



# GOLDEN HILLS SCHOOL DIVISION

## AGENDA

**TYPE:** Regular Board Meeting

**DATE:** 5/26/2020      **TIME:** 9:30 AM

**LOCATION:** Boardroom of the Golden Hills School Division

**DETAILS:**

"Powering Hope and Possibilities" Vision: Inspiring confident, connected, caring citizens of the world

Mission: Intentionally maximizing learning for all

### 1.0 Attendance

### 2.0 Call to Order

### 3.0 Acknowledgment

### 4.0 In Camera

4.1 In Camera

Action

4.2 Out of In Camera

Action

### 5.0 Approval of Agenda

5.1 Approval of Agenda

Action

### 6.0 Welcome Public, Vision and Mission Statements

### 7.0 Presentation of Minutes

7.1 Regular Minutes of April 28, 2020

Action

7.2 Special Minutes of May 20, 2020

Action

### 8.0 REPORTS

A) Chair's Report

B) Board Committees

C) Board Representatives to External Organizations

D) Administration Reports

### 9.0 NEW BUSINESS

A) Action Items

9.1 Locally Developed/Acquired Courses (W. Miskiman)

Action

9.2 Full Day Kindergarten School Fees (B. Daverne)

Action

9.3 Policies Review (04, 05, 07, 13, 19)(B. Daverne)

Action

9.4 Budget Submission 2020-2021 (T. Sabir)

Action

B) Information Items

9.5 Monthly Enrolment Monitoring Report (April 2020) (T. Sabir)

Info

9.6 Insurance (T. Sabir)

Info

### 10.0 Guest

10.1 Mr. Barry Litun, Executive Director, College of Alberta School Superintendents (CASS)

Info

### 11.0 ADJOURNMENT

11.1 Adjournment

Action



# MINUTES

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## Golden Hills School Division No. 75

### Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

**Tuesday, April 28, 2020 (9:30 AM)**

#### 1.0 Attendance

a) Chair

- Laurie Huntley

b) Vice Chair

- Jennifer Mertz

c) Trustees

- Barry Kletke
- Rob Pirie
- Justin Bolin
- Jim Northcott

d) Superintendent

- Bevan Daverne

e) Secretary Treasurer

- Tahra Sabir

f) Associate Superintendent

- Wes Miskiman

h) Recording Secretary

- Kristy Polet

Absent:

g) Deputy Superintendent

- Dr. Kandace Jordan

Guest:

- Sean Feagan - Strathmore Times (via conference call 11:10 a.m.)

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:35 a.m.

#### 3.0 Acknowledgment

We would like to acknowledge that we are on lands in the Treaty 7 area. We are making this acknowledgment to demonstrate our commitment to work together as a community in laying the foundation for reconciliation through education.

## 4.0 In Camera

### 4.1 In Camera

**Recommendation:** #BD20200428.1001

**MOVED by Trustee Northcott** that the Board of Trustees go In Camera at 9:36 a.m.

### 4.2 Out of In Camera

**Recommendation:** #BD20200428.1002

**MOVED by Trustee Bolin** that the Board of Trustees rise from In Camera at 11:03 a.m.

Break

Recessed at 11:03 a.m.

Reconvened at 11:10 a.m.

## 5.0 Approval of Agenda

### 5.1 Approval of Agenda

**Recommendation:** #BD20200428.1003

**MOVED by Trustee Bolin** that the Board of Trustees approve the agenda as presented.

## 6.0 Welcome Public, Vision and Mission Statements

## 7.0 Presentation of Minutes

### 7.1 Regular Minutes of March 24, 2020

**Recommendation:** #BD20200428.1004

**MOVED by Trustee Northcott** that the Board of Trustees approve the Regular Minutes of March 24, 2020.

## 8.0 REPORTS

### A) Chair's Report

Chair Huntley presented information on the following topics:

- Discussed March 30, 2020 conference call with the Honorable Minister Adriana LaGrange and Deputy Minister Andre Corbould.
- March 31, 2020 webinar with Ross McLennon. Discussion based around a non-unionized focus, essential versus non-essential workers, notice requirement, wage replacement option, benefits and vacation pay.
- April 1, 2020 zoom meeting with GHSD Board of Trustees, summary of the Board Chair meeting and discussion on all options being explored for support staff layoffs.
- April 2, 2020 conference call with GHSD Board of Trustees - update on layoff situation.
- April 3, 2020, Chair Huntley, Vice Chair Mertz and Trustee Pirie attended the Alberta School Boards Association (ASBA) Zone 5 zoom meeting.
- April 21, 2020, Chair Huntley and Trustee Kletke attended the Public School Boards' Association (PSBAA) zoom meeting.
  - Discussion included;
    - Theodore Case,
    - Inequities of online learning,
    - Consideration of First Nations Members,

- Redesign of the Advocate (digital newsletter),
  - Ideas for the Fall General meeting (possibility of extending an invitation for two parent council members per division to attend),
  - Proposed resolution at ASBA that Weighted Moving Average (WMA) would apply only to division with declining enrolment,
  - Participation of National School Boards Association (NSBA) president, Elizabeth Branham at the May Council meeting.
- April 22, 2020, draft letter to our School Council Chairs in regards to ASBA.
  - Discussed Alberta Education Survey that Chair Huntley took part in.
  - Discussed upcoming ASBA meeting being held on Tuesday, May 12, 2020 in regards to Alberta School Board Insurance Exchange (ASBIE).

## **B) Board Committees**

Trustee Pirie and Vice Chair Mertz presented information on Alberta School Boards Association (ASBA) Zone 5 meeting.

- Edwin Parr Award will be announced closer to fall.
- Upcoming Zone 5 zoom meeting being held on Friday, May 1, 2020 will discuss budget and review the possibilities of voting virtually for the ASBA SGM.
  - Invitation to join the meeting is open to all Trustees - please watch video prior to meeting.

Trustee Kletke has no new information to report on at this time from the Public School Boards Association (PSBAA).

## **C) Board Representatives to External Organizations**

Nothing to report on at this time.

## **D) Administration Reports**

Secretary Treasurer Sabir presented information on the following:

- Received new product funding - will be submitting projects to the government which will extend the life of our buildings.
- Installing new fencing and floodlights in our Northern and Strathmore maintenance shops due to theft.
- Updated demolition progress of the three schools, Central Bow Valley, Standard and Hussar.
  - Concrete is 90% crushed.

Associate Superintendent Miskiman presented information on the following:

- HR Update:
  - Voluntary Work from Home Program Update:
    - Implemented due to COVID-19, working well, success hinges on communication between staff and principals.
- Layoff Update:
  - Notice was given March 31, 2020 to 206 Support Staff and International Dorm Staff (April 30 end date), 72 Bus Drivers (April 7 and April 14 end dates)
  - Layoffs were necessary due to the temporary funding reduction that was announced, all money will be reallocated to support Alberta's COVID-19 response.
  - Each school will have a GHSD staff member trained on Canada Emergency Response Benefit (CERB) to help laid off employees apply for the benefit.
- Spring Staffing will start the week of May 4, 2020.

Superintendent Daverne presented information on the following:

- Grad 2020 Ceremonies have been canceled, schools are exploring different options.
- Long Service Awards (LSA) have been canceled, exploring ideas.
- Learning at Home - going over well, less than half of our students are doing work on hard copies, high school is only 10% hard copies.
- Teachers and Family School Resource workers are not leaving families isolated; they are continually connecting with parents and students.
- Superintendent Daverne received an appreciation letter from a family that has students in our schools.
- Facebook, #ablearningathome, schools in Alberta are posting positive, learning videos on the Facebook site.
- Start up of 2020-2021 School Year - not sure what to expect, researching our technology platforms.

## **9.0 NEW BUSINESS**

### **A) Information Items**

#### **9.1 Monthly Enrolment Monitoring Report (March 2020) (T. Sabir)**

##### **Recommendation:**

Secretary Treasurer Sabir reviewed Monthly Enrolment for the month of March 2020 for information.

#### **9.2 Second Quarter Financial Report (Dec/Jan/Feb) (T. Sabir)**

##### **Recommendation:**

Secretary Treasurer Sabir presented the Second Quarterly Financial Report for the months of September 2019 to February 2020.

#### **9.3 Funding Reduction 2019/2020 - COVID-19 (T. Sabir)**

##### **Recommendation:**

Secretary Treasurer Sabir presented information on the Temporary Funding Reduction - COVID 19 that the Deputy Minister of Education, Mr. Andre Corbould announced on March 31, 2020. This adjustment is to reflect reduced service requirements in an at-home learning environment. All savings from these adjustments will be reallocated to support Alberta's COVID-19 response.

**9.4 Budget Reporting 2020-2021 (T. Sabir)**

**Recommendation:**

Secretary Treasurer Sabir presented updated information on Budget 2020-2021.

**10.0 ADJOURNMENT**

**10.1 Adjournment**

**Recommendation:** #BD20200428.1005

**MOVED by Trustee Northcott** that the Board of Trustees adjourn at 12:12 p.m.

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Chair

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Secretary Treasurer



# MINUTES

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## Golden Hills School Division No. 75

### Regular Meeting of the Board of Trustees

Location: Zoom Meeting Platform

Start Time: 1:00 PM

**Wednesday, May 20, 2020 (1:00 PM)**

#### 1.0 Attendance

##### Present:

###### a) Chair

- Laurie Huntley (via zoom)

###### b) Vice Chair

- Jennifer Mertz (via zoom)

###### c) Trustees

- Justin Bolin (via zoom)
- Rob Pirie (via zoom)
- James Northcott (via zoom)

###### d) Superintendent

- Bevan Daverne (via zoom)

###### e) Secretary Treasurer

- Tahra Sabir (via zoom)

###### h) Recording Secretary

- Kristy Polet (via zoom)

##### Absent:

###### c) Trustee

- Barry Kletke

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 1:09 p.m

#### 3.0 Approval of Agenda

MOVED by Trustee Northcott that the Board of Trustees approve the agenda as presented.

## 4.0 NEW BUSINESS

### A) Action Items

#### 4.1 School Fees - Kindergarten Full Day (B. Daverne)

**Recommendation:** BD#20200521.1001

MOVED by Trustee Mertz that the Board of Trustees table motion in regards to the Full Day Kindergarten School Fees and direct Administration to collect more information for the May 26, 2020 Board Meeting.

Trustee Pirie and Trustee Bolin excused themselves at 1:52 p.m. due to other commitments.

## 5.0 ADJOURNMENT

### 5.1 Adjournment

**Recommendation:** BD#20200521.1002

MOVED by Trustee Northcott that the Board of Trustees adjourn at 2:03 p.m.

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Chair

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Secretary Treasurer





## LOCALLY DEVELOPED/ACQUIRED COURSES

*“Inspiring confident, caring citizens of the world”*

**May 26, 2020**

### **Background:**

Alberta Education supports the local development and authorization of senior high school complementary courses which do not duplicate provincially authorized courses. The opportunity to authorize complementary courses allows boards to respond to the unique interests and abilities of its students and to foster educational improvement and excellence through innovation at the local level. Authorization for locally developed/acquired courses “shall be by board motion and shall be for a maximum of four years” (Alberta Education Policy 1.2.1, Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses).

The following locally developed courses have been approved for a one-year extension and are being submitted for the Board’s consideration.

<b><i>Advanced Dance 35 (3 &amp; 5 credits)</i></b>	<b>Acquired from Lethbridge School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School</b>
Designed to offer students experiential learning in the presentation of dance in performance. Students are exposed to the knowledge, skills, techniques, attitudes and behaviours applicable to dance performance.			
<b><i>Band 15/25/35 (3 &amp; 5 credits)</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Prairie Christian Academy Strathmore High School</b>
Designed as an extension of the Instrumental Music 10-20-30 courses. Individual musical skills developed in Instrumental Music are reinforced and enhanced through participation in large ensemble settings in Band.			
<b><i>Biology (AP) 35-5</i></b>	<b>Acquired from Fort McMurray School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School</b>
Designed to help students who have successfully completed Biology 20 PreAP and Biology 30 AP in order to prepare for their Biology AP exam to be written in May of their grade twelve year.			
<b><i>Choir 15/25/35 (3 &amp; 5 credits)</i></b>	<b>Acquired Calgary School District No. 19</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Prairie Christian Academy Strathmore High School</b>
Offers students the opportunity to study choral music as a member of a vocal ensemble. This performance based course allows students to develop both creatively and critically through the interpretation of selected music.			
<b><i>Content Literacy 15/25 (3 &amp; 5 credits)</i></b>	<b>Acquired from Edmonton Catholic Separate School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Golden Hills Learning Academy</b>
Offers students direct, modelled instruction and increased opportunity to acquire and employ multiple literacies to gain and convey deeper and broader understandings of information found in a variety of high school content area curricula.			

<b><i>Encore: Engaging in Learning 15-3</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Golden Hills Learning Academy</b>
Encore: Engaging in Learning can be a first step for individuals who are planning to return to learning with the goal of graduating high school.			
<b><i>English (AP) 35-5</i></b>	<b>Acquired from Red Deer School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School</b>
The central focus of AP Literature and Composition is developing critical thinkers, readers and writers. Students work individually and collaboratively to explicate the essential questions of literature – its creation, study and influence.			
<b><i>ESL English for Academic Success 35-3</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Trochu Valley Golden Hills Learning Academy</b>
Offered in response to the English Language Learners' needs to build and extend their communicative competence within all aspects of literacy (listening, speaking, reading, writing, representing).			
<b><i>ESL Expository English 15/25 (5 credits only)</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Trochu Valley Golden Hills Learning Academy</b>
Provides English Language Learners with an opportunity to develop and extend their skills in oral and written discourse for the purposes of explaining, describing, and informing.			
<b><i>ESL Intro to Math 15-5</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Trochu Valley Golden Hills Learning Academy</b>
The goal of this course is to enable students to acquire academic language skills while mastering the key foundational mathematical ideas and basic math content necessary for entry into grade-level mathematics classes.			
<b><i>FACES Principles 15-5 FACES Practicum 25-5 FACES 35-5</i></b>	<b>Acquired from Livingstone Range School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School</b>
FACES 15 is a course designed to assist students in learning powerful life lessons through challenging and meaningful activities. FACES 25 gives students skills and understanding which will provide a framework to assist them in becoming engaged, ethical citizens. FACES 35 is the second phase and the third course in the FACES series. This course is designed to assist students in applying the principals learned in FACES 15/25 to their life experiences.			
<b><i>Forensic Studies 25/35 (3 credits only)</i></b>	<b>Acquired from Edmonton School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Strathmore Storefront Prairie Christian Academy Trochu Valley Golden Hills Learning Academy</b>
Students will investigate and evaluate the processes involved in the collection and preservation of crime scene evidence. As students delve into forensic studies, they will investigate and analyze the strengths and limitations of forensic evidence analysis.			
<b><i>Instrumental Jazz 15/25/35 (3&amp;r 5 credits)</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School</b>
Instrumental Jazz is the study of a uniquely North American art form and offers students the opportunity to study the jazz idiom as a subject in its own right and as an integral part of the Fine Arts program.			
<b><i>Military Studies 15/25 (3 &amp; 5 credits)</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Trochu Valley</b>
Alberta students will inquire into, explore, assess, and evaluate the origins of the military.			

<b><i>Musical Theatre 15/25/35 (3 &amp; 5 credits)</i></b>	<b>Acquired from Calgary Roman Catholic Separate School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Drumheller Valley Secondary School Strathmore High School</b>
Students enrolled in this course will learn to work as a repertory company and promote an entrepreneurial spirit through collaborating with community arts partners.			
<b><i>Social Literacy 25/35 (3 credits only)</i></b>	<b>Acquired from Calgary School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Strathmore Storefront Golden Hills Learning Academy</b>
This course teaches students ecologically valid cognitive-behavioural strategies in a small group format.			
<b><i>Workplace Essential Skills 25/35 (3 &amp; 5 credits)</i></b>	<b>Acquired from Edmonton School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Strathmore High School Trochu Valley</b>
A course series developed to provide students at risk of not completing high school with the basic literacy and numeracy skills required in the workplace, preparing them for employment and lifelong citizenship.			
<b><i>Leadership, Character &amp; Social Responsibility 15/25/35 (3 &amp; 5 credits)</i></b>	<b>Developed by Golden Hills School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Drumheller Valley Secondary School Golden Hills Learning Academy Strathmore High School</b>
Students will demonstrate their understanding of the critical values and attitudes needed to become a leader of oneself, therefore, being able to lead others by example.			
<b><i>Paleontology 15/25/35 (3 &amp; 5 credits)</i></b>	<b>Developed by Golden Hills School Division</b>	<b>September 1, 2020 until August 31, 2021</b>	<b>Drumheller Valley Secondary School Strathmore High School</b>
<p>Palaeontology 15 course topics are: the organization of past biodiversity; Earth history and life on Earth; and the ecological/evolutionary mechanisms that change the geological/biological balance on Earth.</p> <p>Palaeontology 25, the second of three secondary palaeontology courses, builds upon the fundamental understanding of the history of the Earth, established in Palaeontology 15.</p> <p>Palaeontology 35 is the culmination of the fundamentals in palaeobiology, biogeography and evolutionary theory established in Palaeontology 25.</p>			

**Recommendation:**

That the Board of Trustees authorizes the use of the above acquired locally developed course and any learning resources detailed in the course outline for use in Golden Hills School Division.



Bevan Daverne  
Superintendent



Jeff Grimsdale  
Director of Learning



## KINDERGARTEN FULL DAY SCHOOL FEES

*"Inspiring confident, connected, caring citizens of the world"*

May 26, 2020

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### **Background:**

The Board believes that all students should have access to education at the lowest possible cost to the students. Alberta Education does not fund full time kindergarten. The Board may charge a student's parent any fees or costs related to voluntary programming, subject to the prohibitions and restrictions in the Education Act:

- **School Fees**, section 57(1) notwithstanding section 13, a board may charge a parent of a student fees in accordance with the regulations.
- **Tuition Fees**, section 13(3) where a board may charge a tuition fee under subsection (2), the board may determine the amount of the tuition fee.

In light of recent budget constraints, the 2020-21 school year, schools are challenged to be able to offer full time fully funded kindergarten in some communities. In order to continue to be able to offer this program, it is recommended that schools charge a monthly fee for this non-funded voluntary program.

### **Recommendation:**

That the Board of Trustees approves, in those schools where a full time kindergarten program is offered, the latitude for those schools to charge a fee off \$125.00 per month.

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Bevan Daverne  
Superintendent of Schools

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Tahra Sabir  
Secretary Treasurer



## BOARD POLICIES/ADMINISTRATIVE PROCEDURE

*"Inspiring confident, caring citizens of the world"*

May 26, 2020

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### **Background:**

The Board Policy Committee has reviewed the following policies and recommend updates to the following as per the changes to the 2019 Education Plan:

- Policy 4: *Trustee Code of Conduct*
- Policy 5: *Role of the Board Chair*
- Policy 7: *Board Operations*
- Policy 13: *Appeal & Hearings Regarding Student Matters*
- Policy 19: *Disposition of Property*
- AP 152: *Dispute Resolution*

Board Policies and Administrative Procedure are will be handed out during board meeting to review.

### **Recommendation:**

That the Board of Trustees approves the above as updated Board policies.

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Bevan Daverne  
Superintendent

Revisions are being made in reflection to the updates and changes to the Education Act (published September 2019).

Policy	Change	Amended Date
<p><b>Policy 4</b> Trustee Code of Conduct</p>	<p><b>Section 2.</b> have included reference to <b>Form 4-1: Declaration of Pecuniary Interest</b></p> <p>Addition of <b>Section 5.</b>  <i>If the Board finds that a trustee has breached their obligations described in the Code of Conduct, they may act based in <b>Appendix 4-A: Trustee Code of Conduct Sanctions.</b></i></p>	<p>May 2020</p>
<p><b>Policy 5</b> Role of the Board Chair</p>	<p><b>Section 1.</b> change reference of <b>School Act</b> to <b>Education Act</b></p>	<p>May 2020</p>
<p><b>Policy 7</b> Board Operations</p>	<p><b>Paragraph 3, Section 8.6, Section 13.1, Section 13.4</b> change reference of <b>School Act</b> to <b>Education Act</b></p> <p><b>Section 4 Paragraph 2</b> – removed text <i>“as provided for under section 67 of the School Act”</i></p>	<p>May 2020</p>
<p><b>Policy 13</b> Appeal &amp; Hearings Regarding Student Matters</p>	<p><b>Paragraph 1, Section 9.10, Expulsion of a Student Paragraph 1, Final paragraph</b> change reference of <b>School Act</b> to <b>Education Act</b></p> <p>Addition reference of <b>AP 152 Dispute Resolution</b> as per <b>Education Act</b></p> <p>** AP 152 has not been passed as of May 2020</p>	<p>May 2020</p>
<p><b>Policy 15</b> Program Reduction and School Closure</p>	<p><b>Paragraph 1, Section 4.</b> change reference of <b>School Act</b> to <b>Education Act</b></p> <p><b>REMOVED:</b> Procedural requirements link at end of policy – link is no longer active</p>	<p>Still under review</p>
<p><b>Policy 19</b> Disposition of Property</p>	<p><b>Paragraph 2</b> change reference of <b>School Act</b> to <b>Education Act</b></p> <p><b>Declaration of surplus reserve land</b> addition of point <b>a.</b> <b>The declaration must include the length of time that the surplus reserve land has not been needed by the Board of Trustees.</b></p>	<p>May 2020</p>

	<b>Section 8, Section 11.</b> change reference of School Act to Disposition of Property Regulation, Education Act	
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As of September 2019 Alberta Education references the Education Act vs. the School Act.



## BUDGET SUBMISSION 2020-2021

*"Inspiring confident, connected, caring citizens of the world"*

May 26, 2020

### **Background:**

Pursuant to the recommendations of the Auditor General and in accordance to Education Act S. 139(2) (b) the Board of Trustees is required to submit an annual budget to the Minister on or before May 31, for the fiscal year beginning on the following September 1.

The deadline to submit to Alberta Education is May 31, 2020. This will be the only budget required by Alberta Education. An updated submission in the fall is no longer required.

Golden Hills operates 22 schools as per below with their respective projected enrolment for 2020/2021 and current provincial enrolment for this year:

Schools/Grade Configuration	2020/2021 Students	2019/2020 Students	Difference
Acme Elementary School (K-6), (10-12)	188.50	191.00	-2.50
Brentwood School (K-6)	235.50	262.00	-26.50
Carseland School (K-6)	55.00	55.00	0.00
Carbon School (K-9)	67.50	66.50	1.00
Crowther Memorial Jr. High (7-9)	500.00	514.00	-14.00
Dr. Elliott School (K-9)	186.50	182.50	4.00
Drumheller Valley Secondary School (7-12)	410.00	436.00	-26.00
Greentree Elementary School (K-6)	348.50	334.50	14.00
George Freeman School (K-9)	351.00	327.00	24.00
Prairie Christian Academy (K-6), (7-12)	289.50	288.50	1.00
Strathmore High School (10-12)	595.00	592.00	3.00
Three Hills School (K-12)	450.50	466.50	-16.00
Trinity Christian Academy (K-9)	174.50	171.00	3.50
Trochu Valley School (K-12)	246.50	255.50	-9.00
Westmount Elementary School (K-6)	339.50	365.00	-25.50
Wheatland Crossing (K-12)	355.00	355.00	0.00
Wheatland Elementary School (K-6)	318.00	332.50	-14.50
Colony Schools	345.00	350.00	-5.00
<b>Total</b>	<b>5,456.00</b>	<b>5,544.50</b>	<b>-88.50</b>
Drumheller Outreach (7-12)	17.00	23.00	-6.00
Golden Hills Learning Academy (1-12)	209.00	159.00	50.00
Northstar Academy (1-12)	369.00	296.00	73.00
Strathmore Storefront (7-12)	38.00	40.00	-2.00
<b>Total</b>	<b>633.00</b>	<b>518.00</b>	<b>115.00</b>
<b>Total with Outreach &amp; Online</b>	<b>6,089.00</b>	<b>6,062.50</b>	
<b>Breakdown</b>	<b>Homeschool</b>	<b>Less Than 30</b>	<b>More Than 30</b>
Northstar Academy	494.00	132.00	65.00
Golden Hills Learning Academy	80.00	70.00	65.00
	<b>574.00</b>	<b>202.00</b>	<b>130.00</b>



Golden Hills' straight-line enrolment is anticipated to decrease by 203 students for 2020/2021. There are 530 students graduating June 2020, with 327 students entering Kindergarten September 2020. This creates an enrolment shortfall of students (203); however, based on the projections made by Administrators the enrolment is anticipated to increase by 26.5 students for the regular schools.

These numbers are provincial enrolment only. We also anticipate 155 Siksika students and approximately 190 International students. Total headcount of students will be approximately 7,300.

### **Budget Process**

In the past budgets were submitted twice a year, once in May/June "the Spring Budget" and then November "the Fall Budget". However, budget is only required to be submitted once as funding has been set for the year. Funding for changes in enrolment will not be adjusted until 2021/2022.

Currently there are 130 budgets and the budget process starts in early January with the Board giving direction and guiding principles. February, March and April are the information stages and there is a lot of estimating of enrolment and calculating expenses. This year we were provided with a new funding model.

As each budget has an Administrator/Manager, planning, reviewing and monitoring the budget, the process involves many stakeholders. School Administrators have consultation with their school councils and budget information is shared. As budgets are site based, they are developed in conjunction with both school council and staff.

Despite the various challenges and pressure points Golden Hills continues to strive to be the Preferred Choice.

### **Budget Challenges and Pressure points**

- First time experience with new funding model
- Weighted moving average complexities
- Enrolment Projections – volatility of the Kindergarten students and mobility due to changes in economy.
- COVID 19 uncertainty
- Insurance costs uncertainty
- Staffing changes
- Funding from other sources changes
- Reserves (government now has a cap on usage for 2020/2021)
- International Program uncertainty

The Alberta Education Budget Template will be distributed at the board meeting and then posted online once finalized.

The budget presentation will be available at the board meeting.

**Recommendations:**

That the Board of Trustees approves the 2020/2021 budget for submission to Alberta Education, subject to the Board being advised of any minor adjustments, which may be necessary before the budget is submitted to Alberta Education.

That the Board of Trustees approves use of restricted reserves to sustain staffing positions and other initiatives.



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Bevan Daverne  
Superintendent



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Tahra Sabir  
Secretary Treasurer



## ENROLMENT BACKGROUNDER

*"Inspiring confident, connected, caring citizens of the world"*

**April 28, 2020**

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### **Background:**

The Board of Trustees regularly monitors enrolment and notes trends over time. Funding is primarily enrolment-driven and monitoring and projecting enrolment trends informs the board's budgeting processes.

As per the attached monitoring report, information is provided for April 2020 enrolment of provincially funded students, Siksika funded students and International funded students.

Alberta Education calculates funding for Kindergarten to Grade 9 based on the full-time equivalent student count as of September 30, 2019. High school funding is based on the Credit Enrolment Units earned per student.

### **Recommendation:**

That the Board of Trustees receives the Enrolment Monitoring Report for information and for the record.

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Bevan Daverne  
Superintendent

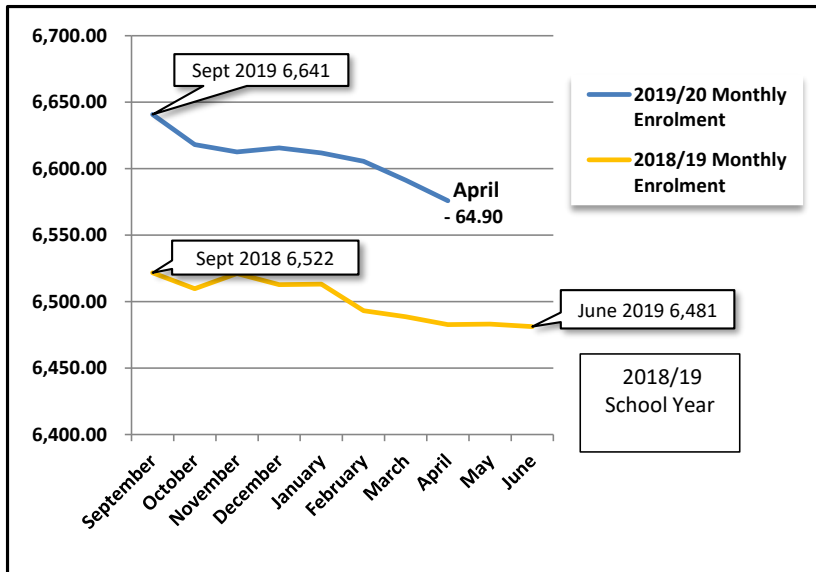
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Tahra Sabir  
Secretary Treasurer

# Golden Hills School Division Enrolment

## Last Year Enrolment & Comparison to September 2019

Funded Total Enrolment	31-Mar-20 Enrolment	30-Sept-19 Enrolment	Difference
Provincially Funded Students	6,575.85	6,640.75	- 64.90



## Schools - Month to Month

Mar 31, 2020 to Apr 30, 2020

Configuration	SCHOOL	April 30, 2020	March 31, 2020	Difference
		Provincially Funded	Provincially Funded	
K-6, 10-12	Acme School	191.50	192.50	-1.00
K-9	Carbon School	67.50	67.50	0.00
K-6	Carseland School	53.50	53.50	0.00
7-9	Crowther Memorial Jr. High School	502.00	501.00	1.00
K-9	Dr. Elliott Community School	181.50	182.50	-1.00
7-12	Drumheller Valley Secondary School	434.00	433.00	1.00
K-6	École Brentwood Elementary School	263.50	263.50	0.00
K-12	George Freeman	327.50	327.50	0.00
K-6	Greentree School	336.50	335.50	1.00
K-12	Prairie Christian Academy School	297.50	298.50	-1.00
10-12	Strathmore High School	570.00	570.00	0.00
K-12	Three Hills School	459.50	459.50	0.00
K-9	Trinity Christian Academy	171.50	171.50	0.00
K-12	Trochu Valley School	257.50	257.50	0.00
K-6	Westmount School	373.50	373.50	0.00
K-12	Wheatland Crossing	341.00	341.00	0.00
K-6	Wheatland Elementary School	335.00	336.00	-1.00
<b>Totals</b>		<b>5,163.00</b>	<b>5,164.00</b>	<b>-1.00</b>
Configuration	SCHOOL	Provincially Funded	Provincially Funded	Difference
7-9	Anchors II Outreach	13.00	13.00	0.00
7-12	Drumheller Outreach	12.00	12.00	0.00
1-12	Golden Hills Learning Academy	159.00	159.00	0.00
1-12	NorthStar Academy	288.50	288.50	0.00
7-12	Strathmore StoreFront	40.00	40.00	0.00
<b>Totals</b>		<b>512.50</b>	<b>512.50</b>	<b>0.00</b>
Configuration	COLONY SCHOOLS	Provincially Funded	Provincially Funded	Difference
K-9	Colonies	338.00	343.00	-5.00

## Summary of Totals - Monthly

Funded Total Enrolment	31-Mar-20 Enrolment	29-Feb-20 Enrolment	Difference
Provincially Funded Students	6,013.50	6,019.50	-6.00
Siksika Students	155.00	155.00	0.00
International Students	257.90	267.25	-9.35
<b>Total</b>	<b>6,426.40</b>	<b>6,441.75</b>	<b>-15.35</b>



## INSURANCE

*"Inspiring confident, connected, caring citizens of the world"*

**May 26, 2020**

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### **Background:**

In August 2019, Boards that were a part of Alberta School Board Insurance Exchange (ASBIE) experienced extraordinary premium increases. In response to the substantial increase of insurance premiums, various options have been explored. These options included:

1. Continue with ASBIE (Alberta School Board Insurance Exchange) (current reciprocal)
2. Explore options with local insurers
3. Create and join a new consortium

Alberta Risk Managed Insurance Consortium (ARMIC) emerged as nine individual Boards began to look for a better solution due to evolving conversations and continued frustrations with the current provider. During this time, it was decided upon that the nine boards would work together and try to find a solution for all the boards in this situation. Golden Hills was part of this process. Currently 44 boards have expressed interest in ARMIC.

Over the last nine months ARMIC has developed:

- Guiding principles of Transparency, Communication and Accountability
- Standard Risk Management Practices – all members must follow.
- Subscribers Agreement – annual review of claims, trends, risk management practices
- Business Plan with proposed guiding principles of transparency, communication & accountability
- Client Services Agreement with global market leader broker – Marsh Canada
- Structure similar to the urban boards that have withstood hard and soft markets for over 40 years.

We have learned a considerable amount about insurance over the last nine months.


Date	Description
February 6, 2020	<ul style="list-style-type: none"> <li>• Provided an in person and online session with School Boards.</li> <li>• Majority of all ASBIE boards attended with the exception of a couple francophone boards.</li> <li>• Discussion was based on:               <ul style="list-style-type: none"> <li>○ Background information</li> <li>○ Insurance 101 with Marsh</li> <li>○ Business Plan, Subscriber Agreement</li> <li>○ Proposed Risk Management practices</li> <li>○ Requirements</li> <li>○ Letter of Intent</li> <li>○ Timelines</li> <li>○ Question &amp; Answer</li> </ul> </li> </ul>
February 24, 2020	<ul style="list-style-type: none"> <li>• Letter of Intent to join received from the 44 boards.</li> <li>• 36% of provincial students, 12.7B worth of assets</li> </ul>
March 13, 2020	<ul style="list-style-type: none"> <li>• Application received from boards</li> </ul>
Mid April, 2020	<ul style="list-style-type: none"> <li>• Marketing proposals</li> </ul>
May 15, 2020	<ul style="list-style-type: none"> <li>• Preliminary indication quotes to be received and distributed to members</li> </ul>
June 1, 2020	<ul style="list-style-type: none"> <li>• Receive signed Subscriber Agreement from all members who want to join ARMIC</li> </ul>
September 2020	<ul style="list-style-type: none"> <li>• First Subscriber Meeting will take place</li> </ul>
October 2020	<ul style="list-style-type: none"> <li>• October 31, 2020 current plan premiums end with ASBIE.</li> <li>• Will receive final quotes from Marsh</li> </ul>

- Info-graph will be distributed during board meeting.

We anticipate sharing the preliminary market indications provided by Marsh Canada for Golden Hills. Please note these amounts are only indicative pricing and there is still more work to be completed prior to October 31<sup>st</sup>. These rates are also pending on potential losses that may or may not incur from now until our renewal date.


**Recommendation:**

That the Board of Trustees receives as information.




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Bevan Daverne  
Superintendent of Schools




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Tahra Sabir  
Secretary Treasurer