Board Chair, Sandra and Heather (late)
Adoption of the Agenda-Violet makes a motion to adopt the Agenda, Sandra seconds.
Motion#0101132016

Business Arising:

1. Complaint-student walked home, parent looking for him.

Call meeting to order 7:10 pm by Violet.

1. **New Business**-n/a
2. **Chair person's Report**-n/a
3. **Principal's Report**-lpads were purchased, gift cards given out, community is using the gym, attendance-2 students have been missing, haven't heard anything about the inquiry about the Secretary position, there will be an author visit on April 2016. Principal will be attending meetings from Feb. 8-12, 2016.
4. **Other business**-

Next meeting-February 4, 2016
Adjournment-at 7:20 pm

**FILED IN
DOCUSHARE**

LSBC Pelican Mountain School
Organizational Meeting/Regular Monthly Meeting
March 3, 2016

Attendance: Linda-Principal, Violet-Board Chair, Sandra and Heather (late)
Adoption of the Agenda-Heather makes a motion to adopt the Agenda, Violet seconds.
Motion#0203032016

Business Arising: n/a

Call meeting to order 7:10 pm by Violet.

1. **New Business-Draft Policy**-We have discussed and at the present time there is no interest or any alliance formed for LBGTO.
2. **Chair person's Report**-n/a
3. **Principal's Report**-94% attendance and swimming in April.
4. **Other business**-In camera 8:40 pm and out of camera 8:43 pm.

Next meeting-April 5, 2016

No meeting in February 2016

Adjournment-at 8:43 pm

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: SUSAN CREEK LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- JANUARY 28, 2016
- MARCH 3, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**SUSA CREEK LOCAL SCHOOL BOARD COMMITTEE
MEETING
January 28, 2016**

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

OTHERS: Mark McGimpsey, Principal
Tammy Smith, Recording Secretary

CALL TO ORDER: Rachelle called the meeting to order at 6:30 p.m.

OPENING PRAYER: Rachelle gave the opening prayer.

ADOPT AGENDA: 84/16 Charlie moved to adopt the meeting agenda.
Carried.

ADOPT PAST MINUTES: 85/16 Maryanne moved to adopt the S.C.L.S.B.C. meeting
minutes of Nov. 30/15 as presented.
Carried.

**PRINCIPAL'S
REPORT:** Written.

86/16 Charlie moved to accept the written Principal
Report.
Carried.

**FILED IN
DOCUSHARE**

S.C.L.S.B.C. Jan.28/16

**LOCKDOWN
PROCEDURES:**

Rachelle felt it is important to make sure we are all prepared in case of an emergency and requested that we send home the fire drill and lockdown procedures to parents as soon as possible. Parents need to be aware of our procedures. Discussion was held on getting a doorbell for the front door and then we can keep the doors locked. Police have a map of our school on file too!

87/16 Rachelle moved to have 3 lockdown drills per school year and send home a lockdown info sheet to parents.
Carried.

88/16 Rachelle moved to have a doorbell installed at the front door for visitors so that we can keep the door locked for added security.
Carried.

**PETS IN
SCHOOL:**

Maryanne would prefer that we don't allow any cats or dogs in the school due to some people may have allergies.

MEMBER'S REPORT:

Rachelle has received an email from a former trustee as there has been talk about dividing the schools into wards with 1 trustee for each ward and some people would like to see the 24 member board of trustees again. Discussion was held on gun safety and kids. It's not always easy when guns are a part of life in this community. Discussion was held on the trauma the kids have had to deal with.

PRINCIPAL RESIGNATION:

The local board received and recognizes that Mark will be resigning from his position at the end of the 2015/16 school year.

NEXT MEETING DATE:

February 16/16 @ 6:00 p.m.

ADJOURNMENT:

The meeting was adjourned at 8:00 p.m.

**SUSA CREEK LOCAL SCHOOL BOARD COMMITTEE
MEETING
March 3, 2016**

- PRESENT:** Rachelle McDonald, Chairperson
Cathy Wanyandie, Member
Maryanne Moberly, Secretary/Treasurer (arrived @ 6:15 p.m.)
Robert Wanyandie, Member
Charles McDonald, Member (excusable absence)
- OTHERS:** Mark McGimpsey, Principal
Tammy Smith, Recording Secretary
Susacreek Co-op board: Ken Moberly, Billy McDonald, Emcee Moberly,
Harvey Moberly
Carol Wanyandie (parent/community member) (arrived @6:22 p.m.)
- CALL TO ORDER:** Rachelle called the meeting to order at 6:10 p.m.
- OPENING PRAYER:** Robert gave the opening prayer.
- ADOPT AGENDA:** 89/16 Cathy moved to adopt the meeting agenda with three additions to new business.
Carried.
- ADOPT PAST MINUTES:** 90/16 Cathy moved to adopt the S.C.L.S.B.C. meeting minutes of Jan. 28/16 as presented.
Carried.
- COMMUNITY ISSUES:** Rachelle feels in light of recent activities that it was important to invite the Susacreek Co-op Board to this meeting. Rachelle has stayed as board chair because she believes the kids and the school are very important to the community. She believes in the history of our school and all the hard work the elders put in to get this school. She feels we should be working together as a community. AWN has worked hard to implement many programs to help

**FILED IN
DOCUSHARE**

S.C.L.S.B.C. March 3/16

people and young families. The drug problem is crippling and affecting the whole community. Families are getting torn apart. Families are trying in their own way to do the best they can. People are scared and hurt with what is going on.

**IN-CAMERA
SESSION:**

9/16

Rachelle moved to begin In-Camera session at 6:23 p.m. with all invited to stay.
Carried.

Robert left the meeting at 6:25 p.m. to go to work.

BUSSING:

A parent came in to talk about a bussing issue. She was given the information from Susanne at NSD No. 61 and given Donna Barrett's contact information as well.

Maryanne Moberly left the meeting @ 7:23 p.m.
Carol Wanyandie left the meeting @ 7:25 p.m.

Unable to motion out of In-Camera session – No Quorum.

iPads:

We have had an overwhelming of support for our loss of iPads.
Whispering Pines Senior Lodge will be hosting a fundraiser with funds going to purchase new iPads for us. Macro Properties is donating money, Mitchell Delorme set up a go fund me account for us, Conklin School has some refurbished iPads they would like to give us pending approval.

**PRINCIPAL'S
REPORT:**

Written.

NEXT MEETING DATE:

TBA

ADJOURNMENT:

The meeting was adjourned at 8:03 p.m.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: TROUT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- MARCH 8, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



Kateri School



Local School Board Committee Meeting

March 8th, 2016

In Attendance: Elmer Gullion (Chairperson) Conrad Metsikassus
 Julianne Noskiye Shane Metsikassus
 Jennifer Nanooch (A. Principal)

Absent: Caroline Bigstone

Guests: None

Meeting called to order at 7:12 PM by Elmer Gullion

Opening Prayer Conrad Metsikassus

Motion #895736 Motion to adopt agenda
 By: Shane Metsikassus
 Carried Unanimously

Motion #895737 Motion to accept the minutes of February 2nd, 2016.
 By: Julianne Noskiye
 Carried Unanimously

Motion #895738 Motion to accept the principal's report.
 By: Shane Metsikassus
 Carried Unanimously

Motion #895739 Motion to accept the financial report.
 By: Conrad Metsikassus
 Carried Unanimously

Motion #895740 Motion to allow the gym to be used for the birthday parties for the child of Trina Gladue and the child of Valentina Metsikassus for Saturdays in April. Both parties will be required to sign a contract detailing community guidelines for gym use.
 By: Elmer Gullion
 Carried Unanimously

Motion #895741 Motion to adjourn.
 By: Shane Metsikassus

Meeting adjourned at 7:55 PM

Next meeting date: March 8th, 2016 at 7:00 PM

**FILED IN
 DOCUSHARE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: WABASCA LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
FEBRUARY 17, 2016

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Wabasca Local School Board Meeting

St. Theresa School

February 17, 2016

ATTENDANCE:

Robin Guild	Robert Gullion	Anthony Rathbone
Thomas Bissell	Jeff Junkin	June Houle
Mandi MacLennan	Shelley Stevenson	

1. Call meeting to order: Robin called the meeting to order at 7:00 p.m.
2. ADOPTION OF AGENDA: Recommendation 3082/02/16.
Anthony moved to adopt the agenda as presented. Carried.
3. ADOPTION OF MINUTES: Recommendation 3083/02/16.
Robert moved to accept the minutes from January 12 meeting with the following changes. Item #4 should read: Robin moved to accept all of the Northland Community Engagement recommendations with the exception of #38. Carried.
4. CHAIRPERSONS REPORT: Recommendation 3084/02/16.
Anthony moved to accept the Chairperson's report as information. Carried.
5. ASSISTANT PRINCIPAL'S REPORT: Recommendation 3085/02/16.
Thomas moved to accept the Assistant Principal's report as information. Carried.
6. PRINCIPAL'S REPORT: Recommendation 3086/02/16.
Jeff moved to accept the Principal's report as information. Carried.
7. CORRESPONDENCE: Recommendation 3087/02/16.
Robert moved to accept the correspondence as information. Carried.
8. RESIGNATION: Recommendation 3088/02/16.
Jeff moved to accept D.O. resignation. Carried.
9. Calendar A or B, and Policy 1 is tabled, and the new sexual orientation and gender identity policy. Board members will get back to Robin with their opinion.

**FILED IN
DOCUSHARE**

10. IN CAMERA: Recommendation 3089/02/16.
Robin moved to go in camera with board members only at 8:25 p.m. Carried.
11. REGULAR FORMAT: Recommendation 3090/02/16.
Robert moved to return to regular format at 8:42 p.m. Carried.
12. NEXT MEETING: March 8, 2016 at 7:00 p.m.
13. ADJOURN MEETING: Recommendation 3091/02/16.
Jeff moved to adjourn the meeting at 8:40 p.m. Carried.

TOPICS OF DISCUSSION:

Community Engagement Report

Darrell Gerrits report:

- Been busy and everything is coming together very well
- Enhance school spirit
- Getting students involved with activities
- Helping staff with curriculum based material
- Enhancing text books to promote local history
- Michif and Cree language – difference between the two languages
- Lots of positive things are happening at St. Theresa School
- In School Attendance Committee – targeting low attendance – getting positive feedback from parents
- Home visits with Mistassiniy Liaison Worker

Draft Policy

Robin will be putting in an article in the local newspaper within the next week.

Teacher Evaluations

Walk through

PAT papers

Literacy Night

BCN Trust – Funds to be used for extracurricular activities, crafts, dances, drumming etc.

DARE – still ongoing with the grade 6

Teepee Teachings

Safe and caring

Attendance

Most improved student – 2 awards

Perfect Attendance Celebration

School Attendance Committee meeting update – Feb. 3rd

Parent draws for Visa gift cards

New Kindergarten Teacher

Next year's school calendar

Other schools visit to St. Theresa School next month

January statistics.



Superintendent's Report April 23, 2016

February, 2016

22	Edmonton	Teleconference with Athabasca Tribal Council Re: Collaboration Grant
23	Fort McMurray	Meeting with Athabasca Tribal Council Re: Collaboration Grant
29	Peace River	Kee Tas Kee Now Tribal Council/Northland School Division Principal Meeting

March, 2016

1	Edmonton	Cross-Ministry Steering Committee Meeting
2	Edmonton	Financial and Program Evaluation Working Committee Meeting
4	Edmonton	Teleconference with APPLE Schools Re: Expansion
	Fort McMurray	Meeting with Athabasca Tribal Council Re: Collaboration Grant
7	Peace River	Budget Meeting
8	Peace River	Policy Review with Brian Callaghan and the Official Trustee
9 (PM)	Edmonton	College of Alberta School Superintendents Conference
10	Edmonton	Financial and Program Evaluation Working Committee Meeting
15	Peace River	Budget Meeting
17	Edmonton	Policy Review with Brian Callaghan
18	Edmonton	Financial and Program Evaluation Working Committee Meeting
21	Peace River	Teleconference with Careers Next Generation
	Peace River	Video Conference with Transition Principals
21	Grouard	Grouard Community Meeting Re: Junior High Program Closure
22	Edmonton	Cross-Ministry Steering Committee Meeting
23	Edmonton	Meeting with Mikisew Cree Nation Chief and Council
24	Edmonton	Meeting with Alberta Education Staff
31	Edmonton	Special Corporate Board Meeting via Teleconference

April, 2016

4	Edmonton	Teleconference with CCI Research Re: Annual Superintendent's Survey
5	Edmonton	Cross-Ministry Steering Committee Meeting
		Financial and Program Evaluation Working Committee Meeting
		Northland School Division Assessing Digital Capacity Meeting
6	Peace River	Budget Meeting
7	Peace River	Committee Meetings and Agenda Review
8	Edmonton	Financial and Program Evaluation Working Committee Meeting
		Promising Practices in Northland School Division Meeting
11	Susa Creek	School Visit and Local School Board Committee Meeting
13	Wabasca	Long Term Education Meeting
14	High Prairie	Transitions Administrators' Meeting
15	Edmonton	Esquao Awards
18	Fishing Lake	Meeting with Fishing Lake Settlement
		Meeting with JF Dion Local School Board Committee
20	Peace River	Regional Collaborative Service Delivery Teleconference Re: Expansion for First Nations
		Meeting with KTC Re: Collaboration Grant
22	Peace River	Interview with Dot Negropontes
22-23	Peace River	Northland School Division Corporate Board Meeting



February 23, 2016

Post-Secondary Partnership Program
Ministry of Indigenous and Northern Affairs

To Whom It May Concern:

Re: Letter of Support for the Foundational Learning Initiative - Northern Lakes College

I am writing to convey my support for the Foundational Learning Initiative being proposed by Northern Lakes College. This proposal will allow adult students from several of our communities to take part in Adult Basic Education online, at the basic education levels (BEL) 101 and 201.

Foundational learning plays a key role in allowing our community members to achieve a basic level of literacy to enter the workforce or continue to a higher level of education. Obviously, entering the workforce or furthering ones education can have a positive impact on quality of life for themselves, family members, and even the community as a whole. Leaving the community for training is not practical for many students due to the cost of travel, distance to nearest facility, lack of transportation, and family commitments. Research supports that students learn best when they are able to stay close to their families, friends, and general support networks when trying to achieve excellence academically.

I believe this initiative to make BEL programming available online, can have a positive impact in communities in our region and is worthy of funding.

Please feel free to contact me should you wish to discuss this further.

Sincerely,

Donna Barrett
Superintendent of Schools
Northland School Division No. 61

c: Colin Kelly , Official Trustee, Northland School Division No. 61



Sports

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Saints, Hurricanes win first league titles

Chris Clegg
South Peace News

They were the best teams during the regular season, and they were the best teams in the league championship tournament.

The St. Andrew's Saints girls' team and the Gift Lake Hurricanes boys' team won the Smoky River Junior High School Basketball League titles Feb. 26-27 in Slave Lake. In doing so, each school claimed their first league title.

Saints win close battle

The girls' teams competed in a round-robin with St. Andrew's, Prairie River Junior High School, Kinuso School and Donnelly G.P. Vanier School. The Vipers lost all three games to St. Andrew's 28-6, PRJH 31-10 and Kinuso 42-32.

It's when things got interesting. The other three teams split their games with Kinuso defeating PRJH 32-26, St. Andrew's defeating Kinuso 34-26, and PRJH defeating St. Andrew's 16-13. To break the three-way tie, points for and against in the games involving the schools was used. St. Andrew's placed first 47-42, Kinuso second 58-60 and PRJH third 42-45, setting up the A Final with St. Andrew's against Kinuso and Vanier and PRJH in the B Final.

In the A final, the Saints trailed most of the game but they rallied to tie the game 28-28 before winning 32-30. The team was led by Grace Pardell's 16 points, but it was Daisy Porisky's basket which proved to be the game-winner.

The Saints also won the High Prairie School Division title with the victory.

In the B Final, PRJH defeated GPV 31-10. Kaley Delorme scored 10 points and Mackenzie Calhoon eight to lead PRJH while Danilka Cunningham led GPV with six points. Angel Blais added four.

In their first game, St.

Andrew's defeated GPV 28-6 as they broke open a close game with 16 fourth quarter points.

Kinuso defeated PRJH 32-26.

St. Andrew's all but assured a trip to the final with a 34-26 win over Kinuso. Grace Pardell scored 12 points to lead the Saints while Preslee Wild responded with 14 for the Knights.

PRJH kept alive their chances of a finals berth with a 30-9 over GPV. Mackenzie Calhoon scored six of PRJH's 18 first quarter points in the win.

Angel Blais scored six of GPV's nine points.

Kinuso then tripped GPV 42-32 as Preslee Wild scored 22 points.

Angel Blais scored 14 points for Vanier.

It set up the final game in round-robin play between St. Andrew's and PRJH with PRJH needing to win by five points to advance. However, they fell a scant two points short in a 16-13 win.

Six PRJH players scored in the game but none more than four points. St. Andrew's suffered the same scoring drought as only one player scored more than four points - Grace Pardell netted five - all on free throws.

Hurricanes perfect

The Gift Lake Hurricanes concluded a perfect season with 10-0 regular season and 4-0 record at the league tournament.

In the opening game, Gift Lake defeated Slave Lake St. Francis 61-19. Evan Anderson scored 14 first quarter points and 20 for the game to lead the team. Kye Anderson added 12.

Dominic Bonde replied with nine points to lead St. Francis.

PRJH defeated GPV 47-35. Seven different players scored for PRJH, led by Brandin Bissell's 11 points and Cole Issac's 10.

Dorian Adams scored 22 points to lead GPV, including 14 in the fourth quarter when PRJH played several backup players with the game

well in hand.



The Gift Lake Hurricanes concluded a perfect season after winning the Smoky River Junior High School Basketball League title. In the front row, left-right, are Jimmy Anderson-Loonekin, Jerrick Anderson, Benny Yellowknee, Jay Anderson, Calga Anderson and Sheldon Anderson. In the back row, left-right, are coach Andrew Bots, Kolby Anderson, Evan Anderson, Kye Anderson, Colten Calahason and coach Megan Tipler.

Evan Anderson's 14-point effort led Gift Lake past Kinuso 45-34. Kase Sloan's 17 points led Kinuso in a near upset win of the regular season champs.

PRJH then defeated St. Andrew's 50-45, led by Brandin Bissell's 16 points. Most of St. Andrew's first line fouled out and they completed the game with only four players on the court. Iver Paulino replied with 20 points for St. Andrew's.

Kinuso defeated St. Francis 39-31 as they scored 20 second half points.

St. Andrew's defeated GPV 60-57 as Iver

Paulino exploded for 35 points including a three-pointer in the waning seconds to seal the win. Andres Scarborough added 14.

Dorian Adams replied with 27 points for GPV.

The Consolation Final pitted GPV against St. Francis, who had not won a game all season. However, St. Francis won 44-37 as Lynsle Chalifoux scored 20 points.

Dorian Adams replied with 25 points for GPV.

St. Andrew's defeated Kinuso 45-40 in the Bronze Medal Game. St. Andrew's trailed most of the game but rallied late to win. Iver Paulino scored 24 points to lead

the Saints.

The final was no contest. Gift Lake took a big lead before PRJH played their bench the second half. The result was a 97-30 win for Gift Lake.

Evan Anderson scored 25 points to lead Gift Lake. Other top scorers were Colten Calahason with 18, Benny Yellowknee with 14, and Kye Anderson with 10.

Smoky River Champions

Girls' Division

1998 - Valleyview Hillside
1999 - Valleyview Hillside
2000 - Prairie River
2001 - Valleyview St. Stephen's
2002 - Valleyview St. Stephen's
2003 - Prairie River
2004 - Prairie River
2005 - Prairie River
2006 - Prairie River
2007 - Prairie River
2008 - Valleyview Hillside
2009 - Prairie River
2010 - Valleyview Hillside
2011 - McLennan Providence
2012 - Prairie River
2013 - Prairie River
2014 - Prairie River
2015 - Prairie River
2016 - St. Andrew's

Boys' Division

1998 - Valleyview Hillside
1999 - Prairie River
2000 - Prairie River
2001 - Prairie River
2002 - Valleyview St. Stephen's
2003 - Prairie River
2004 - St. Andrew's
2005 - Donnelly G.P. Vanier
2006 - St. Andrew's
2007 - Prairie River
2008 - Valleyview Hillside
2009 - St. Andrew's
2010 - Valleyview Hillside
2011 - Prairie River
2012 - St. Andrew's
2013 - Prairie River
2014 - Prairie River
2015 - Prairie River
2016 - Gift Lake



Field Services
Program and System Support
44 Capital Boulevard
10044 – 108 Street
Edmonton, Alberta T5J 5E6
Canada
www.education.alberta.ca

March 24, 2016

Donna Barrett
Superintendent
Northland School Division
P.O. Bag 1400
9809 77 Avenue
Peace River Alberta T8S 1V2

Dear Donna:

Thank you and Lorraine Cardinal-Roy for meeting with Trish Randolph-Beaver and me to discuss Northland School Division's *2015/2016-2017/2018 Three Year Education Plan and 2014/2015 Annual Education Results Report* on February 2, 2016. We appreciated the dialogue focused on your plan and results for continuous improvement in the jurisdiction.

We appreciated the information you provided and our discussion on current initiatives, significant accomplishments, and challenges within the jurisdiction. We commend the jurisdiction for its efforts in addressing student learning through the division wide literacy initiative and your continued efforts to embed practice within the Northland teaching culture. We were pleased to hear of the progress in utilizing data to inform division wide and school based decision making. We agree that a focus on leadership development and promoting high levels of engagement in common professional learning opportunities for all staff around literacy may prove to be a high leverage initiative. A continued focus on strengthening Cree and Dene language and culture will also be well received by Northland communities.

As per our discussion on February 2, 2016, Alberta Education looks forward to supporting your efforts in targeted areas of improvement you have identified, including a continued focus on the literacy initiative, on-going support for improving attendance, and excellence in student learning outcomes. We are looking forward to learning more about ways in which the division can add numeracy as an academic focus area and how experiential learning, especially land-based learning, will add to the cultural mosaic of student engagement opportunities. Hopefully the division can build on the insights you gather after your first year of the High School Redesign initiative and your ongoing efforts around relationships between and with students, staff, parents, and community all contributing to cultural foundations that will underpin your learning communities.

.../2

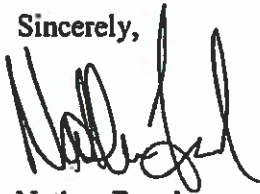
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Donna Barrett
Page Two

From my review, the planning and reporting processes established by the jurisdiction are aligned with the planning and reporting requirements established by the Ministry of Education in the *Policy and Requirements for School Board Planning and Results Reporting April 2015*. The plan and annual report include all required elements. Please express our appreciation to those who coordinated and assisted in the creation of the thoughtful and detailed plan and report. We hope that our ongoing dialogue will support your efforts to enhance student success and continuous improvement in your jurisdiction.

If we can be of assistance in your planning or reporting process or any other matter, please do not hesitate to contact Trish at 780-415-1347 or by email at Trish.Randolph-Beaver@gov.ab.ca or me at 780-422-0795 or by email at Nathan.freed@gov.ab.ca.

Sincerely,

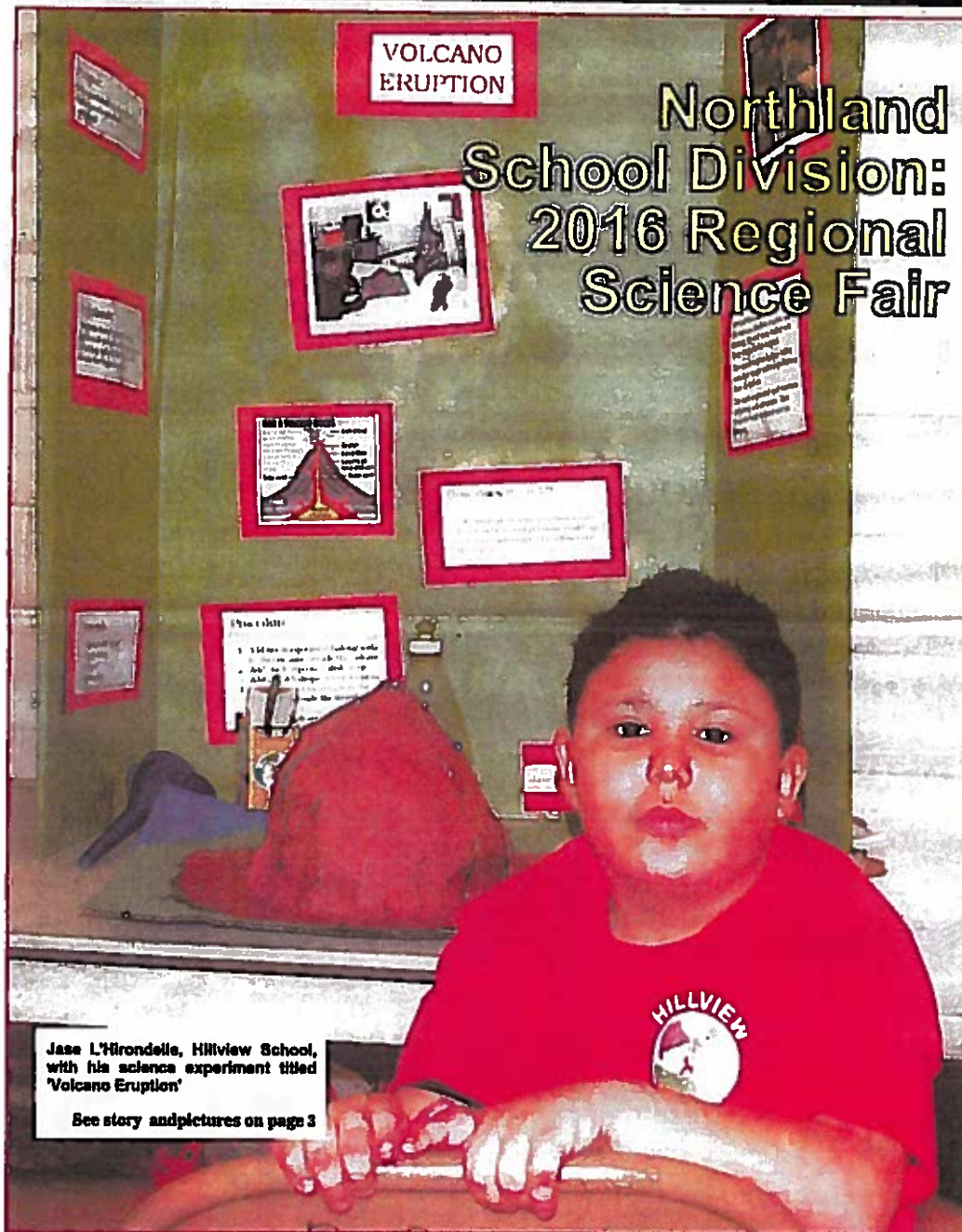


Nathan Freed
Director,
North Services Branch

cc: Colin Kelly, Official Trustee
Trish Randolph-Beaver, Education Manager, Collaboration and Learning Supports
Branch

Spotlight

Wednesday, March 30, 2016



Jase L'Hirondelle, Hillview School, with his science experiment titled 'Volcano Eruption'
See story and pictures on page 3

Northland School Division's 2016 Regional Science Fair

Curtis Walty

Have you ever wondered how taste buds work or how to make your own flash light? Northland School Division's Regional Science Fair provided those answers and more on March 15th at Bishop Routhier School. The school's gymnasium was packed with over 50 students, staff and parents from Bishop Routhier School (Peavine Métis Settlement), Grouard Northland School, Hillview School (East Prairie Métis Settlement) and St. Theresa School (Wabasca-Desmarais). Regional Science Fair judges Kaylyn Jackson, Lesser Slave Watershed Council, Levi Ness, High Prairie-RCMP, Don Cunningham, Bishop Routhier Local School Board Committee, Janis

Cunningham, Bishop Routhier School Substitute Teacher and Volunteer reviewed 48 projects who placed 1st or 2nd place in local science fairs.

Whether it was watching how a storm forms, or learning which energy drink creates the most electricity, the judges had their hands full deciding on who deserves 1st, 2nd and 3rd place for students in grades 1-7. Bishop Routhier School Teacher and Regional Science Fair Organizer Heather Hempstock says she was impressed with every student Regional Science Fair. She would also like to thank all of the volunteers who made the Regional Science Fair a success.

Congratulations to 1st, 2nd and 3rd place winners!

Grade 1 Winners:

- 1st - Egg Tastic - Wyatt Evoy, St. Theresa School
- 2nd - How do plants drink water? - Summer Gladue and Sadie Gladue, St. Theresa School
- 3rd - Water Lily - Elyssa Gladue and Aliyah LHirondelle, Grouard Northland School
- Freaky Flowers - Leslie Grey and Teajence Sutherland, Grouard Northland School

Grade 2 Winners:

- 1st - How to make Playdough - Ashley Auger, St. Theresa School
- 2nd - Optical Illusions - Darby Bissell, St. Theresa School
- 3rd - The Volcano - Jase LHirondelle and Tyrus Bone, Hillview School

Grade 3 Winners:

- 1st - Glow in the Dark Lava Lamp - Hayden Sinclair and Ava Cardinal, St. Theresa School
- 2nd - How to make Slime - Tyranny Bedard and Frank Fei, Hillview School
- 3rd - Penny Experiment - Ingrid Mindel and Markada Thunder, Grouard Northland School

Grade 4 Winners:

- 1st - Why do we taste? - Julie Rathbone and Georgia Malloy, St. Theresa School
- 2nd - Balloon Rocket - Elijah Supernault and Hayden Okemow, Grouard Northland School
- 3rd - Meltdown - Hayden Gaze and Kilo Sutherland, Grouard Northland School

Grade 5 Winners:

- 1st - Acids and Bases - Nick Auger, St. Theresa School
- 2nd - Is lead a good conductor? - Paris Anderson and Kailleen Nanooch, Grouard Northland School
- Bouncy Eggs - Madison Chailleux and Chezny Noskiye, St. Theresa School
- 3rd - Walking Water - Holly Durose, St. Theresa School

Grade 6 Winners:

- 1st - How a Storm is Formed - Linden Rathbone, St. Theresa School
- 2nd - Solid or Liquid - Anna Fritz and Eva Houle, St. Theresa School
- Static Flyer - Tyler and Theron Mindel, Grouard Northland School
- 3rd - Egg Drop - Madison Noskiye and Autumn Supernault, St. Theresa School

Grade 7 Winners:

- 1st - Electric Energy Drinks - Danielle Lamoche, Grouard Northland School
- 2nd - Robotic Hands - Chase Halcrow, Grouard Northland School
- 3rd - Magic Milk - Aaron Mindel, Grouard Northland School



Tyler and Theron Mindel, Grouard Northland School, Grouard 'Static Flyer'



Danielle Lamoche, Grouard Northland School 'Electric Energy Drinks'



Tyranny Bedard and Frank Fei, Hillview School 'How to make Slime'



Ingrid Mindel & Markada Thunder, Grouard Northland School, 'Penny Experiment'

Red Road Gala

*Reprinted with permission from
Northlands School Division
Author Credit: Curtis Walty
Photo Credit: Jaeda Feddema*

The 4th Annual Red Road Gala will be one to remember. The event, hosted by the Asenwuche Winewak Nation's (AWN) Aboriginal Youth Council, carried on despite a power outage November 21st at the Grande Cache Legion. The council, which includes students from Susa Creek School, provided a night filled with dancing and drumming while wearing traditional clothing. The event helps to raise money for the youth council and promote healthy lifestyle choices for youth.



Kyleigh Wanyandie, "It was really fun and I was glad everyone was having a good time. My favourite part was the dancing. I thought the show was going to stop when the power went out but when I heard that the show was going to keep going I was happy. Having a show in the dark, I could barely see, and I was a little afraid that I was going to fall off the stage when I was dancing. I enjoyed dancing."

Devina Daire, "It was nice, my favourite part was when the lights went out and we kept it going, working together as a community. It was different dancing and modelling in the dark. It was nice to see the new outfits and it was cool to hear the sound of the jingles to the beat of the drum."

Rhythm Hallock, "It was fun when I went there. When I first got there I was happy. I was happy that I got to perform and I was happy to see most of my family and walk (model) with my cousin. The silliest part is the when the power went off and on but I liked it when it went off. It was nice

you could still see with the candles on the stage. I liked seeing everyone laugh and seeing everyone happy."

Rebecca Wanyandie, "It was fun because we got to model and dance. It was fun when I got to dance fancy."





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→ Teaching healthy habits: kids' wellness program to be expanded across rural and Northern Canada through federal-private sector partnership

News Release



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Teaching healthy habits: kids' wellness program to be expanded across rural and Northern Canada through federal-private sector partnership

More children and youth in remote communities will benefit from a program aimed at improving physical activity, nutrition and mental health, thanks to the expansion of APPLE Schools into rural Alberta, Manitoba and the Northwest Territories. The announcement was made today by the Honourable Jane Philpott, Minister of Health, to mark World Health Day.

APPLE Schools has been operating successfully in northern Alberta since 2008, reaching over 16,500 kids to date. Results from these schools show that kids in this program eat more fruits and vegetables, are 35 percent more active and are 40 percent less likely to be obese than other students in Alberta. These positive health behaviours are proven to lead to less chronic disease and higher academic performance. New programming will focus on communities with representation from Indigenous or immigrant populations. Northland and Northern Lights School Divisions will be the first school divisions in which expansion will occur.

APPLE Schools is delivered in partnership between the Public Health Agency of Canada, Canadian Natural Resources Limited, Inter Pipeline, The Joyce Foundation, Pembina Pipeline Corporation, and Allan P. Markin. Other financial contributors are HDF Insurance, TransCanada Pipelines and StatoilCanada. This is one of many partnership projects under the Government of Canada's *Multi-sectoral Partnerships to Promote Healthy Living and Prevent Chronic Disease* program that helps kids develop the skills necessary to lead more active and healthier lives.

Quick Facts

- The Public Health Agency of Canada is investing \$2.4 million in this program. With additional funding from Canadian Natural Resources Limited, Inter Pipeline, The Joyce Foundation, Pembina Pipeline, Allan P. Markin, HDF Insurance, Statoil Canada, TransCanada Pipelines, APPLE Schools will receive a total investment of over \$4.5 million, over six years.
- The Public Health Agency of Canada's *Multi-Sectoral Partnership Approach to Healthy Living and Chronic Disease Prevention* invests approximately \$20 million each year in innovative partnerships and projects to promote healthy living and help prevent chronic diseases, injuries and obesity.
- Nearly one in three children in Canada are overweight or obese, increasing their chances of developing a chronic disease, such as Type 2 diabetes, cancer and heart disease later in life.
- The economic costs of obesity were estimated at \$4.6 billion in 2008, up about 19% from \$3.9 billion in 2000, based on costs associated with the eight chronic diseases most consistently linked to obesity.
- Factors that influence obesity include physical activity, diet, socioeconomic status, ethnicity, immigration, and environmental factors.

Quotes

"Knowing that physical activity and healthy eating habits increase quality of life, self-esteem, social interactions and academic performance in kids, I'm delighted to announce that APPLE Schools will expand into more communities and schools across Canada. This will give more kids in rural and remote communities the tools they need to make eating healthy and exercising part of their daily lives. With today's World Health Day focus on diabetes, I am happy to bring attention to a program that is working to prevent diabetes and other chronic diseases."

*The Honourable Jane Philpott, P.C., M.P.
Minister of Health*

"APPLE Schools is pleased to continue to make a difference in children's lives in collaboration with school jurisdictions, industry partners and charitable organizations. Together we are committed to ensure that underserved children and youth are provided with opportunities to eat well, move more, and feel engaged and positive at school. We strive for

healthy kids in healthy schools and are looking forward to seeing the school communities come alive with healthy living initiatives determined by their own communities."

Dr. Lory Laing, Chair of The APPLE Schools Foundation

Associated Links

[APPLE Schools](#)

[Public Health Agency of Canada](#)

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Contacts

Public Inquiries:

(613) 957-2991

1-866 225-0709

Public Health Agency of Canada

Media Relations

(613) 957-2983

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Hon. Jane Philpott

Public Health Agency of Canada

Health Canada

Health and Safety

Date modified:

2016-04-07

Government of Canada activities and initiatives

Budget 2016



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High Prairie,
Alberta

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Junior high program facing extinction

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Local, National, and
International
Weather

Chris Clegg
for South Peace News

The few dozen people attending a public meeting to discuss the possible closure of the junior high program at Grouard Northland see the writing on the wall.

[Community
Calendar](#)

Find Out Whats
New Around The
Town Of High
Prairie

Instead of arguing over keeping the program going, most seemed concerned with the transition of the students attending High Prairie in the future.

However, Frank Sutherland and Dan Lamouche Jr. agreed it was the first step toward closing the school entirely.

“Once you take the junior high away, it’s only matter of time before elementary is taken away,” he said. “I can see it.”

Sutherland also serves as a councillor for Big Lakes County.

“It’s the first step towards closing the whole school down, he said.

The meeting was called by Northland brass to let the public know the division was considering the move. Supt. Donna Barrett first told the audience that closing junior high was only a proposal and nothing was written in stone.

“At this point, no decisions have been made,” she said.

Anytime a division closes three straight grades it is called a school closure under the School Act, and a public process must be followed.

“We are required to have at least one public meeting...we may have more,” said Barrett.

Four other points must be followed, of which three have already occurred:

- the school board must pass a motion indicating its intent to consider the closure.
- parents and/or guardians of each student in the school must be notified who are significantly impacted by the closure.
- parents in the community must be notified of the board’s intention and advertise a public meeting.
- a board decision must be made on the closure of the junior high program.

Northland’s decision to consider closure is based on low enrolment. This year, there are only eight students in Grades 7-9. In 2011-12, there were 32 students.

Barrett said it was difficult and costly to offer programs with so few students.

Northland’s official trustee, Colin Kelly, agreed it was a serious issue, but he reminded people the proposal had nothing to do with the local school board committee.

“They did not initiate this process,” said Kelly.

“The decision will not be made tonight and it will not be made lightly,” he added.

As the process evolves, Northland employees will be going door to door to get everyone’s opinion.

“Will there be more community meetings?” asked resident Fern Welch.

Barrett and Kelly promised another public meeting would be held. Welch suggested it should occur before the door-to-door interviews.

“I agree,” said Kelly. “We need to give people time to think about the information. It’s a lot to think about.”

Residents were told if the program is closed, students would be bused to High Prairie for free.

And if the junior high program closes, it doesn’t mean it’s permanent.

“Once a program is closed, it doesn’t mean it can’t re-open,” said Barrett.

Discussion also occurred about why enrolment was dropping. Jennifer Auger

said it was because of a low high school graduation rate and the lack of much-needed extra-curricular programs.

Barrett agreed there was a lack of programs but said she didn't have graduation numbers.

"We could try to access [the numbers], she said.

Parents also wanted assurances their children would be helped with the transition to High Prairie. Often, they said, students find the move to another town difficult for various reasons including culture, peer pressure and not being prepared to face the education challenges of junior high.

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Donna Barrett <donna.barrett@nsd61.ca>

Office of the Auditor General's review of school-building program

1 message

Education Minister <Education.Minister@gov.ab.ca>
Cc: Brian Mason - Infrastructure <brian.mason@gov.ab.ca>

Tue, Apr 12, 2016 at 3:39 PM

To: Board Chairs of Public, Separate, Francophone and Charter School Boards

In October 2015, I asked the Office of the Auditor General (OAG) to examine the processes used to plan school projects announced in 2013 and 2014.

That review is now complete. While the OAG recognizes the departments of Education and Infrastructure have made improvements in recent months, they found that further improvements are needed so that adequate systems to plan, deliver, and report on the school-building program are in place.

Both departments have accepted all of the recommendations in the report and agree they will help improve processes and ensure more accountability. Education will now work with Infrastructure to prepare a detailed implementation plan to address the OAG recommendations. The implementation plan will be finalized and submitted to the Office of the Auditor General no later than July 15, 2016.

In light of the OAG report, I'd like to, once again, ask you to participate in the capital planning review that is currently underway. Education previously provided details on this review to board chairs and superintendents on March 24, but I want to stress how important this review is to improving our practices.

When KPMG contacts you, I ask that you please participate fully and provide any information you feel is significant to this review exercise. We need and value your participation because you are an important part of the capital planning process.

Thank you again for taking the time to contribute to this important initiative designed to help improve our school-building program.

Sincerely,

David Eggen

Minister of Education

cc: Honourable Brian Mason, Minister of Infrastructure

Superintendents of Public, Separate, Francophone and Charter School Boards

Secretary Treasurers of Public, Separate, Francophone and Charter School Boards

Communications Contacts at School Divisions

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the Director's Report

MARCH 2016

FIELD SERVICES

Important Dates

- March 31, 2016 – Deadline for school authorities to submit policies and procedures that address their responsibilities under sections 45.1 and 16.1 of the *School Act*, as per the Minister's emails.
- April 1, 2016 – 2017-2020 Capital Plan Submission

2017-2020 Capital Plan Submission

Every school authority is required to review and update all capital projects in its submission to ensure that the data in the Web-based Application Program is current and accurate. All projects submitted in the first year of the plan must contain as much detail as possible, including information regarding any potential partnerships. This will enable department staff to fully understand the scope of each project and the criteria that supports the urgency of the priority so it can be properly evaluated.

Following are the requirements for this year's submission:

- The submission deadline is April 1, 2016.
- All components of a project must be included in a single submission (e.g., a modernization with a small addition and a partial demolition of a school is considered one project).
- All projects, regardless of category, must be prioritized into a single list from highest to lowest priority.
- Be sure to append all required attachments, including site checklists.

Accuracy in capital plans is essential as recommendations for project approval are based on the most recent information and priorities provided in these submissions. Advocacy for jurisdiction projects is possible only to the extent that a strong and compelling case has been made in the capital plan submission.

For more information, please contact Michael Ediger, Director, North Region, Capital Planning, at michael.ediger@gov.ab.ca or at 780-427-2083 or Avi Habinski, Director, South Region, Capital Planning, at avi.habinski@gov.ab.ca or at 780-427-2272. Dial 310-0000 first for toll free access in Alberta.

Provincial Diploma Exam Writing Centres

For each diploma exam administration, Alberta Education operates two provincial diploma exam writing centres — one in Calgary (SAIT, Symposium Room in the Campus Centre Building) and one in Edmonton (University of Alberta, Dentistry/Pharmacy Building). The provincial diploma exam writing centres provide students who are not enrolled in a local high school with access to writing diploma exams.

Students who may write diploma exams at the provincial diploma exam writing centres are:

- mature students who are not enrolled in a local high school; or
- distance education students who are not enrolled in a local high school.

Examples of mature students who are not enrolled in a local high school include:

- adults who are challenging diploma exams;
- and/or Grade 12 students who are rewriting diploma exams in August and are no longer enrolled at a local high school.

Students who are enrolled in a distance education course and are also enrolled at a local high school are expected to write diploma exams at their local high school.

For August administrations of diploma exams, high schools that operate summer-school programs are also expected to administer diploma exams at their local high school.

For further information, please contact Dan Karas, Director, Exam Administration Branch, at dan.karas@gov.ab.ca or at 780-492-1425. Dial 310-0000 first for toll-free access in Alberta.

Student Attendance

Research identifies a number of risk and protective factors that may provide guidance to school authorities and schools in planning strategies to increase attendance. Data informed decisions about early interventions can have a positive impact on student attendance.

Resources to help school leaders promote attendance and create strategies for attendance issues are available on the Alberta Education website (<https://education.alberta.ca>).

For further information, please contact Joy Malloch, Senior Manager, School and Community Supports for Children and Youth Branch, at joy.malloch@gov.ab.ca or at 780-427-5401. Dial 310-0000 first for toll-free access in Alberta.

Inclusive Education Policy Framework

An engagement process is underway to consult on Alberta's draft *Inclusive Education Policy Framework*. The framework, along with the *Inclusive Education Policy* statement in the [Guide to Education](#), will provide guidance and direction for school authorities and government to create a shared vision of an inclusive education system.

Members of Alberta Education's Advisory Committee for Building an Inclusive Education System met on January 8, 2016 to review the draft framework. This group represents over 30 community and professional organizations across the province, including the Alberta School Boards Association, the Alberta Teachers Association and several community groups.

Advisory representatives have the opportunity to extend the engagement process by hosting follow-up facilitated conversations with their home agencies and groups. Alberta Education is supporting several of the stakeholder groups with their individual review sessions.

Engagement sessions have also been held with key Ministry staff.

A working group of community partners will review all feedback in April. The *Inclusive Education Policy Framework* is scheduled to be completed in May 2016.

For further information, please contact Leah Dushenski, Senior Manager, School Accreditation and Standards, at leah.dushenski@gov.ab.ca or at 780-427-6894. Dial 310-0000 first for toll-free access in Alberta.

Valuing Mental Health: Report of the Alberta Mental Health Review

In June 2015, Premier Notley called for a comprehensive review of Alberta's addiction and mental health system. Public and stakeholder consultations on the Mental Health Review took place in the fall of 2015 and the committee received feedback from around 3,000 people through written submissions, presentations and an online questionnaire. Various Education stakeholders were consulted throughout the review.

The *Valuing Mental Health: Report of the Alberta Mental Health Review Committee* was released on February 22, 2016.

The recommendations in the report will guide our work in building a better system of addiction and mental health care. We recognize this will require a collaborative approach between Government ministries and stakeholders, including education partners.

The Valuing Mental Health report is now available on the [Alberta Health](#) website.

For further information, please contact Marni Pearce, School and Community Supports for Children and Youth Branch, at marni.pearce@gov.ab.ca or at 780-422-5045. Dial 310-0000 first for toll-free access in Alberta.

Robyn Allen Leadership Award: Nomination Deadline March 11, 2016

The Allen Family along with Food Allergy Canada is pleased to announce they are accepting nominations for the Robyn Allen Leadership Award.

This award is a tribute to Robyn Allen, who sadly succumbed to an anaphylactic reaction in 1990. The Robyn Allen Award is given by the Allen family in appreciation to those who champion anaphylaxis-related causes through awareness building and influencing change that impacts quality of life through improved policies, research, education, and advocacy.

If you have a suitable candidate or group in mind, contact Jane Holden, Member Services, Food Allergy Canada, at info@foodallergycanada.ca to receive a nomination form.

the Director's Report

APRIL 2016

FIELD SERVICES

Important Dates

- April 14, 2016 – Announcement of Budget 2016
- May 2-6, 2016 – Education Week; the theme is Learning Together

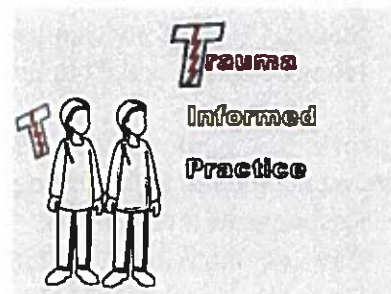
Trauma-Informed Practice

Students who experience severe or chronic trauma may be at risk for difficulties with learning, memory or social-emotional skills. They may demonstrate a range of actions from extreme aggression to withdrawal. By understanding how trauma affects the developing brain, we can avoid unknowingly causing a student to feel unsafe. We can select strategies that show empathy and help to create a safe environment where learning positive ways of handling emotions and relating to others can begin.

Web resources to support trauma-informed practice in schools:

1. Alberta Education

- Trauma-Informed Practice (<https://education.alberta.ca/trauma-informed-practice/overview/everyone/other-sites/>). This webpage includes resources to support trauma-informed practice in schools. Included is a new video and conversation guide to support professional learning.



2. Alberta Centre For Child, Family & Community Research: *Supporting Every Student Learning Series*

- Trauma-informed Practice Webinar (<http://www.research4children.com/theme/common/page.cfm?i=10003043>). This webinar includes a conversation guide on the essential elements for building trauma-sensitive schools.
- Other webinar topics (with more to come) in the *Supporting Every Student Learning Series* include: Supporting Refugee Students, Brain Development and the Effects of Bullying on Children.

3. The Trauma Informed Care Project (TIC) Alberta Health Services

- What is Trauma Informed Care? E-module (<https://dl.dropboxusercontent.com/u/466896042/Trauma%20Informed%20Care%20eLearning%20Module/TIC%20E-Learning%20Module%20A1%20-%20What%20is%20Trauma%20Informed%20Care/story.html>). This introductory learning module introduces key concepts and practices of trauma informed care. It is intended for all service providers, regardless of their role. To get access to the module, email tic@ahs.ca.

Note: Please ensure you run the module in Internet Explorer or the certificate may not print correctly.

- TICbyte Newsletter (<http://www.mailoutinteractive.com/Industry/View.aspx?id=759564&q=978245188&qz=734dba%20-%20article2044393>). The TIC Byte newsletter features articles on related topics, practice tips, upcoming events, and updates on the trauma-informed care project. Please email tic@ahs.ca if you would like to receive the link to subscribe to the TIC Byte.

For further information, please contact Dena Davis, School and Community Supports for Children and Youth Branch, at dena.davis@gov.ab.ca or at 780-422-6547. Dial 310-0000 first for toll-free access in Alberta.

Creating a Welcoming, Caring, Respectful, Safe Learning Environment: A Whole School Approach

Just as a house needs a sturdy foundation, all students need a positive, supportive environment where they feel connected, valued and safe. A whole-school approach is the most effective way to build a strong foundation for student success and well-being. A whole-school approach is when the following four components work in harmony to improve students' social, emotional and academic growth:

- Policies and Practices;
- Teaching and Learning;
- School Culture/Environment; and
- Home, School, and Community Partnerships.

Frameworks that support a whole school approach for developing social-emotional competencies, promoting positive mental health and building welcoming, caring, respectful and safe environments include:

- Response to Intervention;
- Positive Behaviour Supports; and
- Comprehensive School Health.

Alberta Education resources and tools to support implementing a whole-school approach are accessible at <https://education.alberta.ca/safe-and-caring-schools/whole-school-approach/>.

For further information, please contact Marilyn Huber, Senior Manager, School and Community Supports for Children and Youth Branch, at Marilyn.Huber@gov.ab.ca or at 780-422-3231. Dial 310-0000 first for toll-free access in Alberta

Regional Collaborative Service Delivery Expansion to First Nations

Regional Collaborative Service Delivery (RCSD) is an approach to help children, youth and their families access supports they need to be successful at home, in school and in their communities. It's about using resources already in place more efficiently by working together. This can include, but is not limited to, mental health supports, speech-language and occupational therapy. RCSD is a partnership between school authorities, Alberta Health Services, Alberta Human Services and other community partners. There are 17 RCSD regions across the province, 14 of which have First Nations communities within their regional boundaries.

As part of its commitment under the Memorandum of Understanding for First Nations Education in Alberta to extend select provincial initiatives to First Nations; Alberta is supporting the expansion of RCSD to include

children, youth and their families, living and attending school in First Nations communities. The expansion of RCSD to interested First Nations has begun through initial engagement and relationship building with full expansion targeted for August 31, 2018.

To raise awareness about the expansion of RCSD with First Nations, Collaborative Planning Workshops were held across the province in January 2016. The workshops were hosted by the First Nations, Métis and Inuit Education Division with First Nations representatives and other partners in attendance. RCSD regions have received a funding allocation as well as tools and resources to support the initial engagement with interested First Nations. A series of video conference sessions were held with the RCSD regions were held to discuss the work moving forward.

For further information, please contact the Regional Collaborative Service Provincial Office at EDC.RCSD@gov.ab.ca or at 780-422-6548. Dial 310-0000 first for toll-free access in Alberta.

Standards for Teachers, School Leaders and School Authority Leaders

Quality of leadership in our schools and at the school authority level is a key factor for supporting quality teaching and student success. The *Teaching and Leadership Excellence in Alberta Initiative* is a collaborative effort between Alberta Education and education partners to ensure that there is an excellent teacher in every classroom and excellent leaders in the education system.

To ensure consistency and currency of practice across Alberta, ministry staff from the System Excellence Division have been working together with education partners from across the province on standards for teachers, school leaders, and school authority leaders. In addition to setting professional practice standards, standards guide teacher and leader preparation programming, supervision, evaluation and professional development, as well as offering public assurance of the high standard to which all teachers and leaders in the province are held accountable.

In collaboration with education stakeholders, the Ministry is undertaking the following work:

- revising the 1997 *Teaching Quality Standard* to ensure that teacher competencies are current, relevant, and appropriate for the teaching profession in Alberta today;
- developing a *School Leader Standard* (for principals, assistant, associate and vice principals), closely based on the 2009 *Principal Quality Practice Guidelines*; and
- developing a *School Authority Leader Standard* (for superintendents, deputy superintendents and senior central-office leaders holding teacher certification).

All three draft standards are expected to be recommended to the Minister for authorization by Summer or Fall 2016. An implementation plan is being developed to support the standards, and it is expected that a reasonable timeline for implementation of the standards will be determined.

For further information, please contact Carmen Somers, Director, Teacher Excellence and Certification, at carmen.somers@gov.ab.ca or at 780- 422-3210 or Randy Clarke, Director, Leadership Excellence Branch, at randy.clarke@gov.ab.ca or at 780-427-4370.

Public Education Collective Bargaining Act

On December 11, 2015, the *Public Education Collective Bargaining Act* received Royal Assent and came into force on January 1, 2016.

The legislation implements a two-table model for teacher bargaining. Two-table teacher bargaining allows for a centralized component to the collective agreement that is consistent across the province; but also allows for items that are by their nature reflective of local conditions to remain to be bargained at the local level.

The legislation also establishes the Teachers' Employer Bargaining Association (TEBA). TEBA has the exclusive authority, and is the sole party, to bargain collectively with the Alberta Teachers' Association on behalf of the 61 publicly funded school boards and the Government of Alberta with respect to the items at the central table.

There are now three stages to reaching collective agreements between teachers and school boards in the province.

- TEBA will negotiate with the Alberta Teachers' Association (ATA) over which items will be bargained centrally, for all teachers, and which will be bargained locally.
- TEBA and the ATA will bargain over the central items. A notice to commence central bargaining by TEBA or ATA must be served not less than 15 and not more than 30 days after the central and local matters have been determined.
- After the central agreement has been ratified, local bargaining will begin. This will see each school authority and their teachers settling a final agreement that includes the central terms and ratified local terms and conditions. A notice to commence local bargaining by an employer of the ATA must be served after, but not more than 60 days after the central agreement has been ratified or the central terms have been otherwise settled.

Effective February 24, 2016, TEBA began operations as the *Public Education Collective Bargaining Regulation* came into effect. The Regulation also officially began operations for the TEBA Board of Directors.

TEBA is made up of a Representative Committee that includes trustee representatives from each school board and a Board of Directors consisting of eight government appointed and six trustee representatives. The Board of Directors members are:

- John Acheson, Edmonton Catholic Separate School District;
- Amber Stewart, Calgary School District;
- Linda Wellman, Calgary Roman Catholic School District;
- Colleen Munro, Rocky View School Division;
- Peter Grad, Medicine Hat Catholic Separate Division;
- Tammy Henkel, High Prairie School Division;
- Lorna Rosen, Deputy Minister of Alberta Education (Acting Chair);
- Philip Bryden, Deputy Minister of Alberta Justice and Solicitor General;
- Ray Gilmour, Deputy Minister of Alberta Treasury Board and Finance;
- Lana Lougheed, Deputy Minister of Corporate Human Resources and Public Service Commissioner;
- Jessica Bowering, Assistant Deputy Minister, Community Policy and Regulations Coordination, Policy Coordination Office, Executive Branch, Government of Alberta;
- Kevin Davediuk, Chief Advisor on Negotiations, Alberta Treasury Board and Finance;
- Gene Williams, Assistant Deputy Minister, System Excellence, Alberta Education (Chair); and

- Doug Aitkenhead, Executive Director, Research, System Assurance, Engagement and Teacher Relations Sector, Alberta Education.

Negotiations between TEBA and the ATA on the determination of central and local matters will commence shortly.

For further information, please contact Lila Borhot, Director of Teacher Relations Branch, at lila.borhot@gov.ab.ca or at 780-644-2596. Dial 310-0000 first for toll-free access in Alberta.

Questions from the Field

Q: What is happening with the reestablishment of a Northland School Division Board of Trustees?

A: A cross-ministry steering committee has been established by the Minister to provide ongoing oversight and strategic guidance to Northland School Division in support of its efforts to improve its educational outcomes and to transition the division to an elected board. The committee has representation from across government including Education, Health, Human Services, Aboriginal Relations, and Advanced Education. The department is developing a strategic plan to support Northland to ensure that government's approach addresses the school division's complex challenges. The strategic plan will:

- Provide a holistic approach to support Northland that takes into account systemic challenges within the community related to health, social wellbeing, the legacy of residential schools and socioeconomic indicators; and
- Inform and support the work of the official trustee and provide guidance on transitioning the division to an elected board by October 2017. The cross-ministry steering committee will provide oversight and strategic guidance to the official trustee during the transition period.

Q: From a department perspective, is there a projected teacher shortage?

A: The department is not aware of a projected teacher shortage. There are some difficulties finding certain specialists including French Immersion teachers.

Q: Will coding be part of the revised K-9 curriculum? Coding is what makes it possible for people to create computer software, apps and websites.

A: As Alberta's economy continues to grow and diversify, computer science is an increasingly important field of study. Consideration will certainly be given for "coding" as an explicit focus in future programs of study.

Background

The K-12 Information and Communication Technology curriculum provides a broad perspective on the nature of technology and is infused within core courses and programs. In this program, students are expected to demonstrate an understanding of the general concepts of computer programming and the algorithms that enable technological devices to perform operations and solve problems.

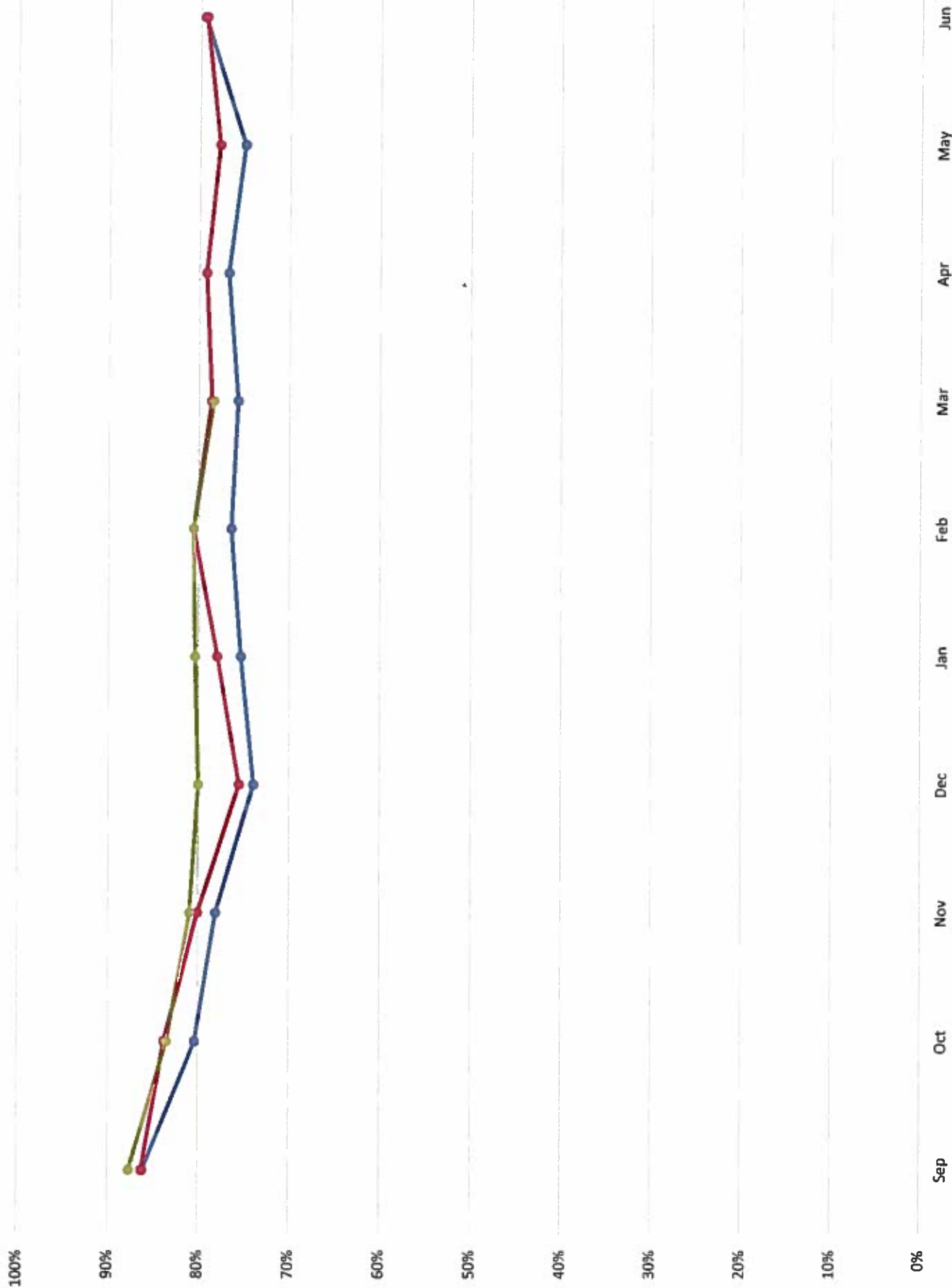
To be introduced in September 2016, for Grades 5 to 9, there is a new optional Career and Technology Foundations (CTF) program designed by Alberta Education in collaboration with teachers to ensure students are given the flexibility to pursue areas of interest, including computer programming. CTF enables students to design, explore and create solutions for relevant and meaningful challenges.

Within the current high school Career and Technology Studies (CTS) curriculum, the ministry has developed courses in Computing Science. These courses are independent of any specific programming language in order to give teachers the flexibility to meet student interests and needs. There are also opportunities within CTS for students to achieve external certifications related to computer studies. The quality of Alberta's curriculum and our commitment to the computing sciences is recognized by our post-secondary institutions. High school CTS Computer Science courses are accepted as the science requirement for entrance into select bachelor degree programs at many Alberta post-secondary institutions.

For further information, please contact Merla Bolender, Executive Director, Programs of Study and Resources, at merla.bolender@gov.ab.ca or 780-644-2530 or Cheryl Przybilla, Director, Citizenship and Career Pathways, at cheryl.przybilla@gov.ab.ca or 780-422-3282.

NSD61 Division Attendance

2013-2014 2014-2015 2015-2016



2015-2016 Division Attendance

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
September 2014	1347 (48%)	347 (12%)	470 (17%)	272 (10%)	149 (5%)	82 (3%)	146 (5%)	2807
September 2015	1445 (52%)	305 (11%)	450 (16%)	249 (9%)	127 (5%)	79 (3%)	116 (4%)	2771
October 2014	1168 (42%)	390 (14%)	496 (18%)	294 (10%)	170 (6%)	84 (3%)	204 (7%)	2806
October 2015	1229 (45%)	245 (9%)	516 (19%)	287 (10%)	152 (6%)	101 (4%)	228 (8%)	2758
November 2014	793 (28%)	456 (16%)	579 (21%)	316 (11%)	235 (8%)	133 (5%)	271 (10%)	2783
November 2015	873 (32%)	399 (14%)	603 (22%)	303 (11%)	184 (7%)	121 (4%)	270 (10%)	2753
December 2014	596 (21%)	439 (16%)	531 (19%)	355 (13%)	290 (10%)	161 (6%)	426 (15%)	2798
December 2015	895 (32%)	396 (14%)	478 (17%)	362 (13%)	212 (8%)	129 (5%)	283 (10%)	2755
January 2015	902 (32%)	223 (8%)	529 (19%)	372 (13%)	249 (9%)	173 (6%)	338 (12%)	2798
January 2016	846 (31%)	402 (15%)	554 (20%)	305 (11%)	250 (9%)	128 (5%)	267 (10%)	2752
February 2015	793 (29%)	430 (16%)	536 (19%)	350 (13%)	239 (9%)	174 (6%)	240 (9%)	2762
February 2016	909 (34%)	393 (15%)	527 (20%)	295 (11%)	228 (9%)	114 (4%)	200 (8%)	2666
March 2015	873 (32%)	296 (11%)	569 (21%)	352 (13%)	225 (8%)	146 (5%)	296 (11%)	2557
March 2016	603 (23%)	424 (16%)	577 (22%)	395 (15%)	229 (9%)	178 (7%)	262 (10%)	2665

*Does not include Outreach

DIVISION ATTENDANCE FEBRUARY 2016

	95% - 100%	90% - 94%	80% - 89%	70% - 79%	60% - 69%	50% - 59%	Belbw 50%	Total
ECS	87	35	68	34	27	9	21	281
Gr. 1	89	44	58	29	31	11	12	274
Gr. 2	87	38	59	34	19	13	17	267
Gr. 3	102	40	56	25	20	9	8	260
Gr. 4	75	53	46	29	15	10	7	235
Gr. 5	92	39	45	24	18	9	11	238
Gr. 6	78	40	60	30	15	7	15	245
Gr. 7	66	40	31	22	25	8	19	211
Gr. 8	67	26	43	24	10	7	16	193
Gr. 9	38	25	27	16	16	7	31	160
Gr. 10	50	5	17	12	10	11	12	117
Gr. 11	38	6	12	9	12	8	20	105
Gr. 12	40	2	5	7	10	5	11	80
Student Totals	909	393	527	295	228	114	200	2666

*Does not include Outreach

DIVISION ATTENDANCE MARCH 2016

	95% - 100%	90% - 94%	80% - 89%	70% - 79%	60% - 69%	50% - 59%	Below 50%	Total
ECS	54	40	64	43	33	28	20	282
Gr. 1	57	49	62	48	22	19	17	274
Gr. 2	63	42	66	38	24	14	21	268
Gr. 3	77	52	58	28	22	13	14	264
Gr. 4	62	47	54	32	20	12	7	234
Gr. 5	68	49	46	34	18	12	11	238
Gr. 6	65	38	61	24	20	19	17	244
Gr. 7	36	32	49	45	12	13	25	212
Gr. 8	37	27	47	28	15	13	26	193
Gr. 9	16	16	19	35	17	12	43	158
Gr. 10	22	13	22	12	14	8	26	117
Gr. 11	17	14	17	15	9	10	23	105
Gr. 12	29	5	12	10	3	5	12	76
Student Totals	603	424	577	392	229	178	262	2665

*Does not include Outreach

February 2016 Division Attendance by School

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Anzac Community School	30 (35%)	0 (0%)	33 (38%)	9 (10%)	6 (7%)	5 (6%)	2 (2%)	85
ADCS	74 (32%)	5 (2%)	33 (14%)	25 (11%)	26 (11%)	21 (9%)	49 (21%)	233
Bill Woodward School	81 (70%)	4 (3%)	15 (13%)	7 (6%)	4 (3%)	1 (1%)	0 (0%)	112
Bishop Routhier School	14 (23%)	7 (11%)	14 (23%)	5 (8%)	10 (16%)	4 (6%)	8 (13%)	62
Calling Lake School	36 (32%)	12 (11%)	22 (19%)	25 (22%)	9 (8%)	2 (2%)	14 (12%)	120
Chipewyan Lake School	1 (3%)	11 (35%)	3 (10%)	3 (10%)	3 (10%)	1 (3%)	2 (6%)	24
Conklin Community School	20 (50%)	0 (0%)	16 (40%)	3 (8%)	2 (5%)	0 (0%)	0 (0%)	41
Dr. Mary Jackson School	19 (56%)	1 (3%)	8 (24%)	3 (9%)	0 (0%)	1 (3%)	0 (0%)	32
Elizabeth School	63 (45%)	22 (16%)	30 (22%)	11 (8%)	7 (5%)	6 (4%)	1 (1%)	140
Father R. Perin School	21 (26%)	16 (20%)	21 (26%)	13 (16%)	6 (7%)	4 (5%)	1 (1%)	82
Fort McKay School	24 (27%)	26 (29%)	17 (19%)	7 (8%)	8 (9%)	4 (4%)	5 (6%)	91
Gift Lake School	45 (25%)	28 (16%)	33 (19%)	18 (10%)	23 (13%)	10 (6%)	7 (4%)	164
Grouard Northland School	27 (33%)	10 (12%)	13 (16%)	12 (15%)	8 (10%)	5 (6%)	3 (4%)	78
Hillview School	13 (43%)	6 (20%)	7 (23%)	2 (7%)	2 (7%)	0 (0%)	1 (3%)	31
JF Dion School	39 (45%)	20 (23%)	14 (16%)	3 (3%)	7 (8%)	1 (1%)	2 (2%)	86
Kateri School	30 (32%)	16 (17%)	15 (16%)	8 (9%)	4 (4%)	7 (7%)	9 (10%)	89
Little Buffalo School	62 (34%)	19 (11%)	26 (14%)	20 (11%)	14 (8%)	10 (6%)	22 (12%)	173
Mistassiniy School	59 (17%)	46 (13%)	64 (18%)	37 (11%)	38 (11%)	21 (6%)	49 (14%)	314
Paddle Prairie School	44 (38%)	18 (15%)	23 (20%)	12 (10%)	12 (10%)	3 (3%)	1 (1%)	113
Peerless Lake School	50 (40%)	19 (15%)	20 (16%)	9 (7%)	13 (10%)	0 (0%)	8 (6%)	119
Pelican Mountain School	5 (23%)	4 (18%)	6 (27%)	5 (23%)	2 (9%)	1 (5%)	0 (0%)	23
St. Theresa School	137 (33%)	88 (21%)	88 (21%)	50 (12%)	23 (6%)	7 (2%)	16 (4%)	409
Susa Creek School	15 (31%)	15 (31%)	6 (12%)	8 (16%)	1 (2%)	0 (0%)	0 (0%)	45

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Career Pathways School	33 (36%)	1 (1%)	5 (5%)	12 (13%)	6 (7%)	10 (11%)	32 (35%)	99
Calling Lake Outreach School	3 (19%)	1 (6%)	0 (0%)	0 (0%)	1 (6%)	0 (0%)	4 (25%)	9

March 2016 Division Attendance by School

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Anzac Community School	12 (14%)	15 (18%)	18 (21%)	18 (21%)	12 (14%)	7 (8%)	3 (4%)	85
ADCS	42 (18%)	12 (5%)	38 (16%)	32 (14%)	19 (8%)	30 (13%)	58 (25%)	231
Bill Woodward School	2 (2%)	12 (11%)	37 (33%)	25 (23%)	20 (18%)	9 (8%)	6 (5%)	111
Bishop Routhier School	11 (18%)	6 (10%)	11 (18%)	13 (21%)	6 (10%)	7 (11%)	8 (13%)	62
Calling Lake School	24 (20%)	24 (20%)	27 (23%)	16 (13%)	10 (8%)	7 (6%)	12 (10%)	120
Chipewyan Lake School	1 (4%)	3 (13%)	8 (33%)	6 (25%)	5 (21%)	0 (0%)	1 (4%)	24
Conklin Community School	8 (20%)	10 (24%)	11 (27%)	5 (12%)	3 (7%)	2 (5%)	2 (5%)	41
Dr. Mary Jackson School	7 (22%)	10 (31%)	9 (28%)	4 (13%)	0 (0%)	1 (3%)	1 (3%)	32
Elizabeth School	60 (43%)	22 (16%)	31 (22%)	17 (12%)	2 (1%)	6 (4%)	2 (1%)	140
Father R. Perin School	21 (26%)	14 (18%)	24 (30%)	8 (10%)	0 (0%)	9 (11%)	4 (5%)	80
Fort McKay School	29 (32%)	10 (11%)	19 (21%)	11 (12%)	13 (14%)	2 (2%)	7 (8%)	91
Gift Lake School	37 (23%)	17 (10%)	43 (26%)	28 (17%)	21 (13%)	13 (8%)	5 (3%)	164
Grouard Northland School	28 (34%)	14 (17%)	14 (17%)	14 (17%)	5 (6%)	5 (6%)	2 (2%)	82
Hillview School	10 (32%)	8 (26%)	3 (10%)	6 (19%)	2 (6%)	1 (3%)	1 (3%)	31
JF Dion School	29 (34%)	20 (23%)	20 (23%)	5 (6%)	7 (8%)	3 (3%)	2 (2%)	86
Kateri School	16 (18%)	13 (15%)	14 (16%)	11 (13%)	9 (10%)	4 (5%)	20 (23%)	87
Little Buffalo School	45 (26%)	31 (18%)	34 (20%)	8 (5%)	14 (8%)	11 (6%)	27 (16%)	170
Mistassiniy School	30 (9%)	48 (15%)	50 (16%)	64 (20%)	22 (7%)	28 (9%)	74 (23%)	316
Paddle Prairie School	41 (36%)	21 (18%)	22 (19%)	15 (13%)	5 (4%)	6 (5%)	3 (3%)	113
Peerless Lake School	42 (35%)	22 (18%)	23 (19%)	16 (13%)	11 (9%)	4 (3%)	3 (2%)	121
Pelican Mountain School	1 (4%)	6 (25%)	6 (25%)	5 (21%)	3 (13%)	2 (8%)	1 (4%)	24
St. Theresa School	94 (23%)	79 (19%)	99 (24%)	59 (14%)	27 (7%)	27 (7%)	24 (6%)	409
Susa Creek School	13 (29%)	7 (16%)	16 (36%)	6 (13%)	3 (7%)	0 (0%)	0 (0%)	45

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Career Pathways School	19 (19%)	3 (3%)	4 (4%)	5 (5%)	5 (5%)	9 (9%)	54 (55%)	99
Calling Lake Outreach School	6 (67%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	3 (33%)	0 (0%)	9



Chairman's Report

April 22, 2016

February, 2016

17	Edmonton	Meeting with Alberta Infrastructure and Group2 Architects
		Follow-up Meeting with Northland School Division Maintenance
		Meeting with the CEO, KEE TAS KEE NOW Tribal Council
18	Edmonton	Métis Settlements of Alberta and Government of Alberta Long Term Agreement (LTA) Meeting
19	Peace River	Travel
		Corporate Board Meeting, Northland School Division No. 61
20	Peace River	Corporate Board Meeting, Northland School Division No. 61
23 (PM)	Edmonton	McLennan-Ross Legal <ul style="list-style-type: none"> · Joint Use Agreement · Peavine School Demolition · Fort McKay Land Transfer · ASBA, Northland School Division No. 61 Update/Policy
24	Edmonton	Teachers' Employer Bargaining Association (TEBA)
	Red Earth	Travel/Overnight
25	Peerless Lake	Meeting with Chief and Council, Peerless/Trout First Nation School Visit
	Trout Lake	School Visit
26	Edmonton	Meeting with Indigenous Affairs and Northern Development Canada (INAC)
		McLennan – Ross Legal Re: Gift Lake Community Education Centre Joint Use Agreement

March, 2016

1	Peace River	Office <ul style="list-style-type: none"> · Policy and Procedure Work · Signing
2	Peace River	Office <ul style="list-style-type: none"> · Policy Work and Review
	High Prairie	Travel/Overnight
3	Peavine	School Visit
		Meeting with Chairperson, Local School Board Committee
		Old School Tour
	Gift Lake	School Visit <ul style="list-style-type: none"> · Construction Deficiencies
4	Edmonton	Meeting with Northern Lakes College Re: Gift Lake Joint Use Agreement and Marten Lake use/agreement
6 (PM)	High Prairie	Travel/Overnight
7	Gift Lake	Meeting with Settlement Council, School Principal, Local School Board Committee and community representatives Re: Long Term Agreement (LTA)
	Peace River	Travel/Overnight
8	Peace River	Policy and Procedure work/drafting/review with Alberta School Boards Association Consultant
		Review of Principals Report Format



Chairman's Report

April 22, 2016

9	Peace River	Office · Policy Review and Office Work
	Grouard	Meeting with President and Board Chair, Northern Lakes College Re: Signing of Joint Use Agreement
	Slave Lake	Travel/Overnight
10	Wabasca	Community Visit
		Meeting with Chairperson Trout Lake Local School Board Committee
		Meeting with Member of Mistassiniy Local School Board Committee
		Meeting with Housing Supervisor
	Sandy Lake	School Visit
11	Edmonton	Edmonton Journal Interview
		Meeting with Indigenous Affairs and Northern Development Canada (INAC)
14 (PM)	Peace River	Travel
15	Peace River	Pre-budget Meeting Re: Setting of Priorities
16	Peace River	Office · Quarterly Report · Regional High School Proposal Drafting · Orientation Package Development
17	Edmonton	Alberta School Boards Association (ASBA) Policy Review Indigenous Affairs and Northern Development Canada (INAC) Meeting Re: Finances and Inclusion Process
18	Edmonton	Meeting with the CEO, Kee Tas Kee Now Tribal Council Meeting with Alberta Education
21	Grouard	Community Meeting Re: Future of Junior High Program at Grouard Northland School
23	Edmonton	Meeting with the Chief of Mikisew Cree First Nation, Assistant Deputy Minister, FNMI Services, and Superintendent, Northland School Division No. 61 Meeting with Maintenance Gift Lake Representative (via phone) Re: Gift Lake Waster Water Issue/Concern
24	Edmonton	Meeting with Alberta Infrastructure Re: Gift Lake School Meeting with Curriculum Consultant Re: Northland Instruction Proposal
30	Edmonton	McLennan-Ross Legal Re: Changes to Gift Lake Joint Use Agreement
	Peace River	Office · LGBTQ Policy/Guidelines Review
31	Peace River	Office · LGBTQ Policy/Guidelines · Special Meeting, Corporate Board, Northland School Division No. 61

April, 2016

1	Peace River	Office · Quarterly Report
	Leduc	Travel
4	Edmonton	Meeting with McLennan-Ross Legal



Chairman's Report April 22, 2016

		Meeting with Alberta Education
5	Leduc	Conference Call with Insurer
	Peace River	Travel Office
6	Peace River	2016/2017 Budget Meeting
7	Peace River	Committee Meetings and Agenda Review
	High Prairie	Travel/Overnight
8	Peavine	Meeting with the Peavine Métis Settlement Council and Peavine Enterprises
	Gift Lake	School Visit
9 (AM)	Edmonton	Meeting with Education Consultants Fort McKay First Nations
11 (AM)	Edmonton	McLennan-Ross Legal ·Changes to Peavine Demolition Agreement ·Updates on Joint Use Agreement
13	Edmonton	Meeting with the Peavine Métis Settlement Council
14	Leduc	Completion of Draft Regional/Virtual High School Proposal
		Ministerial Conference Call Re: Budget
	Hinton	Travel
15	Grande Cache/ Susa Creek	Meeting with the CEO, Aseniwuche Development Corporation
		Meeting with Chairperson, Susa Creek Local School Board Committee

**NORTHLAND SCHOOL DIVISION NO. 61
LOCAL SCHOOL BOARD COMMITTEE REPORT
2015/2016 SCHOOL YEAR
PERIOD ENDING - MARCH 31, 2016**

	Future Pay Out	Paid During Yr.	Total Pd. & Committed			Percent Expended
				Budget	Difference	
<u>Anzac</u>						
Quarterly Honorarium	3,424.50	1,161.07	4,585.57	4,920.00	334.43	
Travel & Subsistence		-	-	5,032.00	5,032.00	
In - Service			-		-	
Prior Year Carryover			-	7,879.00	7,879.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,424.50	1,161.07	4,585.57	18,081.00	13,495.43	25.4%
<u>Athabasca Delta</u>						
Quarterly Honorarium	2,436.00	1,682.78	4,118.78	4,920.00	801.22	
Travel & Subsistence		329.95	329.95	5,340.00	5,010.05	
In - Service			-		-	
Prior Year Carryover			-	9,265.00	9,265.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,436.00	2,012.73	4,448.73	19,775.00	15,326.27	22.5%
<u>Bishop Routhier</u>						
Quarterly Honorarium	2,700.75	2,459.50	5,160.25	4,920.00	(240.25)	
Travel & Subsistence		1,500.00	1,500.00	1,992.00	492.00	
In - Service			-		-	
Prior Year Carryover			-	3,477.00	3,477.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,700.75	3,959.50	6,660.25	10,639.00	3,978.75	62.6%
<u>Calling Lake</u>						
Quarterly Honorarium	2,057.43	2,700.75	4,758.18	4,920.00	161.82	
Travel & Subsistence		-	-	3,060.00	3,060.00	
In - Service			-		-	
Prior Year Carryover			-	10,040.00	10,040.00	
Casual Labour, Supplies & Awards		584.32	584.32	250.00	(334.32)	
Total	2,057.43	3,285.07	5,342.50	18,270.00	12,927.50	29.2%
<u>Chipewyan Lakes</u>						
Quarterly Honorarium	1,494.50	1,494.50	2,989.00	4,920.00	1,931.00	
Travel & Subsistence			-	2,740.00	2,740.00	
In - Service			-		-	
Prior Year Carryover			-	10,124.00	10,124.00	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	1,494.50	1,494.50	2,989.00	18,034.00	15,045.00	16.6%
<u>Conklin</u>						
Quarterly Honorarium	2,298.67	2,459.50	4,758.17	4,920.00	161.83	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-	9,367.00	9,367.00	
Casual Labour, Supplies & Awards		508.68	508.68	250.00	(258.68)	
Total	2,298.67	2,968.18	5,266.85	18,681.00	13,414.15	28.2%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>Dr. Mary Jackson</u>						
Quarterly Honorarium	2,942.00	1,977.00	4,919.00	4,920.00	1.00	
Travel & Subsistence		-	-	2,184.00	2,184.00	
In - Service			-		-	
Prior Year Carryover			-	2,644.00	2,644.00	
Casual Labour, Supplies & Awards		562.74	562.74	250.00	(312.74)	
Total	2,942.00	2,539.74	5,481.74	9,998.00	4,516.26	54.8%
<u>East Prairie</u>						
Quarterly Honorarium	2,459.50	2,459.50	4,919.00	4,920.00	1.00	
Travel & Subsistence		1,650.00	1,650.00	2,128.00	478.00	
In - Service			-		-	
Prior Year Carryover			-	2,528.00	2,528.00	
Casual Labour, Supplies & Awards		300.00	300.00	250.00	(50.00)	
Total	2,459.50	4,409.50	6,869.00	9,826.00	2,957.00	69.9%
<u>Elizabeth</u>						
Quarterly Honorarium	1,704.44	2,436.00	4,140.44	4,920.00	779.56	
Travel & Subsistence		600.00	600.00	3,816.00	3,216.00	
In - Service			-		-	
Prior Year Carryover			-	7,487.00	7,487.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	1,704.44	3,036.00	4,740.44	16,473.00	11,732.56	28.8%
<u>Father R Perin</u>						
Quarterly Honorarium	2,459.50	2,459.50	4,919.00	4,920.00	1.00	
Travel & Subsistence		-	-	4,144.00	4,144.00	
In - Service		-	-		-	
Prior Year Carryover		-	-	4,269.00	4,269.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,459.50	2,459.50	4,919.00	13,583.00	8,664.00	36.2%
<u>Fort McKay</u>						
Quarterly Honorarium	1,471.00	1,471.00	2,942.00	4,920.00	1,978.00	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-	11,961.00	11,961.00	
Casual Labour, Supplies & Awards		1,331.96	1,331.96	250.00	(1,081.96)	
Total	1,471.00	2,802.96	4,273.96	21,275.00	17,001.04	20.1%
<u>Gift Lake</u>						
Quarterly Honorarium	2,194.75	2,286.92	4,481.67	4,920.00	438.33	
Travel & Subsistence		1,500.00	1,500.00	2,292.00	792.00	
In - Service			-		-	
Prior Year Carryover			-	4,874.00	4,874.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,194.75	3,786.92	5,981.67	12,336.00	6,354.33	48.5%
<u>Grouard</u>						
Quarterly Honorarium	2,137.84	2,918.50	5,056.34	4,920.00	(136.34)	
Travel & Subsistence		1,365.60	1,365.60	2,028.00	662.40	
In - Service			-		-	
Prior Year Carryover			-	5,713.00	5,713.00	
Casual Labour, Supplies & Awards		266.81	266.81	250.00	(16.81)	
Total	2,137.84	4,550.91	6,688.75	12,911.00	6,222.25	51.8%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>J.F. Dion</u>						
Quarterly Honorarium	2,459.50	2,459.50	4,919.00	4,920.00	1.00	
Travel & Subsistence		900.00	900.00	4,052.00	3,152.00	
In - Service			-		-	
Prior Year Carryover			-	6,658.00	6,658.00	
Casual Labour, Supplies & Awards		712.15	712.15	250.00	(462.15)	
Total	2,459.50	4,071.65	6,531.15	15,880.00	9,348.85	41.1%
<u>Kateri</u>						
Quarterly Honorarium	3,195.00	1,237.59	4,432.59	4,920.00	487.41	
Travel & Subsistence		-	-	2,416.00	2,416.00	
In - Service			-		-	
Prior Year Carryover			-	7,710.00	7,710.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	3,195.00	1,237.59	4,432.59	15,296.00	10,863.41	29.0%
<u>Little Buffalo</u>						
Quarterly Honorarium	2,436.00	2,436.00	4,872.00	4,920.00	48.00	
Travel & Subsistence		763.10	763.10	1,880.00	1,116.90	
In - Service			-		-	
Prior Year Carryover			-	288.00	288.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	2,436.00	3,199.10	5,635.10	7,338.00	1,702.90	76.8%
<u>Mistassiniy</u>						
Quarterly Honorarium	2,459.50	2,436.00	4,895.50	4,920.00	24.50	
Travel & Subsistence			-	2,836.00	2,836.00	
In - Service			-		-	
Prior Year Carryover			-	1,040.00	1,040.00	
Casual Labour, Supplies & Awards		1,831.62	1,831.62	250.00	(1,581.62)	
Total	2,459.50	4,267.62	6,727.12	9,046.00	2,318.88	74.4%
<u>Paddle Prairie</u>						
Quarterly Honorarium	2,712.50	1,567.08	4,279.58	4,920.00	640.42	
Travel & Subsistence	-	2,050.00	2,050.00	2,288.00	238.00	
In - Service	-	-	-	-	-	
Prior Year Carryover	-	-	-	6,907.00	6,907.00	
Casual Labour, Supplies & Awards	-	-	-	250.00	250.00	
Total	2,712.50	3,617.08	6,329.58	14,365.00	8,035.42	44.1%
<u>Peerless Lake</u>						
Quarterly Honorarium	2,459.50	2,459.50	4,919.00	4,920.00	1.00	
Travel & Subsistence		80.00	80.00	2,340.00	2,260.00	
In - Service			-		-	
Prior Year Carryover			-	1,474.00	1,474.00	
Casual Labour, Supplies & Awards		477.43	477.43	250.00	(227.43)	
Total	2,459.50	3,016.93	5,476.43	8,984.00	3,507.57	61.0%
<u>Pelican Mountain</u>						
Quarterly Honorarium	1,494.50	1,494.50	2,989.00	4,920.00	1,931.00	
Travel & Subsistence		278.04	278.04	3,096.00	2,817.96	
In - Service			-		-	
Prior Year Carryover			-	6,343.00	6,343.00	
Casual Labour, Supplies & Awards		1,383.08	1,383.08	250.00	(1,133.08)	
Total	1,494.50	3,155.62	4,650.12	14,609.00	9,958.88	31.8%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed			Percent Expended
				Budget	Difference	
St. Theresa						
Quarterly Honorarium	2,459.50	2,459.50	4,919.00	4,920.00	1.00	
Travel & Subsistence		-	-	2,860.00	2,860.00	
In - Service			-		-	
Prior Year Carryover			-	1,237.00	1,237.00	
Casual Labour, Supplies & Awards		657.58	657.58	250.00	(407.58)	
Total	2,459.50	3,117.08	5,576.58	9,267.00	3,690.42	60.2%
Susa Creek						
Quarterly Honorarium	1,153.26	2,459.50	3,612.76	4,920.00	1,307.24	
Travel & Subsistence		93.61	93.61	2,984.00	2,890.39	
In - Service			-		-	
Prior Year Carryover			-	8,084.00	8,084.00	
Casual Labour, Supplies & Awards		-	-	250.00	250.00	
Total	1,153.26	2,553.11	3,706.37	16,238.00	12,531.63	22.8%
GRAND TOTAL	50,610.14	66,702.36	117,312.50	310,905.00	193,592.50	

TOTAL NUMBER OF LSBC WITHIN BUDGET	22	193,592.50
TOTAL NUMBER OF LSBC OVER BUDGET	0	-
TOTAL NUMBER OF LSBC	<u>22</u>	<u>193,592.50</u>

NORTHLAND SCHOOL DIVISION NO. 61
BOARD REPORT
2015/2016 SCHOOL YEAR
PERIOD ENDING - MARCH 31, 2016

	ACTUAL	BUDGET	VARIANCE
<u>ELECTIONS</u>			
REMUNERATION TRUSTEES	-	-	-
EMPLOYEE BENEFITS--TRUSTEES	60.00	-	(60.00)
LEGAL FEES	-	-	-
POSTAGE--ELECTIONS	-	-	-
INSERVICE--ELECTIONS	658.75	-	(658.75)
RENUMERATION--ELECTIONS	-	80,000.00	80,000.00
TRAVEL & SUBSISTENCE--ELECTIONS	342.14	-	(342.14)
PRINTING & BINDING--ELECTIONS	524.22	-	(524.22)
ADVERTISING--ELECTIONS	2,196.62	-	(2,196.62)
OFFICE SUPPLIES--ELECTIONS	-	-	-
SUB-TOTAL	3,781.73	80,000.00	76,218.27
<u>COMMITTEES</u>			
REMUNERATION TRUSTEES	-	-	-
EMPLOYEE BENEFITS - TRUSTEES	-	-	-
TRAVEL & SUBSISTENCE - PERSONNEL	-	-	-
TRAVEL & SUBSISTENCE - EDUCATION	-	-	-
TRAVEL & SUBSISTENCE - FINANCE	-	-	-
TRAVEL & SUBSISTENCE - NEGOTIATION	-	-	-
TRAVEL & SUBSISTENCE - PAC	-	-	-
TRAVEL & SUBSISTENCE - AD HOC	7,371.00	30,000.00	22,629.00
TRAVEL & SUBSISTENCE - QUALITY OF WORK LIFE	328.17	-	(328.17)
TRAVEL & SUBSISTENCE - KTC PARTNERSHIP	-	-	-
TRAVEL & SUBSISTENCE - RECRUITMENT	822.63	-	(822.63)
TRAVEL & SUBSISTENCE - POLICY 1 REVIEW	8,671.88	-	(8,671.88)
TRAVEL & SUBSISTENCE - COMMUNITY ENGAGEMENT	-	-	-
TRAVEL & SUBSISTENCE - MENTAL HEALTH INITIATIVE	740.50	-	(740.50)
SUB-TOTAL	17,934.18	30,000.00	12,065.82
<u>OTHER EXPENSES</u>			
REMUNERATION TRUSTEES	-	-	-
REMUNERATION - RECRUITMENT	-	-	-
REMUNERATION TRUSTEES - RETREAT	-	-	-
EMPLOYEE BENEFITS - TRUSTEES	3,436.51	4,000.00	563.49
EMPLOYEE BENEFITS - RECRUITMENT	-	-	-
PROFESSIONAL SERVICES	54,275.89	200,000.00	145,724.11
IN-SERVICE - BOARD	93.16	60,000.00	59,906.84
IN-SERVICE - BOARD (ORIENTATION)	-	-	-
IN-SERVICE - N.S.D. P.D. - TRUSTEES	-	-	-
LEGAL FEES - BOARD TRUSTEES	14,737.96	25,000.00	10,262.04
RENUMERATION ALTERNATES	-	-	-
VISA PURCHASES - TRUSTEE	52.67	-	(52.67)
TELEPHONE - TRUSTEE	294.14	3,000.00	2,705.86
TELEPHONE - VICE CHAIRMAN	-	-	-
TRAVEL & SUBSISTENCE - BOARD/OTHER	31,158.37	40,000.00	8,841.63
TRAVEL & SUBSISTANCE - PSBA	-	-	-
TRAVEL & SUBSISTANCE - ASBA	-	-	-
TRAVEL & SUBSISTENCE - TRUSTEE	-	-	-
TRAVEL & SUBSISTENCE - VICE CHAIRMAN	-	-	-
TRAVEL & SUBSISTENCE - RECRUITMENT	-	-	-
TRAVEL & SUBSISTENCE - RETREAT	-	-	-
A.S.B.A. & P.S.B.A. FEES - BOARD	35,711.36	38,000.00	2,288.64
PRINTING & BINDING	986.99	3,500.00	2,513.01
INSURANCE - BOARD OF TRUSTEES	169.28	250.00	80.72
ADVERTISING - BOARD	639.42	3,000.00	2,360.58
OFFICE SUPPLIES	896.62	5,000.00	4,103.38
AWARDS	1,595.08	25,000.00	23,404.92
POSTAGE - BOARD	114.31	4,000.00	3,885.69
FURNITURE& EQUIPMENT	-	1,000.00	1,000.00
SUB-TOTAL	144,161.76	411,750.00	267,588.24
TOTAL	165,877.67	521,750.00	355,872.33

Letter to the Editor on education:

Local school chair calls for communities to have say in Northland

I understand that our provincial government is looking to hire a new "one member corporate board" to continue running the education system for Northland School Division.

Over a hundred years ago, government decided it knew better how to raise and educate children in our communities and started Indian residential schools, where children were taken away from their families.

Finally in 1983, a Northland School Act was passed, giving local communities the hard-fought right to elect their own local school boards, which then sent one representative to sit on the corporate board. Finally each community had a say in their education system.

This "basic right" was

once again taken away in January 2010, with the corporate board being fired, and the provincial government appointing a one-man board.

To my knowledge, no other jurisdiction has had to wait any longer than one year in order to elect a new school board. We have been waiting over 6 years.

It is my belief that the reason was because the graduation results of our communities are substantially lower than the provincial average and was embarrassing the provincial government.

Rather than help communities address the issues that are affecting the success rates, as we have been asking for many years, it appeared the government wanted to break up Northland School Division by sending us to neighboring

school jurisdictions which would effectively dilute the statistics.

Sure the receiving school jurisdictions' success rate would drop a little bit but it would make it that much easier for the government to carry on ignoring the issues, many of which were created by residential schools.

It is long overdue for our communities to decide if education is important.

For far too long Northland has been blamed for their low graduation rates, and the quality of the graduates.

Attendance the problem

Attendance is the biggest factor affecting students success rate.

For example, attendance at Mistassiniy School this school year to the end of January: Grade 10 average attendance of 69.2% - the average student is missing 1.5 day a week; Grade 11 - 60.2% meaning missing 2 days a week; and Grade 12 - only 47.4%, which translates to missing 2.5 days each week.

We have students who have great attendance. These students will do just fine.

How often are students who are struggling, coming to school? One day a week?

The fact is, no matter how good our teachers are, if students are not in the class, their education can not succeed.

Parents must be involved

It's time that every parent, every level of government and every community organization look at ways to help out.

It's time to quit blaming Northland School Division and, instead ask, "What can we do to help?"

It's time for all of our communities to decide to get serious about our future generations and make it known that education is important.

It's time for the provincial government to do the right thing. Reinstate the Northland act as it was written.

Our communities are too spread out to implement a ward system. Each commu-

nity must have a say in what is needed in their respective communities.

I urge our provincial government to let our communities have the say that they deserve, and to provide the help that our communities so desperately need.

Robin Guild

**Local School Board Chair
St. Theresa School
Wabasca Alberta**

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The Advocate: Volume 3 - Issue 13

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THE ADVOCATE

March 2016

April 2016 Public School Boards Council Meeting

The April 2016 Council Meeting will officially kick off with Dinner and a Conversation with *Luke Fevin* on Thursday 14 April 2016 at 5:30 p.m. in the Rundle Ballroom at the DoubleTree by Hilton Hotel.

The morning of Friday 15 April 2016 our Council Meeting will begin with breakfast at 8:00 a.m. and the Business Meeting at 9:00 a.m. in the SBCC #7 Room. Immediately following lunch at 1:15 p.m. we have a presentation with Ellen Hambrook, Assistant Deputy Minister, we then adjourn at 4:00 p.m.

The Council Meeting will resume on Saturday 16 April 2016, at 9:00 a.m. in the SBCC #7 Room, following the deluxe continental breakfast. There will be a presentation by *Muriel Stanley Venne, Chair, Aboriginal Commission on Human Rights & Justice*. The meeting will adjourn at 11:30 a.m.

The meeting will take place at the DoubleTree by Hilton Hotel West Edmonton, 16615 109 Ave NW, Edmonton, AB T5P 4K8.

Spring General Assembly 2016

The Spring General Assembly begins the evening of Friday 03 June 2016 and will conclude at noon on Sunday 05 June 2016. Our program, **A Celebration of Public School Education in Alberta: *Every day heroes in the lives of our Students***, includes many exciting guest speakers and breakout sessions, more information can be found in the Save the Date Brochure below. Our Spring General Assembly will be hosted at the Sheraton Red Deer Hotel, 3310 – 50th Ave., Red Deer, AB.

[View our Save the Date Brochure](#)

[Register now!](#)

Governance Seminar June 2016

On Friday 03 June 2016 the Association is hosting a one day Governance Seminar entitled: ***Update Your Dispute Resolution Policy*** facilitated by Maurice Fritze. The Governance Seminar will take place at the Sheraton Red Deer Hotel, 3310 50 Ave, Red Deer, AB T4N 3X9

[More Information](#)

[Register now!](#)

Labour Information
Sharing Alliance Session

Other news

ATA: Myth-busting needed in

On 14 April 2016 at 4:00 p.m. - 6:00 p.m. the Association will be hosting a free of charge Labour Information Sharing Alliance (LISA) Session facilitated by Dave Johnson. The meeting will take place at the DoubleTree by Hilton Hotel West Edmonton, 16615 109 Ave NW, Edmonton, AB T5P 4K8.

Register now!

LGBTQ debate

Please find below a link from the ATA site regarding the Government's Guidelines for Best Practices related to including LGBTQ students. [Click here.](#)

Government & MLA Contacts

If you need the contact information for Premier Notley, Cabinet or any MLAs, just click [here](#).

Public School Boards'

Association's Four Year Calendar

Our [Four Year Calendar](#) provides you with an outline of our Upcoming Events for 2016 - 2019.

Sponsors



If you have unionized employees and require the services of an expert labour relations professional, get in touch for a free consultation.

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A · S · B · A
 Alberta School Boards
 Association

For members of the Alberta School Boards Association

Communications Now

March 2016

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In *Resources for Families*

Creating a lifetime of success... through strong reading skills

Join the infographics revolution

The average person is bombarded with information that could fill 174 newspapers every day. A study found that we are surrounded by data from the Internet, 24-hour TV, mobile phones and print at a rate of five times the information we saw in 1986. It's a wonder that anything sticks.

As media – print, online and “on ear” – compete for the attention of parents, staff, taxpayers and students, it is more important than ever to stand out and be remembered.

Infographics: Getting attention with words and images

An easy, popular way to capture attention and get more retention is to use infographics – graphics that include brief but striking facts and figures. Let's face it, in the world of Twitter and hashtags, fewer people actually read long blocks of text, and that includes your jurisdiction's “thought leaders” or key communicators. Readers tend to spend a few seconds on your message before moving on to something else.

Many services offer infographic tools if you don't have a graphic designer on staff or on contract. Piktochart (www.piktochart.com) is one example of an easy-to-use infographic tool.

We could tell you why infographics works...but it may be more effective if you glance at the infographics following the article.

How can school jurisdictions and boards use infographics?

They can accompany almost any information you need to share, from proposed budgets to annual reports, administrative cost ratios, and student achievement gains. In some cases, they can replace the stories you write about these topics.

Post them online and include links in key communicator and staff emails. Have copies available at board meetings, forums, news briefings, staff in-service sessions, or just about any gathering you organize. Turn them into large posters and display in lobbies and at meetings, and events.

About Piktochart: It has a special deal for an “educational pro package”, but try the service for free at first. Templates

(<http://piktochart.com/templates/>) help you turn any type of information into graphics. Here's a link to explore and sign up:

<http://piktochart.com/pricing/education-2/>

Contributed by Shannon Priem, APR, communications consultant; school infographics courtesy of North Clackamas Schools, Milwaukie, Oregon.

Communications Now is prepared for the Alberta School Boards Association by the Washington State School Directors' Association and edited for use in Alberta. Members of the ASBA may reproduce and distribute this package as part of a local communications program. Contact ASBA Communications at 1.780.482.7311.



5 reasons schools should use infographics



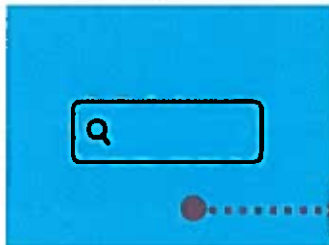
Capture

It takes one-fourth of a second to understand visual information.



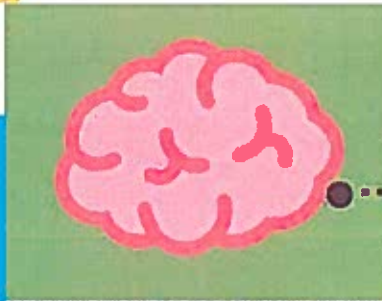
Awareness

Use your district's colors, fonts, photos to remind patrons of your "brand."



Retention

Readers process images 60,000 times faster than words.



SEO

Search Engine Optimization: graphics increase traffic to your website by 12 percent.



Credibility

Professional graphics increase confidence. Reach key communicators quickly and build confidence.



Communications Now

ASSESSMENT TYPES

All of the different assessment types work together to provide a complete, valid, reliable, and fair picture of a student's abilities.



Diagnostic

Assesses a student's strengths, weaknesses, knowledge, and skills prior to instruction.



Formative

Assesses a student's performance during instruction, and usually occurs regularly throughout the instruction process.



Summative

Measures a student's achievement at the end of instruction.



Norm-Referenced

Compares a student's performance against a national or other "norm" group.



Criterion-Referenced

Measures a student's performance against a goal, specific objective, or standard.



Interim/Benchmark

Evaluates student performance at periodic intervals, frequently at the end of a grading period. Can predict student performance on end-of-year summative tests.



LEVELS OF ENGAGEMENT

According to Phillip Schlechty, there are five ways that students respond or adapt to school-related tasks and activities.



ENGAGEMENT

HIGH ATTENTION - HIGH COMMITMENT

The student associates the task with a result or product that has meaning and value for the student. The student will persist in the face of difficulty and will learn at high and profound levels.



STRATEGIC COMPLIANCE

HIGH ATTENTION - LOW COMMITMENT

The task has little inherent or direct value to the student, but the student associates it with outcomes or results that do have value to the student (such as grades). Student will abandon work if extrinsic goals are not realized and will not retain what is learned.



RITUAL COMPLIANCE

LOW ATTENTION - LOW COMMITMENT

The student is willing to expend whatever effort is needed to avoid negative consequences. The emphasis is on meeting the minimum requirements. The student will learn at low and superficial levels.



RETREATISM

NO ATTENTION - NO COMMITMENT

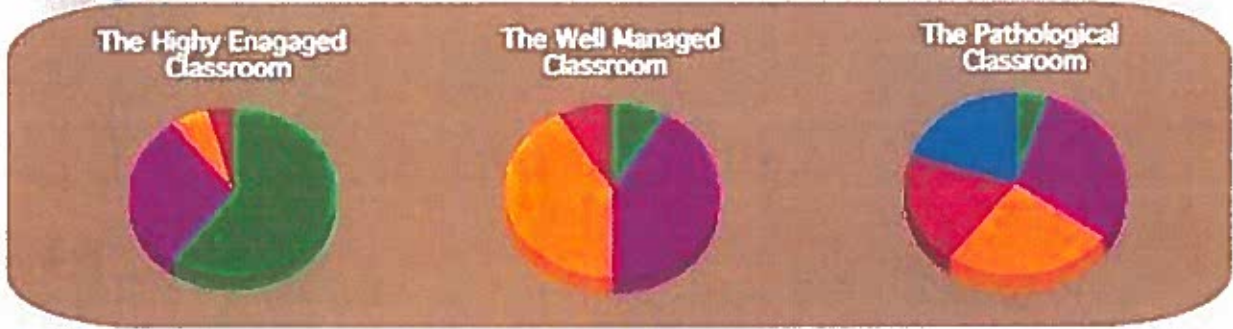
The student is disengaged from the task and does not attempt to comply with its demands, but does not try to disrupt the work or substitute other activities for it. The student does not participate and learns little or nothing from the task.



REBELLION

DIVERTED ATTENTION - NO COMMITMENT

The student refuses to do the work, acts in ways to disrupt others, or substitutes tasks and activities to which he or she is committed. Student develops poor work sometimes negative attitudes towards formal education and intellectual tasks.





Communications Now

How to know which communication tool to use, and when?

You have a toolbox full of communication tools, but how do you know which one to use in a given situation?

It's important to know because communication tools are like construction tools – they are most effective when you use them for the right jobs. You don't use a hammer to dig a hole, but a hammer works beautifully to pound a nail. Likewise, you don't use Twitter to explain your school jurisdiction's budget, but it's a fine method for offering an interesting headline and directing readers to your website for more information.

Often, the tool you use depends on what you're trying to communicate. If school is cancelled because of weather, a text message or Twitter works well. If you're sharing information about curriculum or something that requires some explanation, then your webpage is the right tool. On your website, you can include comprehensive information and links to other resources.

While using the right tool is important, smart communicators know that there's no "one tool" to get the job done. Parents use such a wide variety of news sources that you can't just post information on one site and be assured that the majority of stakeholders are seeing it. Some parents rely on the jurisdiction website for information while others prefer Facebook. Some like getting electronic newsletters. Others want the immediacy of an auto dialer call.

A coordinated approach often yields the best results. For instance, you could post the full story with all the details on your website. Then post a photo on Facebook, along with a link to the website. Also consider a short headline on twitter to grab people's attention and refer them to the website to read the article. Include the information in your parent newsletter. Rely on all of your tools, but tailor your message to the tool you're using.

Here are some guidelines for when and how to use different communication tools:

Electronic communications

The beauty of electronic communication is that you can share the news as soon as it happens. At one time, jurisdictions commonly produced a printed quarterly newsletter to tell their stories. Now many have moved away from formal newsletters altogether and send weekly electronic bulletins with their news highlights. Some jurisdictions don't have a regular production schedule – they send out electronic bulletins whenever they have news to share.

Parents like the immediacy of electronic communications. On a 2011 survey by the National School Public Relations Association, parents said their top five methods of receiving communications from their school and jurisdiction are email, online parent portals, e-newsletters, jurisdiction and school websites and telephone/auto dialer.

Electronic newsletters take many forms. They can be as simple as an email to parents. Some jurisdictions subscribe to services such as Constant Contact (www.constantcontact.com) that offer a variety of templates and formats for sending electronic messages.

One of the benefits of this type of service is that allows you to track the number of people who open your email and even how many click on the links, so you can measure the effectiveness of your communications. Constant Contact, and similar e-newsletter services, will also suggest the most effective time to send your message, so you get the best results. The monthly fee is based on the number of subscribers and allows you to send an unlimited number of newsletters.

Blogs are another popular tool because they are short, friendly and conversational. You can include text and photos as well as links to other resources. Many principals find them easier than newsletters because the formatting is simple or automated, and



Communications Now

they can communicate with parents as soon as things happen. There are a number of free blog templates available through sites such as Weebly and Word Press.

Peachjar, a digital system for delivering flyers to parents, is another electronic tool (www.peachjar.com). Through this tool, flyers are emailed to parents and also automatically posted on each school's website. There is no cost to schools, but outside organizations who wish to post flyers pay a small service fee (and the flyer is only delivered with school approval). Flyers can be scheduled for the exact day of an event or for a strategic period of time when an activity is happening.

The key to electronic communications is to send your communication pieces regularly and with news that is up to date. The purpose of any communication is to be read, and parents will learn not to open electronic communications that aren't current.

Social media

Facebook, Twitter and other social media are great tools to communicate quickly with a wide audience and to get help from followers in delivering your message. Parents often will share or retweet your messages, greatly expanding your reach.

Facebook can be an effective tool for schools because it allows for two-way communication. Your followers can respond to your posts, giving you valuable feedback.

The best time to post on Facebook is usually in the afternoon between 1-4 p.m. Research shows posts during that timeframe result in the highest click rate. The worst time to post is before 8 a.m. and after 8 p.m. when people presumably have other things to do. For more information, check your page insights. Your engagement trend may be slightly different.

With **Twitter**, an optimum time to post is around lunchtime. Peak posting days are Wednesday and Thursday. After 3 p.m. on Friday, most people have

officially checked out and you're better off waiting until Monday to post again.

Social media is a good spot for photos and short news briefs linking people to material on your website. Also, social media is a great place for photos and short news stories that typically don't make your webpage.

For example, you can post a photo of kids working on a science experiment without a story to go with it. Or link to a news story about the big football game.

Text messages

Texting is an effective way to deliver emergency messages, such as school closure information. While many parents prefer text messages, there can be a cost involved, depending on the recipient's phone plan.

Remind 101 is a texting service that a number of school divisions and other organizations are using successfully. The tool allows teachers or parent groups to reach students and their families in a format very similar to regular texting. www.remind.com

Auto dialer

Many parents still like getting a telephone call with important information, especially with time-sensitive information such as school closures or reminders about concerts, conferences and other events. With emergency information, the call should be made immediately. With other calls, parents prefer receiving them in the evening.

An advantage of auto dialers is that the messages can be scheduled to be delivered at specific times and automatically translated into a variety of languages.

Printed communications

While electronic communications are increasingly preferred, there is still a place for printed messages. Schools often send printed letters or flyers home with students when the message is critical and they want to make sure every family receives it.



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For example, if there was an incident at school requiring a lockdown, many schools will send home a printed communication as well as post it on the website and send through other electronic tools. If flyers are sent electronically, it's helpful to print out a copy and post it on a bulletin board in the entry where parents can easily see it.

Websites and mobile apps

Your website should be the anchor of all of your communications. You can include detailed information on your website and direct stakeholders there through posts on other electronic media.

Ideally, your website should tie to a mobile app that stakeholders can easily access through their smartphones. About two-thirds of Canadians own a smartphone, according to the Canadian Radio-television and Telecommunications Commission (<http://www.cbc.ca/news/business/crtc-telecom-report-1.3290603>), so mobile apps are quickly becoming a preferred source of school information.

Contributed by Connie Potter, chief of staff, Forest Grove School District, Forest Grove, Ore.

Get rid of jargon

"The well-meaning communicator, in opting for jargon, has lost a valuable opportunity to communicate. Knowingly or unknowingly, jargon has become the lazy man's way to avoid wrestling with how to communicate clearly, concisely and with passion to others who may not understand the concepts that some of us live and breathe each day." —Joan Lowery, *Cut the Jargon*

(www.thefreelibrary.com/Cut+the+jargon%3a+It+has+become+a+public+relations+nighmare+leading+to...-a080506757)

It's a little ironic that many educators have difficulty explaining things outside of a classroom. They may teach their subjects clearly to students but struggle to share information with parents or community members. When they talk about educational topics, they often fall back on 'eduspeak', or jargon.

Jargon is not effective for communicating and can be alienating. Jargon has the consequence of having the listener believe he or she doesn't belong in the conversation. Also, not only is jargon difficult for non-educators to understand, it may cause confusion among fellow educators who may have a different or incomplete understanding of the terms.

This is not a new problem, nor is it entirely the fault of educators. Educational jargon often starts with educational reform efforts. By the time new initiatives reach classrooms, educators have been trained in the jargon of the issue. They use it to convey the program or reform to parents and community members. By then, it's not jargon to the educators; it's familiar language, so they don't even realize they are using jargon in their communications.

Consider this example by author and educational correspondent John Merrow:

"Aligned instruction with buy-in by highly qualified teachers for authentic inquiry-based learning and student engagement in professional learning communities will produce 21st Century skills in our youngsters." (www.takingnote.learningmatters.tv)

Does this make perfect sense to you? Does this sound like something you would say? Now consider how much of this sentence you would understand as a parent or visitor to the school.

Liz Dwyer, education editor for Good Magazine, commented on that very quote in an online post:

"No one – not even the academic policy wonks that have convinced teachers and principals that this is how you have to talk in order to sound competent and professional – *really* knows what that means. It's no wonder many parents skip coffee with the principal or dread the bi-annual parent-teacher conference. Understanding this stuff is like translating a foreign language." (www.good.is/posts/is-the-education-reform-world-filled-with-too-much-jargon/)



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If you don't use big words, how will people know how educated you are?

Every field has its own jargon. The challenge for any field that requires **regular** communication with the public is to ensure that the public can understand.

Doctors are trained in complex medical terminology, but we are most confident in the ones who can put us at ease by explaining our particular medical concerns in plain language.

But, you might say, using complex terms makes the communicator sound smart. Unfortunately, the opposite is often true. These words can result in suspicion of educators and often mask a lack of understanding.

"Do some educators obfuscate because they think it makes them sound more professional? Are some educators so deep in the weeds of their profession that they have forgotten how to communicate with ordinary folks? And are some being duplicitous, saying, "We know what works" when in fact they do not? I suspect it's "Yes" to all of the above." – John Merrow, educational correspondent.

You can use jargon if your audience knows the jargon

Joan Lowery suggests a simple solution to the jargon problem: Know your audience. "Effective communicators in any environment must understand the knowledge base of their audience." When speaking to colleagues, feel free to speak in jargon. On the other hand, you'll have an easier time establishing a habit of plain language if you try to speak plainly most of the time.

Please remember that school board trustees and education reporters may not understand eduspeak. In reports and meetings, it is important to define your terms and avoid too many buzzwords.

FYI: Replace acronyms with real words

Acronyms are SOP (standard operating procedure) in education. They are AKA (also known as) jargon.

To be completely PC (politically correct) and ensure maximum understanding, don't use this "alphabet soup" as your MO (modus operandi or method of operation). If you do, be sure to be available for Q&A (questions and answer) sessions or provide a list of FAQs (frequently answered questions) to your community.

Seriously, most people probably know what a PD (professional development) Day is, but FNMI (First Nations Metis Inuit) – even this many years of being in use – may be gibberish to non-educators.

Laughing at us, not with us?

Some regular observers of school jurisdiction business have found humor in trying to keep up with changing buzzwords. They have produced tools to help show the absurdity of too much jargon.

"Reporter Jackie Borchardt of the *Casper Star-Tribune* made a school board bingo card last year that included "literacy," "goal team," "rigor," "pathways," "research-based," "engaged," "high-access," "what's best for kids," "cohort," "strategic plan," and "21st century education." She didn't say whether she called out "Bingo" during a School Board meeting!" (Merrow)

There is an online Educational Jargon Generator that can help you "generate and leverage impactful interfaces in your conversations" (*please note: this sentence contains jargon*). The author developed it to "Amaze your colleagues with finely crafted phrases of educational nonsense!"

(<http://www.sciencegeek.net/lingo.html>)

Learn how to make short words longer and long-words shorter with acronyms. For a humorous, tongue-in-cheek look at jargon in the business world, see this video interview at DailyIdea.tv:

(www.youtube.com/watch?feature=player_embedded&v=8O9m92CA100o#!)

Decoding the jargon

Educational jargon may differ slightly among states for some state-related programs, but the standard words are likely to be found everywhere. An online



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search of educational jargon yields translation tools that may help clarify terms for non-educators.

A lexicon of learning: what educators mean when they say...

<http://www.ascd.org/Publications/Lexicon-of-Learning.aspx>

Dictionary of educational jargon

<http://www.teachermission.fen.com/pro-dev/new-teacher/48466.html>

Rockyview School Division list of education jargon

<http://www.rockyview.ab.ca/families/education-jargon>

Contributed by Marcia Latta, communications consultant



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Six steps to building consensus

Change is necessary for any institution, but a lack of consensus about change is one of the biggest hurdles to implementing new plans. It's not enough to have a plan – your team needs to be on board.

The process of building consensus can actually improve group relationships – on your school board or in your community. Resentment and rivalry between winners and losers is minimized when everyone feels they have participated in the outcome.

For school jurisdictions, consensus building is essential. Top-down decisions without community support, can have disastrous results.

Consensus decision making involves a collaborative discussion, rather than an adversarial debate. Thus, a consensus process is more likely to result in all parties reaching common ground or common understanding. The result is better decisions because all perspectives are taken into account and all concerns are addressed.

Make sure everyone knows the importance of their contribution

Consensus-based decision making processes should include the people who will be affected by the decision. Invite everyone to the table. You will have not only a more effective decision that takes all perspectives into account, but you will have more support implementing due to a sense of ownership from the process.

This can backfire if the meeting is led by a stakeholder. A stakeholder who might think of consensus as a way to get everyone to come around to their way of thinking, but a perspective like this can block progress.

A leader with a strong opinion about the potential outcome would do best to step aside during the process. For big decisions with high stakes, consider hiring an outside facilitator to mediate the discussion.

Decide how the group will agree on the final decision

A consensus process allows a group to generate as much agreement as possible, but the final decision doesn't have to be by vote.

While some decisions may require everyone to agree to the proposal, others may only need a super-majority of the group, a simple majority vote, or even the judgment of the leader. Making sure that everyone understands how the decision will be made leads to more understanding and, ultimately, acceptance of the result. (*See tips on final decision rules, below.*)

Make sure everyone understands what it means to give consent

Consenting to a proposal does not necessarily mean it is your first choice. This should be explained to stakeholders, and people should be encouraged to think about the good of the whole group. This may mean accepting a popular proposal that is not a personal preference.

In consensus, decision-making participants voice their concerns during the discussion, so their ideas can be included. In the end, however, they often decide to accept the best effort of the group rather than create factions or an “us against them” mentality.

List all of the concerns people want addressed

Typically, each stakeholder has different interests and concerns and defines the problem somewhat differently. A more complete picture of the problem will emerge as more stakeholders share their perceptions and come to understand how all their concerns and interests are interrelated.

Recognizing this interdependence is crucial to consensus building. This recognition ensures that each interested party will have at least some power in the negotiation. For more information, see *Collaborating: Finding Common Ground for Multiparty Problems*, by Barbara Gray.



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If the consensus you are trying to build doesn't involve a meeting, this can increase your chance of success. Roger Fisher, Bill Ury, and Bruce Patton, in their book, *Getting to Yes*, suggested the phrase, "single text" negotiation.

Rather than having each party propose its own version of an ideal agreement, a neutral party carries a single version of a possible agreement from party to party seeking "improvements" that will make it acceptable to the next person on the list.

Take a straw poll

Before attempting a lengthy discussion in a meeting setting, find out how much support a proposal has. If everyone agrees on a position, move on to finalizing and implementing the decision.

If there is disagreement, discuss the concerns that are not met by the proposal. Then adapt the proposal, if possible, to make it more broadly agreeable.

Sometimes a solution is reached by finding a middle ground between all parties. Even better is a proposal that is shaped to meet as many needs as possible (win-win) rather than compromising to meet needs. Remember to listen to each dissenter.

Apply your final decision rule

After a strong attempt has been made to get full agreement, poll the group to find out if the support in the group is sufficient to pass the proposal. At that point, apply your final decision rule.

The threshold of necessary support depends on the group's choice of decision rule. The decision rule used by your group should be decided well in advance of any contentious proposal being brought before it.

If the consensus you are trying to build is with a large group, it is likely there will always be holdouts. Within a community, there may be an entire faction of people who continue to disagree with the decision.

If you have followed all of the above steps, you have done your best to make sure their concerns and interests were considered in the process. This is to their advantage as well, as holdouts may become "spoilers," who try to block implementation of any agreement that is reached.

www.beyondintractability.org/essay/consensus-building

When widespread agreement is achieved and everyone has participated in the process, there is usually a strong level of cooperation in follow through.

What if the outcome isn't what I wanted?

The catch with making decisions as a group is that the leader is only a facilitator. You can try to direct the group toward your preferred outcome by using good arguments and supporting them with research but, with consensus, other people may have more compelling needs or arguments.

If you try to control the discussion, people may accurately sense that you are not trying to build consensus. They may perceive that you are trying to get everyone to come around to your way of thinking. If the result of the consensus happens to be something you disagree with, you are going to have to step back and allow it to happen.

Final Decision Rules

One dissenter means that all participants support the decision except for one. The individual dissenter usually can't block the decision, but may be able to prolong. Due to their skepticism, the lone dissenter makes a good evaluator of the outcome of the decision because they can view it with a critical eye and spot negative consequences before others would.

Two dissenters also can't block a decision, but they are more effective at prolonging debate and obtaining a third dissenter, which may result in blocking a decision if they agree on what is wrong with the proposal.



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Three dissenters generally constitutes non-consensus, but this can vary between decision-making bodies, especially in a small group.

Rough consensus doesn't specifically define how much agreement is enough. The working group leader, or even the group itself, must decide when a consensus has been reached, although this can create additional disagreement when consensus cannot be reached about coming to a consensus.

This places increased responsibility on the leader and can stir further debate if the leader's judgment is questioned.

Unanimity

Super-majority (55% to 90% agreement)

Simple Majority

Referred to a committee or leader for final ruling

Contributed by Megan J. Wilson, freelance writer and communications consultant, Los Angeles, Calif.



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Weblinks

International Children's Book Day

April 2, 2016

Theme: "Once upon a time..."

www.ibby.org (click on activities, then on International Children's Book Day)

"Shakespeare Selfie" youth writing challenge

April 11 – April 29, 2016

The challenge is to write a modern-day soliloquy or monologue by a Shakespearean characters. Modern syntax or iambic pentameter accepted.

The CBC "Canada writes" is for students in grades 7-9 or 10-12. The competition will be judged by Kenneth Opiel, a writer from British Columbia. Prizes include iPad minis.

For more information:

<http://www.cbc.ca/books/2015/10/the-2016-shakespeare-selfie-writing-challenge-for-students.html>

Earth Day

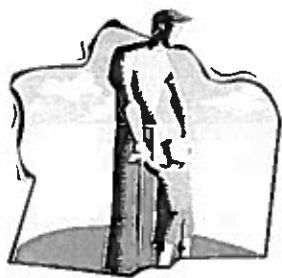
April 22, 2016

www.earthday.ca

Administrative Professionals' Week

April 24-30, 2016

www.iaap-hq.org



A monthly publication provided by your child's school in recognition of your role as a partner in education.

Resources for Families

Creating a lifetime of success... through strong reading skills

There is a strong connection between school success and reading skills in the early grades. A general guideline is for students to read proficiently by grade three. Students who struggle with reading by mid-elementary school are more likely to continue struggling academically and face a widening achievement gap.

A study by the Annie E. Casey Foundation confirmed that grade three is an important milestone for student success:

“A student’s ability to read at grade level by the third grade is the number one indicator whether or not that student will complete high school.”

<http://bit.ly/1PCfxkK>

According to researchers, there is “a link between failure to read proficiently by the end of third grade, ongoing academic difficulties in school, failure to graduate from high school on time and chances of succeeding economically later in life – including individuals’ ability to break the cycle of intergenerational poverty... ability to ensure global competitiveness, general productivity and national security.”

It is easy to underestimate the value of the easy reader books for young readers, but study after study shows that third-grade reading skills are critical for overall school success.

Age-appropriate books like Magic Treehouse books or *Cloudy with a Chance of Meatballs* may not seem like a critical part of student success, but they are. These are the books that students should be able to read.

Access to books is critical

Learning to read requires access to books at school and at home. The more students read, the better they become at comprehension, vocabulary and fluency. Students need reading materials that they can and want to read, but many – especially those in low-income families – do not have access to age-appropriate reading materials at home.

Researchers have found that the number of books available to kids was lowest in homes with the lowest household incomes. This book gap continues to be a problem that includes any age-appropriate books, printed materials or digital texts.

- One study found that in middle income neighbourhoods, the estimated ratio is 13 books per child; in low-income neighbourhoods, the ratio is equal to only one book for every 300 children.
- Children from low-income families lack early interactions that lead to language development, including being read to. New data show that children from low-income families have one-fourth the vocabulary of children from wealthier homes.
- By the time children from low-income families enter kindergarten, they are 12-14 months below national norms in language and pre-reading skills.

<http://www.firstbookcanada.org/images/pdf/Statistics-on-Literacy.pdf>

What can parents do?

Schools are recognizing the importance of books for the youngest kids. Some are developing programs for parents of children ages birth to five to emphasize the value of early access to books and help them build



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their early reader library with books they can take home.

Community programs are important sources of reading help, often donating early reader books at programs and events. Education foundations often provide free books to families. Also, most local libraries sponsor weekly story time for preschool children.

<http://1.usa.gov/1ZJMleg>

There are some helpful resources and tips for parents who want to help their children build reading skills, on this website:

<http://www2.ed.gov/parents/read/resources/readingtips/index.html>

Read aloud, provide materials, model reading

Some of the most important things you can do to help your child become a great reader include:

- Reading to your child every day
- Read with your child
- Be a role model (let children see you reading)
- Create a reading space
- Limit screen time
- Use rhymes, games and songs
- Focus on meaning
 - Talk about the text – ask questions
 - Look at the pictures to help figure out hard words

http://www.caringforkids.cps.ca/handouts/promoting_reading_in_school_aged_children

- When reading a book where the print is large, point word by word as you read. This will help the child learn that reading goes from left to right and understand that the word he or she says is the word he or she sees.
- Read a child's favorite book over and over again.
- Read many stories with rhyming words and lines that repeat. Invite the child to join in on these parts. Point, word by word, as he or she reads along with you.
- Discuss new words. For example, "This big house is called a palace. Who do you think lives in a palace?"
- Stop and ask about the pictures and about what is happening in the story.
- Read from a variety of children's books, including fairy tales, song books, poems, and information books.



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Alberta School Boards
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For members of the Alberta School Boards Association

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How to set up and use social networks to promote your jurisdiction

By now, Facebook is old hat. So old, that many members of younger generations have shunned it in favor of newer, cooler networks like Snapchat, Oovoo and Kik.

If you don't know those names, don't worry. New social networks come and go every day, and they may have useful features worth your consideration, but Facebook still sets the standard as one of the best ways to share information online with your supporters.

Facebook, the largest social network is still going strong. The network grew 12 per cent from 2014-2015, has more than 1.44 billion monthly active users, and almost half of them log in to their account on any given day. www.statisticbrain.com/facebook-statistics/

To understand the reach of the largest social network, take a look at the user statistics compared to the three "younger" networks mentioned above.

Total users:

- Facebook, 1,591 billion
- Snapchat, 100 million
- Oovoo, 135 million
- Kik, 2.475 million

<http://expandedramblings.com/index.php/resource-how-many-people-use-the-top-social-media>

It may seem that everyone is already – or has been – on Facebook, but there are still some holdouts. It's not a bad thing to be a late adopter, but it may be time – finally – to join the growing ranks of social media users.

If your jurisdiction is still hesitating, you might consider the benefits of joining and learn how to get started.

Why be social?

The basic features are the same for most social networks: providing an information hub for a network of followers, broadcasting information to your network that they can share with their own networks, listening to conversations with and about your jurisdiction, and responding to comments.

Social tools are also excellent news feeds, especially for sharing the little stories that may not warrant bigger headlines on your website's featured headlines page.

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The nuts and bolts of getting started

Setting up your online presence is the easiest part of using social media.

To use Facebook, you will be setting up and managing a public page that is separate from but attached to a personal account.

The personal Facebook page needs a real name and a functional email address. If you already have a personal account, you may want to set up a separate page associated with your new jurisdiction page. This helps to keep your personal and work pages separate, and it makes it easier to transfer ownership or management if you leave the position or no longer have social media as a job responsibility.

If you only plan to use your new personal account to manage your jurisdiction page, you can set your privacy settings so the page isn't visible to the public.

The process for getting started is not difficult. First log in, then go to www.facebook.com/pages/create.php. Then select Company, Organization or Institution. Choose Education as your category and add your jurisdiction name. Finally, check the box to agree to Facebook's terms.

Now you are ready to populate your page. Follow the prompts on Facebook. Start by uploading a photo that represents your jurisdiction. A photo showing student learning is a great cover photo. Be sure to follow Freedom of Information and Protection of Privacy (FOIP) and your jurisdiction's protocol for receiving permission from parents for photo use. Then check the skip ads box and save your information.

In the page admin panel, you can edit the page and update your information. Add contact information, mission statements, descriptions, etc. Feel free to leave some questions on the form empty, but provide enough information about your jurisdiction that visitors learn who you are, what you stand for and where to find you.

The next step is to add others, so you can share content responsibilities. Go to Page Roles to invite

others as an administrator, editor, moderator or analyst. To assign permissions, those people will also need personal Facebook accounts.

You can browse through the Settings menu to select options for page visibility, visitor posts, age, country and language settings. You can set Page Moderation to block certain words or individuals from the page. You can allow visitors to post to your timeline with or without post moderation, which allows you to review posts prior to making them public.

There are many options for page set-up and management. Start getting familiar with them by browsing the menu.

For a helpful step-by-step tutorial about setting up your page, see video by Pasco County (Fla) Schools on YouTube: www.youtube.com/watch?v=Uwibt-ludci7c

Maintaining your page

Facebook is all about engagement: You post something, your followers like the post or comment on it, then they ask questions and you respond. To be effective, your site must be active. You need a steady stream of new content about people and activities in your jurisdiction.

Easy content ideas include upcoming events in the jurisdiction and in schools, links to positive stories in the news media – simply share from the story to your page, photos of events or students, awards and congratulations to students and staff for achievements. There are numerous possibilities. Do not worry too much about whether your content seems trivial or unimportant. Aim for sharing your important stories *and* showing glimpses of your schools and students to help connect with community members who don't have kids in school or a reason to look inside your buildings.

Best practices are to post regularly, generally several times a week. Include photos, which are more engaging than text alone. Don't flood your page with too many posts in a 24-hour period. Watch your insights to see when most of your audience logs on.



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For schools, afternoon and evening posts usually generate more interest than early morning activity.

As you start to use your page, you can see the analytics that show the number of people reached, new page likes, engagement levels for your page and individual posts. Go to Insights to see this data and more. This section is very helpful in understanding your audience – their ages, where they are, and what they engaged with most.

Considerations and cautions

There are cautions that you should know related to social media activity. If your jurisdiction doesn't have a social media policy, it should. Consider policies to address staff and student social media use.

In the meantime, let common sense be your guide. Safety should be your number one priority. Be clear about the legal limitations regarding.

Communicate in a friendly but professional manner. The tone for posts doesn't have to be as formal as other forms of jurisdiction communication, but it should be appropriate and respectful. And staff should maintain professional distance from students. No staff member should engage too closely with individual students, either through the student's Facebook page or in private messages. The intent may be harmless, but the perception can raise concerns.

How to respond to negative comments

Don't be afraid of negative comments. Facebook can help you build trust with your audiences if you communicate consistently and authentically. One of the best ways to do that is to be transparent. Be sure to respond quickly, especially if the comment is critical. Just as you would for other communications, be sure to apologize and accept responsibility if warranted.

Be careful about blocking your naysayers. Although you can block users, you should reserve that response for abusive or inflammatory posts. Users who express criticism provide a good opportunity to understand sentiment in your community. If the

criticism is unreasonable, your other followers will often jump to your defense, which gives you third-party credibility and can help build your network of supporters.

Resources

There are many online resources that can help you set up and effectively use social media in general, and Facebook in particular. A few school-specific links are listed below:

- **Creating a Dynamic Facebook Page for Your School**
www.edutopia.org/blog/creating-dynamic-facebook-page-your-school-anne-obrien
- **The 7 Essential Elements of Effective Social Media Marketing**
www.copyblogger.com/social-media-marketing-steps/
- **School Public Schools Use Facebook? Pros and Cons**
www.publicschoolreview.com/blog/should-public-schools-use-facebooks-pros-and-cons
- **Social media for schools: a guide to Twitter, Facebook and Pinterest**
www.theguardian.com/teacher-network/2012/jul/26/social-media-teacher-guide
- **Ten ways schools are using social media effectively**
www.eschoolnews.com/2011/10/21/ten-ways-schools-are-using-social-media-effectively/

Contributed by Marcia Latta, communications consultant



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The Power of networking for school leaders

Building a powerful network is not a game of passing out cards at an occasional event. There's no short-cut or trick. It takes time and personal contact – with the right people, at the right time – consistently and over time. Here are some tips for building your network.

Use existing networks

While every jurisdiction is unique, but most have similar networks in place. They are also known as rotary clubs, chambers of commerce, city clubs, government leaders, police, clergy and, of course, school based groups such as school councils.

To build a strong network, ask yourself a few key questions:

- Are you keeping in touch with leaders in these groups? More important, are you going to *their* events and meetings, or are you just inviting them to yours?
- If you have a key communicator program, dust it off and rekindle it if it's lapsed or gotten stale for lack of feeding. If you haven't kept in touch lately with messages, calls or gatherings, consider a pulse-check with a quick online survey like Survey Monkey. Or, start planning lunch or coffee just to catch up.

Increase your connections before you need to or it will feel like the old high school buddy who shows up out of the blue just to catch up...then pitches you for something he needs.

Find your strength

However you network, it needs to dovetail with your personality. If you're not a gregarious person, don't force yourself to be outgoing. You can still establish rapport quietly with a few key influencers. Don't try to be someone you're not. Find your strength and use it naturally. You don't have to do a lot of public

speaking or appearances. If that lands you out of your comfort zone, your audience will know it.

Examples are: If you love to read, share what you're reading with others. Keep in touch online via email or blogposts. If you love sports, that's easy – high school games are usually the biggest parties in every small town. Reach out to fellow spectators.

Take advantage of your position to applaud others – give credit to certain folks who impressed you during the week with a special “kudos” at board meetings. Look for examples where people weren't trying to be noticed. That shows them you notice things that really matter to them – and not just because they want credit.

Get creative and informal

Most people see attending events or playing golf as the only way to network. Get creative with how you meet up with people. One superintendent hosted a popular “Second cup” hour for parents to drop in during the late morning for their second cup of coffee to share rumors, ideas and concerns.

Hold private dinner parties, or meet folks at local restaurants, which builds business connections and loyalty from your food service industry as well. Be generous – connect other influential people to each other. For instance, if you were to meet new parents in your jurisdiction who love animals, you could suggest a good vet and make an introduction. They'll see you as an asset, which builds loyalty for your causes.

Make friends with the gatekeepers

Who are the air traffic controllers of any organization? The executive assistants and office managers. They hold the quiet power of access to other leaders. Always loop them in. If you have an assistant, ask them to create this information for you – peer to peer.

Do your homework



Communications Now

Before meeting someone (or re-connecting), learn what they support, find out their passions, charities, etc. Pay attention to birthdays or work anniversaries. Remember how, when and where you meet people. When you recall something about that person later, it shows them they matter to you. One of the best tips comes from a very popular governor in Oregon, Mark Hatfield. He amassed an index card collection (yes, it was decades ago) so he could brief himself before meeting people on campaign stops. He would actually say things like, “So, Helen, how is your daughter Susan doing at the U of O?”

This inside knowledge will also help you connect others, which makes you a valuable insider. Unless you know the parties, send separate private emails to see if they would like an introduction to connect. This gives them the “opt out” chance before exposing them both.

Do the real work, in person

The creators of LinkedIn, Facebook, and Twitter built their empires on the assumption that their tools build networks that connect people more easily. Do these social networks, by making connecting easier, make leaders more powerful?

The answer is no. While valuable, because they amplify your messages and boost engagement, they're just tools. Authentic relationships and becoming a trusted source of information, inspiration and solutions takes old-fashioned work over time.

We talked to an expert and got three tips. Chuck Bennett, long-time Government Relations Director for the Confederation of Oregon School Administrators and Salem city councilor, has three basic rules for networking:

- **No phony events:** Don't set up “relationship building” events like monthly lunches with key people and then not attend, or let them dwindle. “Go every time,” he says, “even if you don't have an issue to discuss, get to know each other and talk

about the little things, like parking problems, or how much you liked the school play. I've seen these ideas fail, which is worse than not doing them at all.”

- **Stay positive:** Regardless of the issue, make every interaction positive and respectful, especially with elected officials. Build on what's going right, not wrong. Over the years Bennett admits he's heard a lot of griping at the state level, about everything from education funding to local control. “Complaining isn't okay. Why would an elected official want to listen to you with that attitude?”
- **Keep in touch quickly:** Don't just focus on the latest social media technology to keep in touch. Stay simple with timely call-backs or emails. “Even if you don't have all the answers, reply quickly and keep it short,” Bennett says. “That tells them you know they're important.”

Contributed by Shannon Priem, APR, communications consultant and former public information director of the Oregon School Boards Association



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Hiring and retaining qualified candidates

Saying, 'You're hired,' is one of the most critical decisions a school administrator can make. There are a lot of elements that make up a well-functioning school system, such as buildings, lesson plans, and new technology, but people will always be the most critical component. Being able to attract and retain the best people can make a bigger difference than you may *think*.

Negatives of staff turnover

Studies that examined teacher turnover in schools have pointed to negative effects, both directly for students and indirectly, through financial costs to school jurisdictions.

When jurisdictions spend precious dollars constantly training new staff, those dollars don't get invested in improving teaching quality, or on teaching resources such as textbooks or technology.

(<http://files.eric.ed.gov/fulltext/ED497176.pdf>).

Students also feel an impact when teacher attrition occurs. Often, it is teachers within the first five years of their profession who leave. These newer teachers can still be in the skill development stage of their career. When they leave, they are often replaced with others who are also in the development stage. As a result, students are not exposed to teachers who have become stable in their skills.

(<http://karsenti.ca/archives/10.5923.j.edu.20130303.01.pdf>)

Turnover among non-instructional staff is also costly. Training a new communications director to use the jurisdiction website, for instance, requires more time than compiling media releases about your high school's amazing new paperless classroom.

So, what can we do to hire candidates who are more aware of the requirements of the job when they apply and more likely to stay on once they're hired?

Toot your own horn

What are you doing to let qualified candidates know that your schools are doing really great things? Dr.

Jacqueline Jacoby, Education and Search Consultant at the Connecticut Association of the Boards of Education says, "There is nothing like evidence of repeated jurisdiction success across a myriad of measures to become a magnet that draws candidates."

If you haven't made the effort to create relationships with local reporters, there's no better time than now. Find out what stories they are interested in, and start sending out positive media releases.

Be positive, but also be truthful

If you're *hiring* for a position that has been hard to fill, don't sugarcoat it. Your new employee is going to find out that they will be working under a director who isn't open to suggestions, so it's best to discuss it frankly in the interview. If a top-down management approach doesn't work for this potential hire, wouldn't you rather know now?

On the other hand, if the new hire is on the fence about working with someone difficult, maybe there's an outside project you can assign that will give them some measure of control over their environment, given the limitations of the position. The last thing you want is to find your new hire regretting their decision by week two of their new job.

Know what you want, and *communicate* what you want

When a new position opens, it's easy to let the desire to fill the spot quickly override the great opportunity that's been presented. While it may be sad to lose a gifted employee, it's also likely that person wasn't a *perfect* fit for the position – because who is?

A recently vacated position is a good time to take a look at the job with a fresh eye. Would it be better if the new candidate had *more* creativity than the previous employee? What if the position required social media savvy – would that be helpful? Maybe the previous employee did a bang-up job in every area except reporting their results. Making regular reports might be a good addition to the job description.



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Whatever you eventually decide the position should entail, everyone in the hiring process needs to be on the same page. Make sure your job description, job posting, and selection criteria are consistent. And it's best if those are aligned with the evaluation process.

the position will help. This process takes effort and time, but the impact on morale will be worth it.

Contributed by Megan J. Wilson, commercial freelance writer and blogger

The interview

When everyone is on the same page about the qualifications for the position, and your candidate is being interviewed, use the opportunity to find out how your interviewee deals with situations that might come up in the job environment.

Generally, the best predictor of future performance is past performance, meaning that finding out how a potential hire reacted to a work situation in the *past* is what you're looking for, rather than their ideas of how they *might* react to a theoretical problem. "Ask good, behavior-based questions tied to prior experience," says Ramming.

Use language such as "Tell me about a time..." or "Describe a situation..." This kind of wording encourages the candidate to think back to a real life situation that will demonstrate the competency you're looking for.

Once you have them, hold on tight!

Most people don't leave a job for financial reasons. They leave because the job isn't working out due to a variety of reasons including lack of leadership, an uncertain path to advancement, or other concerns. The most important aspect of retaining key staff is that they are happy in their work. If your jurisdiction wants to make the retention of qualified staff a key priority, it's going to mean paying attention.

Having an open-door policy where staff can discuss their concerns means that resentments don't have a chance to fester. And feeling like their needs are met means your qualified staff will stay longer.

Changing your hiring and retention processes is not simple. A new focus on being clear about what you want, being sure that you have the right candidate, and communicating honestly about the challenges of



Communications Now

Sample Graduation Speech

This speech (it starts below at the “Pay it Forward” heading) was delivered by Alan Tenreiro, a principal in Rhode Island, who was awarded Principal of the Year in 2016 by an American organization (National Association of Secondary School Principals). The speech was given in 2015, focusing around the theme “Pay it Forward”.

One of the reasons for the success of Tenreiro’s school, Cumberland High School, in recent years has been the community’s annual initiative to embrace a school-wide concept and incorporate it into every day of the school year. Not only does this endeavor strengthen the community as a whole, but more importantly, the practice has proven to help students find purpose and meaning in their own high school experience.

As part of this, the community read the same summer reading book as an entire community. In 2014 a focus on the “power of one” theme inspired a \$25,000 fundraising achievement for the RI Leukemia and Lymphoma Society. This year’s “pay it forward” theme has led to multiple random acts of kindness and goodwill by all members of the school community.

Pay it forward

Thank you, *(Name of person who introduced you)*.

(Thank other appropriate presenters and dignitaries.)

Thank you and congratulations.

Good evening. I would like to welcome each of you here this evening to celebrate the graduation of the *(insert High School)* class of 2016.

I look out at all of you with your caps and your gowns – on the cusp, on the precipice of good and great things.

Right now, you are sitting there, and you’re thinking about the celebration this evening, or this weekend,

and that you’re finally on your way into the real world.

And you can’t wait to step out and live your life and chase your dreams. And you’re thinking about your future. And that’s good and great.

I want you to think about the present though. I want you to reflect on the past, on the journey you’ve been on these last 17 or 18 years.

How did you get here? Who helped you get here?

Your parents?

Your family?

Your friends?

Your teachers?

Your coaches?

I want you to think about the past year and how we all learned what it means to pay it forward. And how this means something different to me than it does to you. And how it might mean something different to you than it does to your best friends.

Paying it forward is what your family and friends did in helping you get to this very place in time.

Paying it forward is what your teacher did because he had a teacher who inspired him and made him want to show others how to learn and it made a difference in his life.

Paying it forward is what your coach did because she had a coach who made a difference in her life.

Paying it forward for some was simply an act of kindness to others,

a donation to a charity,

spending time at a soup kitchen,

delivering turkey baskets,

shoveling the snow out of a neighbor’s walkway.



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In the book our school community read this year, paying it forward was one boy's idea – an idea that sparked a movement.

Contributed by Alan Tenreiro, principal, Cumberland High School, Cumberland Rhode Island, and 2016 National Principal of the Year

Think of an idea for world change and put it into action

Think of an idea for community change and put it into action.

We spent the year, your senior year, thinking about and acting on ideas that would help change our school, our community. This was our senior class assignment. The assignment continues.

When you get out into the real world tomorrow, when you set foot on campus this fall or start your first full-time job, I want you to continue to pay it forward.

I want you to continue to show kindness to others.

Stand up for someone.

Set a good example every day.

Offer sincere, kind words to someone who's hurting.

I want you to choose the better story. I want you to think and act upon ideas that can help your family, your friends, your neighbors, and your community. Our community.

Your teachers, your coaches and I will see you next year or two years from now or six years from now. And when one of us does, we're going to ask you what you've been up to. We're going to want to know about college and adventures and jobs and the like. And we're also going to want to know what you've been doing to pay it forward.

(High School name) has done a great job of preparing you for the real world. Now go out and create a better one.

Congratulations.



Communications Now

Weblinks

International Children's Book Day

April 2, 2016

Theme: "Once upon a time..."

www.ibby.org (click on activities, then on International Children's Book Day)

World Health Day

April 7, 2016

Theme "Beat diabetes"

For more information:

<http://www.who.int/campaigns/world-health-day/2016/how-to-get-involved/en/>

Alberta Volunteer Week

April 10 – 16, 2016

Communities throughout Alberta and Canada celebrate the important contributions of volunteers during this week, with events and awareness campaigns.

Last year, Volunteer Alberta launched "Volunteerville", which is an interactive social media-based campaign celebrating volunteers. People can share their own stories of volunteerism on Volunteerville. Use #volunteerville to share your story.

For more information:

<http://culture.alberta.ca/community/events-and-recognition/national-volunteer-week/>

"Shakespeare Selfie" youth writing challenge

April 11 – April 29, 2016

The challenge is to write a modern-day soliloquy or monologue by a Shakespearean characters. Modern syntax or iambic pentameter accepted.

The CBC "Canada writes" is for students in grades 7-9 or 10-12. The competition will be judged by Kenneth Oppel, a writer from British Columbia. Prizes include iPad minis.

For more information:

<http://www.cbc.ca/books/2015/10/the-2016-shakespeare-selfie-writing-challenge-for-students.html>

Earth Day

April 22, 2015

www.earthday.ca

Administrative Professionals' Week

April 24-30, 2016

www.iaap-bq.org

International Dance Day

April 29, 2016

Established by UNESCO to celebrate dance around the world.

For more information: www.cda-acd.ca/en/programs-services/international-dance-day/index.htm

Education Week 2015

Theme: We are Teachers

May 2 – May 6, 2016

Shine a light on Alberta's education system.

www.teachers.ab.ca/News%20Room/IssuesandCampaigns/Pages/Education-Week.aspx

Science Odyssey

May 6 – 15, 2016

This is a collaborative event, designed to "engage and inspire Canadians of all ages with activities in science, technology and engineering, and mathematics.

Events include anything from science-to-the-streets type of celebrations, to visits to labs, science fairs, talks / conferences, school field trips, encounters with researchers, museums and science centres special exhibits, and more.

Science Odyssey evolved from the National Science and Technology Week, into what is now a celebration of science from the whole Canadian scientific community.



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Anyone can participate by taking part in the hundreds of activities planned.

For more information:

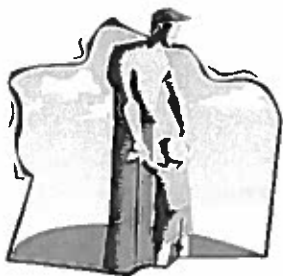
<http://www.science.gc.ca/default.asp?lang=En&n=F90AC2D1-1>

National Aboriginal Day

June 21, 2015

National Aboriginal is a special day to celebrate the unique heritage, diverse culture and achievements of First Nations, Inuit and Metis peoples in Canada.

<http://www.aadnc-aandc.gc.ca/eng/1100100013248/1100100013249>



A monthly publication provided by your child's school in recognition of your role as a partner in education.

Resources for Families

Helping your child manage stress

Stress is a part of daily life for most adults and a growing number of kids. Higher expectations and busy extracurricular schedules have resulted in higher levels of stress, especially among older students who juggle activities, school work and college preparation.

Stress related to school and work isn't going away. It is important for students to learn tools for managing stress so they can succeed, even when they face challenging situations.

School-related stress

The pressure to succeed in school is a big source of stress and anxiety for some students. If they learn to manage these feelings now, they will develop skills for work-related stress after graduation. The skill of managing stress will also help students perform well in their current situation – the classroom.

Research shows that too much stress is unhealthy, mentally and physically. Children who are anxious about their learning, their abilities, their homework – almost anything – will have elevated levels of cortisol, the hormone associated with stress.

Though cortisol has its benefits, a perpetual state of elevated cortisol levels, or even regular spikes in levels are damaging to the body in numerous ways, including impaired cognitive abilities.

Studies also show that increased instances of elevated cortisol levels leads to lowered cortisol levels down the road, which is also problematic. The other, more immediate effect is that the physiological energy needed for the body to regulate stress hormone levels detracts from the energy available to focus on learning.

Mental state, then, has a big impact on learning ability. Students who are too stressed can't focus and won't perform as well in school.

Tips to help younger students reduce classroom stress

A student's environment can play a big role in stress levels. Classrooms can be a source of calm for students or add to anxiety. The following tips are based on recommendations from psychologists and may help parents understand their child's classroom environment:

- Avoid clutter and too much visual stimulation.
- Allow for movement and fidgeting. Too much sitting can affect concentration and focus.
- Reduce noise. Too many hard surfaces bounce noise around the room. Keep the music station in a corner of the classroom.
- Some kids have difficulty moving to new activities. Build in transition time to help them adjust.

www.teachthought.com/uncategorized/5-easy-ways-to-reduce-student-stress-in-the-classroom/

Tips to help older students reduce classroom stress

In upper grades, time management plays a key role in stress management. Here are some strategies for teachers that could also apply to work and home environments:

- **Make expectations clear**
Do students understand the course requirements? If your child seems anxious about school, it may help to discuss the class syllabus and assignments and help them plan a study strategy.
- **Talk about relevant past experiences and strategies**
Your personal experience may provide valuable tips that your own children can use. Share what worked for you as a student – and



Resources for Families

what didn't work. There is also wisdom in mistakes. Your child might appreciate that you also struggled or had challenges to overcome.

If you can't remember your own student days, the following study tactics may help: make flash cards, explain concepts through pictures or on a poster board, make a study plan and timeline.

- **Help students do a self-evaluation**

Talk to your child about their learning style. It may help them to understand how they learn, so they can base study habits on their learning style. Is their style visual, auditory or tactile? Do they learn better by watching, listening or doing?

- **Create a calm environment**

Exam and study environments should be calm. Consider playing calming music during homework.

Suggest destressing techniques, such as deep breathing, visualizing something unrelated to the stress of the moment, and have your child tell himself /herself to be calm while taking deep breaths.

- **Encourage peer collaboration and mentoring**

Encourage your child to connect with others in the class. They can share concerns with each other, provide reassurance or share notes during study time.

- **Start with easy questions**

To build confidence, suggest that they start study time with easy work. Get the less difficult assignments out of the way first.

- **Create a "we're all in this together" environment**

Remind your child that their peers are likely feeling the same way they are. If they are stressed out, chances are good that their

classmates are, too. And if they feel unprepared, they are probably in good company.

- **Teach students to channel stress energy into something positive**

Homework and exam stress are not all bad. They can be effective motivators for working hard and preparing. Encourage students to plan-the-work and then work-the-plan by organizing time, planning ahead, reflecting on what worked in prior classes and seeking information from teachers when they are confused. <http://teaching.berkeley.edu/alleriating-students-stress>

Good stress vs. bad stress

When students are feeling overwhelmed or stressed about school, remind them that some stress – not chronic stress – is actually a good motivator and can push us to optimal levels of alertness and performance.

Researchers have found that stress hormones from short-lived stress can help our brains adapt. "I think the ultimate message is an optimistic one," said Daniela Kaufer, associate professor of integrative biology at UC Berkeley.

"Stress can be something that makes you better, but it is a question of how much, how long and how you interpret or perceive it."

<http://news.berkeley.edu/2013/04/16/researchers-find-out-why-some-stress-is-good-for-you/>

Secretary-Treasurer's Report
For the Period Ending March 31, 2016

INTRODUCTION

In our year-to-date, for the period ending January 31, 2016, Northland School Division's operating costs are in line with the operating budget.

REVENUE

- Revenue received to date is in line with historical numbers and the budget.
- Confirmation of provincial numbers has been made, and no substantial changes to the budget need to be made.

EXPENSES

- Expenses are also in line with historical data and the budget.
- YTD expenses overall are about 58% expensed. Total salaries and benefits are slightly higher than budgeted, and may end the year about \$100,000 higher than budgeted. However, other costs are slightly under budget, so the budget may be met.

-

OTHER BUSINESS**Receivables**

- Mikisew paid the September and October invoices, but has November, December and January still outstanding. The First Nations now has outstanding receivable of \$4.2 million, and is 150 days in arrears. The band has committed to paying about \$800,000 by the end of April, and a plan for repayment of the \$3.4 outstanding receivable by the end of May.

Cashflow

- A cashflow analysis was completed, as the receivable to Mikisew grows, the division's cashflow gets tighter. More frequent monitoring of bank balances increases as the amount of cash to months of payroll begins to fall under two. As of April, our cashflow falls to 1.76 months of payroll, and the division will be using the \$3 million line of credit in July, and will be overdrawn in August. If Mikisew repays \$800,000 as promised, this will help the cashflow, but the division will have to make some arrangements for additional credit if no other cash is forthcoming from the First Nations.

School Jurisdiction Code: 1280
STATEMENTS OF OPERATIONS
For the Period Ending March 31, 2016 (in dollars)

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Actual YTD Mar 31 2015-2016	Budget 2015-2016 June Approved	Budget 2015-2016 Nov. Revised	Balance to be received or spent
REVENUES							
Alberta Education	\$37,200,087	\$38,136,250	\$39,642,357	\$21,132,570	\$35,134,527	\$37,358,938	\$14,001,957
Other - Government of Alberta	\$966,929	\$774,716	\$477,229	\$359,294	\$930,824	\$930,824	\$571,530
Federal Government and First Nations	\$20,862,392	\$20,838,515	\$22,080,036	\$15,775,522	\$22,175,563	\$22,486,874	\$6,400,041
Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other sales and services	\$656,887	\$1,162,953	\$1,160,007	\$2,191,453	\$3,822,439	\$1,329,483	\$1,630,986
Investment income	\$10,292	\$67,600	\$77,590	\$32,266	\$40,000	\$40,000	\$7,734
Gifts and donations	\$665,565	\$801,935	\$1,205,389	\$79,472	\$0	\$450,000	(\$79,472)
Rental of facilities	\$979,522	\$832,864	\$883,937	\$572,857	\$1,045,540	\$1,045,540	\$472,683
Fundraising	\$251,134	\$394,866	\$375,109	\$0	\$0	\$0	\$0
Gains (losses) on disposal of capital assets	\$156,458	\$200	\$94,037	\$157,285	\$0	\$0	(\$157,285)
Other revenue	\$0	\$0	\$0	\$221,986	\$1,014,417	\$0	\$792,431
TOTAL REVENUES	\$61,743,256	\$63,009,899	\$65,995,631	\$40,522,705	\$64,163,310	\$63,641,659	\$23,640,606
EXPENSES							
Certificated salaries	\$21,031,068	\$20,878,193	\$20,617,010	\$12,308,661	\$21,740,258	\$20,995,435	\$9,431,597
Certificated benefits	\$4,092,469	\$4,390,192	\$4,569,529	\$2,687,723	\$4,742,909	\$4,630,577	\$2,055,186
Non-certificated salaries and wages	\$13,282,744	\$12,583,963	\$13,408,813	\$7,855,740	\$12,976,830	\$13,089,026	\$5,121,090
Non-certificated benefits	\$2,916,643	\$2,805,020	\$2,968,222	\$1,788,584	\$3,214,034	\$3,309,589	\$1,425,450
SUB - TOTAL SALARIES AND BENEFITS	\$41,322,920	\$40,657,288	\$41,563,574	\$24,640,707	\$42,674,030	\$42,024,627	\$18,033,323
Services, contracts and supplies	\$15,450,160	\$16,819,764	\$17,667,159	\$8,916,472	\$16,946,083	\$17,007,445	\$8,029,611
Amortization of supported tangible capital assets	\$3,192,543	\$3,526,733	\$3,708,958	\$2,088,165	\$3,562,723	\$3,443,090	\$1,474,558
Amortization of unsupported tangible capital assets	\$1,609,872	\$2,232,457	\$1,200,256	\$714,590	\$1,208,944	\$1,208,400	\$494,354
Unsupported interest on capital debt	\$29,193	\$9,178	\$0	\$0	\$6,838	\$0	\$6,838
Unsupported interest on capital debt	\$433	\$216	\$0	\$0	\$324	\$0	\$324
Other interest and finance charges	\$29,008	\$2,430	\$954	\$1,506	\$38,000	\$41,137	\$36,494
Losses on disposal of tangible capital assets	\$67,735	\$52,002	\$22,935	\$0	(\$80,029)	\$0	(\$80,029)
Other expense	\$0	\$0	\$2,492,548	\$0	\$0	\$0	\$0
TOTAL EXPENSES	\$61,695,864	\$63,299,567	\$66,156,384	\$36,361,439	\$64,356,913	\$63,724,699	\$27,995,474
OPERATING SURPLUS (DEFICIT)	\$47,392	(\$289,668)	(\$160,753)	\$4,161,266	(\$193,603)	(\$83,040)	(\$4,354,869)
EXPENSES							
Instruction	\$39,872,808	\$39,307,282	\$42,362,054	\$22,769,437	\$40,823,304	\$40,261,986	\$17,492,549
Plant operations and maintenance	\$9,696,288	\$11,647,020	\$14,576,495	\$6,460,363	\$10,646,054	\$10,401,915	\$3,941,552
Transportation	\$3,721,237	\$3,741,924	\$3,581,793	\$2,049,122	\$3,582,035	\$3,579,355	\$1,530,233
Administration	\$3,233,159	\$3,510,503	\$3,370,913	\$1,940,565	\$3,799,603	\$3,997,735	\$2,057,170
External services	\$5,172,372	\$5,092,839	\$5,265,129	\$3,141,952	\$5,511,916	\$5,483,708	\$2,341,756
TOTAL EXPENSES	\$61,695,864	\$63,299,568	\$66,156,384	\$36,361,439	\$64,356,913	\$63,724,699	\$27,363,260
OPERATING SURPLUS (DEFICIT)	\$47,392	(\$289,668)	(\$160,753)	\$4,161,266	(\$193,603)	(\$83,040)	(\$3,722,654)

Accounts Receivable
Federal Government and First Nations

15-16 Student Count Reg	Student Counts E.C.S.	Prior to & 2004/2005	Outstanding Aug-2012 2011/2012	Outstanding Aug-2013 2012/2013	Outstanding Aug-2014 2013/2014	Outstanding Aug-2015 2014/2015	Outstanding Mar-2016 2015/2016	Mins O/S	Total Outstanding	Monthly Billing	REG rate	ECS Rate
126	21	-	0.00	4,819.88	(0.00)	(117,006.68)	39,865.50	(0.3)	(72,321.30)	244,087.83	1,779.48	946.35
8	0	-	-	-	-	1.00	13,254.86	1.5	13,255.86	9,079.93	1,134.99	476.44
463	30	-	-	-	-	399,869.35	2,022,834.48	2.8	2,422,703.83	852,289.74	1,779.48	946.35
0	0	61,333.22	-	-	-	-	-	-	61,333.22	-	-	-
30	6	-	-	5,208.60	-	55,758.29	-	0.9	60,966.89	67,533.84	2,124.31	634.09
136	0	-	-	-	1,241,276.18	1,555,087.86	1,451,775.33	14.7	4,248,139.37	288,906.16	2,124.31	634.09
42	0	-	(0.00)	-	-	-	523,167.12	7.0	523,167.12	74,738.16	1,779.48	946.35
100	0	-	-	-	0.00	(95,090.87)	-	(0.5)	(95,090.87)	177,948.00	1,779.48	946.35
70	6	-	0.00	0.00	0.00	(47,838.56)	(0.00)	(0.4)	(47,838.56)	130,241.70	1,779.48	946.35
209	18	-	-	-	0.00	(183,564.29)	-	(0.5)	(183,564.29)	388,945.62	1,779.48	946.35
1184	81											
		61,333.22	0.00	10,028.48	1,241,276.18	1,567,216.10	4,050,897.29		6,930,751.27			

Althabasca Chip
Peerless Trout
Chipewyan Prairie
Lubicon
INAC
LSLIRC
Bigstone Cree

Adj, Feb-Mar 2016
Adj, Feb-Mar 2016
Adj, Feb-Mar 2016
Adj, Feb-Mar 2016
Adj, Feb-Mar 2016
Feb 2016
Jan 2016

Bigstone #'s does not include Career Pathways
Career Pathway is being paid by CEU's earned by the students
Liaison - Bigstone Cree
Liaison - Mikisew paid by INAC

2,115,954.86

Northland School Division
Federal Accounts Receivable

Aged Summary

Months Outstanding	ACFN	Indian Education Authority	Mikisew	Peerless Kateri First Nation	Bigstone	Chip Prairie	Lesser Slave Lake	Lubicon Cree	Indian Affairs	Woodland Cree	Aging by Month
Mar-16	-	-	288,906.16	-	852,289.74	-	13,254.86	-	-	74,738.16	1,229,188.92
Feb-16	-	-	289,906.16	-	852,289.74	-	-	-	-	74,738.16	1,215,934.06
Jan-16	-	-	303,394.13	-	318,255.00	-	-	0.00	39,865.50	373,690.80	1,035,205.43
Dec-15	-	-	285,284.44	-	-	-	-	0.00	-	-	285,284.44
Nov-15	-	-	285,284.44	-	-	-	-	0.00	-	-	285,284.44
Oct-15	-	-	-	-	-	-	-	0.00	-	-	0.00
Sep-15	-	-	-	-	-	-	-	0.00	-	-	0.00
Aug-15	55,758.29	-	303,816.20	(183,564.29)	363,419.09	(47,838.56)	-	(95,090.87)	(117,006.68)	-	279,493.18
Jul-15	-	-	-	-	36,450.26	-	-	0.00	-	-	36,450.26
Jun-15	-	-	-	-	-	-	0.50	-	-	-	0.50
May-15	-	-	-	-	-	-	-	-	-	-	-
Apr-15	-	-	-	-	-	-	-	-	-	-	-
Mar-15	-	-	505,552.24	-	-	-	-	-	-	-	505,552.24
Feb-15	-	-	248,573.14	-	-	-	-	-	-	-	248,573.14
Jan-15	-	-	248,573.14	-	-	-	0.50	-	-	-	248,573.64
Dec-14	-	-	248,573.14	-	-	-	-	-	-	-	248,573.14
Nov-14	-	-	-	-	-	-	-	-	-	-	-
Oct-14	-	-	-	-	-	-	-	-	-	-	-
Sep-14	-	-	-	-	-	-	-	-	-	-	-
Aug-14	-	-	222,000.60	-	-	-	-	-	-	-	222,000.60
Jul-14	-	-	-	-	-	-	-	0.00	-	-	-
Jun-14	-	-	248,573.14	-	-	-	-	-	-	-	248,573.14
May-14	-	-	248,573.14	-	-	-	-	-	-	-	248,573.14
Apr-14	-	-	-	-	-	-	-	-	-	-	-
Mar-14	-	-	249,482.56	-	-	-	-	-	-	-	249,482.56
Feb-14	-	-	249,482.56	-	-	-	-	-	-	-	249,482.56
Jan-14	-	-	23,164.18	-	-	-	-	-	-	-	23,164.18
Sep-13	5,208.60	-	-	-	-	-	-	-	-	-	5,208.60
Feb-13	-	-	-	-	-	-	-	-	4,819.88	-	4,819.88
Sep-12	-	-	-	-	-	-	-	-	-	-	-
Dec 2005 & older	-	61,333.22	-	-	-	-	-	-	-	-	61,333.22
	60,966.89	61,333.22	4,248,139.37	(183,564.29)	2,422,703.83	(47,838.56)	13,255.86	(95,090.87)	(72,321.30)	523,167.12	6,930,751.27
Current	-	-	288,906.16	-	852,289.74	-	13,254.86	-	-	74,738.16	1,229,188.92
30 days	-	-	289,906.16	-	852,289.74	-	-	-	-	74,738.16	1,215,934.06
60 days	-	-	303,394.13	-	318,255.00	-	-	0.00	39,865.50	373,690.80	1,035,205.43
90 days	-	-	285,284.44	-	-	-	-	0.00	-	-	285,284.44
120 days	-	-	285,284.44	-	-	-	-	0.00	-	-	285,284.44
180 days	55,758.29	-	-	-	-	-	-	0.00	-	-	55,758.29
181 - 365	-	-	1,555,087.86	(183,564.29)	-	(47,838.56)	1.00	(95,090.87)	(117,006.68)	0.0	1,111,588.46
1 yr - 2 yr	5,208.60	-	1,241,276.18	-	399,869.35	-	-	0.00	4,819.88	0.00	1,651,174.01
Over 2 yr	-	61,333.22	-	-	-	-	-	-	-	0.00	61,333.22
Current	60,966.89	61,333.22	4,248,139.37	(183,564.29)	2,422,703.83	(47,838.56)	13,255.86	(95,090.87)	(72,321.30)	523,167.12	6,930,751.27
Long Term	-	-	-	-	-	-	-	-	-	-	-
Total Aging	60,966.89	61,333.22	4,248,139.37	(183,564.29)	2,422,703.83	(47,838.56)	13,255.86	(95,090.87)	(72,321.30)	523,167.12	6,930,751.27

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: 2016-2017 PROPOSED PAT IMPLEMENTATION DATES

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

That the Board of Trustees receive as information proposed 2016-2017 implementation dates for Provincial Achievement Testing.

CURRENT SITUATION: Currently there are two sets of PAT administration dates that NSD61 schools can choose from.

We will seek approval from Alberta Education to continue to offer NSD61 schools a choice between

(a) PAT administration dates set by Northland School Division,
and

(b) Modified PAT administration dates set by Alberta
Education.

(Note: Alberta Education PAT dates required changing to accommodate NSD61 June 2017 closure dates)

OPTIONS:

Option #1 – Northland School Division PAT Administration Dates for 2017:

January 2017

ELA 9 (Part A) – January 19

Social St. 9 – January 23

Science 9 – January 24

Math 9 – January 25

ELA 9 (Part B) – January 26

May 2017

ELA 9 (Part A) – May 9

ELA 6 (Part A) – May 11

June 2017

ELA 6 & 9 (Part B) – June 6

Math 6 & 9 – June 8

Social St. 6 & 9 – June 13

Science 6 & 9 – June 15

Option #2 – Modified Provincial PAT Administration Dates for 2017:

January 2017

ELA 9 (Part A) – January 19

Social St. 9 – January 23

Science 9 – January 24

Math 9 – January 25

ELA 9 (Part B) – January 26

May 2017

ELA 9 (Part A) – May 9

ELA 6 (Part A) – May 11

June 2017

ELA 6 & 9 (Part B) – June 19

Math 6 & 9 – June 20

Social St. 6 & 9 – June 22

Science 6 & 9 – June 23

BOARD OF TRUSTEE

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: NORTHLAND SCHOOL DIVISION AND ATHABASCA TRIBAL COUNCIL
COLLABORATION GRANT

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

That the Board of Trustees receive as information the collaboration agreement between Athabasca Tribal Council and Northland School Division No. 61.



March 15, 2016

Grant Manager
First Nations Education Initiatives Branch
First Nations, Metis and Inuit Education Division
Alberta Education
11th Floor 44 Capital Boulevard
10044 108 Street
Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Please find enclosed Northland School Division's application for the Building Collaboration and Capacity in Education Grant Program.

Northland School Division is applying for this grant in partnership with Athabasca Tribal Council.

If you have any questions please contact me at 780-624-2060 Ext. 6102.

Respectfully,

A handwritten signature in cursive script that reads "Donna Barrett".

Donna Barrett
Superintendent of Schools
Northland School Division No. 61

DB:kp

Enclosure (1)



March 15, 2016

Grant Manager
 First Nations Education Initiatives Branch
 First Nations, Metis and Inuit Education Division
 Alberta Education
 11th Floor 44 Capital Boulevard
 10044 108 Street
 Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Re: Letter of Support from Northland School Division On behalf of Athabasca Delta Community School, Fort McKay School, Anzac Community School, Bill Woodward School, and Father R. Perin School

Please accept this letter as a formal commitment to participate in project under the *Building Collaboration and Capacity in Education Grant Program* through the Ministry of Education and the First Nations, Métis and Inuit Education Division for the 2015/2016 to 2017/2018 fiscal years.

Our First Nation/school(s) will work with Athabasca Tribal Council & Northland School Division to undertake the planned activities described and outlined in the Building Collaboration and Capacity in Education Grant Proposal Template (or Section E of the Grant Application). Athabasca Tribal Council (ATC) & Northland School Division will ensure schools are prepared to undertake the planned activities, achieve the stated milestones, and adhere to expected timelines.

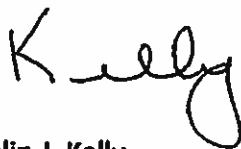
Athabasca Tribal Council and Northland School Division will ensure the *Building Collaboration and Capacity in Education Grant Program* guidelines are followed and will provide appropriate coordination and support services, including project management, sharing of information, training, specialist/ technical support, monitoring, compliance, evaluation and reporting. Our First Nation schools will ensure that ATC & Northland School Division is provided with the necessary input required to complete the application/proposal and reporting requirements related to the project.

.../2

March 15, 2016
Page Two
Grant Manager

By participating with ATC and Northland School Division in the *Building Collaboration and Capacity in Education* project until March 31, 2018, we will encourage greater efficiencies, economies of scale and reinforce the ongoing efforts for collaboration and capacity building that our First Nation/school is undertaking.

Sincerely,

A handwritten signature in black ink that reads "Kelly". The signature is written in a cursive style with a large, looped 'y'.

Colin J. Kelly
Official Trustee
Northland School Division No. 61

LCR:kp



Chipewyan Prairie First Nation

General Delivery, Chard, AB T0P 1G0 ♦ Phone: 780.559.2259 ♦ Fax: 780.559.2213

March 18, 2016

Chipewyan Prairie First Nation
General Delivery
Chard, Alberta
T0G 1P0
Phone Number 780-559-2259

Dear Maggie:

RE: Letter of Support from Chipewyan Prairie First Nation Chief & Council:

On behalf of our Chipewyan Prairie First Nation organization, please accept this letter as a formal commitment to participate in Athabasca Tribal Council project under the *Building Collaboration and Capacity in Education Grant Program* through the Ministry of Education and the First Nations, Metis and Inuit Education Division for the 2015/2016 to 2017/2018 fiscal years.

1. Regional Collaboration and Development of an action plan
2. Action plan implementation and updating of existing Education Services Agreements

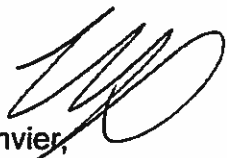
Our First Nation will work with Athabasca Tribal Council to undertake the planned activities described and outlined in the Building Collaboration and Capacity in Education Grant Proposal. The Athabasca Tribal Council will ensure schools are prepared to undertake the planned activities, achieve the stated milestones, and

adhere to expected timelines.

Athabasca Tribal Council will ensure the *Building Collaboration and Capacity in Education Grant Program* guidelines are followed and will provide appropriate coordination and support services, including project management, sharing of information, training, specialist/ technical support, monitoring, compliance, evaluation and reporting. Our First Nation will ensure that Athabasca Tribal Council is provided with the necessary input required to complete the application/proposal and reporting requirements related to the project.

By participating with Athabasca Tribal Council and Northland School Division #61 in the *Building Collaboration and Capacity in Education* project until March 31, 2018, we will encourage greater efficiencies, economies of scale and reinforce the ongoing efforts for collaboration and capacity building that our First Nation/school is undertaking.

Sincerely,



Vern Janvier,

Chief of Chipewyan Prairie First Nation

Building Collaboration and Capacity in Education

Athabasca Tribal Council and Northland School Division No. 61

Partnership Proposal

Working Collaboratively to Develop Education Service Agreements to support learning for students through a partnership between Athabasca Tribal Council (ATC) and Northland School Division (NSD)



Executive Summary:

Northland School Division #61 (NSD) provides educational services for students from the First Nations of Athabasca Tribal Council (ATC). ATC provides a range of supports to its member First Nations. The purpose of the current grant application is to support a partnership between NSD and ATC to collaborate and strengthen our collective capacity to fulfil our mandates. We plan to develop an educational service agreement that will form the basis for developing initiatives and strengthening our collective capacity to work together as partners to enhance learning for students and increase satisfaction of the First Nations students, parents, and communities served by ATC and NSD. The Chiefs of the five First Nations of ATC have indicated their support for this initiative.

This partnership has four key goals: to develop Education Services Agreements that are supported by all partners, to work as partners to identify and implement key improvement initiatives; to explore how NSD can work with ATC to support transition for member First Nations who are choosing over time to directly operate their own schools; and finally to work with ATC to co-ordinate full participation in the Regional Collaborative Services.

NSD is requesting provincial funding at the rate of 335 dollars per student as outlined below to participate in the initiative over three years

2015-16	2016-17	2017-18	Total
\$88,700	\$152,090	\$152,090	\$392,880

We believe that this partnership will support schools and communities to improve student success and community support for education in all school communities involved in this project.

Introduction

Athabasca Tribal Council (ATC) and Northland School Division (NSD) have worked together for a number of years in the support of students. The purpose of the current grant proposal is to extend and deepen our work through the establishment of a formal partnership focused on improving learning for the students we collectively serve. We plan to document the results of our work in an Educational Service Agreement (ESA). Within and beyond the agreement, we hope that our work together will result in an education that meets the aspirations of all of the partners and their communities.

Mandate:

NSD currently provides educational services to ATC First Nations students from:

- Athabasca Chipewyan First Nation
- Fort McKay First Nation
- Fort McMurray First Nation # 468
- Chipewyan Prairie First Nation
- Mikisew Cree First Nation

The ATC First Nations students attend five schools operated by NSD.

- Athabasca Delta Community School (Fort Chipewyan)
- Fort McKay School (Fort McKay)
- Anzac Community School (Anzac)
- Bill Woodward School (Anzac)
- Father R. Perin School (Janvier)

The five First Nations are members of ATC. The Chiefs of the five First Nations have agreed to collaborate in order to build their capacity to advocate on behalf of the students.

Purpose

NSD proposes to work with ATC to develop a collaborative plan and processes that will strengthen relationships and enhance the capacity of the First Nations, ATC and NSD to meet the needs and aspirations of First Nations students, their families and communities through the development of new Educational Services Agreements.

The current tuition agreements are outdated and do not meet proposed standards. In addition, the outdated agreements are a source of friction between the partners and have a negative impact on efforts to work together collaboratively. It is critical that they be addressed in a manner that builds understanding and promotes positive working relationship to support students.

A number of the Chiefs of the First Nations who are members of ATC have indicated an interest transitioning over time to operating their own schools. ATC has also indicated a potential interest in moving toward being recognized as an Education Authority to serve its membership. This partnership could form preliminary work that could over time lead to the development of an Educational Authority for the First Nations who are currently members of ATC, and whose students currently receive

educational services through NSD. NSD would be very interested in a partnership that would support a smooth transition to First Nation operated schools and perhaps an Education Authority.

The First Nation members of ATC have articulated a vision for First Nations education where:

“First Nations students are achieving or exceeding the full education outcomes and successes of all other students in Alberta.” They wish to accomplish this through a meaningful engagement process that brings in the First Nations Way of Knowing, to ensure the success of First Nation students both in academics and in their identity by fostering confidence, pride, and honor for themselves as human beings.

Our purpose through this partnership is to develop an Education Service Agreement (ESA) that supports achievement of this vision.

Goals and Anticipated Outcomes:

Goal 1:

The development of an Education Service Agreement (ESA) formerly tuition agreements, between NSD and the First Nations of ATC: an agreement that supports the achievement of ATC’s vision for student success and is supported by all First Nations because it is fair, clear, builds positive relationships and meets required standards.

Outcome 1:

An Education Service Agreement between NSD and the First Nations of ATC that is agreed to by all parties.

Goal 2:

To work collaboratively to build understanding and take action to improve the satisfaction of the ATC First Nations students, their families, the communities and the First Nations with the quality of education provided for students.

- Identification prioritization of key areas to improve success for students.

- Researching successful approaches to address issues

- Collaboratively developed plans to address identified issues with sharing of responsibility in a manner that is appropriate to each of the partners’ mandates.

Some examples include:

- Strategies and supports for students working below significantly grade level,

- Programming to strengthen language and culture

- Cree/Dene language instruction and immersion

- Experiential and land based learning initiatives

- Innovative parental, teacher and community engagement processes
- Accessing supports and programs for early learning (pre-school initiatives)
- Provision of high school programming that encourages school completion
- Promoting student engagement and successful transitions to secondary and post-secondary
- Restorative justice protocols to engage the community to provide supports for students and their families

Outcome 2:

The partners collaboratively identify and implement strategies that improve satisfaction of the ATC First Nations students, parents, and community with the quality of education in targeted areas

Goal 3:

To work in a collaborative manner to support a smooth transition to First Nation operated schools and authorities where that is the desire of the First Nation or ATC.

Outcome 3:

The pacing of any transition will be determined by the First Nations of ATC.

Goal 4:

Partner with ATC on a plan for involvement in and co-ordination of services through participation in RCSD Expansion focusing initially on accessing out of school supports by identifying service gaps in year one; asset mapping in year two and implementation of services by year three.

Outcome 4

First Nations of ATC will have access to the same RCSD supports as their provincial counterparts.

Building Cross Cultural Competencies and Understanding Among the Partners

Throughout this process, we want to focus on positive culturally responsive and respectful approaches that build cross cultural understanding. To do this, there will be a need to educate staff in culturally appropriate protocols and ways of being in First Nations communities. Both staff and students need to learn to “walk in both worlds.”

To initiate this process, with ATC as a lead, the partners agree to hire and cost share a Mentor (cultural translator) and a Consultant to work with the partners to identify guiding principles that will provide the pillars of our work together. This will include:

- First Nations protocols
- Wise practices in education and First Nation cultures with regard to education
- Meaningful collaboration and its definition within First Nations culture and education
 - Initial meeting to come to a common understanding in raising awareness and education of the work to be done
 - Accepting, agreeing and committing to the work
- Designing the framework as a collective with the goal of meeting individual community needs

Collective Roles and Responsibilities

- Each member of the partnership will understand and be accountable to their roles
- Each member will support, participate, contribute as partners in the mentorship program
- Each member will attend monthly meetings or send an alternate
- Partner members will actively participate in discussions, provide updates, share progress and identify needs or assistance required, and report to their communities

Proposed Activities and Timelines

Year 1: Proposed Activities and Timelines

- | | |
|--|----------------|
| 1. Letter of Intent- an agreement in principle | March 2016 |
| 2. ATC Mentorship and hire a facilitator | April 2016 |
| 3. Develop a Terms of Reference of the Partnership | May –June 2016 |
| a. Membership | |
| b. Responsibilities | |
| c. Structure | |
| d. Frequency of Meetings | |
| e. Purpose | |
| f. Milestone | |
| g. Communication strategies and protocols | |
| h. Dispute resolution process | |
| 4. Year one reporting | August 2016 |

Year 2: Proposed Plan and Timeline

- | | |
|--|----------------|
| 1. Visioning Workshop- Identification of a common focus | September 2016 |
| 2. Identify Needs and Set priorities | October 2016 |
| 3. Develop a Collaborative Action Plan for Implementation | November 2016 |
| 4. Monitor and Adapt Plan | January 2017 |
| Monthly Meetings to report on, update and modify draft ESA * | June 2017 |
| 5. Report progress | August 2017 |

Year 3: Continue Implementation Cycle

Note: *Additional meetings may be required to work on specific topics or may be part of the implementation process- ex/ Community meetings, meetings of sub groups.

Indicators of Success/Outcome Measures

Year One: Partners hold regular meetings and identify a terms of reference that forms the basis of how the group will work together

Year Two: Draft Education Service Agreement and identified joint initiatives

Year Three: Implementation of joint Initiatives

Funding Breakdown

	Year One	Year Two	Year Three	Total
Meetings and Community Gatherings	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 85,000.00
Travel & Subsistence	\$ 17,300.00	\$ 38,060.00	\$ 38,060.00	\$ 93,420.00
Consultant	\$ 9,600.00	\$ 26,400.00	\$ 26,400.00	\$ 62,400.00
Legal Fees	\$ 2,400.00	\$ 4,800.00	\$ 4,800.00	\$ 12,000.00
Admin Support	\$ 9,500.00	\$ 8,800.00	\$ 8,800.00	\$ 27,100.00
Honoraria	\$ 15,300.00	\$ 24,480.00	\$ 24,480.00	\$ 64,260.00
Professional Development and Training (In-servicing, teacher mentoring and coaching)	\$ 9,600.00	\$ 19,550.00	\$ 19,550.00	\$ 48,700.00
Total Expenses	\$ 88,700.00	\$ 152,090.00	\$ 152,090.00	\$ 392,880.00

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: NORTHLAND SCHOOL DIVISION AND BIGSTONE CREE NATION
COLLABORATION GRANT

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

That the Board of Trustees receive as information the collaboration agreement between Bigstone Cree Nation and Northland School Division No. 61.



March 15, 2016

Grant Manager
First Nations Education Initiatives Branch
First Nations, Metis and Inuit Education Division
Alberta Education
11th Floor 44 Capital Boulevard
10044 108 Street
Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Please find enclosed Northland School Division's application for the Building Collaboration and Capacity in Education Grant Program.

Northland School Division is applying for this grant in partnership with Bigstone Cree First Nation.

If you have any questions please contact me at 780-624-2060 Ext. 6102.

Respectfully,

A handwritten signature in black ink, appearing to read "Donna Barrett".

Donna Barrett
Superintendent of Schools
Northland School Division No. 61

DB:kp

Enclosure (1)



March 15, 2016

Grant Manager
 First Nations Education Initiatives Branch
 First Nations, Metis and Inuit Education Division
 Alberta Education
 11th Floor 44 Capital Boulevard
 10044 108 Street
 Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Re: Letter of Support from Northland School Division On behalf of St. Theresa School, Mistassiniy School, Career Pathways, Pelican Mountain School, Calling Lake School, and Chipewyan Lake School

Please accept this letter as a formal commitment to participate in project under the *Building Collaboration and Capacity in Education Grant Program* through the Ministry of Education and the First Nations, Métis and Inuit Education Division for the 2015/2016 to 2017/2018 fiscal years.

Our First Nation/school(s) will work with Bigstone Cree Nation & Northland School Division to undertake the planned activities described and outlined in the Building Collaboration and Capacity in Education Grant Proposal Template (or Section E of the Grant Application). Bigstone Cree Nation & Northland School Division will ensure schools are prepared to undertake the planned activities, achieve the stated milestones, and adhere to expected timelines.

Bigstone Cree Nation and Northland School Division will ensure the *Building Collaboration and Capacity in Education Grant Program* guidelines are followed and will provide appropriate coordination and support services, including project management, sharing of information, training, specialist/ technical support, monitoring, compliance, evaluation and reporting. Our First Nation schools will ensure that Bigstone Cree Nation & Northland School Division is provided with the necessary input required to complete the application/proposal and reporting requirements related to the project.

.../2

March 15, 2016

Page Two

Grant Manager

By participating with Bigstone Cree Nation and Northland School Division in the *Building Collaboration and Capacity in Education* project until March 31, 2018, we will encourage greater efficiencies, economies of scale and reinforce the ongoing efforts for collaboration and capacity building that our First Nation/school is undertaking.

Sincerely,

A handwritten signature in black ink that reads "Kelly". The letters are cursive and connected, with a large initial "K".

Colin J. Kelly
Official Trustee
Northland School Division No. 61

LCR:kp



Bigstone Cree Nation - Education Authority

P.O. Box # 870, Wabasca, Alberta, Canada T0G-2K0

Phone: (780) 891-3825

Fax: (780) 891-2178

Toll-Free: 1-877-458-2447

March 14, 2016

Northland School Division
 Bag 1400
 9809-77th Ave.
 Peace River, AB. T8S 1V2

Attention: Donna Barrett – Superintendent of NSD # 61

RE: Letter of Support
 Building Collaboration and Capacity in Education

Bigstone Cree Nation Education Authority is pleased to collaborate with you on improving outcomes for our students.

The BCCE Grant will allow us to begin the process of developing a signed Education Service Agreement that better serves our students attending your schools.

We are excited to begin this journey and hope that the end result of this collaboration is increased success for Bigstone Cree Nation youth.

Sincerely,

for: Chester Auger
 Director of Education

File

Building Collaboration and Capacity in Education

Bigstone Cree First Nation Northland School Division #61

Partnership Proposal



Executive Summary

Northland School Division and Bigstone Cree Nation operate schools that serve both provincial and federal students in the communities of Wabasca, Desmarais, Chipewyan Lake, Calling Lake, Sandy Lake, and on Bigstone Cree Nation Land. Federal students attending provincial schools and provincial students attending school on reserve are funded by a tuition agreement between Indigenous and Northern Affairs Canada and Northland School Division. A new Education Service Agreement between Northland School Division and Bigstone Cree First Nation, that is seen as fair and acceptable to both parties is urgently needed.

Northland School Division and Bigstone Cree Nation are seeking grant funding to enable the parties to work together to develop an Education Service Agreement which will support improved, culturally responsive learning opportunities for Bigstone students who attend provincial schools operated by Northland School Division and for Northland students who attend school on reserve. Our goal is to increase the number of students who successfully graduate from high school prepared to transition to postsecondary or work as their career plans dictate.

As we move forward to develop a new education services agreement we propose to work together to identify initiatives that will improve education for the students we collectively serve. We plan to work with Elders and community leaders through this process and believe that all students in the Wabasca Desmarais area will be the beneficiaries of this educational improvement partnership.

2015-16	2016-17	2017-18	Total
\$109,700.00	\$188,000.00	\$188,000.00	\$485,700.00

Introduction

Northland School Division and Bigstone Cree Nation operate schools that serve both provincial and federal students in the communities of Wabasca, Desmarais, Chipewyan Lake, Calling Lake, Sandy Lake, and on Bigstone Cree Nation Land. Federal students attending provincial schools and provincial students attending school on reserve are funded by a tuition agreement between Bigstone Cree First Nation and Northland School Division. A new Education Service Agreement between Northland School Division and Bigstone Cree Nation, that is seen as fair and acceptable to both parties is urgently needed.

Purpose of the Proposal

Northland School Division and Bigstone Cree Nation are seeking funding to enable the parties to work together to develop an Education Service Agreement which will support improved, culturally responsive learning opportunities for Bigstone students who attend provincial schools operated by Northland School Division and for Northland students who attend school on reserve. As we move forward to develop a new education services agreement we propose to work together to identify initiatives that will improve education for the students we collectively serve.

Increasing the Number of Students Who Successfully Complete High School

An urgent and current concern shared by all parties is that too few secondary students are graduating from high school. As well those who do often have to upgrade in order to pursue postsecondary studies achieving success.

There appear to be multiple and likely interrelated factors that contribute to this situation. Working collaboratively to identify issues that impede student success and working together to create and implement, monitor and refine plans to support increased educational success for students is the primary purpose of the Educational Service Agreement.

Partners in the Project

Bigstone Cree Nation and Northland School Division are the partners who have the mandate to provide education. The representatives from Bigstone Cree, Northland School Division and the Municipal District of Opportunity currently meet together several times a year to share information and discuss issues related to education. It would be our intent to continue this partnership. Our proposal would further deepen our relationships and support the development of a shared plan for improvement that we would implement, monitor and adjust together.

Through this process we would also involve community Elders, community leaders, agencies, and expert sources such as the University of Calgary to provide guidance advice and assistance as we work together.

The project would be co-led by Bigstone Cree Nation, Northland School Division and representative from the MD of Opportunity. Each partner organization would identify a governance representative to oversee and guide the project. Elders will be included in all planning.

The Bigstone Education Director and the Northland School Division Superintendent would work together to administrate the project.

Goals, Activities Timelines Indicators of Success/Outcome Measures

Goal 1: Establish and Identify a Terms of Reference for a Collaborative Planning Group (March to August 2016)

Activities

Identify purpose, membership, responsibilities, structure and frequency of meetings, communication and decision making processes

Indicators of Success/Outcome Measures

Record of meetings, membership, agreed upon, terms of reference established

Goal 2: Determine common vision or programming focus, identify needs, set priorities and develop a collaborative plan (September to December 2016)

Example: to integrate First Nations cultures and perspectives into education programs, provide opportunities for students to learn an indigenous language, establish processes for improving student attendance and addressing attendance issues,

Activities

Facilitated engagement sessions to identify priorities, to develop and communicate the action plan

Indicators of Success/Outcome Measures

Key priorities are identified and a written plan of action is developed

Goal 3: Implement, Monitor and Adapt the Collaborative Plan (January 2017-June 2018)

Identify management processes to monitor implementation of the plan, to share results on a regular basis to involve the group in adjusting the plan as necessary.

Activities

Plan is implemented and regular monitoring of implementation occurs

Indicators of Success/Outcome Measures

Elements of the plan are implemented

Goal 4: Establish a process and timeline for the development of an Education Service Agreement between Bigstone Cree Nation and Northland School Division (March –Fall 2016)

Activities

Meetings are held to identify key elements of the Education Service Agreement and a timeline for development of the agreement is established

Indicators of Success/Outcome Measures

Agreement on the key standards for the agreement and a timeline for development by fall of 2016

Goal 5: Develop the Education Service Agreement

Elements of the collaborative plans identified in goals one through three could be incorporated into the Education Service Agreement (September 2016- June 2017)

Activities

Meetings occur to develop a new education service agreement between Bigstone Cree Nation and Northland School Division

Funding

Northland School Division is requesting Partnership Grant funding at the rate of \$335 per student per year based on the nominal role for a period of three years to plan and implement this project.

Funding Breakdown

	Year One	Year Two	Year Three	Total
Meetings and Community Gatherings	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00
Travel & Subsistence	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 25,000.00
Consultant	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 50,000.00
Legal Fees	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00
Admin Support	\$ 14,700.00	\$ 23,000.00	\$ 23,000.00	\$ 60,700.00
Honoraria	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 55,000.00
Professional Development and Training (In-servicing, teacher mentoring and coaching)	\$ 45,000.00	\$ 95,000.00	\$ 95,000.00	\$ 235,000.00
Total Expenses	\$ 109,700.00	\$ 188,000.00	\$ 188,000.00	\$ 485,700.00

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: NORTHLAND SCHOOL DIVISION AND KEE TAS KEE NOW TRIBAL
COUNCIL COLLABORATION GRANT

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

The Board of Trustees receive as information the collaboration agreement between Kee Tas Kee Now Tribal Council and Northland School Division No. 61.



March 15, 2016

Grant Manager
First Nations Education Initiatives Branch
First Nations, Metis and Inuit Education Division
Alberta Education
11th Floor 44 Capital Boulevard
10044 108 Street
Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Please find enclosed Northland School Division's application for the Building Collaboration and Capacity in Education Grant Program.

Northland School Division is applying for this grant in partnership with Kee Tas Kee Now Tribal Council.

If you have any questions please contact me at 780-624-2060 Ext. 6102.

Respectfully,

Donna Barrett
Superintendent of Schools
Northland School Division No. 61

DB:kp

Enclosure (1)



March 15, 2016

Grant Manager
 First Nations Education Initiatives Branch
 First Nations, Metis and Inuit Education Division
 Alberta Education
 11th Floor 44 Capital Boulevard
 10044 108 Street
 Edmonton, Alberta T5J 5E6

Attention Grant Manager:

Re: Letter of Support from Northland School Division On behalf of Little Buffalo School, Peerless Lake School, and Kateri School

Please accept this letter as a formal commitment to participate in project under the *Building Collaboration and Capacity in Education Grant Program* through the Ministry of Education and the First Nations, Métis and Inuit Education Division for the 2015/2016 to 2017/2018 fiscal years.

Our First Nation/school(s) will work with Kee Tas Kee Now Tribal Council (KTC) & Northland School Division to undertake the planned activities described and outlined in the *Building Collaboration and Capacity in Education Grant Proposal Template* (or Section E of the Grant Application). KTC & Northland School Division will ensure schools are prepared to undertake the planned activities, achieve the stated milestones, and adhere to expected timelines.

Kee Tas Kee Now Tribal Council and Northland School Division will ensure the *Building Collaboration and Capacity in Education Grant Program* guidelines are followed and will provide appropriate coordination and support services, including project management, sharing of information, training, specialist/ technical support, monitoring, compliance, evaluation and reporting. Our First Nation schools will ensure that KTC & Northland School Division is provided with the necessary input required to complete the application/proposal and reporting requirements related to the project.

.../2

March 15, 2016

Page Two

Grant Manager

By participating with KTC and Northland School Division in the *Building Collaboration and Capacity in Education* project until March 31, 2018, we will encourage greater efficiencies, economies of scale and reinforce the ongoing efforts for collaboration and capacity building that our First Nation/school is undertaking.

Sincerely,

A handwritten signature in black ink that reads "Kelly". The letters are cursive and connected, with a large loop at the end of the "y".

Colin J. Kelly
Official Trustee
Northland School Division No. 61

LCR:kp



Kee Tas Kee Now Tribal Council

Box 120

Atikameg, Alberta, T0J 0C0

Phone (780) 767-3285 Fax (780) 767-2447

March 15, 2016

Grant Manager
 First Nations Education Initiatives Branch
 First Nations Metis Inuit Education Division
 11th Floor, 44 Capital Boulevard
 10044, 108 Street
 Education, AB, T5J - 5E6

Attention Grant Manager:

RE: Kee Tas Kee Now Tribal Council Letter of Support:

On behalf of Cadotte Lake School, Clarence Jaycox School, Whitefish Lake School, please accept this letter as a formal commitment to participate in project under the *Building Collaboration and Capacity in Education Grant Program* through the Ministry of Education and the First Nations, Metis and Inuit Education Division for the 2015/2016 to 2017/2018 fiscal years.

Our First Nation/school(s) will work with KTC & Northlands School Division to undertake the planned activities described and outlined in the *Building Collaboration and Capacity in Education Grant Proposal Template* (or Section E of the Grant Application). The KTC tribal council & Northlands School Division will ensure schools are prepared to undertake the planned activities, achieve the stated milestones, and adhere to expected timelines.

KTC and Northlands School Division will ensure the *Building Collaboration and Capacity in Education Grant Program* guidelines are followed and will provide appropriate coordination and support services, including project management, sharing of information, training, specialist/ technical support, monitoring, compliance, evaluation and reporting. Our First Nation school(s) will ensure that KTC & Northlands School division is





Kee Tas Kee Now Tribal Council

Box 120

Atikameg, Alberta, T0J 0C0

Phone (780) 767-3285 Fax (780) 767-2447

provided with the necessary input required to complete the application/proposal and reporting requirements related to the project.

By participating with KTC and Northlands School Division in the *Building Collaboration and Capacity in Education* project until March 31, 2018, we will encourage greater efficiencies, economies of scale and reinforce the ongoing efforts for collaboration and capacity building that our First Nation/school is undertaking.

Sincerely,

Allan Rollins
Chief Executive Officer,
Kee Tas Kee Now Tribal Council



BUILDING COLLABORATION AND CAPACITY IN EDUCATION GRANT PROGRAM

Kee Tas Kee Now Tribal Council

and

Northland School Division No. 61

Proposal



KTC & NSD Collaboration & Capacity Building Project

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KTC & NSD Collaboration & Capacity Building Project

I. Executive Summary

"Let us put our minds together and see what life can make for our children"

Sitting Bull

Kee Tas Kee Now Tribal Council (KTC) and Northland School Division (NSD) have been working together to meet the educational needs of First Nation students within Treaty 8 region. Their partnership agreement of March 2012 includes several outcomes, including developing land-based learning that supports Indigenous language and culture.

NSD and KTC are seeking funding for two projects that will strengthen their capacity to work collaboratively as well as enhance the co-ordination of educational opportunities for the students served by both organizations.

Building Collaboration and Capacity in Land-Based Learning/Cultural Camps

The project is to strengthen KTC and NSD Land Based Learning/Cultural Camps and to develop a sports league.

Outcomes for land-based learning/cultural camps includes increased teacher understanding of cultural protocols in communities, increased teacher and student engagement and participation in cultural camps/land based learning and an increase in student attendance.

Outcomes for sports league will provide teamwork and leadership opportunities for students by participating in intercollegiate sports leagues

The total amount of funding requested by KTC for Land Base Learning/ Cultural Camps and Sports League

KTC	Fiscal Year		
	15/16	16/17	17/18
Loon River	\$ 75,209.00	\$ 93,215.00	\$ 93,215.00
Whitefish	\$ 92,601.00	\$ 123,030.00	\$ 123,030.00
Woodland Cree	\$ 93,225.00	\$ 106,615.00	\$ 106,615.00
Peerless/Trout	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Lubicon	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Total	\$ 361,035.00	\$ 422,860.00	\$ 422,860.00

KTC & NSD Collaboration & Capacity Building Project

The total amount of funding requested by NSD for Land Base Learning/Culture Camps

Northland School Division	Fiscal Year		
	15/16	16/17	17/18
Peerless, Trout and Little Buffalo Schools	\$80,120.00	\$137,350.00	\$137,350.00

- NSD student enrollment from the three schools is 410 students @ \$335.00

Kee Tas Kee Now Tribal Council and Northland School Division are partners in this project. The KTC Education Director and NSD Superintendent will co-administrate the project.

This project will not only contribute to increasing high school completion rates within the KTC/NSD service region, but will provide increased career development opportunities, career exposure, access to elders and cultural teachings, post-secondary planning, promoting positive lifestyles and provide access to role model.

KTC & NSD Collaboration & Capacity Building Project

Introduction

The Kee Tas Kee Now Tribal Council consists of five first Nations; Woodland Cree First Nation, Lubicon Lake First Nation, Loon River First Nation, Peerless Trout First Nation and Whitefish Lake First Nation, all within the Treaty 8 region who work collaboratively for the benefits of their membership. The Kee Tas Kee Now Tribal Education Department was formed in order to provide central support toward ensuring success in education within the First Nation community schools.

Northland School Division is recognized as being culturally and geographically unique. NSD provide student centered learning opportunities to primarily First Nation, Metis and Inuit students located in the northern half of Alberta. It serves approximately 2900 students and employs 500 staff in 24 schools.

Northland School Division No. 61 (NSD) and Kee Tas Kee Now Tribal Council (KTC) established a partnership in March 2012 that reflects their commitment to continue working together to further improve educational opportunities and outcomes for students attending First Nation schools and students attending provincial NSD schools. This partnership includes ten schools; seven from NSD and three from KTC. Primary objectives in this partnership include developing and delivering land-based experiential education and programming that supports Indigenous language and culture. More information is available on our website: <http://nsd61.ca/about-us/partnerships/kee-tas-kee-now-tribal-council-ktc>.

What does it mean to think of the land as a source of knowledge and understanding? What can the land teach us? How can we develop capacity to connect community, culture and curriculum to the living and learning experience? How can we work, learn and teach collaboratively with our communities?

Land-based learning examples through the NSD-KTC partnership



Grade 1-9 students from Grouard Northland School and Atikameg School stepped outside the classroom walls to attend a land-based learning experience at the Northern Lakes College Marten Lakes Wilderness Campus in June, 2015. Students are learning about identifying plants for medicinal purposes.

<http://nsd61.ca/about-us/division-news/post/grouard-students-attend-spring-camp-at-marten-lakes>

KTC & NSD Collaboration & Capacity Building Project



Cultural Advisor Herman Sutherland shared his knowledge about trapping to students at the NSD and KTC Winter camp in February, 2015.

<http://nsd61.ca/about-us/division-news/post/northland-school-division-and-kee-tas-kee-now-tribal-council-winter-camp-2015>



Blake Muskwa, Grade 12, Little Buffalo Schoolm learning how to trap at NSD-KTC Winter Camp in February, 2015.

Background: In response to the Northland School Division Inquiry team report 2010, NSD has begun to meet the needs outlined in the recommendation. Project one will address Recommendation 12 that states:

That NSD strengthen the Aboriginal cultural content within the curriculum; and further that more emphasis, including staff development and support, be placed on Aboriginal content infusion as provided for in the Alberta Curriculum - Northland School Division Inquiry Team Report 2010 <http://nsd61.ca/download/68519>.

Meaningful land-based learning experiences require a new way of thinking and acting. It is not just a matter of being in the community or allocating resources – it means responding in a manner that is community specific, strategically encompassing all related complexities and championing a shift in relationships. The collaboration for land-based learning/cultural camps intends to build capacity within communities to collectively identify, analyze and implement experiences that are monitored and evaluated based on shared values and measures for student success. It values and draws upon the diverse skills and gifts of each learning community to build connections between the living and learning environment.

KTC & NSD Collaboration & Capacity Building Project



Little Buffalo School students organized a presentation for Lorna Rosen, Deputy Minister of Education on October 16th, 2015. The presentation gave the Deputy Minister a glimpse into a successful cultural week that exposed students to moose hide tanning and other cultural activities.
<http://littlebuffaloschool.ca/about/school-news/post/our-culture-week>

The Development of an Intercollegiate Sports League

The development of an intercollegiate sports league will provides students to:

- To build trusting relationship
- To build and enhance leadership skills
- To build on teamwork skills
- To participate in an structured sport competition which is played between schools
- To build contact information for groups and organizations involved in school sport
- To a variety of sports and athletic activities as well as year round physical education class
- To develop students' physical fitness and team building skills in a fun, safe, caring and trusting environment.

II. Purpose /Objectives/ of the Project

There are already a number of students that have discontinued studies and those students will also be targeted as potential candidates for this project in collaboration with school staffs and principals to identify students that have “slipped through the cracks”. These students will be targeted as candidates to attain high school credit deficiencies and/or provide career development opportunities and support through career planning.

The purpose of these projects are:

- To strengthen KTC and NSD Land Based Learning/Cultural Camps by weaving the Cree language and culture, community and curriculum in an authentic collaborative way that respects and honors the uniqueness of each community. In partnership, NSD and

KTC & NSD Collaboration & Capacity Building Project

KTC will co-create a Professional Learning plan that supports and strengthen the land based learning that the students from both education authorities attend.

- To provide formal offerings that focus on Woodland Cree cultural practices in land based learning and on career development. I.e. CTS
- To provide teamwork/leadership opportunities for KTC students by participating in intercollegiate sports leagues.

Current Need:

During the last two years there have been land based/cultural camps that are joint ventures between N.S.D and K.T.C staff and students.

- Strengthen the collaboration among KTC Outdoor Experiential Education/Cree Cultural Specialist, NSD Director of FNMI, NSD FNMI Coordinator, Administrators, school staff, Elders and community members.
- Participating teachers do not have sufficient cultural knowledge to be able to link what is being learned to the programs of studies so that the activities are not linked in pre or post lessons at the schools.
- Strengthen the language instructors' roles and engaging them in the activities and planning.
- There is no scope and sequence or building up of knowledge from one cultural camp to another.
- There is a potential to link the land based/cultural camps to more CTS modules.



First Nations, Métis and Inuit Coordinator Joyce Hunt (left) shared land-based learning knowledge to Northland educators at New Teacher Orientation.

While new teachers to NSD get a glimpse of land-based knowledge, this orientation is very short and insufficient for facilitating cultural camps.

In past years, high school completion rates have been a major area of concern and some of the major contributing factors to low high school completions rates have been; socioeconomic issues, support issues and community environmental issues.

KTC & NSD Collaboration & Capacity Building Project

III. Participants in the Project

When we think about experiential learning we understand that it requires collaboration. It's not just about a school division; it's not just about school. It's about the school and community and the other partners coming together to celebrate the quality of education and the uniqueness of all these different entities coming together. It's an expanded community that includes the school system and other partners," said Helen Jacobs, 2014.

Primary beneficiaries of the project: It will provide culturally responsive learning opportunities for NSD and KTC students, administrators, school staff and some First Nations and Métis communities located in northern Alberta.

Loon River First Nation	Lubicon Lake Band
Whitefish Lake First Nation	Woodland Cree First Nation
Peerless Trout First Nation	Northland School District #61
Kee Tas Tee Now Tribal Council	

IV. Goals/Targets

- Goal #1: Increase relevance of Alberta curriculum by linking program of studies outcomes to Land-Based Learning and cultural camps.
- Goal #2: Increase the capacity of teachers, school staff and community members to co-create lessons that are relevant and rigorous within local contexts.
- Goal #3: Provide formal offerings that focus on career development and Woodland Cree cultural practices in land based Cree culture settings
- Goal #4: Provide teamwork/leadership opportunities for the KTC First Nations students by participating in intercollegiate sports leagues. (KTC Sports League)

V. Activities, Dates, Timelines and Milestones

KTC and NSD offered and assisted in a number of culture oriented camps based at Northern Lakes College, Martin Lakes camp to students ranging from grades 5 to 12 and there was a clear indication that there was a very high level of student engagement during programming. This project will expand to move from 3 camps to 10 camps per school year.

KTC & NSD Collaboration & Capacity Building Project

Year One Timelines

Activity	Date	Milestone
Hire a Contractor for Environment Scan	April – August 31, 2016	Completed Scan
Hire a Curriculum Contractor to assist with unpacking the Curriculum	April – August 2017	Contractor hired
Contractor shares with the communities the curricular links of the Land Based Learning /Cultural Camps	April - August 2016	All KTC/NSD communities engaged.
Form a KTC and NSD Land-Based Curriculum Committee (Elders included)	April 2016 - March 2018	Committee formed.
Share the NSD & KTC Joint Proposal to NSD Board	April Board meeting	Proposal shared.
Share the NSD & KTC Joint Proposal to NSD Board	May/June meeting	Proposal shared.
Introduce the project at NSD and KTC Learning Service Team meeting.	May 2016	Project introduced to all Central services staff.
Organize planning committee dates and timelines	May-June 2016	Planning committee members identified along with timelines and meeting dates.

KTC & NSD Collaboration & Capacity Building Project

Year Two Timelines

Activity	Date	Milestone
Develop a work plan for all the activities around the professional learning	Sept – Oct. 2016	Professional Learning plan approved by NSD Superintendent and KTC Director of Education
Organize community clusters	Oct. 2016	List of community clusters.
Introduction of professional learning to community clusters. Science & L.A.	October - Nov. 2016	
Implement professional learning plan.	Oct. 2016-Jan. 2017	Cluster group 1 has completed the pre-camp professional learning.
Students from Cluster 1 go to camp/land based learning	January 2017	Camp 1 completed
Collect data	February 2017	Data collected.
Debrief with teachers	January –February 2017	Data collected.
Implement professional learning plan	March – April 2017	Cluster group 2 has completed the pre-camp professional learning.
Students from Cluster 2 go to camp/land-based learning		Camp 2 completed
Collect data		Data collected
Debrief with teachers		Data collected
Implement professional learning plan		Cluster group 3 has completed the pre-camp professional learning
Students from Cluster 3 go to camp/land-based learning		Camp 3 completed
Collect Data		Data
Debrief with teachers		Data

KTC & NSD Collaboration & Capacity Building Project

Year Three Timelines

Activity	Date	Milestone
Introduction of professional learning to community clusters. Science & L.A.	September 2017	
Implement professional learning plan.	Oct. 2017-Jan. 2018	Cluster group 1 has completed the pre-camp professional learning.
Students from Cluster 1 go to camp/land based learning	December 2017 January 2018	Camp 1 completed
Collect data	January–February 2018	Data collected.
Debrief with teachers	January–February 2018	Data collected.
Implement professional learning plan	March – April 2018	Cluster group 2 has completed the pre-camp professional learning.
Students from Cluster 2 go to camp/land-based learning	March –April 2018	Camp 2 completed
Collect data	April 2018	Data collected
Debrief with teachers	April-May 2018	Data collected
Implement professional learning plan		Cluster group 3 has completed the pre-camp professional learning
Students from Cluster 3 go to camp/land-based learning		Camp 3 completed
Collect Data		Data
Debrief with teachers		Data

KTC & NSD Collaboration & Capacity Building Project

Goal 1 - Provide formal offerings that focus on career development and Woodland Cree cultural practices in land based, Cree culture settings.

In past years, high school completion rates have been a major area of concern and some of the major contributing factors to low high school completion rates have been; socioeconomic issues, support issues and community environmental issues. There are already a number of students that have discontinued studies and those students will also be targeted as potential candidates for this project in collaboration with school staffs and principals to identify students that have "slipped through the cracks". These students will be targeted as candidates to attain high school credit deficiencies and/or provide career development opportunities and support through career planning

Recently, KTC offered and assisted in a number of culture oriented camps based at Northern Lakes College, Martin Lakes camp to students ranging from grades 5 to 12 and there was a clear indication that there was a very high level of student engagement during programming. This project will expand to move from 3 camps to 10 camps per school year.

Developing land based curriculum that infuses the existing AB curriculum into the curriculum	hire consultant, KTC Cree cultural, land based curriculum committee, environmental scan	March 1 - August 31, 2016	KTC land based curriculum
training for staff	to incorporate camp teachings into existing short/long term planning in all subject areas, develop appropriate evaluation and assessment practices	August 20, 2016 - March 31, 2018	appropriate lesson planning
develop program to go from existing 3 camps to 10 camps per year	ensure camp facility is properly equipped and school/safety requirements are met	March 1, 2016 - March 31, 2018	additional 7 camps added to school year

KTC & NSD Collaboration & Capacity Building Project

VI. Indicators of Success/Outcomes Measures

Outcome	Indicator	Measurement
Students are engaged.	<ul style="list-style-type: none"> High rate of attendance 	Attendance records at land-based learning/cultural camp Tell them from me
Teachers are engaged prior to and during the camp.	<ul style="list-style-type: none"> High rate of teacher attendance and participation in collaborative planning activities prior to the camp. High rate of teacher attendance at the camp. 	Attendance in collaborative planning session Attendance records at land-based learning/cultural camp
Teachers have a better understanding of protocols and culture in communities.	<ul style="list-style-type: none"> Increase in community involvement in classes or schools. Teachers will approach community members rather than going through a third person. School environment will display cultural competency. Language Instructors used as a school resource. 	Number of community Elders and knowledge keepers that are involved in the land-based learning/cultural camps and in the different schools. School Environmental scan.
Students have increased opportunities to master the programs of studies outcomes.	<ul style="list-style-type: none"> Teachers link program of studies outcomes to Land-Based Learning and cultural camps. 	Lesson plans
School staff will be comfortable and safe as learners.	<ul style="list-style-type: none"> Teachers will be engaged as learners alongside students at camps. 	Attendance records Observations at the camp Student, teacher surveys Community conversations

KTC & NSD Collaboration & Capacity Building Project

VII. Budget Breakdown

See Appendix One: KTC Budget Breakdown for Cultural Camps and Sports League

See Appendix Two: NSD Budget Breakdown for Land Based/Cultural Camps Professional Learning

VIII. Reporting

Date	KTC Gree Culture Camp Reporting
August 31, 2016	KTC land based curriculum
August 31, 2016	Appropriate Lesson Planning
Annually	additional 7 camps added to school year
Sports Program Reporting	
August 31, 2016	trained coaches
August 31, 2016	Sports leagues committee developed for each school
September 1 -ongoing	Sports league

IX. Project Support

A KTC Tribal Council Resolution was made on February, 2016 in favor of a collaboration between Northland School Division and Kee Tas Kee Now Tribal Council with regard to accessing funding for agreed upon projects

KTC & NSD Collaboration & Capacity Building Project

Appendix One:

KTC Budget Breakdown for Land Based Learning/Cultural Camp and Sports League

3 Year Proposed Budget - Cultural Camps			
	Year 1	Year 2	Year 3
DEVELOPING LAND BASED CURRICULUM			
CO-Ordinator	\$ 50,000.00	\$ 58,500.00	\$ 58,500.00
Committee (mtgs, travel)	\$ 10,000.00	\$ 12,149.00	\$ 12,149.00
Environmental scan	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
TRAINING FOR STAFF		\$ -	0
Supplies (office, materials etc)	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
equipment	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Meetings/Travel	\$ 7,000.00	\$ 8,190.00	\$ 8,190.00
honorarium	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
CULTURAL CAMPS (7)		\$ -	0
Facility Rental	\$ 12,000.00	\$ 14,040.00	\$ 14,040.00
Showers/Toilets	\$ 15,000.00	\$ 17,550.00	\$ 17,550.00
Elders, custodial,cooks,helpers	\$ 50,000.00	\$ 58,500.00	\$ 58,500.00
Grocery, beverages etc	\$ 20,000.00	\$ 23,400.00	\$ 23,400.00
wood-maint.supplies	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Presentation Supplies	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Gifts, awards	\$ 10,000.00	\$ 11,700.00	\$ 11,700.00
St. Johns Ambulance First Aide	\$ 9,100.00	\$ 10,647.00	\$ 10,647.00
Fire Fighting Presentation	\$ 7,000.00	\$ 8,190.00	\$ 8,190.00
Traditional Pipe Ceremony/Guidance	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Traditional Dance Presentations	\$ 2,450.00	\$ 2,866.50	\$ 2,866.50
Traditional Stories,Legends Facilitator	\$ 2,625.00	\$ 3,071.30	\$ 3,071.30
Traditional skills (mocs, rattles..etc)	\$ 8,000.00	\$ 9,360.00	\$ 9,360.00
Transportation (from 5 FNs)	\$ 15,000.00	\$ 17,550.00	\$ 17,550.00
Specialists(literacy,Tech.,numeracy etc)	\$ 3,800.00	\$ 4,446.00	\$ 4,446.00
Contingency	\$ 1,500.00	\$ 1,755.00	\$ 1,755.00
TOTAL	\$ 258,475.00	\$ 302,864.80	\$ 302,864.80

KTC & NSD Collaboration & Capacity Building Project

3 Year Proposed Budget - Sports League			
	Year 1	Year 2	Year 3
DEVELOP CAPACITY OF STAFF			
Coaches training	\$ 50,000.00	\$ 58,500.00	\$ 58,500.00
Travel/meetings	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Misc. Rentals	1060.00	\$ 1,240.20	\$ 1,240.20
DEVELOP EXTRA-CURRICULAR SPORTS PROGRAM			
Office Costs	\$ 4,000.00	\$ 4,680.00	\$ 4,680.00
Committee formation(non-profit fees)	\$ 3,000.00	\$ 3,510.00	\$ 3,510.00
Minor equipment needs	\$ 5,000.00	\$ 5,850.00	\$ 5,850.00
Major equipment supplies	\$ 8,000.00	\$ 9,360.00	\$ 9,360.00
SPORT LEAGUES			
Transportation(bussing teams)	\$ 15,000.00	\$ 17,550.00	\$ 17,550.00
Referee fees	\$ 3,000.00	\$ 3,510.00	\$ 3,510.00
Office supplies (clipboards,paper etc)	\$ 3,000.00	\$ 3,510.00	\$ 3,510.00
Staff Travel	\$ 4,000.00	\$ 4,680.00	\$ 4,680.00
Contingency	\$ 1,500.00	\$ 1,755.00	\$ 1,755.00
TOTAL	\$ 102,560.00	\$ 119,995.20	\$ 119,995.20

Project Budgets - KTC			
Culture Camp	\$ 258,475.00	\$ 302,864.80	\$ 302,864.80
Sports League	\$ 102,560.00	\$ 119,995.20	\$ 119,995.20
Total Projects amount	\$ 361,035.00	\$ 422,860.00	\$ 422,860.00

KTC & NSD Collaboration & Capacity Building Project

Appendix Two: NSD Budget Breakdown for Land Based Learning/Cultural Camp Professional Learning

Budget Estimates for Collaboration Grant				
		Travel	Substitutes	Total Cost
Year 1: Science and Language Arts				
4 Day Session				
Includes Culture camp, unpacking the curriculum, and developing assessments and lesson plans.				
	Grades 4-6	6,500	21,000	27,500
	Grades 7-9	6,500	21,000	27,500
	Grades 10-12	3,200	7,500	10,700
Summary of Meeting costs for Year 1		16,200	49,500	65,700
Year 2: Math and Social Studies				
4 Day Session				
Includes Culture camp, unpacking the curriculum, and developing assessments and lesson plans.				
	Grades 4-6	6,500	21,000	27,500
	Grades 7-9	6,500	21,000	27,500
	Grades 10-12	3,200	7,500	10,700
Summary of Meeting costs for Year 1		16,200	49,500	65,700
Year 3: Review, Revise, and Share				
Additional days to build lessons, review progress and develop resource materials				
4 sessions of 1 day each				
	Grades 4-6	20,000	20,800	40,800
	Grades 7-9	20,000	20,800	40,800
	Grades 10-12	8,400	10,000	18,400
Cost estimate for Year 3		48,400	51,600	100,000
Total costs for all 3 years		80,800	150,600	231,400
Requested Revenues:		335 per student, per year of program		
		410 Students		
		137,350	funding per year	
		412,050	funding for 3 years	

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: C2 UPDATE

ORIGINATOR: PERSONNEL COMMITTEE

INFORMATION ITEM

NSD is required by section C2 of the Quality Assurance for Students Act to meet and discuss issues and strategies to improve teacher efficacy in Northland School Division twice a year.

As per the Provincial Framework Agreement, NSD and the ATA Local are required to meet twice a year to discuss issues regarding teacher efficacy and workload.

Our first meeting was scheduled with Quality of Work Life on October 29, 2015. Another meeting should be scheduled before the end of this year and the ATA Local has asked it be combined with QWL to reduce travel.

The next meeting date is June 13, 2016 in Slave Lake, Alberta.

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: NSD TEACHER RECRUITMENT FOR 2016-2017

ORIGINATOR: PERSONNEL COMMITTEE

INFORMATION ITEM

NSD is projecting approximately 20 teacher openings due to resignations, retirements or non-renewal of contracts.

As part of the approved NSD Recruitment Strategy, in early May NSD is arranging to present to and conduct interviews at the Slave Lake Campus of Northern Lakes College to interview ATEP students in their last semester before graduating. As well a team will conduct interviews at the U of A campus for high school specialists at the end of April.

We are also recruiting community representation to be part of the Recruitment Teams attending both campuses.

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: 2017-2018 CAPITAL PLAN

ORIGINATOR: TRUDY RASMUSON, SECRETARY-TREASURER

INFORMATION
That the Board of Trustees receive as information the 2017-2018 Capital Plan that was submitted to the Capital Planning North department of the Government of Alberta on March 31, 2016

CURRENT SITUATION: The attached capital plan lists the proposed projects for the division along with detailed information on each project. This must be submitted to the department by April 1.

BACKGROUND:

BLIMS Projects - Web Access for Capital Plan Submission

WAP2000 - Summary Report
 Printed: March 31, 2016 02:50:38 PM

EPR Id	Location Title	Key Driver(s)	Asset Name	Submission Status	Project Sub - Category	Client Ranking	Client File #	Scheduled Start Date	Capital Plan Submission Year	Total Project Cost	Total Provincial Support (Infra)	Other (GOA/Fed/Private)
7881	WABASCA - Wabasca New School DESMARAS	Demographics, Economic growth		Submitted	New - New Facilities	1		2011	2018	\$17,067,717.39	\$17,067,717.39	\$0.00
7890	COLD LAKE Elizabeth - Gym Addition and conversion of Activity Room	Infrastructure condition, Social changes		Submitted	Preservation - Facility	2		2010	2018	\$5,960,742.49	\$5,960,742.49	\$0.00
7859	PADDLE PRAIRIE Paddle Prairie School - Modernization	Infrastructure condition		Submitted	Preservation - Facility	3		2010	2018	\$9,230,334.89	\$9,230,334.89	\$0.00
7872	CALLING LAKE Calling Lake - Modernization	Environmental factors, Infrastructure condition, Social changes		Submitted	Expansion - Site Servicing Costs	4		2010	2018	\$10,232,209.91	\$10,232,209.91	\$0.00
7886	WABASCA - Massawby - Modernization DESMARAS	Economic growth, Infrastructure condition, Program changes		Submitted	Preservation - Facility	5		2011	2018	\$14,784,709.59	\$14,784,709.59	\$0.00
8303	CONKLIN Conklin School - Modernization	Demographics, Economic growth		Submitted	Preservation - Facility	6		2012	2018	\$4,838,031.47	\$4,838,031.47	\$0.00
7876	FORT CHIPPEWYAN Althea Dicks Community School - Modernization	Environmental factors, Infrastructure condition		Submitted	Preservation - Facility	7		2013	2018	\$11,818,318.14	\$11,818,318.14	\$0.00
7873	CHARD Fether R. Perth - Modernization	Infrastructure condition, Social changes		Submitted	Preservation - Facility	8		2013	2018	\$4,802,369.37	\$4,802,369.37	\$0.00
7891	SPUTNIKOW J.F. Dism School - Modernization	Social changes, Infrastructure condition		Submitted	Preservation - Facility	9		2010	2018	\$6,504,855.82	\$6,504,855.82	\$0.00
7851	FORT MACKAY Fort McKay - Modernization	Social changes, Infrastructure condition		Submitted	Preservation - Facility	10		2013	2018	\$2,135,342.47	\$2,135,342.47	\$0.00
Total: 18 Project(s)										\$88,242,387.88	\$88,242,387.88	\$0.00

Final Submission Sign-off: Donna Barrett March 31, 2016
 Representative Name: _____ Date: _____
 Signature: *Donna Barrett*

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: MONTHLY REPORTING

ORIGINATOR: FINANCE, MAINTENANCE & TRANSPORTATION COMMITTEE

INFORMATION

That the Board of Trustees receive as information the new financial reporting process for school jurisdictions as set out by the Government of Alberta.

CURRENT SITUATION: The email below was received on March 29, 2016 from the Education Deputy Minister.

To: Superintendents of Public, Separate, Francophone and Charter School Boards

Thank you for taking the time to meet with me at the CASS conference on March 10, 2016. I would like to take this opportunity to provide you with an update on one of the topics that was discussed that day – Monthly Reporting.

Since that meeting, my staff have met with Treasury Board and Finance and provided me with some additional information that I know will be of interest to you and your school jurisdiction.

It is the desire of the Government of Alberta to report monthly financial information to the people of Alberta. This will allow the finance community to be more strategic in how information is provided to decision-makers, and it will help with evaluating government projects regarding the allocation of resources to those projects. School boards are part of the consolidated reporting entity of Alberta Education and the Government of Alberta and

school board spending accounts for approximately 90 per cent of Alberta Education's total consolidated expenses.

Therefore, we will be requiring each school board to provide us with specific operational information. For the first year, this will be on a quarterly basis, and for subsequent years on a monthly basis. A draft template, similar to the Fall Update that school boards complete each November, is attached. This information will be used by Alberta Education to meet the monthly reporting requirements of Treasury Board and Finance.

The quarterly reporting will commence for the period ending June 30, 2016. School boards will be required to submit the template to Financial Reporting and Accountability by the 15th day of the following month. The first submission will be July 15, 2016 with the next submissions October 15, 2016 and January 15, 2017. Starting in April 2017, the template will be required each month and will be required by the 15th day of the following month.

Thank you for your support and co-operation as we move forward with this new reporting initiative. Alberta Education is fully aware of the concerns raised by school boards, but is cognizant of the reporting needs of the Government of Alberta. We will continue to work with all school boards in order to meet the needs of all Alberta users of financial information and to provide the best, most reliable financial information.

Sincerely,

Lorna Rosen
Deputy Minister of Education

Attachments:

- 1) Draft Template
- 2) Q&A

AR93567 – Attachment 4

Monthly Reporting

Questions and Answers

1. Why do we need to report monthly?

It is the desire of the Government of Alberta to report monthly financial information to the people of Alberta and thus allow the finance community to be more strategic in how information is provided to decision-makers and to help with evaluating government projects regarding the allocation of resources to those projects. School boards are part of the consolidated reporting entity of Alberta Education and the Government of Alberta, and school board spending accounts for approximately 90 per cent of the total Alberta Education expenses.

2. Is Alberta Education going to increase the Board System and Administration cap back to previous levels, or will there be additional funding for this additional reporting requirement?

There are no plans to raise the cap, nor is there any plan to increase funding. Alberta Education has examined numerous reporting alternatives in order to meet Treasury Board and Finance's (TBF) requirements. We have also taken into consideration the cost and time required to complete the template and believe that the final template proposed should not add significant time or cost to school boards.

3. What are school boards reporting?

Treasury Board and Finance has asked for statement of operation information – basically, revenues and expenses by program and object.

4. Will there be any additional reporting requirements in the future, such as Statement of Financial Position (SFP) information and capital expenditures?

At this time we do not know if any further information will be required. We have been in discussion with TBF, indicating to them that school boards only report SFP information on an annual basis, and that capital expenditure information is often managed by another ministry and difficult to obtain. For the 2016/2017 government fiscal year, we believe this will not be required.

5. How accurate does the information need to be?

We are relying on your professionalism, and the information should therefore be as accurate as is possible in the time period provided. If adjustments are required after the submission, these should be included in the next submission.

6. Will it be necessary to accrue expenses?

Material accruals should be included. If not known, then estimates should be made and included in the information provided. Any adjustments to these should be made in future submissions.

7. Will we be required to provide any type of analysis or explanation with our submission?

No variance analysis or explanation will be required with the submission of the information, although Alberta Education may contact individual school boards for specific explanations of material variances.

8. What if we find that the information submitted was incorrect or there was some significant financial adjustments made?

If after the submission deadline, then adjust the subsequent year-to-date submission to reflect the correct information. Do not resubmit your previous template on an adjusted basis.

9. What is the process for reporting, and how will the reporting information be submitted?

A standard template, similar to the one used for the Fall Update, will be provided to each school jurisdiction by Financial Reporting and Accountability (FRA). This template must be submitted for the first year on July 15, 2016, October 15, 2016 and January 15, 2017. This will include information for the periods April 1 to June 30, July 1 to September 30, October 1 to December 31 respectively. Starting in April 2017, monthly reporting will be required. Each month, the same template will have to be submitted to FRA by the 15th of the subsequent month. For example, the April 30th month will require a May 15th submission.

10. When will the finalized template be available?

Once we receive approval of the process, including the format and timing of submission of the template from the Assistant and Deputy Ministers, Alberta Education will, through Financial Reporting and Accountability, be sending out the templates immediately thereafter.

11. Is it possible to get an extension to the 15th deadline?

No it is not possible to extend that deadline, as Alberta Education reporting deadlines to Treasury Board and Finance are not flexible.

12. What if we do not submit?

Under Section 77(1) of the *School Act* "A board shall provide the Minister with any information the Minister requests in writing." If these requests are not met, the department has the right to withhold funding.

School Jurisdiction Code and Name

YEAR-TO-DATE REVENUES & EXPENSES - April - June, 2016

	April - June, 2016	April - June, 2016
OPERATIONS (SUMMARY)		
Revenues		
Alberta Education	\$0	\$0
Other - Government of Alberta	\$0	\$0
Federal Government and First Nations	\$0	\$0
Other Alberta school authorities	\$0	\$0
Out of province authorities	\$0	\$0
Alberta Municipalities - special tax levies	\$0	\$0
Property taxes	\$0	\$0
Fees	\$0	\$0
Other sales and services	\$0	\$0
Investment income	\$0	\$0
Gifts and donation	\$0	\$0
Rental of facilities	\$0	\$0
Fundraising	\$0	\$0
Gain on disposal of capital assets	\$0	\$0
Other revenue	\$0	\$0
Total revenues	\$0	\$0
Expenses By Program		
Instruction - ECS	\$0	\$0
Instruction - Grade 1 - 12	\$0	\$0
Plant operations and maintenance	\$0	\$0
Transportation	\$0	\$0
Board & system administration	\$0	\$0
External services	\$0	\$0
Total expenses	\$0	\$0
<i>Annual Surplus (Deficit)</i>	\$0	\$0
Expenses by Object		
Certificated salaries & wages	\$0	\$0
Certificated benefits	\$0	\$0
Non-certificated salaries & wages	\$0	\$0
Non-certificated benefits	\$0	\$0
Services, contracts and supplies	\$0	\$0
Amortization expense	\$0	\$0
Interest on capital debt	\$0	\$0
Other interest and finance charges	\$0	\$0
Losses on disposal of tangible capital assets	\$0	\$0
Other expenses	\$0	\$0
Total Expenses	\$0	\$0

Attestation of Secretary-Treasurer/Treasurer:

This information was formally received by the Board of Trustees at the meeting held on : _____

School Jurisdiction Code and Name		
YEAR-TO-DATE REVENUES & EXPENSES - April, 2016 - September, 2016		
	July, 2016 - September, 2016	April, 2016 - September, 2016
OPERATIONS (SUMMARY)		
Revenues		
Alberta Education	\$0	\$0
Other - Government of Alberta	\$0	\$0
Federal Government and First Nations	\$0	\$0
Other Alberta school authorities	\$0	\$0
Out of province authorities	\$0	\$0
Alberta Municipalities - special tax levies	\$0	\$0
Property taxes	\$0	\$0
Fees	\$0	\$0
Other sales and services	\$0	\$0
Investment income	\$0	\$0
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Expenses By Program		
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Certificated benefits	\$0	\$0
Non-certificated salaries & wages	\$0	\$0
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Services, contracts and supplies	\$0	\$0
Amortization expense	\$0	\$0
Interest on capital debt	\$0	\$0
Other interest and finance charges	\$0	\$0
Losses on disposal of tangible capital assets	\$0	\$0
Other expenses	\$0	\$0
Total Expenses	\$0	\$0
Attestation of Secretary-Treasurer/Treasurer:		
This information was formally received by the Board of Trustees at the meeting held on : _____		

School Jurisdiction Code and Name		
YEAR-TO-DATE REVENUES & EXPENSES - April, 2016 - December, 2016		
	October, 2016 - December, 2016	April, 2016 - December, 2016
OPERATIONS (SUMMARY)		
Revenues		
Alberta Education	\$0	\$0
Other - Government of Alberta	\$0	\$0
Federal Government and First Nations	\$0	\$0
Other Alberta school authorities	\$0	\$0
Out of province authorities	\$0	\$0
Alberta Municipalities - special tax levies	\$0	\$0
Property taxes	\$0	\$0
Fees	\$0	\$0
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Amortization expense	\$0	\$0
Interest on capital debt	\$0	\$0
Other interest and finance charges	\$0	\$0
Losses on disposal of tangible capital assets	\$0	\$0
Other expenses	\$0	\$0
Total Expenses	\$0	\$0
Attestation of Secretary-Treasurer/Treasurer:		
This information was formally received by the Board of Trustees at the meeting held on : _____		

School Jurisdiction Code and Name		
YEAR-TO-DATE REVENUES & EXPENSES - April, 2016 - March, 2017		
	January, 2017 - March, 2017	April, 2016 - March, 2017
OPERATIONS (SUMMARY)		
Revenues		
Alberta Education	\$0	\$0
Other - Government of Alberta	\$0	\$0
Federal Government and First Nations	\$0	\$0
Other Alberta school authorities	\$0	\$0
Out of province authorities	\$0	\$0
Alberta Municipalities - special tax levies	\$0	\$0
Property taxes	\$0	\$0
Fees	\$0	\$0
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Plant operations and maintenance	\$0	\$0
Transportation	\$0	\$0
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External services	\$0	\$0
Total expenses	\$0	\$0
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Certificated salaries & wages	\$0	\$0
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Interest on capital debt	\$0	\$0
Other interest and finance charges	\$0	\$0
Losses on disposal of tangible capital assets	\$0	\$0
Other expenses	\$0	\$0
Total Expenses	\$0	\$0
Attestation of Secretary-Treasurer/Treasurer:		
This information was formally received by the Board of Trustees at the meeting held on : _____		

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: LIST OF ACRONYMS

That the Board of Trustees receive as information a list of acronyms, as attached.



NORTHLAND SCHOOL DIVISION NO. 61 ACRONYMS

ACV	Aboriginal Content Validation	
AI	Alberta Infrastructure	
AISI	Alberta Initiative for School Improvement	
ARCQE	Alberta Research Consortium for Quality Education	
AERR	Annual Education Results Report	
AOTC	Assembly of Treaty Chiefs	
ASBA	Alberta School Boards Association	
ASEBP	Alberta School Employee Benefit Plan	
	EAS	Experience Adjustment System
	EDB	Extended Disability Benefits
	EDB-NS	EDB Non-Surcharge Pool
	EDB-S	EDB Surcharge Pool
	RITE	Retirement Incentive for Teachers and Employees
ASBOA	Association of School Business Officials of Alberta	
ASETS	Aboriginal Strategies Employment Training Services	
ATA	Alberta Teachers Association	
ATC	Athabasca Tribal Council	
CASS	College of Alberta School Superintendents	
CCES	Conklin Community Enhancing Society	
CEFPI	Council of Facility Planners International	
CEP	Community Enhancement Program	
CEU	Credit Enrollment Unit	
CTS	Career and Technology Strand	
DDC	Direct Digital Control (Computerized heating and air handling controls)	
DLT	Division Leadership Team	
ERP	Enterprises Resource Planning Software	
ESA	Education Services Agreements	
EYE	Early Years Evaluation	
FMT	Finance Maintenance Transportation	
FNMI	First Nation Métis & Inuit	
HVAC	Heating Ventilation & Air Conditioning (Air Handling Units)	

IMR	Infrastructure Maintenance Renewal Program
INAC	Indigenous and Northern Affairs Canada
IT	Information Technology
KCEC	Kapaskwatinak Cultural Educational Centre
KKP	Kweskipta Kipimatsowin Program
KTC	Kee Tas Kee Now Tribal Council
LSBC	Local School Board Committee
MD	Municipal District
MFWSR	Moving Forward With High School Redesign
NLC	Northern Lakes College
NSD	Northland School Division No. 61
OH & S	Occupational Health and Safety
OPK	Oski Pasikoniwew Kamik
OSLI	Oil Sands Leadership Initiative
PASI	Provincial Approach to Student Information
PAT	Provincial Achievement Tests
PMR	Principal Monthly Report
PO&M	Plant Operations & Maintenance (Costs or revenues related to facility maintenance)
PSBA	Public School Boards Association
PTR	Pupil Teacher Ratio
PUF	Program Unit Funding
RAP	Registered Apprenticeship Program
RCSD	Regional Collaborative Service Delivery
RFP	Request for Proposal
RFQ	Request for Qualifications
RTU	Roof Top Unit
SCCM	System Center Configuration Manager
SLA	Student Learning Assessments
SWALE	Shallow-sided, sloped channels intended for the conveyance of surface runoff towards the nearest street, lane, or ditch
TEBA	Teachers Employer Bargaining Association
TLE	Treaty Land Entitlement

WWAH	When We Are Healthy
YAP	Youth Apprenticeship Program

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: APRIL 22, 2016

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PAYMENT OF ACCOUNTS

ORIGINATOR TRUDY RASMUSON, SECRETARY-TREASURER

INFORMATION ITEM

Attached is a list of accounts approved for payment in accordance with Board Motion 11329/82 and 11515/82 – 11517/82 inclusive.

Pay Period: February 12 – March 31, 2016

N O R T H L A N D S C H O O L D I V I S I O N

DATE 06-Apr-2016 10:34 AM

SUMMARY - ISSUED CHEQUE REPORT

PAGE 1

START DATE: 12-Feb-2016 TO END DATE: 31-Mar-2016

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	CHEQUE AMOUNT

COMPUTER PREPARED CHEQUES : ISSUED BETWEEN 12-Feb-2016 AND 31-Mar-2016						
0211000001	0001	0000297857	4	A & J TOWING	18-Feb-16	2,912.47
0211000002	0001	0000297858	43	ALBERTA DISTANCE LEARNING CNTR	18-Feb-16	3,620.85
0211000003	0001	0000297859	447	ALL WEST GLASS - PR	18-Feb-16	213.64
0211000004	0001	0000297860	10131	ALOOK, JOSEPHINE	18-Feb-16	140.00
0211000005	0001	0000297861	1149	ALOOK, MARIE	18-Feb-16	253.00
0211000006	0001	0000297862	8507	ALTAGAS UTILITIES INC	18-Feb-16	4,651.77
0211000007	0001	0000297863	244	ATCO ELECTRIC LTD.	18-Feb-16	55.00
0211000008	0001	0000297864	4259	AUGER, SHAWN	18-Feb-16	241.25
0211000009	0001	0000297865	8757	BEAVER, RONALD	18-Feb-16	241.25
0211000010	0001	0000297866	1115	BELCOURT, GORDON	18-Feb-16	241.25
0211000011	0001	0000297867	8876	BELL CANADA	18-Feb-16	175.28
0211000012	0001	0000297868	10563	BIG NORTH GRAPHICS LTD.	18-Feb-16	299.25
0211000013	0001	0000297869	1081	BIGSTONE, CAROLINE	18-Feb-16	241.25
0211000014	0001	0000297870	9404	BISSELL, THOMAS	18-Feb-16	241.25
0211000015	0001	0000297871	6979	BLACK, TINA	18-Feb-16	241.25
0211000016	0001	0000297872	10024	BLUEWAVE ENERGY	18-Feb-16	2,551.83
0211000017	0001	0000297873	921	BOSKOYOUS, SANDRA	18-Feb-16	253.00
0211000019	0001	0000297875	402	CANADA BREAD WEST(MCGAVINS) #4065	18-Feb-16	32.88
0211000020	0001	0000297876	10366	CARDINAL, CARMEN	18-Feb-16	425.00
0211000021	0001	0000297877	6065	CARDINAL, ESTHER	18-Feb-16	82.00
0211000022	0001	0000297878	1935	CARDINAL, JULIA MARGARET	18-Feb-16	160.84
0211000023	0001	0000297879	6186	CARDINAL, LORRAINE J.	18-Feb-16	160.84
0211000024	0001	0000297880	8429	CARDINAL, LOUIE AUGUST	18-Feb-16	883.52
0211000025	0001	0000297881	3769	CHALIFOUX, PAULA M.	18-Feb-16	850.26
0211000026	0001	0000297882	10528	CLOUTIER, BECKY	18-Feb-16	241.25
0211000027	0001	0000297883	6976	COURTOREILLE, KIM	18-Feb-16	1,060.60
0211000028	0001	0000297884	8404	CUNNINGHAM, BRAD	18-Feb-16	241.25
0211000029	0001	0000297885	4217	CUNNINGHAM, DAVIS	18-Feb-16	241.25
0211000030	0001	0000297886	6419	CUNNINGHAM, DON	18-Feb-16	241.25
0211000031	0001	0000297887	602	DANIELS, JOAN	18-Feb-16	253.00
0211000032	0001	0000297888	5287	DIRECT ENERGY REGULATED SERVICES	18-Feb-16	2,113.11
0211000033	0001	0000297889	10244	DUROCHER, RAYMOND	18-Feb-16	241.25
0211000034	0001	0000297890	3252	EPCOR ENERGY SERVICES (ALBERTA) INC.	18-Feb-16	309.50
0211000035	0001	0000297891	9425	FISCHER, MICHAEL	18-Feb-16	253.00
0211000036	0001	0000297892	7235	FLETT, DOUG	18-Feb-16	107.00
0211000037	0001	0000297893	9395	GAUCHIER, GREG	18-Feb-16	253.00
0211000038	0001	0000297894	8418	GLADUE, CARLENE	18-Feb-16	253.00
0211000039	0001	0000297895	1077	GLADUE, DWIGHT G.	18-Feb-16	595.00
0211000040	0001	0000297896	9140	GLADUE, TYLER	18-Feb-16	241.25
0211000041	0001	0000297897	1609	GRANDE CACHE COMM HIGH SCHOOL	18-Feb-16	255.00
0211000042	0001	0000297898	1093	GREYEVES, KAREN	18-Feb-16	241.25
0211000043	0001	0000297899	9111	GRIMSHAW REGISTRY	18-Feb-16	469.70
0211000044	0001	0000297900	3100	GUILD, ROBIN	18-Feb-16	1,060.60
0211000045	0001	0000297901	3846	GULLION, ELMER	18-Feb-16	908.00
0211000046	0001	0000297902	9394	GULLION, ROBERT MICHAEL	18-Feb-16	241.25
0211000047	0001	0000297903	9396	HALCROW, DARCY	18-Feb-16	241.25
0211000048	0001	0000297904	8414	HARTE, SHELLY LYNN	18-Feb-16	241.25
0211000049	0001	0000297905	10497	HOMEWOOD HEALTH INC	18-Feb-16	7,809.62
0211000050	0001	0000297906	105	HOULE, WILLIAM	18-Feb-16	241.25

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0211000051	0001	0000297907	6994	JUNKIN, JEFF	18-Feb-16	253.00
0211000052	0001	0000297908	5859	KIVA GROUP CORP.	18-Feb-16	3,665.97
0211000053	0001	0000297909	4602	L'HIRONDELLE, KAREN	18-Feb-16	241.25
0211000054	0001	0000297910	5441	LABOUCAN, BRYAN	18-Feb-16	241.25
0211000055	0001	0000297911	8424	LABOUCAN, TROY	18-Feb-16	241.25
0211000056	0001	0000297912	1846	LADEROUTE, DALE	18-Feb-16	241.25
0211000057	0001	0000297913	1360	LAMOUCHE, SHAUNA	18-Feb-16	164.00
0211000058	0001	0000297914	9398	LINDSAY, KRISTEN	18-Feb-16	241.25
0211000059	0001	0000297915	10329	MARTEN, VICTORIA	18-Feb-16	150.00
0211000060	0001	0000297916	336	MCDONALD, JANET	18-Feb-16	253.00
0211000061	0001	0000297917	10245	MCMANN, CHERYL	18-Feb-16	241.25
0211000062	0001	0000297918	9427	MERCREDI, DANNY	18-Feb-16	80.42
0211000063	0001	0000297919	9401	METSIKASSUS, CONRAD	18-Feb-16	160.84
0211000064	0001	0000297920	9400	METSIKASSUS, SHANE	18-Feb-16	80.42
0211000065	0001	0000297921	10299	MIKISEW GROUP OF COMPANIES	18-Feb-16	195.31
0211000066	0001	0000297922	10243	MOORE, MATTHEW	18-Feb-16	241.25
0211000067	0001	0000297923	9428	MOSURE, DELORES	18-Feb-16	253.00
0211000068	0001	0000297924	8443	NOKOHO, MARTHA	18-Feb-16	253.00
0211000069	0001	0000297925	248	NORTH PEACE GAS CO-OP	18-Feb-16	2,076.55
0211000070	0001	0000297926	5024	NOSKIYE, JULIANNE	18-Feb-16	253.00
0211000071	0001	0000297927	2532	NOSKIYE, LAUREL	18-Feb-16	241.25
0211000072	0001	0000297928	8628	NOSKIYE, MARCEL	18-Feb-16	241.25
0211000073	0001	0000297929	10038	OFFICE FURNITURE WAREHOUSE DIRECT	18-Feb-16	7,029.91
0211000074	0001	0000297930	1076	OMINAYAK, LARRY ANGUS	18-Feb-16	241.25
0211000075	0001	0000297931	8423	OMOTH, KATHY	18-Feb-16	241.25
0211000076	0001	0000297932	9429	PICHE, LEISHA	18-Feb-16	241.25
0211000077	0001	0000297933	8422	PROCHINSKY, WALLACE V.	18-Feb-16	241.25
0211000078	0001	0000297934	2395	QUINTAL, KATHRYN	18-Feb-16	241.25
0211000079	0001	0000297935	650	QUINTAL, MARGARET A.	18-Feb-16	253.00
0211000080	0001	0000297936	8438	RATHBONE, ANTHONY	18-Feb-16	241.25
0211000081	0001	0000297937	865	SCHOOL DISTRICT #59 (PEACE RIVER SOUTH)	18-Feb-16	5,051.50
0211000082	0001	0000297938	6981	SHAW, HOWARD	18-Feb-16	241.25
0211000083	0001	0000297939	1017	SHAW, KENNETH RUSSELL	18-Feb-16	836.60
0211000084	0001	0000297940	10334	TECKERA CONSULTING LTD	18-Feb-16	6,201.56
0211000085	0001	0000297941	8	TELUS COMMUNICATIONS INCORPORATED	18-Feb-16	168.91
0211000086	0001	0000297942	6094	THE NORTH WEST COMPANY	18-Feb-16	151.37
0211000087	0001	0000297943	10242	TREMBLAY, SHIRLEY ANN	18-Feb-16	241.25
0211000088	0001	0000297944	10531	VERMILLION, NIPIN	18-Feb-16	150.00
0211000089	0001	0000297945	1068	VOYAGEUR, CLARIS FAYE	18-Feb-16	168.66
0211000090	0001	0000297946	9431	WALKER, VICTORIA	18-Feb-16	241.25
0211000091	0001	0000297947	10150	WINMAR	18-Feb-16	45,654.10
0211000092	0001	0000297948	9392	YUCK, JASON	18-Feb-16	253.00
0211ET0001	0001	*****	8062	668040 ALBERTA LTD.	18-Feb-16	233.71
0211ET0002	0001	*****	6907	ACCORD ANSWERING SERVICE	18-Feb-16	315.00
0211ET0003	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	18-Feb-16	9,777.25
0211ET0004	0001	*****	1996	ANZAC COMMUNITY SCHOOL	18-Feb-16	507.78
0211ET0005	0001	*****	3789	AUGER, SHELLY	18-Feb-16	253.00
0211ET0006	0001	*****	7336	BEDFORD, STACEY	18-Feb-16	119.44
0211ET0007	0001	*****	10499	BELCOURT, JACKIE	18-Feb-16	970.00
0211ET0008	0001	*****	EM11034	CARDINAL, VIRGINIA	18-Feb-16	66.25
0211ET0009	0001	*****	831	CARLSON, VIOLET	18-Feb-16	253.00

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0211ET0010	0001	*****	EM10121	CLARKE, LISA	18-Feb-16	370.00
0211ET0011	0001	*****	4189	COLVILLE, CRYSTAL	18-Feb-16	1,329.62
0211ET0012	0001	*****	4831	COURTOREILLE, JACQUELINE S.V.	18-Feb-16	241.25
0211ET0013	0001	*****	4544	COX, DAVID	18-Feb-16	1,160.05
0211ET0014	0001	*****	925	CUNNINGHAM, LINDA	18-Feb-16	340.00
0211ET0015	0001	*****	EM12348	DASHCAVICH, TANIA	18-Feb-16	160.84
0211ET0016	0001	*****	8301	DESJARLAIS-WALTER, RHONDA	18-Feb-16	241.25
0211ET0017	0001	*****	7553	DIGITAL CONNECTION OFFICE SYSTEMS	18-Feb-16	220.75
0211ET0018	0001	*****	9303	ETHIER, SEAN	18-Feb-16	25.52
0211ET0019	0001	*****	3829	FONTAINE, ALICE	18-Feb-16	253.00
0211ET0020	0001	*****	5546	GAUCHIER, LEEANN	18-Feb-16	253.00
0211ET0021	0001	*****	EM10910	GAUDET, JILL	18-Feb-16	1,079.40
0211ET0022	0001	*****	8744	GFS PRAIRIES INC	18-Feb-16	3,928.82
0211ET0023	0001	*****	5294	GRACH, ERNIE	18-Feb-16	241.25
0211ET0024	0001	*****	3811	HAGGERTY, JOAN	18-Feb-16	253.00
0211ET0025	0001	*****	EM13072	HAMELIN, SHELLY	18-Feb-16	808.48
0211ET0026	0001	*****	EM10541	HAMMOND-OMUSI, LAURA E	18-Feb-16	109.96
0211ET0027	0001	*****	5466	HERMAN, LAURETTE	18-Feb-16	241.25
0211ET0028	0001	*****	7594	HOLIDAY INN EXPRESS S.L.	18-Feb-16	151.51
0211ET0029	0001	*****	7968	HOULE, ANN	18-Feb-16	395.00
0211ET0030	0001	*****	8122	LAC LA BICHE COUNTY	18-Feb-16	131.38
0211ET0031	0001	*****	9095	LADERROUTE, RANDI	18-Feb-16	700.00
0211ET0032	0001	*****	2525	LAMOUCHE, GAIL	18-Feb-16	253.00
0211ET0033	0001	*****	3807	LAMOUCHE, JESSE	18-Feb-16	253.00
0211ET0034	0001	*****	EM18542	LEE-MORIN, JESSIE	18-Feb-16	2,485.62
0211ET0035	0001	*****	10558	LOCCISANO, OLIVIA	18-Feb-16	225.00
0211ET0036	0001	*****	9300	MACLEAN, SHELLEY	18-Feb-16	300.00
0211ET0037	0001	*****	EM18471	MALIK, TAUFIQ AHMED	18-Feb-16	194.59
0211ET0038	0001	*****	10008	MANITOULIN	18-Feb-16	131.71
0211ET0039	0001	*****	10502	MCKINLEY, ROBERT ALAN	18-Feb-16	700.00
0211ET0040	0001	*****	10086	NANOOCH, JENNIFER	18-Feb-16	651.72
0211ET0041	0001	*****	3785	NOSKIYE, IDA	18-Feb-16	253.00
0211ET0042	0001	*****	4489	OAR, HEATHER	18-Feb-16	241.25
0211ET0043	0001	*****	249	PRAIRIE RIVER GAS CO-OP	18-Feb-16	6,732.16
0211ET0044	0001	*****	276	PRESSE COMMERCE	18-Feb-16	308.22
0211ET0045	0001	*****	3790	PRINZ, VICTOR	18-Feb-16	241.25
0211ET0046	0001	*****	6433	QUINTAL-JANVIER, VERNA	18-Feb-16	253.00
0211ET0047	0001	*****	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	18-Feb-16	10.00
0211ET0048	0001	*****	319	RUSSELL FOOD EQUIPMENT LIMITED	18-Feb-16	115.40
0211ET0049	0001	*****	7245	SINOTTE, RONNIE	18-Feb-16	125.00
0211ET0050	0001	*****	5181	SPARKSMAN TRANSPORTATION LTD.	18-Feb-16	23,128.83
0211ET0051	0001	*****	162	ST. THERESA SCHOOL	18-Feb-16	50.00
0211ET0052	0001	*****	6081	STAN'S EAGLE'S NEST	18-Feb-16	50.00
0211ET0053	0001	*****	8378	SUN MEDIA	18-Feb-16	236.25
0211ET0054	0001	*****	EM10185	SUTHERLAND, STEPHANIE	18-Feb-16	228.39
0211ET0055	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	18-Feb-16	32,713.66
0211ET0056	0001	*****	3545	THE BUS CENTRE	18-Feb-16	440,147.39
0211ET0057	0001	*****	340	TREMBLAY, WENDY	18-Feb-16	241.25
0211ET0058	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	18-Feb-16	31.50
0211ET0059	0001	*****	600	WARD, ELAINE	18-Feb-16	443.62
0211ET0060	0001	*****	751	WESCLEAN - (EDM)	18-Feb-16	3,515.75

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0212000001	0001	0000297949	1714	RECEIVER GENERAL FOR CANADA	24-Feb-16	2,780.15
0212ET0001	0001	*****	7693	ANDERSON BUSING	24-Feb-16	8,469.45
0212ET0002	0001	*****	10467	ANDERSON, AL RHEAL	24-Feb-16	7,650.62
0212ET0003	0001	*****	776	CHRISTENSEN BUSING	24-Feb-16	6,897.55
0212ET0004	0001	*****	2994	DESJARLAIS BUSES	24-Feb-16	15,898.05
0212ET0005	0001	*****	4884	NOSKEY BUS LINES	24-Feb-16	5,229.75
0212ET0006	0001	*****	2461	ORR, CHARLES	24-Feb-16	1,762.25
0213000001	0001	0000297950	10022	1789135 AB LTD	25-Feb-16	101.00
0213000002	0001	0000297951	4	A & J TOWING	25-Feb-16	1,847.48
0213000003	0001	0000297952	10566	ADAM, ROD	25-Feb-16	200.00
0213000004	0001	0000297953	8772	AL FONT COMMERCIAL KITCHEN REPAIR	25-Feb-16	1,887.95
0213000005	0001	0000297955	43	ALBERTA DISTANCE LEARNING CNTR	25-Feb-16	3,870.75
0213000006	0001	0000297956	351	ALBERTA MAINTENANCE ENFORCEMENT PROGRAM	25-Feb-16	1,432.00
0213000007	0001	0000297957	1807	ASSUMPTION JUNIOR/SENIOR HIGH SCHOOL	25-Feb-16	130.00
0213000008	0001	0000297958	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	25-Feb-16	241.49
0213000009	0001	0000297959	8417	AUGER, KEVIN S.	25-Feb-16	442.31
0213000010	0001	0000297960	981	BIG LAKES COUNTY	25-Feb-16	2,857.16
0213000011	0001	0000297961	10567	BRUISEHEAD, ANNETTE	25-Feb-16	620.00
0213000012	0001	0000297962	402	CANADA BREAD WEST(MCGAVINS) #4065	25-Feb-16	63.47
0213000013	0001	0000297963	6065	CARDINAL, ESTHER	25-Feb-16	86.40
0213000014	0001	0000297964	5601	CARDINAL, MARI-AGNES	25-Feb-16	131.31
0213000015	0001	0000297965	10342	COURTOREILLE, WILLIAM CHARLES	25-Feb-16	107.00
0213000016	0001	0000297966	5287	DIRECT ENERGY REGULATED SERVICES	25-Feb-16	1,266.55
0213000017	0001	0000297967	10565	DUNCAN, SHERRY	25-Feb-16	147.90
0213000018	0001	0000297968	1957	ELDRIDGE, ARLEYNE	25-Feb-16	135.22
0213000019	0001	0000297969	2490	ELIZABETH METIS SETTLEMENT	25-Feb-16	60.00
0213000020	0001	0000297970	470	EMCO DISTRIBUTION LTD.	25-Feb-16	1,074.78
0213000021	0001	0000297971	3252	EPCOR ENERGY SERVICES (ALBERTA) INC.	25-Feb-16	414.92
0213000022	0001	0000297972	983	FISHING LAKE METIS SETTLEMENT	25-Feb-16	6,786.15
0213000023	0001	0000297973	1610	FORT VERMILION SCHOOL DIVISION NO.52	25-Feb-16	16,563.40
0213000024	0001	0000297974	1609	GRANDE CACHE COMM HIGH SCHOOL	25-Feb-16	160.00
0213000025	0001	0000297975	699	GREYHOUND COURIER EXPRESS	25-Feb-16	48.16
0213000026	0001	0000297976	217	HIGH PRAIRIE ACE HARDWARE	25-Feb-16	166.67
0213000027	0001	0000297977	75	HOLTBY HOLDINGS LTD	25-Feb-16	4,287.50
0213000028	0001	0000297978	10481	HORIZON INTERGRATION LTD	25-Feb-16	18,375.00
0213000029	0001	0000297979	357	INDUSTRIAL-ALLIANCE	25-Feb-16	790.76
0213000030	0001	0000297980	8392	KCA ANDERSON HOLDINGS LTD.	25-Feb-16	55.00
0213000031	0001	0000297981	8793	L4U LIBRARY SOFTWARE	25-Feb-16	386.40
0213000032	0001	0000297982	5719	LEPINE, ROBERT	25-Feb-16	105.60
0213000033	0001	0000297983	2807	MARSON EQUIPMENT LTD.	25-Feb-16	9,081.12
0213000034	0001	0000297984	10299	MIKISEW GROUP OF COMPANIES	25-Feb-16	329.70
0213000035	0001	0000297985	2441	NATIVE REFLECTIONS	25-Feb-16	48.15
0213000036	0001	0000297986	374	PADDLE PRAIRIE GAS CO-OP	25-Feb-16	3,261.07
0213000037	0001	0000297987	7173	PEACE RIVER CHRYSLER INC.	25-Feb-16	528.73
0213000038	0001	0000297988	9272	POSITIVE BEHAVIOR SUPPORT, INC	25-Feb-16	7,599.00
0213000039	0001	0000297989	1714	RECEIVER GENERAL FOR CANADA	25-Feb-16	1,578.24
0213000040	0001	0000297990	5951	RONA HOME CENTRE #245	25-Feb-16	63.25
0213000041	0001	0000297991	10568	SOLOWAY, STEVEN	25-Feb-16	339.20
0213000042	0001	0000297992	9457	STAPLES #332	25-Feb-16	98.53
0213000043	0001	0000297993	1824	STEVENSON, SHELLEY	25-Feb-16	756.96
0213000044	0001	0000297994	8	TELUS COMMUNICATIONS INCORPORATED	25-Feb-16	87.10

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0213000045	0001	0000297995	3325	THE ECHO	25-Feb-16	207.90
0213000046	0001	0000297996	6094	THE NORTH WEST COMPANY	25-Feb-16	1,081.66
0213000047	0001	0000297997	1843	WABASCA HOME HARDWARE	25-Feb-16	81.86
0213000048	0001	0000297998	10295	WALMART STORE #3640	25-Feb-16	79.12
0213000049	0001	0000297999	570	WAWANESA LIFE	25-Feb-16	664.72
0213000050	0001	0000298000	79	XEROX CANADA LTD.	25-Feb-16	4,291.60
0213000051	0001	0000298001	3236	YELLOWKNEE, DONNA	25-Feb-16	107.00
0213000052	0001	0000298002	10498	YOUNG, IRENE	25-Feb-16	241.25
0213ET0001	0001	*****	8062	668040 ALBERTA LTD.	25-Feb-16	2,173.50
0213ET0002	0001	*****	10415	914246 ALTA. LTD.	25-Feb-16	3,971.10
0213ET0003	0001	*****	8663	AIR LIQUIDE CANADA INC	25-Feb-16	34.17
0213ET0004	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	25-Feb-16	25,875.72
0213ET0005	0001	*****	10466	ANDERSON, DELAUREN	25-Feb-16	700.00
0213ET0006	0001	*****	7957	ANDERSON, IRIS	25-Feb-16	700.00
0213ET0007	0001	*****	10499	BELCOURT, JACKIE	25-Feb-16	400.00
0213ET0008	0001	*****	6159	CARDINAL, DENNIS R.	25-Feb-16	107.00
0213ET0009	0001	*****	9278	CARDINAL, GLORIA	25-Feb-16	484.32
0213ET0010	0001	*****	4597	CARDINAL, RAYMOND	25-Feb-16	400.00
0213ET0011	0001	*****	EM18168	CAVANAUGH, JANETTE	25-Feb-16	565.00
0213ET0012	0001	*****	9329	CERETZKE, KERRI	25-Feb-16	906.40
0213ET0013	0001	*****	224	CHARLIE'S SECURITY	25-Feb-16	8.40
0213ET0014	0001	*****	641	CHEMNIPESKI, MAUREEN	25-Feb-16	119.51
0213ET0015	0001	*****	EM10121	CLARKE, LISA	25-Feb-16	766.44
0213ET0016	0001	*****	4189	COLVILLE, CRYSTAL	25-Feb-16	226.44
0213ET0017	0001	*****	6287	COPPER BEECH	25-Feb-16	957.77
0213ET0018	0001	*****	4544	COX, DAVID	25-Feb-16	1,875.00
0213ET0019	0001	*****	925	CUNNINGHAM, LINDA	25-Feb-16	195.00
0213ET0020	0001	*****	10506	DALY, WILLIAM ROBERT	25-Feb-16	853.89
0213ET0021	0001	*****	EM18266	DARRAH, RICHARD	25-Feb-16	95.50
0213ET0022	0001	*****	518	DATA GROUP LTD	25-Feb-16	540.75
0213ET0023	0001	*****	3489	DAUK, MARGARET	25-Feb-16	217.42
0213ET0024	0001	*****	6273	ENMAX CORPORATION (NEW)	25-Feb-16	77,944.53
0213ET0025	0001	*****	529	FRESON BROS.	25-Feb-16	33.15
0213ET0026	0001	*****	8744	GFS PRAIRIES INC	25-Feb-16	6,605.61
0213ET0027	0001	*****	279	GIFT LAKE SCHOOL FUND	25-Feb-16	841.13
0213ET0028	0001	*****	5894	GILLIS, GERARD	25-Feb-16	130.56
0213ET0029	0001	*****	EM10137	GREENING, CHARLES	25-Feb-16	376.60
0213ET0030	0001	*****	EM13072	HAMELIN, SHELLY	25-Feb-16	475.56
0213ET0031	0001	*****	1258	HOLLYHOCKS & HONEYSUCKLE	25-Feb-16	274.05
0213ET0032	0001	*****	10172	LEDINGHAM, KATHLEEN	25-Feb-16	700.00
0213ET0033	0001	*****	356	LONDON LIFE	25-Feb-16	5,190.39
0213ET0034	0001	*****	EM13002	MACIACH, MICHAEL	25-Feb-16	55.00
0213ET0035	0001	*****	136	MACKENZIE REPORT INC.	25-Feb-16	300.76
0213ET0036	0001	*****	EM10490	MANTAI, MELANIE	25-Feb-16	49.74
0213ET0037	0001	*****	347	MCMURRAY AVIATION	25-Feb-16	10.00
0213ET0038	0001	*****	10099	MCRAE, JENNIFER	25-Feb-16	73.40
0213ET0039	0001	*****	5202	MICHEL'S SUPER A FOODS	25-Feb-16	17.74
0213ET0040	0001	*****	EM10735	MOLCAK, CONNIE	25-Feb-16	865.32
0213ET0041	0001	*****	4652	NORTHERN DIGITAL SERVICES	25-Feb-16	542.69
0213ET0042	0001	*****	358	NORTHLAND PRINCIPAL'S ASSOCIATION	25-Feb-16	125.00
0213ET0043	0001	*****	6658	OPEN STORAGE SOLUTIONS	25-Feb-16	1,716.75

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0213ET0044	0001	*****	3468	ORICH, CHRIS	25-Feb-16	33.96
0213ET0045	0001	*****	10510	OSAW MASKWA CONSULTING LTD	25-Feb-16	11,329.66
0213ET0046	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	25-Feb-16	1,134.69
0213ET0047	0001	*****	9016	SILLIKER, WESLEY	25-Feb-16	858.48
0213ET0048	0001	*****	EM18479	SINGH, ANSHUMALI	25-Feb-16	220.00
0213ET0049	0001	*****	34	SPORTFACTOR INC.	25-Feb-16	698.05
0213ET0050	0001	*****	5413	STAN LADEROUTE CONSTRUCTION	25-Feb-16	4,800.00
0213ET0051	0001	*****	8378	SUN MEDIA	25-Feb-16	603.97
0213ET0052	0001	*****	783	SUTHERLAND, KYLA	25-Feb-16	700.00
0213ET0053	0001	*****	EM10185	SUTHERLAND, STEPHANIE	25-Feb-16	1,217.59
0213ET0054	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	25-Feb-16	43,591.48
0213ET0055	0001	*****	EM10427	TAIT, STEVEN	25-Feb-16	267.39
0213ET0056	0001	*****	EM10878	TESSIER, DONALD	25-Feb-16	545.00
0213ET0057	0001	*****	EM18309	TURPIN, WAYNE	25-Feb-16	825.00
0213ET0058	0001	*****	10564	UTI CANADA, INC	25-Feb-16	20,167.79
0213ET0059	0001	*****	8881	VACHERESSE, TEGAN	25-Feb-16	226.44
0213ET0060	0001	*****	9134	WALTY, CURTIS	25-Feb-16	120.00
0213ET0061	0001	*****	751	WESCLEAN - (EDM)	25-Feb-16	666.56
0214000001	0001	0000298003	353	ALBERTA TEACHERS ASSOCIATION	25-Feb-16	25,595.18
0214000002	0001	0000298004	355	LOCAL AUTHORITIES PENSION PLAN	25-Feb-16	160,151.26
0214000003	0001	0000298005	349	RECEIVER GENERAL FOR CANADA	25-Feb-16	697,657.91
0214ET0001	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	25-Feb-16	171,398.01
0214ET0002	0001	*****	354	TEACHER'S RETIREMENT FUND	25-Feb-16	216,396.24
0215000001	0001	0000298006	8568	ACSI CONNECT	03-Mar-16	49,386.96
0215000002	0001	0000298007	43	ALBERTA DISTANCE LEARNING CNTR	03-Mar-16	854.25
0215000003	0001	0000298008	8507	ALTAGAS UTILITIES INC	03-Mar-16	11,530.23
0215000004	0001	0000298009	9432	ANDERSON, GLORIA	03-Mar-16	253.00
0215000005	0001	0000298010	9423	AUGER, NELSON	03-Mar-16	80.42
0215000006	0001	0000298011	9208	BALDOR ELECTRIC CANADA INC.	03-Mar-16	437.43
0215000007	0001	0000298012	454	BARTLE & GIBSON - PR	03-Mar-16	676.77
0215000008	0001	0000298013	10572	BEST TRUCK STOP & WASH	03-Mar-16	73.08
0215000009	0001	0000298014	1099	CALLIOU, CANDICE	03-Mar-16	253.00
0215000010	0001	0000298015	402	CANADA BREAD WEST(MCGAVINS) #4065	03-Mar-16	196.24
0215000011	0001	0000298016	346	CANADA WIDE	03-Mar-16	6,169.93
0215000012	0001	0000298017	8429	CARDINAL, LOUIE AUGUST	03-Mar-16	539.98
0215000013	0001	0000298018	10573	CHARLES SPENCER HIGH SCHOOL	03-Mar-16	220.00
0215000014	0001	0000298019	8806	CHRISTIAN, PRISCILLA	03-Mar-16	80.42
0215000016	0001	0000298021	10041	COYOTE VAC SERVICES INC	03-Mar-16	240.00
0215000017	0001	0000298022	38	CUSTOM DESIGN INTERIOR	03-Mar-16	3,509.10
0215000018	0001	0000298023	8399	CZIBERE, DAVE	03-Mar-16	168.66
0215000019	0001	0000298024	6977	DEMMONS, CRYSTAL	03-Mar-16	160.84
0215000020	0001	0000298025	5287	DIRECT ENERGY REGULATED SERVICES	03-Mar-16	1,427.62
0215000021	0001	0000298026	10570	DM DEFINED METAL LTD	03-Mar-16	378.00
0215000022	0001	0000298027	1957	ELDRIDGE, ARLEYNE	03-Mar-16	97.41
0215000023	0001	0000298028	470	EMCO DISTRIBUTION LTD.	03-Mar-16	939.64
0215000024	0001	0000298029	9190	FONTAINE, EDGAR	03-Mar-16	281.50
0215000025	0001	0000298030	765	GAMBLER, LOUISE	03-Mar-16	160.84
0215000027	0001	0000298032	3846	GULLION, ELMER	03-Mar-16	685.48
0215000028	0001	0000298033	9227	HANDWRITING WITHOUT TEARS	03-Mar-16	3,488.97
0215000029	0001	0000298034	75	HOLTBY HOLDINGS LTD	03-Mar-16	106.40
0215000030	0001	0000298035	4619	HUNTER HOME BUILDING CENTRE	03-Mar-16	772.63

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0215000031	0001	0000298036	342	JACKNIFE, TRACY	03-Mar-16	160.84
0215000032	0001	0000298037	3576	KEITH, LAURA	03-Mar-16	52.86
0215000033	0001	0000298038	9397	KNUTSON, BRYAN	03-Mar-16	160.84
0215000034	0001	0000298039	5741	LEARNING NETWORK EDUCATIONAL SERVICES	03-Mar-16	200.00
0215000035	0001	0000298040	8435	MCDONALD, CHARLES	03-Mar-16	80.42
0215000036	0001	0000298041	3652	MCDONALD, RACHELLE	03-Mar-16	84.33
0215000037	0001	0000298042	10562	MERCER, JOHN	03-Mar-16	245.00
0215000038	0001	0000298043	1948	MIKISEW TECHNICAL SERVICES	03-Mar-16	1,275.17
0215000039	0001	0000298044	334	MOBERLY, MARYANNE	03-Mar-16	84.33
0215000040	0001	0000298045	5907	MORRISETTE, GWEN	03-Mar-16	160.84
0215000041	0001	0000298046	8367	NAHACHICK, DOREEN	03-Mar-16	95.00
0215000042	0001	0000298047	9454	NEWCAP RADIO INC.	03-Mar-16	611.10
0215000043	0001	0000298048	10450	NORTH RAY EQUIPMENT SERVICES LTD	03-Mar-16	107.64
0215000044	0001	0000298049	9294	NORTHERN JOURNAL	03-Mar-16	630.00
0215000045	0001	0000298050	3373	PARKLAND INDUSTRIES LTD	03-Mar-16	10,235.79
0215000046	0001	0000298051	455	PEACE RIVER HOME CENTRE INC.	03-Mar-16	525.12
0215000047	0001	0000298052	7831	POITRAS, DOREEN	03-Mar-16	241.25
0215000048	0001	0000298053	1403	PURULATOR INC	03-Mar-16	42.20
0215000049	0001	0000298054	2277	REVENUE CANADA	03-Mar-16	16,606.90
0215000050	0001	0000298055	681	RIVERSIDE CONVENIENCE	03-Mar-16	648.18
0215000051	0001	0000298056	450	ROGER'S LOCK LIMITED	03-Mar-16	434.70
0215000052	0001	0000298057	8075	RONA LAC LA BICHE	03-Mar-16	19.94
0215000053	0001	0000298058	5951	RONA HOME CENTRE #245	03-Mar-16	209.40
0215000054	0001	0000298059	5759	SCHMIDT, GWEN	03-Mar-16	241.25
0215000055	0001	0000298060	8597	SELECT EQUIPMENT RENTALS (ST. ALBERT)	03-Mar-16	57.75
0215000056	0001	0000298061	8825	SHANAHAN'S	03-Mar-16	727.65
0215000058	0001	0000298063	9079	SLAVE LAKE INN AND CONFERENCE CENTRE	03-Mar-16	223.55
0215000059	0001	0000298064	605	SOUTH PEACE NEWS	03-Mar-16	170.52
0215000060	0001	0000298065	8951	STANDARD LIFE	03-Mar-16	1,260.20
0215000061	0001	0000298066	9457	STAPLES #332	03-Mar-16	19.43
0215000062	0001	0000298067	1824	STEVENSON, SHELLEY	03-Mar-16	254.21
0215000063	0001	0000298068	9390	STEWART, JULIE	03-Mar-16	168.66
0215000064	0001	0000298069	8	TELUS COMMUNICATIONS INCORPORATED	03-Mar-16	12,904.71
0215000065	0001	0000298070	6094	THE NORTH WEST COMPANY	03-Mar-16	88.91
0215000066	0001	0000298071	5948	THOMPSON, SHEILA	03-Mar-16	80.42
0215000067	0001	0000298072	10574	VALLEY TRAFFIC SYSTEMS	03-Mar-16	88.20
0215000068	0001	0000298073	1843	WABASCA HOME HARDWARE	03-Mar-16	841.58
0215000069	0001	0000298074	8433	WANYANDIE, CATHY	03-Mar-16	80.42
0215000070	0001	0000298075	9430	WANYANDIE, ROBERT	03-Mar-16	80.42
0215000071	0001	0000298076	812	WASTE MANAGEMENT	03-Mar-16	992.17
0215000072	0001	0000298077	9433	WEBER-PILLWAX, CORA	03-Mar-16	253.00
0215000073	0001	0000298078	5480	XPLOARNET COMMUNICATIONS INC	03-Mar-16	161.69
0215000074	0001	0000298079	8867	YELLOWKNEE, ALBERT	03-Mar-16	600.00
0215ET0001	0001	*****	3677	ACKLANDS GRAINGER	03-Mar-16	30.85
0215ET0002	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	03-Mar-16	5,377.12
0215ET0003	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	03-Mar-16	10,576.40
0215ET0004	0001	*****	EM11976	ANDERSON, AUDREY	03-Mar-16	744.50
0215ET0005	0001	*****	3803	ANDERSON, JENNIFER	03-Mar-16	700.00
0215ET0006	0001	*****	5580	ANDERSON, TAMMY LYNN	03-Mar-16	700.00
0215ET0007	0001	*****	4836	ANSELL'S REFRIGERATION & HEATING LTD.	03-Mar-16	204.75
0215ET0008	0001	*****	10163	ARCTIC BUILDERS	03-Mar-16	3,087.00

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0215ET0009	0001	*****	5882	AXIA SUPERNET LTD.	03-Mar-16	23,009.70
0215ET0010	0001	*****	8304	BARRETT, DONNA	03-Mar-16	804.46
0215ET0011	0001	*****	2889	BARTLE & GIBSON -EDM	03-Mar-16	487.35
0215ET0012	0001	*****	3796	BARTMAN, SHELLEY	03-Mar-16	168.66
0215ET0013	0001	*****	1715	BIGSTONE CREE NATION EDUCATION AUTHORITY	03-Mar-16	57,245.50
0215ET0014	0001	*****	EM11338	CARDINAL, ALVINA R.	03-Mar-16	881.03
0215ET0015	0001	*****	9278	CARDINAL, GLORIA	03-Mar-16	20.00
0215ET0016	0001	*****	EM11462	CARDINAL, SOPHIE	03-Mar-16	100.00
0215ET0017	0001	*****	9506	CCI WIRELESS	03-Mar-16	69.29
0215ET0018	0001	*****	6969	CDW CANADA INC.	03-Mar-16	1,035.12
0215ET0019	0001	*****	9329	CERETZKE, KERRI	03-Mar-16	20.00
0215ET0020	0001	*****	224	CHARLIE'S SECURITY	03-Mar-16	236.25
0215ET0021	0001	*****	4189	COLVILLE, CRYSTAL	03-Mar-16	2,309.49
0215ET0022	0001	*****	4544	COX, DAVID	03-Mar-16	840.00
0215ET0023	0001	*****	925	CUNNINGHAM, LINDA	03-Mar-16	190.00
0215ET0024	0001	*****	8964	CYBERA INC.	03-Mar-16	590.63
0215ET0025	0001	*****	6899	DEBOER, MARIA	03-Mar-16	435.51
0215ET0026	0001	*****	EM10719	DEWAR, BRIAN	03-Mar-16	217.26
0215ET0027	0001	*****	8252	DRYDEN, DEBORAH	03-Mar-16	131.58
0215ET0028	0001	*****	5170	EAST PRAIRIE METIS SETTLEMENT	03-Mar-16	160.00
0215ET0029	0001	*****	18	EDMONTON PUBLIC SCHOOLS	03-Mar-16	1,196.35
0215ET0030	0001	*****	10144	FOURNIER, DONNA	03-Mar-16	1,400.00
0215ET0031	0001	*****	EM10910	GAUDET, JILL	03-Mar-16	20.00
0215ET0032	0001	*****	8744	GFS PRAIRIES INC	03-Mar-16	15,206.37
0215ET0033	0001	*****	8805	GHOSTKEEPER, KRISTEN	03-Mar-16	168.66
0215ET0034	0001	*****	EM18598	GIBOT, FRANK	03-Mar-16	21.07
0215ET0035	0001	*****	5894	GILLIS, GERARD	03-Mar-16	130.56
0215ET0036	0001	*****	EM11687	GLADUE, SYLVIA DONNA	03-Mar-16	116.60
0215ET0037	0001	*****	9214	GOULET, CORINNE	03-Mar-16	1,400.00
0215ET0038	0001	*****	EM10137	GREENING, CHARLES	03-Mar-16	160.98
0215ET0039	0001	*****	561	GRIMSHAW TRUCKING	03-Mar-16	294.34
0215ET0040	0001	*****	EM13072	HAMELIN, SHELLY	03-Mar-16	143.82
0215ET0041	0001	*****	EM10541	HAMMOND-OMUSI, LAURA E	03-Mar-16	299.29
0215ET0042	0001	*****	2583	HEAVY EQUIPMENT REPAIR	03-Mar-16	2,454.40
0215ET0043	0001	*****	1660	HIGH PRAIRIE SCHOOL DIVISION #48	03-Mar-16	18,196.42
0215ET0044	0001	*****	EM10814	HORON, RICK	03-Mar-16	438.69
0215ET0045	0001	*****	8106	HUNT, DOROTHY JOYCE	03-Mar-16	355.00
0215ET0046	0001	*****	10213	I&P MECHANIC	03-Mar-16	1,971.35
0215ET0047	0001	*****	9088	IRWIN, J. ANDREW	03-Mar-16	300.00
0215ET0048	0001	*****	4127	JAVA DOMAIN LTD.	03-Mar-16	520.81
0215ET0049	0001	*****	8728	JOHN DEERE FINANCIAL	03-Mar-16	1,464.75
0215ET0050	0001	*****	EM12806	JOHNSON, PATTY	03-Mar-16	67.32
0215ET0051	0001	*****	EM10068	JOUDREY, BRUCE	03-Mar-16	509.42
0215ET0052	0001	*****	8138	KHAN COMMUNICATION SERVICES, INC.	03-Mar-16	11,388.75
0215ET0053	0001	*****	10454	L'HIRONDELLE, MATTHEW	03-Mar-16	700.00
0215ET0054	0001	*****	443	LADEROUTE, BARBARA MS.	03-Mar-16	697.50
0215ET0055	0001	*****	1170	LAKELAND FIRE & SAFETY SUPPLY(1990)LTD.	03-Mar-16	262.24
0215ET0056	0001	*****	8255	LAMBTON, PATRICK	03-Mar-16	808.28
0215ET0057	0001	*****	EM10237	LANDRY, JAMIE MR	03-Mar-16	1,223.41
0215ET0058	0001	*****	8590	LANDRY, KAYLA	03-Mar-16	230.00
0215ET0059	0001	*****	136	MACKENZIE REPORT INC.	03-Mar-16	207.90

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0215ET0060	0001	*****	4779	MACLENNAN, MANDI	03-Mar-16	631.83
0215ET0061	0001	*****	10008	MANITOULIN	03-Mar-16	438.08
0215ET0062	0001	*****	EM15084	MCBRIDE, DEBBRA	03-Mar-16	131.41
0215ET0063	0001	*****	5941	MCLENNAN ROSS LLP	03-Mar-16	1,990.16
0215ET0064	0001	*****	347	MCMURRAY AVIATION	03-Mar-16	784.09
0215ET0065	0001	*****	4843	MENEEN, LORRAINE	03-Mar-16	964.07
0215ET0066	0001	*****	EM10735	MOLCAK, CONNIE	03-Mar-16	40.00
0215ET0067	0001	*****	10086	NANOOCH, JENNIFER	03-Mar-16	20.00
0215ET0068	0001	*****	4652	NORTHERN DIGITAL SERVICES	03-Mar-16	1,134.00
0215ET0069	0001	*****	10541	O'KEEFE GENERAL CONTRACTING	03-Mar-16	3,423.00
0215ET0070	0001	*****	EM18264	PATRICK, GAIL	03-Mar-16	352.06
0215ET0071	0001	*****	7536	PEACE RIVER BROADCASTING CORP. LTD	03-Mar-16	434.70
0215ET0072	0001	*****	521	PEACE WAPITI SCHOOL DIVISION NO. 76	03-Mar-16	26,992.02
0215ET0073	0001	*****	5651	PELICAN AUTO & SAFETY SUPPLY	03-Mar-16	12.36
0215ET0074	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	03-Mar-16	1,172.46
0215ET0075	0001	*****	9462	PHASAR ELECTRIC LTD.	03-Mar-16	3,638.34
0215ET0076	0001	*****	457	POPS HARDWARE & BUILDING CENTRE INC	03-Mar-16	185.29
0215ET0077	0001	*****	10076	PRAIRIE DISPOSAL LTD.	03-Mar-16	231.00
0215ET0078	0001	*****	10126	RASMUSON, TRUDY	03-Mar-16	446.29
0215ET0079	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	03-Mar-16	107.91
0215ET0080	0001	*****	8994	SEA-CAN CONTAINERS (1989)LTD.	03-Mar-16	162.75
0215ET0081	0001	*****	9016	SILLIKER, WESLEY	03-Mar-16	20.00
0215ET0082	0001	*****	9172	ST. GERMAINE, LINDSEY	03-Mar-16	844.82
0215ET0083	0001	*****	EM18443	SULLIVAN, THOMAS J.	03-Mar-16	349.54
0215ET0084	0001	*****	10000	SUPERIOR PROPANE	03-Mar-16	38,631.16
0215ET0085	0001	*****	5081	SYSO FOOD SERVICES OF EDMONTON	03-Mar-16	10,556.41
0215ET0086	0001	*****	8503	THE CAT RENTAL STORE (EDM)	03-Mar-16	172.56
0215ET0087	0001	*****	EM18165	TIPLER, MEGAN	03-Mar-16	1,022.78
0215ET0088	0001	*****	10094	TWEEDLE, ANDREW	03-Mar-16	113.55
0215ET0089	0001	*****	EM12430	VOGEL, KATHY	03-Mar-16	73.44
0215ET0090	0001	*****	3572	WALMSLEY, KATHRYN	03-Mar-16	76.90
0215ET0091	0001	*****	10071	WEIR, DARREN	03-Mar-16	152.85
0215ET0092	0001	*****	751	WESCLEAN - (EDM)	03-Mar-16	8,362.07
0215ET0093	0001	*****	10179	WILLIER, AMANDA	03-Mar-16	700.00
0215ET0094	0001	*****	8734	WILTER AUTO & IND SUPPLY	03-Mar-16	81.31
0215ET0095	0001	*****	26	WINTERGREEN LEARNING MATERIALS	03-Mar-16	1,330.82
0215ET0096	0001	*****	EM10066	WOODFINE, BERNARD	03-Mar-16	1,275.11
0216000001	0001	0000298081	868	ABORIGINAL MULTI-MEDIA SOCIETY	10-Mar-16	577.50
0216000002	0001	0000298082	8869	AEFAA	10-Mar-16	200.00
0216000003	0001	0000298083	43	ALBERTA DISTANCE LEARNING CNTR	10-Mar-16	458.75
0216000004	0001	0000298084	10577	ANDERSON FILION, JODY	10-Mar-16	700.00
0216000005	0001	0000298085	1192	BADGER, JOE	10-Mar-16	600.00
0216000006	0001	0000298086	1492	CARDINAL, ROSIE	10-Mar-16	100.00
0216000007	0001	0000298087	1394	CHRISTIAN, DORIS	10-Mar-16	107.00
0216000008	0001	0000298088	9209	DALYN DISPOSALS LTD.	10-Mar-16	425.25
0216000009	0001	0000298089	5287	DIRECT ENERGY REGULATED SERVICES	10-Mar-16	9,061.34
0216000010	0001	0000298090	10492	EBEN CONSTRUCTION LTD	10-Mar-16	1,050.00
0216000011	0001	0000298091	2490	ELIZABETH METIS SETTLEMENT	10-Mar-16	60.00
0216000012	0001	0000298092	3252	EPCOR ENERGY SERVICES (ALBERTA) INC.	10-Mar-16	339.87
0216000013	0001	0000298093	813	ESSO TASTY EXPRESS	10-Mar-16	12.29
0216000014	0001	0000298094	6214	FEDERAL EXPRESS CANADA LTD.	10-Mar-16	51.75

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0216000015	0001	0000298095	983	FISHING LAKE METIS SETTLEMENT	10-Mar-16	4,800.00
0216000016	0001	0000298096	1329	FORT MCMURRAY COMPOSITE HIGH SCHOOL	10-Mar-16	285.00
0216000017	0001	0000298097	5859	KIVA GROUP CORP.	10-Mar-16	2,749.48
0216000018	0001	0000298098	2441	NATIVE REFLECTIONS	10-Mar-16	628.49
0216000019	0001	0000298099	5078	NEOPOST CANADA LTD.	10-Mar-16	251.37
0216000020	0001	0000298100	373	NORTH EAST GAS CO-OP	10-Mar-16	484.16
0216000021	0001	0000298101	10450	NORTH RAY EQUIPMENT SERVICES LTD	10-Mar-16	195.58
0216000022	0001	0000298102	1946	OSTER, SANDY	10-Mar-16	7.13
0216000023	0001	0000298103	8374	PEAVINE INN & SUITES	10-Mar-16	129.71
0216000024	0001	0000298104	9411	PEDERSON, JEN	10-Mar-16	75.60
0216000025	0001	0000298105	349	RECEIVER GENERAL FOR CANADA	10-Mar-16	132,300.00
0216000026	0001	0000298106	7668	REGISTRATIONS ARE US	10-Mar-16	28.35
0216000027	0001	0000298107	2409	RIMAR HOLDINGS LTD	10-Mar-16	80.12
0216000028	0001	0000298108	74	SCHOLASTIC CANADA LIMITED	10-Mar-16	61.64
0216000029	0001	0000298109	865	SCHOOL DISTRICT #59(PEACE RIVER SOUTH)	10-Mar-16	5,051.50
0216000030	0001	0000298110	6094	THE NORTH WEST COMPANY	10-Mar-16	252.50
0216000031	0001	0000298111	8747	THE PROPHET CORPORATION	10-Mar-16	1,664.62
0216000032	0001	0000298112	3344	TULLOCH, BRENDA	10-Mar-16	211.20
0216000033	0001	0000298113	812	WASTE MANAGEMENT	10-Mar-16	1,665.52
0216000034	0001	0000298114	1736	WORKER'S COMPENSATION BOARD-ALBERTA	10-Mar-16	14,434.23
0216ET0001	0001	*****	10143	1832648 ALBERTA LTD	10-Mar-16	785.16
0216ET0002	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	10-Mar-16	151.39
0216ET0003	0001	*****	315	ALBERTA SCHOOL BOARDS ASSOCIATION	10-Mar-16	861.19
0216ET0004	0001	*****	1493	ALOOK, ALBINA J.	10-Mar-16	651.72
0216ET0005	0001	*****	3765	ALOOK, CORRINE	10-Mar-16	200.00
0216ET0006	0001	*****	7693	ANDERSON BUSING	10-Mar-16	700.00
0216ET0007	0001	*****	10467	ANDERSON, AL RHEAL	10-Mar-16	700.00
0216ET0008	0001	*****	EM12838	ANDERSON, TARA	10-Mar-16	102.00
0216ET0009	0001	*****	1996	ANZAC COMMUNITY SCHOOL	10-Mar-16	177.94
0216ET0010	0001	*****	10479	AUGER, BEVERLY	10-Mar-16	2,100.00
0216ET0011	0001	*****	EM11947	BABEY, SUSAN	10-Mar-16	182.07
0216ET0012	0001	*****	10499	BELCOURT, JACKIE	10-Mar-16	880.00
0216ET0013	0001	*****	10445	BELCOURT, JOSEPHINE	10-Mar-16	700.00
0216ET0014	0001	*****	10107	BILVEA, JACKIE	10-Mar-16	107.00
0216ET0015	0001	*****	6683	BIM'S CAR TRUCK WASH & GRAVEL SALES	10-Mar-16	250.67
0216ET0016	0001	*****	EM11462	CARDINAL, SOPHIE	10-Mar-16	190.00
0216ET0017	0001	*****	10420	CARSON, CHRISTOPHER	10-Mar-16	1,157.85
0216ET0018	0001	*****	9329	CERETZKE, KERRI	10-Mar-16	2,168.48
0216ET0019	0001	*****	776	CHRISTENSEN BUSING	10-Mar-16	1,800.00
0216ET0020	0001	*****	10463	CHYCHUL, NICOLE	10-Mar-16	700.00
0216ET0021	0001	*****	EM10121	CLARKE, LISA	10-Mar-16	330.77
0216ET0022	0001	*****	EM18313	COLE, LILY	10-Mar-16	251.24
0216ET0023	0001	*****	4189	COLVILLE, CRYSTAL	10-Mar-16	632.50
0216ET0024	0001	*****	925	CUNNINGHAM, LINDA	10-Mar-16	190.00
0216ET0025	0001	*****	9107	DANCO, TARAS	10-Mar-16	40.00
0216ET0026	0001	*****	2994	DESJARLAIS BUSES	10-Mar-16	4,000.00
0216ET0027	0001	*****	10246	DIAMOND INTERNATIONAL TRUCKS	10-Mar-16	698.78
0216ET0028	0001	*****	8252	DRYDEN, DEBORAH	10-Mar-16	156.46
0216ET0029	0001	*****	6457	GAUCHIER, TEASA	10-Mar-16	285.60
0216ET0030	0001	*****	10040	GFL ENVIRONMENTAL INC	10-Mar-16	394.61
0216ET0031	0001	*****	8744	GFS PRAIRIES INC	10-Mar-16	22,125.22

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0216ET0032	0001	*****	279	GIFT LAKE SCHOOL FUND	10-Mar-16	603.85
0216ET0033	0001	*****	EM11687	GLADUE, SYLVIA DONNA	10-Mar-16	347.16
0216ET0034	0001	*****	10511	GRAY, DONA	10-Mar-16	700.00
0216ET0035	0001	*****	EM11861	GULLION, VIVIAN	10-Mar-16	250.00
0216ET0036	0001	*****	EM11201	HALCROW, CHRISTOPHER	10-Mar-16	435.00
0216ET0037	0001	*****	9378	HERMAN, MICHELLE	10-Mar-16	700.00
0216ET0038	0001	*****	620	HOULE, JUNE	10-Mar-16	146.88
0216ET0039	0001	*****	1642	HUNT, EMILY	10-Mar-16	1,746.57
0216ET0040	0001	*****	9377	LABOUCCANE, CYNTHIA	10-Mar-16	700.00
0216ET0041	0001	*****	EM11159	LADEROUTE, JOYCE	10-Mar-16	63.46
0216ET0042	0001	*****	9095	LADEROUTE, RANDI	10-Mar-16	700.00
0216ET0043	0001	*****	8255	LAMBTON, PATRICK	10-Mar-16	270.00
0216ET0044	0001	*****	EM10237	LANDRY, JAMIE MR	10-Mar-16	905.80
0216ET0045	0001	*****	4531	LEMAY, KAREN	10-Mar-16	572.44
0216ET0046	0001	*****	10370	LOONSKIN, SHARON	10-Mar-16	475.15
0216ET0047	0001	*****	EM11933	LOUTITT, SARA	10-Mar-16	256.41
0216ET0048	0001	*****	EM18301	MACLELLAN, VANESSA LYNN	10-Mar-16	129.16
0216ET0049	0001	*****	EM18471	MALIK, TAUFIQ AHMED	10-Mar-16	714.48
0216ET0050	0001	*****	7875	MARSHALL, PAULINE	10-Mar-16	700.00
0216ET0051	0001	*****	EM13362	MARTEN, MISSIE	10-Mar-16	450.00
0216ET0052	0001	*****	EM12621	MCEWEN, MAI-LYNN	10-Mar-16	169.98
0216ET0053	0001	*****	2028	MCGIMPSEY, MARK	10-Mar-16	544.20
0216ET0054	0001	*****	10502	MCKINLEY, ROBERT ALAN	10-Mar-16	700.00
0216ET0055	0001	*****	8481	MILNE, DAWN	10-Mar-16	28.79
0216ET0056	0001	*****	9183	MOHR, ANGELA	10-Mar-16	104.40
0216ET0057	0001	*****	10496	MORINE, JERRI-LYNN	10-Mar-16	700.00
0216ET0058	0001	*****	656	MUNICIPAL DISTRICT OF OPPORTUNITY #17	10-Mar-16	5,174.68
0216ET0059	0001	*****	EM11106	NAHACHICK, VINA	10-Mar-16	246.45
0216ET0060	0001	*****	10086	NANOOCH, JENNIFER	10-Mar-16	506.56
0216ET0061	0001	*****	4884	NOSKEY BUS LINES	10-Mar-16	1,400.00
0216ET0062	0001	*****	3088	O'CONNOR, DANIELLE	10-Mar-16	60.17
0216ET0063	0001	*****	2461	ORR, CHARLES	10-Mar-16	700.00
0216ET0064	0001	*****	551	PARKER, BRYAN	10-Mar-16	180.00
0216ET0065	0001	*****	9297	RECK, KIMBERLEY	10-Mar-16	210.52
0216ET0066	0001	*****	982	REGIONAL MUNICIPALITY OF WOOD BUFFALO	10-Mar-16	4,370.72
0216ET0067	0001	*****	292	REIN, KENT	10-Mar-16	260.00
0216ET0068	0001	*****	10431	RICKETTS, PAUL	10-Mar-16	158.10
0216ET0069	0001	*****	EM18322	SCARBOROUGH, RICK	10-Mar-16	415.00
0216ET0070	0001	*****	9296	SHWETZ, KANESA	10-Mar-16	251.13
0216ET0071	0001	*****	6692	SILVERTIP ENTERPRISE LTD.	10-Mar-16	4,610.76
0216ET0072	0001	*****	7245	SINOTTE, RONNIE	10-Mar-16	135.00
0216ET0073	0001	*****	5413	STAN LADEROUTE CONSTRUCTION	10-Mar-16	6,775.00
0216ET0074	0001	*****	EM10373	STORMS, PATRICIA	10-Mar-16	170.00
0216ET0075	0001	*****	EM10185	SUTHERLAND, STEPHANIE	10-Mar-16	742.91
0216ET0076	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	10-Mar-16	21,724.33
0216ET0077	0001	*****	1891	U.S. BANCORP CANADA CO.	10-Mar-16	145,080.60
0216ET0078	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	10-Mar-16	247.80
0216ET0079	0001	*****	600	WARD, ELAINE	10-Mar-16	491.77
0216ET0080	0001	*****	751	WESCLEAN - (EDM)	10-Mar-16	2,404.37
0216ET0081	0001	*****	6188	YELLOWKNEE, SHIRLEY	10-Mar-16	711.72
0217000001	0001	0000298115	5004	1176976 ALBERTA LTD.	17-Mar-16	61.74

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0217000002	0001	0000298116	10022	1789135 AB LTD	17-Mar-16	80.25
0217000003	0001	0000298117	10542	A&R TRUCKING	17-Mar-16	5,223.75
0217000004	0001	0000298118	463	ACE MACHINE & WELDING	17-Mar-16	627.74
0217000005	0001	0000298119	913	ALBERTA BOILERS SAFETY ASSOCIATION	17-Mar-16	1,183.00
0217000006	0001	0000298120	43	ALBERTA DISTANCE LEARNING CNTR	17-Mar-16	721.85
0217000007	0001	0000298121	8507	ALTAGAS UTILITIES INC	17-Mar-16	3,132.79
0217000008	0001	0000298122	244	ATCO ELECTRIC LTD.	17-Mar-16	60.90
0217000009	0001	0000298123	3700	ATEK WATER SYSTEMS	17-Mar-16	133.44
0217000010	0001	0000298124	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	17-Mar-16	753.35
0217000011	0001	0000298125	8417	AUGER, KEVIN S.	17-Mar-16	860.29
0217000012	0001	0000298126	3959	AUGER, LEILA	17-Mar-16	321.00
0217000013	0001	0000298127	1289	B.G.E. SERVICE & SUPPLY LTD	17-Mar-16	1,823.22
0217000014	0001	0000298128	5415	BCOM COMPUTER CENTRE INC.	17-Mar-16	7,752.15
0217000015	0001	0000298129	8059	BERGER, CARLA	17-Mar-16	160.39
0217000016	0001	0000298130	8861	BERNIER DIESEL & AUTO REPAIR & PERFORMAN	17-Mar-16	668.58
0217000017	0001	0000298131	10024	BLUEWAVE ENERGY	17-Mar-16	2,081.46
0217000018	0001	0000298132	8358	BRAIN POP	17-Mar-16	12,695.58
0217000019	0001	0000298133	2640	CALLING LAKE MOOSEHORN MARKET	17-Mar-16	478.15
0217000020	0001	0000298134	402	CANADA BREAD WEST(MCGAVINS) #4065	17-Mar-16	82.96
0217000021	0001	0000298135	6065	CARDINAL, ESTHER	17-Mar-16	82.00
0217000022	0001	0000298136	433	CLASSIC ELECTRIC INC.	17-Mar-16	3,772.05
0217000023	0001	0000298137	EM18633	COLLINS, LLOYD	17-Mar-16	30.60
0217000024	0001	0000298138	4869	CROSS COUNTRY PARTS DISTRIBUTORS LTD	17-Mar-16	353.85
0217000025	0001	0000298139	3438	CRYSTAL CLEAR WATER SALES	17-Mar-16	90.00
0217000026	0001	0000298140	10514	DAHL, BRIAN	17-Mar-16	107.00
0217000027	0001	0000298141	10579	DEL EQUIPMENT LTD	17-Mar-16	2,682.75
0217000028	0001	0000298142	8524	DIAMOND INTERNATIONAL TRUCKS LTD	17-Mar-16	61.08
0217000029	0001	0000298143	5287	DIRECT ENERGY REGULATED SERVICES	17-Mar-16	2,269.29
0217000030	0001	0000298144	9526	DUCHARME, WALTER	17-Mar-16	107.00
0217000031	0001	0000298145	470	EMCO DISTRIBUTION LTD.	17-Mar-16	1,221.91
0217000032	0001	0000298146	3252	EPCOR ENERGY SERVICES (ALBERTA) INC.	17-Mar-16	343.09
0217000033	0001	0000298147	7235	FLETT, DOUG	17-Mar-16	107.00
0217000034	0001	0000298148	4922	FRANK FLAMAN SALES LTD	17-Mar-16	103.15
0217000035	0001	0000298149	8829	GAMBLER, WALLIE J.	17-Mar-16	95.00
0217000036	0001	0000298150	10330	GREGG DISTRIBUTORS LP	17-Mar-16	450.29
0217000037	0001	0000298151	699	GREYHOUND COURIER EXPRESS	17-Mar-16	24.08
0217000038	0001	0000298152	10497	HOMWOOD HEALTH INC	17-Mar-16	3,302.36
0217000039	0001	0000298153	5578	HUNTER MOTORS LTD.	17-Mar-16	125.95
0217000040	0001	0000298154	10482	INTEGRA TIRE PEACE RIVER	17-Mar-16	187.88
0217000041	0001	0000298155	10580	INTEGRITY RISK MANAGEMENT	17-Mar-16	8,095.08
0217000042	0001	0000298156	5686	JOHNSON, GLADYS	17-Mar-16	25.18
0217000043	0001	0000298157	7714	K & F ROLLSHUTTERS	17-Mar-16	48.72
0217000044	0001	0000298158	425	MACDOUGALL, SUSAN	17-Mar-16	200.00
0217000045	0001	0000298159	2807	MARSON EQUIPMENT LTD.	17-Mar-16	1,385.90
0217000046	0001	0000298160	10553	MERCREDI, MISTI	17-Mar-16	244.08
0217000047	0001	0000298161	10299	MIKISEW GROUP OF COMPANIES	17-Mar-16	649.73
0217000048	0001	0000298162	10419	MOBERLY, ANNIE	17-Mar-16	107.00
0217000049	0001	0000298163	8367	NAHACHICK, DOREEN	17-Mar-16	12.00
0217000050	0001	0000298164	248	NORTH PEACE GAS CO-OP	17-Mar-16	1,461.47
0217000051	0001	0000298165	10578	NORTH STAR SPORTS	17-Mar-16	2,733.89
0217000052	0001	0000298166	10396	NORTHERN AIR CHARTER (P.R.) INC	17-Mar-16	4,818.30

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0217000053	0001	0000298167	3415	OKEMOW, LAURIE	17-Mar-16	107.00
0217000054	0001	0000298168	10560	OT SPORTS	17-Mar-16	5,000.62
0217000055	0001	0000298169	6067	PEACE AUTO & SUPPLY LTD 6505	17-Mar-16	404.23
0217000056	0001	0000298170	1471	PEACE RIVER FORD SALES INC	17-Mar-16	366.78
0217000057	0001	0000298171	8509	PITNEY BOWES	17-Mar-16	1,136.49
0217000058	0001	0000298172	950	PRAIRIE AUTO & INDUSTRIAL SUPPLY LTD.	17-Mar-16	250.89
0217000060	0001	0000298174	1403	PUROLATOR INC	17-Mar-16	16.68
0217000061	0001	0000298175	7668	REGISTRATIONS ARE US	17-Mar-16	3.15
0217000062	0001	0000298176	9502	REVOLUTION CHEVROLET	17-Mar-16	162.62
0217000063	0001	0000298177	5951	RONA HOME CENTRE #245	17-Mar-16	67.84
0217000064	0001	0000298178	10583	SOLUSHOW	17-Mar-16	3,501.75
0217000065	0001	0000298179	605	SOUTH PEACE NEWS	17-Mar-16	40.00
0217000066	0001	0000298180	9457	STAPLES #332	17-Mar-16	33.97
0217000067	0001	0000298181	EM18452	TALLMAN, JOHN	17-Mar-16	15.00
0217000068	0001	0000298182	8	TELUS COMMUNICATIONS INCORPORATED	17-Mar-16	168.91
0217000069	0001	0000298183	2809	THE FEVER	17-Mar-16	799.41
0217000070	0001	0000298184	7734	THE LUBE SHOP	17-Mar-16	56.90
0217000071	0001	0000298185	6094	THE NORTH WEST COMPANY	17-Mar-16	517.56
0217000072	0001	0000298186	1728	TOWN OF GRANDE CACHE	17-Mar-16	1,415.00
0217000073	0001	0000298187	634	UFA CO-OPERATIVE LIMITED	17-Mar-16	38.65
0217000074	0001	0000298188	10582	VIPOND SYSTEMS GROUP	17-Mar-16	1,496.25
0217000075	0001	0000298189	1843	WABASCA HOME HARDWARE	17-Mar-16	1,986.16
0217000076	0001	0000298190	10581	WILLY'S REPAIR	17-Mar-16	2,491.71
0217000077	0001	0000298191	79	XEROX CANADA LTD.	17-Mar-16	1,363.79
0217ET0001	0001	*****	6907	ACCORD ANSWERING SERVICE	17-Mar-16	315.00
0217ET0002	0001	*****	3677	ACKLANDS GRAINGER	17-Mar-16	1,371.17
0217ET0003	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	17-Mar-16	22,638.84
0217ET0004	0001	*****	8015	ANDREWS, MADELINE	17-Mar-16	107.00
0217ET0005	0001	*****	9370	BRUSTER P.H.C.LTD.	17-Mar-16	5,523.19
0217ET0006	0001	*****	EM13154	CARDINAL, GWEN	17-Mar-16	107.00
0217ET0007	0001	*****	EM18168	CAVANAUGH, JANETTE	17-Mar-16	1,954.40
0217ET0008	0001	*****	224	CHARLIE'S SECURITY	17-Mar-16	26.25
0217ET0009	0001	*****	3424	CHRISTENSEN, NICOLA	17-Mar-16	435.56
0217ET0010	0001	*****	4189	COLVILLE, CRYSTAL	17-Mar-16	369.97
0217ET0011	0001	*****	925	CUNNINGHAM, LINDA	17-Mar-16	195.00
0217ET0012	0001	*****	EM12348	DASHCAVICH, TANIA	17-Mar-16	900.00
0217ET0013	0001	*****	10326	DELTA CONTRACTING LTD	17-Mar-16	840.00
0217ET0014	0001	*****	EM10719	DEWAR, BRIAN	17-Mar-16	613.61
0217ET0015	0001	*****	10505	DUCHARME, ROLAND	17-Mar-16	700.00
0217ET0016	0001	*****	5170	EAST PRAIRIE METIS SETTLEMENT	17-Mar-16	180.00
0217ET0017	0001	*****	18	EDMONTON PUBLIC SCHOOLS	17-Mar-16	447.00
0217ET0018	0001	*****	1577	FRED'S HEATING	17-Mar-16	1,164.77
0217ET0019	0001	*****	529	FRESON BROS.	17-Mar-16	45.84
0217ET0020	0001	*****	10040	GFL ENVIRONMENTAL INC	17-Mar-16	100.29
0217ET0021	0001	*****	8744	GFS PRAIRIES INC	17-Mar-16	2,914.54
0217ET0022	0001	*****	10575	GIBOT, PAMELA	17-Mar-16	600.00
0217ET0023	0001	*****	EM11687	GLADUE, SYLVIA DONNA	17-Mar-16	252.16
0217ET0024	0001	*****	1660	HIGH PRAIRIE SCHOOL DIVISION #48	17-Mar-16	17,148.15
0217ET0025	0001	*****	7968	HOULE, ANN	17-Mar-16	107.00
0217ET0026	0001	*****	6935	HOULE, JOSEPH	17-Mar-16	82.00
0217ET0027	0001	*****	620	HOULE, JUNE	17-Mar-16	122.40

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0217ET0028	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	17-Mar-16	2,112.00
0217ET0029	0001	*****	8728	JOHN DEERE FINANCIAL	17-Mar-16	13.71
0217ET0030	0001	*****	EM10068	JOUDREY, BRUCE	17-Mar-16	153.00
0217ET0031	0001	*****	6929	KAZIUK, BARB	17-Mar-16	246.60
0217ET0032	0001	*****	5826	L&P DISPOSALS	17-Mar-16	815.33
0217ET0033	0001	*****	8122	LAC LA BICHE COUNTY	17-Mar-16	104.38
0217ET0034	0001	*****	EM12100	LAGIMODIERE, TRACY	17-Mar-16	210.70
0217ET0035	0001	*****	1170	LAKELAND FIRE & SAFETY SUPPLY(1990)LTD.	17-Mar-16	257.09
0217ET0036	0001	*****	8255	LAMBTON, PATRICK	17-Mar-16	62.00
0217ET0037	0001	*****	10558	LOCCISANO, OLIVIA	17-Mar-16	530.00
0217ET0038	0001	*****	10008	MANITOULIN	17-Mar-16	197.02
0217ET0039	0001	*****	5202	MICHEL'S SUPER A FOODS	17-Mar-16	23.37
0217ET0040	0001	*****	EM10735	MOLCAK, CONNIE	17-Mar-16	257.66
0217ET0041	0001	*****	10496	MORINE, JERRI-LYNN	17-Mar-16	700.00
0217ET0042	0001	*****	3794	PAHLKE, GORDON & LINDA	17-Mar-16	439.23
0217ET0043	0001	*****	2378	PEARSON CANADA INC T46254	17-Mar-16	1,346.93
0217ET0044	0001	*****	5651	PELICAN AUTO & SAFETY SUPPLY	17-Mar-16	136.35
0217ET0045	0001	*****	9462	PHASAR ELECTRIC LTD.	17-Mar-16	10,842.41
0217ET0046	0001	*****	457	POPS HARDWARE & BUILDING CENTRE INC	17-Mar-16	1,613.32
0217ET0047	0001	*****	249	PRAIRIE RIVER GAS CO-OP	17-Mar-16	5,528.04
0217ET0048	0001	*****	10126	RASMUSON, TRUDY	17-Mar-16	567.18
0217ET0049	0001	*****	3975	REDWOOD, BERNARD R.	17-Mar-16	378.69
0217ET0050	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	17-Mar-16	323.73
0217ET0051	0001	*****	63	SHAW, BILL	17-Mar-16	107.00
0217ET0052	0001	*****	6692	SILVERTIP ENTERPRISE LTD.	17-Mar-16	168.05
0217ET0053	0001	*****	7245	SINOTTE, RONNIE	17-Mar-16	120.00
0217ET0054	0001	*****	EM12127	SMITH, TAMMY	17-Mar-16	156.88
0217ET0055	0001	*****	5181	SPARKSMAN TRANSPORTATION LTD.	17-Mar-16	18,306.42
0217ET0056	0001	*****	31	SPECTRUM EDUCATIONAL SUPPLIES LTD.	17-Mar-16	545.27
0217ET0057	0001	*****	34	SPORTFACTOR INC.	17-Mar-16	476.24
0217ET0058	0001	*****	9276	SRB EDUCATION SOLUTIONS	17-Mar-16	525.00
0217ET0059	0001	*****	10000	SUPERIOR PROPANE	17-Mar-16	98,230.22
0217ET0060	0001	*****	EM10185	SUTHERLAND, STEPHANIE	17-Mar-16	675.94
0217ET0061	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	17-Mar-16	18,109.85
0217ET0062	0001	*****	EM10878	TESSIER, DONALD	17-Mar-16	525.00
0217ET0063	0001	*****	EM18309	TURPIN, WAYNE	17-Mar-16	689.18
0217ET0064	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	17-Mar-16	838.43
0217ET0065	0001	*****	3572	WALMSLEY, KATHRYN	17-Mar-16	1,515.47
0217ET0066	0001	*****	9134	WALTY, CURTIS	17-Mar-16	395.10
0217ET0067	0001	*****	751	WESCLEAN - (EDM)	17-Mar-16	9,662.32
0217ET0068	0001	*****	4515	YOUNG, LAUREL	17-Mar-16	40.00
0217ET0069	0001	*****	1800	ZEE MEDICAL, INC.	17-Mar-16	344.43
0218000001	0001	0000298192	1714	RECEIVER GENERAL FOR CANADA	22-Mar-16	2,618.49
0218ET0001	0001	*****	7693	ANDERSON BUSING	22-Mar-16	7,791.34
0218ET0002	0001	*****	10467	ANDERSON, AL RHEAL	22-Mar-16	7,075.58
0218ET0003	0001	*****	776	CHRISTENSEN BUSING	22-Mar-16	6,897.55
0218ET0004	0001	*****	2994	DESJARLAIS BUSES	22-Mar-16	14,308.45
0218ET0005	0001	*****	4884	NOSKEY BUS LINES	22-Mar-16	4,928.52
0218ET0006	0001	*****	2461	ORR, CHARLES	22-Mar-16	787.50
0219000001	0001	0000298193	913	ALBERTA BOILERS SAFETY ASSOCIATION	24-Mar-16	11.55
0219000002	0001	0000298194	43	ALBERTA DISTANCE LEARNING CNTR	24-Mar-16	1,026.93

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0219000003	0001	0000298195	8507	ALTAGAS UTILITIES INC	24-Mar-16	1,410.85
0219000004	0001	0000298196	8781	AUGER, CINDY L.	24-Mar-16	481.77
0219000005	0001	0000298197	1289	B.G.E. SERVICE & SUPPLY LTD	24-Mar-16	457.51
0219000006	0001	0000298198	8876	BELL CANADA	24-Mar-16	174.99
0219000007	0001	0000298199	8059	BERGER, CARLA	24-Mar-16	26.60
0219000008	0001	0000298200	8740	BEYOND 2000	24-Mar-16	397.17
0219000009	0001	0000298201	3331	BROWN, CHRISTINE	24-Mar-16	481.77
0219000010	0001	0000298202	EM11960	CARDINAL, LORRAINE C.	24-Mar-16	107.00
0219000011	0001	0000298203	7007	COLOURS BY TIFFANY	24-Mar-16	21.75
0219000012	0001	0000298204	10342	COURTOREILLE, WILLIAM CHARLES	24-Mar-16	107.00
0219000013	0001	0000298205	6517	CRYSTAL GLASS	24-Mar-16	33.43
0219000014	0001	0000298206	5287	DIRECT ENERGY REGULATED SERVICES	24-Mar-16	1,031.70
0219000015	0001	0000298207	1322	DON VALLEY ELECTRIC LTD.	24-Mar-16	7,621.38
0219000016	0001	0000298208	10585	ECHO NDE INC.	24-Mar-16	19,199.41
0219000017	0001	0000298209	2285	FMR MECHANICAL ELECTRICAL	24-Mar-16	1,273.11
0219000018	0001	0000298210	1610	FORT VERMILION SCHOOL DIVISION NO.52	24-Mar-16	16,563.40
0219000019	0001	0000298211	9111	GRIMSHAW REGISTRY	24-Mar-16	457.15
0219000020	0001	0000298212	75	HOLTBY HOLDINGS LTD	24-Mar-16	4,287.50
0219000021	0001	0000298213	10470	LASERNETWORKS INC	24-Mar-16	23,421.84
0219000022	0001	0000298214	1924	LEADING EDGE	24-Mar-16	267.75
0219000023	0001	0000298215	6097	MARTEN, LYNDA P.	24-Mar-16	254.00
0219000024	0001	0000298216	6836	MCLEOD, SANDRA	24-Mar-16	214.00
0219000025	0001	0000298217	10562	MERCER, JOHN	24-Mar-16	245.00
0219000026	0001	0000298218	10327	MIGHTY PEACE CHEVROLET BUICK GMC LTD	24-Mar-16	2,208.21
0219000027	0001	0000298219	1948	MIKISEW TECHNICAL SERVICES	24-Mar-16	21.00
0219000028	0001	0000298220	10344	MILESTONE ENGINEERING SERVICES LTD	24-Mar-16	8,673.00
0219000029	0001	0000298221	10419	MOBERLY, ANNIE	24-Mar-16	15.00
0219000030	0001	0000298222	10450	NORTH RAY EQUIPMENT SERVICES LTD	24-Mar-16	392.48
0219000031	0001	0000298223	10396	NORTHERN AIR CHARTER (P.R.) INC	24-Mar-16	4,870.80
0219000032	0001	0000298224	10544	OFFICE SOLUTIONS	24-Mar-16	22,030.16
0219000033	0001	0000298225	374	PADDLE PRAIRIE GAS CO-OP	24-Mar-16	2,613.14
0219000034	0001	0000298226	1471	PEACE RIVER FORD SALES INC	24-Mar-16	759.92
0219000035	0001	0000298227	8374	PEAVINE INN & SUITES	24-Mar-16	129.71
0219000037	0001	0000298229	1403	PUROLATOR INC	24-Mar-16	39.38
0219000038	0001	0000298230	1622	RECEIVER GENERAL FOR CANADA	24-Mar-16	957.00
0219000039	0001	0000298231	3213	RECEIVER GENERAL FOR CANADA	24-Mar-16	24,912.72
0219000040	0001	0000298232	5951	RONA HOME CENTRE #245	24-Mar-16	215.22
0219000041	0001	0000298233	8597	SELECT EQUIPMENT RENTALS (ST. ALBERT)	24-Mar-16	72.24
0219000042	0001	0000298234	10584	SUMMIT CHEV GMC CADILLAC BUICK LTD	24-Mar-16	42.56
0219000043	0001	0000298235	8	TELUS COMMUNICATIONS INCORPORATED	24-Mar-16	87.10
0219000044	0001	0000298236	102	TELUS MOBILITY INCORPORATED	24-Mar-16	4,161.59
0219000045	0001	0000298237	6094	THE NORTH WEST COMPANY	24-Mar-16	68.50
0219000046	0001	0000298238	10325	UNITED RENTALS OF CANADA, INC	24-Mar-16	196.12
0219000047	0001	0000298239	10574	VALLEY TRAFFIC SYSTEMS	24-Mar-16	55.56
0219000048	0001	0000298240	1843	WABASCA HOME HARDWARE	24-Mar-16	346.57
0219ET0001	0001	*****	8062	668040 ALBERTA LTD.	24-Mar-16	2,173.50
0219ET0002	0001	*****	10415	914246 ALTA. LTD.	24-Mar-16	3,971.10
0219ET0003	0001	*****	3677	ACKLANDS GRAINGER	24-Mar-16	102.43
0219ET0004	0001	*****	8663	AIR LIQUIDE CANADA INC	24-Mar-16	36.13
0219ET0005	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	24-Mar-16	2,308.27
0219ET0006	0001	*****	EM12838	ANDERSON, TARA	24-Mar-16	204.00

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0219ET0007	0001	*****	6874	BANKS, HILARY	24-Mar-16	334.42
0219ET0008	0001	*****	283	BATCHELOR, DOREEN	24-Mar-16	204.00
0219ET0009	0001	*****	7336	BEDFORD, STACEY	24-Mar-16	244.80
0219ET0010	0001	*****	9370	BRUSTER P.H.C.LTD.	24-Mar-16	27,726.18
0219ET0011	0001	*****	EM10067	BYRNE, ANNE-MARIE	24-Mar-16	580.88
0219ET0012	0001	*****	6159	CARDINAL, DENNIS R.	24-Mar-16	107.00
0219ET0013	0001	*****	EM11034	CARDINAL, VIRGINIA	24-Mar-16	60.95
0219ET0014	0001	*****	6969	CDW CANADA INC.	24-Mar-16	58,120.44
0219ET0015	0001	*****	9329	CERETZKE, KERRI	24-Mar-16	2,721.68
0219ET0016	0001	*****	EM18313	COLE, LILY	24-Mar-16	1,924.59
0219ET0017	0001	*****	4189	COLVILLE, CRYSTAL	24-Mar-16	565.63
0219ET0018	0001	*****	925	CUNNINGHAM, LINDA	24-Mar-16	210.00
0219ET0019	0001	*****	10246	DIAMOND INTERNATIONAL TRUCKS	24-Mar-16	6,430.23
0219ET0020	0001	*****	8252	DRYDEN, DEBORAH	24-Mar-16	244.80
0219ET0021	0001	*****	6284	DUROSE, ADAM	24-Mar-16	16.95
0219ET0022	0001	*****	18	EDMONTON PUBLIC SCHOOLS	24-Mar-16	941.23
0219ET0023	0001	*****	6273	ENMAX CORPORATION (NEW)	24-Mar-16	65,602.95
0219ET0024	0001	*****	7384	EVOLUTION PRESENTATION TECHNOLOGIES	24-Mar-16	30,378.22
0219ET0025	0001	*****	3193	FORT MCMURRAY HOME HARDWARE	24-Mar-16	17.83
0219ET0026	0001	*****	EM10894	FOSTER, LINDA	24-Mar-16	221.15
0219ET0027	0001	*****	529	FRESON BROS.	24-Mar-16	42.55
0219ET0028	0001	*****	10423	GAMBLER, DAWN	24-Mar-16	60.00
0219ET0029	0001	*****	2139	GIFT LAKE DEVELOPMENT CORPORATION	24-Mar-16	1,253.07
0219ET0030	0001	*****	1272	GIFT LAKE METIS SETTLEMENT	24-Mar-16	1,609.63
0219ET0031	0001	*****	279	GIFT LAKE SCHOOL FUND	24-Mar-16	692.25
0219ET0032	0001	*****	9214	GOULET, CORINNE	24-Mar-16	1,400.00
0219ET0033	0001	*****	EM18520	HAWTHORNE, MEGAN	24-Mar-16	187.50
0219ET0034	0001	*****	2583	HEAVY EQUIPMENT REPAIR	24-Mar-16	1,586.79
0219ET0035	0001	*****	2886	KASTELIC, CAROL	24-Mar-16	244.80
0219ET0036	0001	*****	6929	KAZIUK, BARB	24-Mar-16	915.38
0219ET0037	0001	*****	10152	LADERROUTE, DAPHNE	24-Mar-16	1,400.00
0219ET0038	0001	*****	8590	LANDRY, KAYLA	24-Mar-16	741.55
0219ET0039	0001	*****	EM18542	LEE-MORIN, JESSIE	24-Mar-16	1,669.82
0219ET0040	0001	*****	EM13077	LEFEBVRE, LISA	24-Mar-16	1,000.00
0219ET0041	0001	*****	8943	MACKAY, COLIN	24-Mar-16	244.80
0219ET0042	0001	*****	9300	MACLEAN, SHELLEY	24-Mar-16	300.00
0219ET0043	0001	*****	347	MCMURRAY AVIATION	24-Mar-16	10.00
0219ET0044	0001	*****	4843	MENEEN, LORRAINE	24-Mar-16	190.00
0219ET0045	0001	*****	8570	MOORE, CINDY	24-Mar-16	481.77
0219ET0046	0001	*****	30	NELSON EDUCATION LTD.	24-Mar-16	3,915.77
0219ET0047	0001	*****	9344	NEW WATER LTD.	24-Mar-16	1,906.75
0219ET0048	0001	*****	4652	NORTHERN DIGITAL SERVICES	24-Mar-16	542.69
0219ET0049	0001	*****	10510	OSAW MASKWA CONSULTING LTD	24-Mar-16	11,454.96
0219ET0050	0001	*****	3452	OXFORD UNIVERSITY PRESS	24-Mar-16	1,995.99
0219ET0051	0001	*****	EM11200	PARKER, RAY	24-Mar-16	320.00
0219ET0052	0001	*****	EM18264	PATRICK, GAIL	24-Mar-16	85.00
0219ET0053	0001	*****	5651	PELICAN AUTO & SAFETY SUPPLY	24-Mar-16	36.42
0219ET0054	0001	*****	EM18268	PICHE, GENEVIEVE	24-Mar-16	160.87
0219ET0055	0001	*****	690	RATHBONE, DENISE	24-Mar-16	117.25
0219ET0056	0001	*****	EM18400	REDWOOD, SUSANNAH	24-Mar-16	176.25
0219ET0057	0001	*****	10431	RICKETTS, PAUL	24-Mar-16	441.70

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0219ET0058	0001	*****	319	RUSSELL FOOD EQUIPMENT LIMITED	24-Mar-16	28.35
0219ET0059	0001	*****	3417	RYAN, RUTH ANNE	24-Mar-16	585.00
0219ET0060	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	24-Mar-16	647.46
0219ET0061	0001	*****	1560	SEXAUER LIMITED	24-Mar-16	118.27
0219ET0062	0001	*****	EM18479	SINGH, ANSHUMALI	24-Mar-16	310.00
0219ET0063	0001	*****	34	SPORTFACTOR INC.	24-Mar-16	477.39
0219ET0064	0001	*****	5413	STAN LADERROUTE CONSTRUCTION	24-Mar-16	2,995.00
0219ET0065	0001	*****	10000	SUPERIOR PROPANE	24-Mar-16	40,681.18
0219ET0066	0001	*****	10512	TUCCARO, PAUL	24-Mar-16	1,400.00
0219ET0067	0001	*****	10094	TWEEDLE, ANDREW	24-Mar-16	259.80
0219ET0068	0001	*****	9003	TWEEDLE, JENNIFER	24-Mar-16	15.00
0219ET0069	0001	*****	8881	VACHERESSE, TEGAN	24-Mar-16	167.03
0219ET0070	0001	*****	9134	WALTY, CURTIS	24-Mar-16	220.79
0219ET0071	0001	*****	10071	WEIR, DARREN	24-Mar-16	896.76
0219ET0072	0001	*****	751	WESCLEAN - (EDM)	24-Mar-16	8,921.18
0219ET0073	0001	*****	2942	WHEELER, PEGGY	24-Mar-16	481.77
0219ET0075	0001	*****	4515	YOUNG, LAUREL	24-Mar-16	40.00
0220000001	0001	0000298241	351	ALBERTA MAINTENANCE ENFORCEMENT PROGRAM	31-Mar-16	1,432.00
0220000002	0001	0000298242	353	ALBERTA TEACHERS ASSOCIATION	31-Mar-16	25,844.58
0220000003	0001	0000298243	447	ALL WEST GLASS - PR	31-Mar-16	250.51
0220000004	0001	0000298244	8507	ALTAGAS UTILITIES INC	31-Mar-16	10,245.40
0220000005	0001	0000298245	10577	ANDERSON FILION, JODY	31-Mar-16	700.00
0220000006	0001	0000298246	228	ATHABASCA HOME HARDWARE BUILDING CENTRE	31-Mar-16	156.61
0220000007	0001	0000298247	1289	B.G.E. SERVICE & SUPPLY LTD	31-Mar-16	566.35
0220000008	0001	0000298248	454	BARTLE & GIBSON - PR	31-Mar-16	747.32
0220000009	0001	0000298249	402	CANADA BREAD WEST(MCGAVINS) #4065	31-Mar-16	57.24
0220000010	0001	0000298250	7663	CLOUSTON, ELVIN	31-Mar-16	376.32
0220000011	0001	0000298251	5287	DIRECT ENERGY REGULATED SERVICES	31-Mar-16	1,329.58
0220000012	0001	0000298252	78	E.W.PRATT HIGH SCHOOL	31-Mar-16	110.00
0220000013	0001	0000298253	3618	FEHR BUILDING MATERIALS LTD	31-Mar-16	1,669.19
0220000014	0001	0000298254	10587	GIBOT, JULIA E.	31-Mar-16	150.00
0220000015	0001	0000298255	217	HIGH PRAIRIE ACE HARDWARE	31-Mar-16	78.40
0220000016	0001	0000298256	5578	HUNTER MOTORS LTD.	31-Mar-16	73.45
0220000017	0001	0000298257	357	INDUSTRIAL-ALLIANCE	31-Mar-16	790.76
0220000018	0001	0000298258	4675	J & F LOGGING O/A ATTACK STEAMING	31-Mar-16	614.25
0220000019	0001	0000298259	355	LOCAL AUTHORITIES PENSION PLAN	31-Mar-16	154,393.78
0220000020	0001	0000298260	10303	MARTEN, STEPHANIE	31-Mar-16	202.50
0220000021	0001	0000298261	341	NOOSKEY, RETA	31-Mar-16	200.00
0220000022	0001	0000298262	10450	NORTH RAY EQUIPMENT SERVICES LTD	31-Mar-16	191.63
0220000023	0001	0000298263	5808	NUFLOORS (SCHELL'S CARPETS-SLAVE LAKE LT	31-Mar-16	814.10
0220000024	0001	0000298264	1363	PADDLE PRAIRIE METIS SETTLEMENT	31-Mar-16	6,016.08
0220000025	0001	0000298265	10586	PARIDAEN, KATHERINE	31-Mar-16	167.28
0220000026	0001	0000298266	3373	PARKLAND INDUSTRIES LTD	31-Mar-16	9,592.75
0220000027	0001	0000298267	165	PEGASUS STATIONERY	31-Mar-16	155.35
0220000028	0001	0000298268	8788	PHONECO INC	31-Mar-16	15.75
0220000029	0001	0000298269	5825	PITNEYWORKS	31-Mar-16	2.36
0220000030	0001	0000298270	950	PRAIRIE AUTO & INDUSTRIAL SUPPLY LTD.	31-Mar-16	38.53
0220000031	0001	0000298271	349	RECEIVER GENERAL FOR CANADA	31-Mar-16	709,499.26
0220000032	0001	0000298272	1714	RECEIVER GENERAL FOR CANADA	31-Mar-16	7,082.32
0220000033	0001	0000298273	605	SOUTH PEACE NEWS	31-Mar-16	309.75
0220000034	0001	0000298274	10334	TECKERA CONSULTING LTD	31-Mar-16	1,081.50

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0220000035	0001	0000298275	7734	THE LUBE SHOP	31-Mar-16	102.99
0220000036	0001	000029#276	6094	THE NORTH WEST COMPANY	31-Mar-16	869.69
0220000037	0001	000029#277	1843	WABASCA HOME HARDWARE	31-Mar-16	403.17
0220000038	0001	0000298278	812	WASTE MANAGEMENT	31-Mar-16	992.17
0220000039	0001	000029#279	570	WAWANESA LIFE	31-Mar-16	664.72
0220000040	0001	000029#280	5382	WHITECAP MOTORS	31-Mar-16	73.45
0220ET0001	0001	*****	40	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	31-Mar-16	1,975.66
0220ET0002	0001	*****	350	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	31-Mar-16	172,995.40
0220ET0003	0001	*****	10466	ANDERSON, DELAUREN	31-Mar-16	700.00
0220ET0004	0001	*****	7957	ANDERSON, IRIS	31-Mar-16	700.00
0220ET0005	0001	*****	10499	BELCOURT, JACKIE	31-Mar-16	1,440.00
0220ET0006	0001	*****	10445	BELCOURT, JOSEPHINE	31-Mar-16	700.00
0220ET0007	0001	*****	1715	BIGSTONE CREE NATION EDUCATION AUTHORITY	31-Mar-16	114,491.00
0220ET0008	0001	*****	3840	BIGSTONE, JOSEPH ALBERT	31-Mar-16	525.00
0220ET0009	0001	*****	EM18505	BROMLEY, VIVIAN	31-Mar-16	1,042.98
0220ET0010	0001	*****	9370	BRUSTER P.H.C.LTD.	31-Mar-16	23,121.86
0220ET0011	0001	*****	4597	CARDINAL, RAYMOND	31-Mar-16	400.00
0220ET0012	0001	*****	6969	CDW CANADA INC.	31-Mar-16	119.96
0220ET0013	0001	*****	9329	CERETZKE, KERRI	31-Mar-16	175.00
0220ET0014	0001	*****	10102	CONROD, RACHEL	31-Mar-16	1,031.08
0220ET0015	0001	*****	10506	DALY, WILLIAM ROBERT	31-Mar-16	665.00
0220ET0016	0001	*****	EM12348	DASHCAVICH, TANIA	31-Mar-16	1,275.00
0220ET0017	0001	*****	6899	DEBOER, MARIA	31-Mar-16	417.24
0220ET0018	0001	*****	5170	EAST PRAIRIE METIS SETTLEMENT	31-Mar-16	180.00
0220ET0019	0001	*****	18	EDMONTON PUBLIC SCHOOLS	31-Mar-16	3,130.94
0220ET0020	0001	*****	529	FRESON BROS.	31-Mar-16	33.15
0220ET0021	0001	*****	6457	GAUCHIER, TEASA	31-Mar-16	342.72
0220ET0022	0001	*****	8744	GFS PRAIRIES INC	31-Mar-16	10,392.51
0220ET0023	0001	*****	10575	GIBOT, PAMELA	31-Mar-16	300.00
0220ET0024	0001	*****	2583	HEAVY EQUIPMENT REPAIR	31-Mar-16	420.00
0220ET0025	0001	*****	7836	HENDRIX RESTAURANT EQUIPMENT	31-Mar-16	2,522.10
0220ET0026	0001	*****	1642	HUNT, EMILY	31-Mar-16	431.14
0220ET0027	0001	*****	9480	J.H. HUNTER (JEFFERY HUNTER)	31-Mar-16	528.00
0220ET0028	0001	*****	EM13030	JUNEAU, JASON	31-Mar-16	283.97
0220ET0029	0001	*****	EM11159	LADEROUTE, JOYCE	31-Mar-16	63.46
0220ET0030	0001	*****	10172	LEDINGHAM, KATHLEEN	31-Mar-16	700.00
0220ET0031	0001	*****	356	LONDON LIFE	31-Mar-16	5,190.39
0220ET0032	0001	*****	347	MCMURRAY AVIATION	31-Mar-16	168.20
0220ET0033	0001	*****	EM10735	MOLCAK, CONNIE	31-Mar-16	257.66
0220ET0034	0001	*****	30	NELSON EDUCATION LTD.	31-Mar-16	3,459.42
0220ET0035	0001	*****	5650	NORTHERN PLUMBING & HEATING	31-Mar-16	1,607.60
0220ET0036	0001	*****	358	NORTHLAND PRINCIPAL'S ASSOCIATION	31-Mar-16	125.00
0220ET0037	0001	*****	10510	OSAW MASKWA CONSULTING LTD	31-Mar-16	11,454.96
0220ET0038	0001	*****	5651	PELICAN AUTO & SAFETY SUPPLY	31-Mar-16	228.20
0220ET0039	0001	*****	EM10213	PETLEY-JONES, GEOFFREY	31-Mar-16	12.60
0220ET0040	0001	*****	9462	PHASAR ELECTRIC LTD.	31-Mar-16	1,989.12
0220ET0041	0001	*****	457	POPS HARDWARE & BUILDING CENTRE INC	31-Mar-16	3,287.13
0220ET0042	0001	*****	6739	SAWRIDGE INN - PEACE RIVER	31-Mar-16	2,142.05
0220ET0043	0001	*****	8994	SEA-CAN CONTAINERS (1989)LTD.	31-Mar-16	157.50
0220ET0044	0001	*****	9016	SILLIKER, WESLEY	31-Mar-16	175.00
0220ET0045	0001	*****	6692	SILVERTIP ENTERPRISE LTD.	31-Mar-16	10,440.47

N O R T H L A N D S C H O O L D I V I S I O N

DATE 06-Apr-2016 10:34 AM

SUMMARY - ISSUED CHEQUE REPORT

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START DATE: 12-Feb-2016 TO END DATE: 31-Mar-2016

CHEQUE #	BANK	MICR #	VENDOR #	VENDOR NAME	ISSUE DATE	CHEQUE AMOUNT
0220ET0046	0001	*****	10000	SUPERIOR PROPANE	31-Mar-16	16,068.43
0220ET0047	0001	*****	783	SUTHERLAND, KYLA	31-Mar-16	700.00
0220ET0048	0001	*****	5081	SYSCO FOOD SERVICES OF EDMONTON	31-Mar-16	15,768.38
0220ET0049	0001	*****	354	TEACHER'S RETIREMENT FUND	31-Mar-16	221,233.39
0220ET0050	0001	*****	149	VALLEY PRINTERS & SIGNS LTD	31-Mar-16	201.08
0220ET0051	0001	*****	600	WARD, ELAINE	31-Mar-16	151.31
0220ET0052	0001	*****	EM18236	WHITEHEAD, SHIRLEY	31-Mar-16	699.76
0220ET0053	0001	*****	10179	WILLIER, AMANDA	31-Mar-16	700.00
TOTALS FOR BANK - 0001						5,549,149.30
TOTAL NUMBER OF CHEQUES						924
TOTAL NUMBER OF CHEQUES WITH MICR						416
GRAND TOTAL						5,549,149.30
CANCELLED TOTAL						0.00
NET GRAND TOTAL						5,549,149.30
GRAND TOTAL NUMBER OF CHEQUES						924
GRAND TOTAL NUMBER OF CHEQUES WITH MICR						416

WARNING: NUMBER OF CHEQUES DOES NOT MATCH NUMBER OF CHEQUES WITH MICR

