



# GOLDEN HILLS SCHOOL DIVISION

## AGENDA

**TYPE:** Regular Board Meeting

**DATE:** 5/28/2019     **TIME:** 9:30 AM

**LOCATION:** Boardroom of the Drumheller High School

**DETAILS:**

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

Mission: Intentionally maximizing learning for all

### 1.0 Attendance

1.1 Attendance

Info

### 2.0 Call to Order

2.1 Call to Order

Info

### 3.0 Acknowledgment

3.1 Acknowledgment

Info

### 4.0 In Camera

4.1 In Camera

Action

4.2 Out of In Camera

Action

### 5.0 Approval of Agenda

5.1 Approval

Action

### 6.0 Welcome Public, Vision and Mission Statements

### 7.0 Presentation of Minutes

7.1 Regular Minutes of April 30, 2019

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) Information Items

9.1 Monthly Enrolment Monitoring Report (T. Sabir)

Info

9.2 Budget Announcement Reporting (T. Sabir)

Info

9.3 Alberta School Board Association (ASBA) SGM Budget and Bylaw Review (B. Daverne)

Info

### 10.0 School Monitoring Reports

10.1 Drumheller Valley Secondary School (C. LaPierre, B. Teske, D. Yemen)  
11:30 a.m.

Info

10.2 Acme/Carbon/Dr.Elliott Schools (K. Ratzlaff, M. Steen)  
11:45 a.m.

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: Blackfoot Crossing Historical Park

Start Time: 9:30 AM

**Tuesday, April 30, 2019 (9:30 AM)**

#### 1.0 Attendance

Present:

- a) Chair
  - Laurie Huntley
- b) Vice Chair
  - Jennifer Mertz
- c) Trustees
  - Barry Kletke
  - Rob Pirie
  - Jim Northcott
  - Justin Bolin
- d) Superintendent
  - Bevan Daverne
- f) Deputy Superintendent
  - Dr. Kandace Jordan (arrived at 10:20 a.m.)
- g) Secretary Treasurer
  - Tahra Sabir
- h) Recording Secretary
  - Kristy Polet

Absent:

- e) Associate Superintendent
  - Wes Miskiman

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:55 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:** Resolution #BD20190430.1001

**MOVED by Trustee Bolin** that the Board of Trustees go In Camera at 9:56 a.m. Carried

### 4.2 Out of In Camera

**Recommendation:** Resolution #BD20190430.1002

**MOVED by Trustee Northcott** that the Board of Trustees rise from In Camera at 11:00 A.M. Carried

## 5.0 Approval of Agenda

### 5.1 Approval

**Recommendation:** Resolution #BD20190430.1003

**MOVED BY Trustee Kletke** that the Board of Trustees approve the agenda as presented. Carried

## 6.0 Welcome Public, Vision and Mission Statements

## 7.0 Presentation of Minutes

### 7.1 Regular Minutes of March 26, 2019

**Recommendation:** Resolution #BD20190430.1004

**MOVED by Trustee Northcott** that the Board of Trustees approve Regular Minutes of March 26, 2019. Carried

## 8.0 REPORTS

### A) Chair's Report

Chair Huntley presented information on the following topics:

- Attended the Trochu Town office Grand Opening on April 2, 2019.
- Attended the Council of Councils Meeting held April 2, 2019, thank you to all the Trustees for their participation and a special thank you to technology's support in each location (Strathmore, Three Hills and Drumheller).
- Attended the Alberta School Boards Association (ASBA) Zone 5 Meeting held April 5, 2019.
- Enjoyed presentation by the T'suunaT'ina Board of Education Representatives.
- Discussed the post-election ASBA Advocacy timeline that will be coming soon.
- Lorrie Jesse, ASBA President, discussed how they are raising the profile of ASBA as a major player in education in Alberta.
- ASBA has submitted an application for the French Teacher Recruitment Grant.
- Attended the Crowther Memorial Jr. High Pow wow, took the opportunity to talk with some Siksika Board Members and the Chief.
- Attended the Public School Boards' Association of Alberta (PSBAA) Governance session on April 11, 2019.
- Interview session with Country 104.5 Strathmore Now radio station, discussed thoughts on election.
- Sent congratulations letter to Leelah Aheer on her victorious election win.

## **B) Board Committees**

Trustee Mertz presented information on the following topics:

- Attended the Alberta School Boards Association (ASBA) Zone 5 meeting held April 5, 2019. Discussed the direction that ASBA would like to proceed.
- National ASBA Conference being held July 2-5, 2019.
- Discussed Youth Summit, more details are included in the package.
- Zone 5 Professional Development was informative - Valerie McDougall, Director of Education, guest speaker for T'SuunaT'ina.

Trustee Kletke presented information on the following topics:

- Attended the Public School Boards' Association of Alberta (PSBAA) Council and Governance Meeting held April 11-12, 2019.
- In attendance was the full Election panel minus the UCP Representatives.
- Attended the Council of Council Meeting, enjoyed the format.

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

Nothing to report on at this time.

## **D) Administration Reports**

Superintendent Daverne presented information on the following topics:

- School Calendar 2019-20, needs to be adjusted.
- Discussed upcoming Graduations to be attended by Trustees. Learning Academy Graduation and Edwin Parr Awards Banquet are being held on May 23, 2019.
- Long Service Awards is being held May 30, 2019 at the Travelodge in Strathmore, AB. Reviewed process for the evening.
- Division Office is hosting pre-retirement workshops May 1 and 8, 2019.

Deputy Superintendent Jordan presented information on the following topics:

- Discussed budgets and movement with contracts.
- Professional Development Day, guest speaker, Peter Gamwell, presented Finding Seeds of Brilliance in Students and Staff.

Secretary Treasurer Sabir presented information on the following topics:

- Mandatory Entry level Training (MELT), reviewed regulations and requirements for school bus drivers.
- GHSD is in the process of applying to be a Driver Training Division.
- Transportation would like to set up workshops throughout the next months for "S" Endorsement training.

## 9.0 NEW BUSINESS

### A) Information Items

#### 9.1 Monthly Enrolment Monitoring Report (March 2019) - T. Sabir

##### Recommendation:

Secretary Treasurer Sabir presented information to the Board of Trustees on enrolment monitoring for the month of March 2019.

#### 9.2 Budget Planning Update 2019/2020 - T. Sabir

##### Recommendation:

Secretary Treasurer Sabir informed the Board of Trustees that Administrators and Department managers will be producing a scenario budget in anticipation of for when the Budget will be announced.

#### 9.3 Second Quarter Financial Report (Dec/Jan/Feb) - T. Sabir

##### Recommendation:

Secretary Treasurer Sabir presented information on the Second Quarter Financial Report for September 2018 - February 2019.

#### 9.4 Class Size Initiative - K. Jordan

##### Recommendation:

Deputy Superintendent Jordan presented information to the Board of Trustees on Class Size Initiatives that best meet learning needs of students.

#### 9.5 Action on Smoking and Health (ASH) - B. Daverne

##### Recommendation: Resolution #BD20190430.1005

Superintendent Daverne presented information on the Action on Smoking and Health (ASH) Campaign for a Smoke Free Alberta, and the goals.

**MOVED by Trustee Pirie** that the Board of Trustees sign the Statement of Support to stop the repeal of important Legislation to protect thousands of Alberta youth from the hazards of tobacco, smoking and vaping.

## 10.0 School Monitoring Reports

#### 10.1 Acme/Carbon/Dr. Elliott (K. Ratzlaff)

##### Recommendation:

Acme, Carbon and Dr. Elliott School Monitoring Reports was tabled until next Board Meeting.

**10.2 Prairie Christian Academy (D. Hern/D. Lockhart)**

**Recommendation:**

Prairie Christian Academy School Monitoring Report was tabled until next Board Meeting.

**11.0 ADJOURNMENT**

**11.1 Adjournment**

**Recommendation:** Resolution #BD20190430.1006

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Chair

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Secretary Treasurer



## ENROLMENT BACKGROUNDER

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

**May 28, 2019**

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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 on September 30, 2018 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, 2018. 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.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent

A handwritten signature in blue ink, appearing to read "Tahra Sabir".

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Tahra Sabir  
Secretary Treasurer

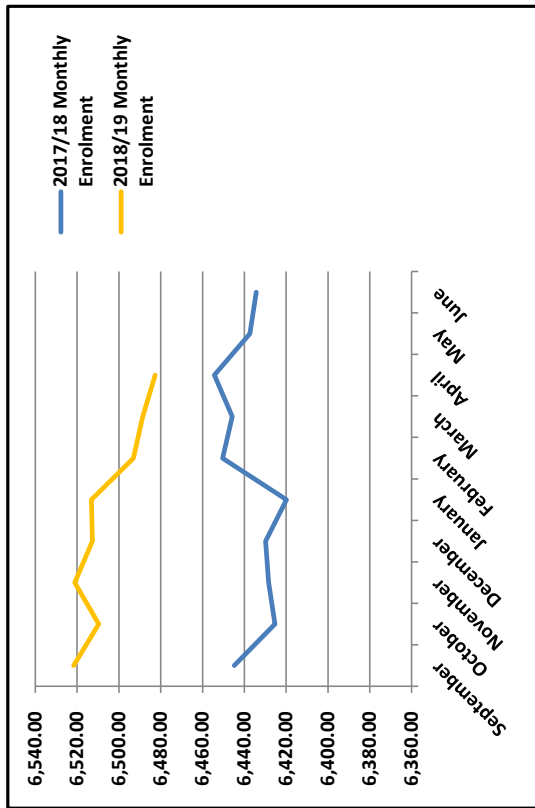
# Golden Hills School Division No. 75 Enrolment

## Summary of Totals - Month to Month Comparison

March 31, 2019 to April 30, 2019

	30-Apr-19 Enrolment	31-Mar-19 Enrolment	Difference	% Change
Funded Total Enrolment	6,067.75	6,073.75	-6.00	-0.1%
Provincially Funded Students	155.00	155.00	0.00	0.0%
Siksika Students	259.90	259.90	0.00	0.0%
International Students	6,482.65	6,488.65	-6.00	-0.1%
<b>Total</b>				

## Last Year Monthly Enrolment & Comparison to September 2018



## Schools - Year to Year Comparison

Configuration	April 30, 2019			March 31, 2019		
	Provincially Funded	Difference	% Change	Provincially Funded	Difference	% Change
K-6, 10-12	193.50		1.0%	191.50	2.00	1.0%
K-9	76.00		0.0%	76.00	0.00	0.0%
K-6	61.50		0.0%	61.50	0.00	0.0%
7-9	555.00		0.2%	554.00	1.00	0.2%
K-9	187.00		-1.1%	189.00	-2.00	-1.1%
7-12	411.00		-0.7%	414.00	-3.00	-0.7%
K-6	277.50		0.2%	277.00	0.50	0.2%
K-12	211.50		-0.5%	212.50	-1.00	-0.5%
K-6	348.50		0.0%	348.50	0.00	0.0%
K-12	279.00		-0.4%	280.00	-1.00	-0.4%
10-12	558.00		0.0%	558.00	0.00	0.0%
K-12	439.50		-0.7%	442.50	-3.00	-0.7%
K-9	181.00		0.3%	180.50	0.50	0.3%
K-12	243.50		0.4%	242.50	1.00	0.4%
K-6	367.00		0.3%	366.00	1.00	0.3%
K-12	358.50		-0.3%	359.50	-1.00	-0.3%
K-6	348.00		0.9%	345.00	3.00	0.9%
<b>Totals</b>	<b>5,096.00</b>		<b>0.0%</b>	<b>5,098.00</b>	<b>-2.00</b>	<b>0.0%</b>
Configuration	SCHOOL			COLONY SCHOOLS		
7-9	8.00		0.0%	8.00	0.00	0.0%
7-12	18.00		0.0%	18.00	0.00	0.0%
1-12	152.50		0.0%	152.50	0.00	0.0%
1-12	411.25		0.0%	411.25	0.00	0.0%
7-12	41.00		0.0%	41.00	0.00	0.0%
<b>Totals</b>	<b>630.75</b>		<b>0.0%</b>	<b>630.75</b>	<b>0.00</b>	<b>0.0%</b>
Configuration	COLONY SCHOOLS			COLONIES		
K-9	341.00		-1.2%	345.00	-4.00	-1.2%





**BUDGET ANNOUNCEMENT REPORTING  
2019-2020**

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

**May 28, 2019**

**Background:**

Pursuant to the recommendations of the Auditor General and in accordance to School Act S. 147(1) (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 was extended to June 30, 2019.

Final budget, following enrolment confirmation (September 30th) is due by November 30, 2019.

Information from Alberta Education is as follows:

***Due to the timing of the provincial election and the subsequent related events, the Government of Alberta will not be presenting a provincial budget until the fall of 2019. No decisions have been made on Education funding and the funding rates for 2019/2020.***

***Budget submissions by school boards must clearly articulate any and all assumptions used in completing your 2019/2020 revenue assumptions. These assumptions must, at a minimum, specifically address what assumptions your board made with respect to: Enrollment Growth funding; Classroom Improvement Fund; School Nutrition Program; Teachers’ Employer Bargaining Association TEBA costs.***

Year	Assumption	Impact
2019/2020	Same as last year	Grant rates the same- only impact that would incur would be a result of declining enrolment

Golden Hills’ projected enrolment is anticipated to decrease by 80 students (1.4%) for 2019/2020. There are 503 students graduating June 2019, with 405 students entering Kindergarten September 2019. This creates an enrolment short fall of students (102); however, based on the projections made by Administrators the enrolment is anticipated to decrease by 80 students (1.4%).

Should grant rates change in the fall - this will negatively impact the classroom and result in larger class sizes & reduced support staff in the classroom. For other areas like buildings and busing, reduced budgets would create a variety of challenges for maintaining buildings and keeping bus ride times reasonable.

**The overarching goals for Golden Hills are to continue to support:**

1. Every student is successful;
2. First Nations, Metis and Inuit (FNMI) students are successful;
3. Alberta's Education System is inclusive;
4. Alberta has quality teaching and school leadership;
5. Alberta's Education System is governed effectively.

**Budget Process**

Budgets are submitted twice a year, once in May/June "the Spring Budget" and then November "the Fall Budget".

Currently there are 110+ 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.

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**

- Enrolment Projections – volatility of the Kindergarten students and mobility due to changes in economy.
- Change in Demographics, increase in Inclusive Education students with high needs (doubled in five years).
- Uncertainty in fall budget announcement with Instructional Grants funding changes and/or reductions unknown.
- Facilities funding shortfall, revenue is decreasing while expenses such as utilities, gas prices and insurance are increasing at a rapid rate.
- Transportation Funding shortfall – expenses are outpacing transportation grants, despite continuous review of operations to ensure efficiencies.
- Carbon Tax uncertainty with Provincial and Federal changes that are in process

**High School Flexibility (HSF) Program** – Effective September 2017, Golden Hills High schools began participation in the HSF Program to help mitigate CEU cap change from 60 to 45. The Outreach and Online learning programs will continue to earn CEU's outside of the HSF Program.

### **Plant Operations and Maintenance**

This budget has been in a deficit for over 10 years now with the exception of a small surplus in 2008/2009 & 2009/2010.

The projected budget for 2019/2020 continues to implement the 2018/2019 initiatives listed below. Funding is on a per student basis and currently our enrolment is projected to go down over 130 students. The funding is "frozen" for a year but with enrolment decrease the POM funding continue to decline but is always a year behind.

The big ticket items that continue to be challenges are:

- Insurance costs continue to rise
- Fuel costs continue to rise with the addition of the carbon levy in 2017
- Reduced funding from the enrolment decline for provincially funded students in 2016/2017 (\$565K)
- Supported Amortization increased as we have renovations and new school buildings
- Caretakings costs increase due to 2.5 FTE increase for George Freeman

For the 2017/2018 budget year the following initiatives were implemented to reduce the deficit from over a million dollars to less than \$300,000.

#### **(POM) Initiatives**

- Caretaking tasks reductions.
- "Lights Out" approach.
- Air handling practices.
- Review of unused classroom space.
- Use modular for one room rentals.
- Review of contracted caretaking.

#### **Infrastructure Maintenance and Renewal (\$1.6M)**

- Funding decrease of \$237K for 2018/2019.
- New rules on capitalizing percentage of IMR funds.
- Restrictive rules for allocating items to IMR.

Funding shortage creates challenges in heating, cleaning & repairing schools

## **POM Opportunities**

- Currently utilities are at a minimum & inspections and maintenance schedules are reduced.

## **Transportation**

Transportation has been in a deficit for over 10 years now with the exception of a small surplus in 2007/2008 & 2012/2013 as we received a fuel subsidy.

The projected budget for 2019/2020 continues to implement the 2018/2019 initiatives listed below. Funding is on a per student basis and currently our enrolment is projected to go down over 130 students.

The big ticket items that continue to be challenges are:

- Insurance costs continue to rise.
- Fuel costs continue to rise with the uncertainty of the carbon levy situation both provincially and federally.

The anticipated deficit for 2018/2019 is \$366K. For the 2017/2018 budget year the following initiatives were implemented to reduce the deficit to \$226K.

## **Transportation Initiatives**

- Consolidation of routes while keeping ride times reasonable.
- Maintenance adjustments without compromising bus rides.
- Continue to source parts from suppliers to reduce costs.
- Reduce bus driver wait time for repairs.
- Reduce service time with scheduled maintenance visits.
- Negotiate with suppliers for reduced pricing.

## **Due to the volatility of annual funding, system and school level reserves will be reduced to:**

- Maintain program continuity and sustainability.
- Sustain teaching and support positions.
- Maintain buildings as safe education spaces.
- Sustain transportation's current level of service including bus routes and ride times.

However, any increase in enrolment from the projected decrease of 80 students will reduce the need to utilize reserves.

**Potential Advocacy Efforts**

- Predictable and Sustainable Funding to support Alberta Education Initiatives.
- Inclusive Education needs growing but current funding does not meet the needs or costs for these changes.
- Appropriate funding to maintain our facilities (currently receive \$2M annually vs industry standard of \$4M however, next year we will only receive \$1M).
- Reinstate the Fuel Price Contingency as diesel is at \$1.25 per litre. In the past the fuel price contingency was triggered for anything over \$0.60 per litre.
- Review of Transportation Model to align with actual costs.

**Recommendations:**

That the Board reviews as information



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Bevan Daverne  
Superintendent



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Tahra Sabir  
Secretary Treasurer



## ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) SGM Budget and Bylaw Review

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

**May 28, 2019**

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### **Background:**

At the Alberta School Boards Association SGM 2019, the following items will be discussed.

1. 2019-2020 ASBA Budget Approval
2. Board of Director Members (Bylaw 5)
3. Zones of the Association (Bylaw 15) Review of two clauses
4. Member Entitlements, Executive Duties, and Board of Directors Powers and Duties (Bylaws 3, 5 and 15)
5. Association Budget and Membership Fees (Bylaw 13)
6. Establish Zone 10: Rural Caucus of Alberta School Boards (RCASB) (Bylaws 3, 5 and 15)

### **Recommendation:**

That the Board of Trustees reviews and discusses the Bylaw Amendments that have been proposed by Alberta School Boards Association (ASBA).

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Bevan Daverne  
Superintendent of Schools