



# AGENDA

## Golden Hills School Division No. 75

**Vision:** *Inspiring confident, connected, caring citizens of the world*

**Mission:** *Intentionally maximizing learning for all*

### Regular Meeting of The Board of Trustees

Tuesday, April 25, 2017

Start time 9:30 AM

Boardroom of the Golden Hills School Division No. 75

### AGENDA

1. **Attendance**
2. **Call to Order**
3. **In Camera**
4. **Approval Of Agenda**
5. **Welcome Public, Vision and Mission Statements**
6. **Presentation of Minutes**
  - 6.1 **Regular Meeting of The Board of Trustees (2017/03/28)**
  - 6.2 **Special Meeting of The Board of Trustees (2017/03/31)**
7. **REPORTS**
  - 7.1. **Chair's Report**
  - 7.2. **Board Committees**
  - 7.3. **Board Representatives to External Organizations**
  - 7.4. **Administration Reports**
8. **NEW BUSINESS**
  - 8.1. **Information Items**
    - 8.1.1. **Monthly Enrolment Monitoring Report (March 2017)**
    - 8.1.2. **Budget Planning Update 2017/2018**

T. Sabir

T. Sabir

9. **School Monitoring Reports**

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

9.2. **Trochu Valley School (L. Howard/C. Boese)**

10. **ADJOURNMENT**

Draft



# MINUTES

## Golden Hills School Division No. 75

### Regular Meeting of The Board of Trustees

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, March 28, 2017

Start time : 9:30 AM

Location : Boardroom of the Golden Hills School Division No. 75

### Minutes

#### Attendance

Present were:

**a) Chair**

- David Price

**b) Vice-Chair**

- Larry Tucker

**c) Trustee**

- Barry Kletke
- Sherri Nielsen
- Alan Larsen
- Joyce Bazant

**d) Superintendent**

- Bevan Daverne

**e) Associate Superintendent**

- Wes Miskiman

**g) Secretary - Treasurer**

- Tahra Sabir

**h) Recording Secretary**

- Kristy Polet

Absent:

**f) Deputy Superintendent**

- Dr. Kandace Jordan

#### Call to Order

Chair Price called the meeting to order at 9:40 a.m.

#### PCA Society Update (Information Items)

Mr. Floyd Cotton presented PCA Society's \$1M Commitment fundraising update to the Board of Trustees. Mr. Cotton requested to come back to present a further update at the May 23, 2017 Board Meeting. Secretary Treasurer Sabir and Chair Price thanked him for his presentation.

#### Approval Of Agenda

**Resolution #BD20170328.1001**

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

**Carried**

**Presentation of Minutes**

**Resolution #BD20170328.1002**

**MOVED by Trustee Tucker** that the Board of Trustees approve minutes of February 21, 2017 as presented.

**Carried**

**Chair's Report**  
(REPORTS)

Chair Price reported on the Rural Education Symposium held on March 5 - 7, 2017 in Edmonton, AB.

- The Rural Caucus Committee includes 30 Boards. The Committee started with advocating for changes in Transportation funding and has now evolved toward being a formally constituted group, which will collaborate with ASBA. Since this meeting, the executive has been invited to meet with the Minister on topics of interest to rural Alberta School Boards.
- Chair Price attended the Ministers' scripted panel presentation and the Deputy Ministers interactive session. Chair Price had the opportunity to meet with Deputy Minister Dr. Carl Amrhein and Agricultural Deputy Minister Bev Yee about the potential to utilize rural high school capacity to fill some of the technical and dual-credit programming that is more expensive to deliver in the urban institutions. Follow up was done via emails.
- During the Symposium, Chair Price had the opportunity to meet with ASBA President Mary Martin and ASBA Executive Director Suzanne Polkosnik to discuss our Boards' view of what would make ASBA better on its members' behalf. Chair Price forwarded information regarding Teachers' Employer Bargaining Association (TEBA) and Strengthening ASBA's Provincial Task Force correspondence to ASBA Executive Director Suzanne Polkosnik.
- Chair Price didn't have the opportunity to take the pre-budget conference call. Update of the budget will come from Secretary Treasurer Sabir.
- Mr. Glenn Koester proposed the opportunity of running sessions at the schools on the topic "no drugs and alcohol campaign".

**Board Committees**  
(REPORTS)

No information to present at this time.

**Board Representatives to External Organizations**  
(REPORTS)

Chair Price and Trustee Nielsen attended the Alberta School Boards Association (ASBA) Zone 5 meeting held on March 3, 2017.

- There was no information discussed during the Board Meeting.

Chair Kletke presented information on the Public School Boards' Association of Alberta (PSBAA):

- A lot of discussion around Saskatchewan's.

**Administration Reports**  
(REPORTS)

Superintendent Daverne presented information on the following topics:

- Golden Hills is hiring for Director of Learning commencing 2017/2018 school year.
- Edwin Parr Nominee - Justin Silva from Wheatland Crossing School.
- Reviewing certain courses being offered at some of our schools.
- Reviewing the 2017/2018 Calendar and working on a "draft" 2018/2019 calendar.
- Town open house for the K-9 School and recreation facility will be held Monday, April 10, 2017.
- K-9 Facility is tentatively set to go to Tender within the next month.
- Bill 1 - Alberta Education is in consultation with stakeholder groups and they hope to finalize in June.
- Siksika Tuition Agreement is being finalized.
- Wheatland Crossing School - completion date is set for Monday, April 24, 2017.

- Project Hope - held Saturday, March 11, 2017 and was sold out! Project Hope is a program that supplies additional support for special needs students.

Secretary Treasurer Sabir presented information on the following topics:

- Alberta Education reporting period has been revamped from quarterly to monthly reporting. This takes affect April 2017.

**Capital Planning**

(Action Items)

**Resolution #BD20170328.1003**

**MOVED by Trustee Nielsen** that the Board of Trustees approve the Capital Plan for 2017-2018 as follows:

Modernizations in order of priority:

1. Westmount School
2. Greentree School

Continued Board support:

Conversion of existing Acme elementary sized gym to flex space and Career Technology Studies Area with the addition of a newly constructed, appropriately sized gym, with opportunity for potential community partnership.

**Carried**

**SERP (Supplemental Executive Retirement Plan)**

(Action Items)

**Resolution #BD20170328.1004**

**MOVED by Trustee Larsen** that the Board of Trustees approves to pay out the Supplementary Executive Retirement Program (SERP) benefit over ten years in annual payments.

**Carried**

**Audit Tender**

(Action Items)

**Resolution #BD20170328.1005**

**MOVED by Trustee Bazant** that the Board of Trustees approves the recommendation to Tender for Auditors in March 2017 for a 3 year appointment beginning with the fiscal period of 2016/2017 and ending 2019/2020.

**Carried**

**Golden Hills School Division Mission, Vision and Motto**

(Action Items)

**Resolution #BD20170328.1006**

**MOVED by Trustee Tucker** that the Board of Trustees review and update the Mission, Vision and Motto statements for Golden Hills School Division.

**Carried**

**Resolution #BD20170328.1007**

**MOVED by Trustee Bazant** that the Board of Trustees go *In Camera* at 10:32 a.m. to discuss legal matters.

**Carried**

**Resolution #BD20170328.1008**

**MOVED by Trustee Kletke** that the Board of Trustees rise from In Camera at 11:30 a.m.

**Carried**

**Resolution #BD20170328.1009**

**MOVED by Trustee Larsen** that the Board of Trustees approves the attached plan for the subdivision for Trinity Christian Academy Facility and International Dorms Facility.

**Carried**

**Resolution #BD20170328.1010**

**MOVED by Trustee Kletke** that the Board of Trustees approves to proceed to complete the Friends of TroVal (FOTV) Fitness Center and will review the final costs upon completion.

**Carried**

**BREAK**

**Recessed at 11:30 a.m.**

**Reconvene at 11:38 a.m.**

**Monthly Enrolment  
Monitoring Report  
(Feb 2017)**

(Information Items)

Secretary Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report (February 2017).

**Second Quarter  
Financial Report  
(Dec/Jan/Feb)**

(Information Items)

Secretary Treasurer Sabir presented information on the Second Quarterly Financial Report (September 2016 - February 2017)

**BREAK**

**Recessed at 12:10 p.m.**

**Reconvene at 12:45 p.m.**

**Budget  
Announcement**

(Information Items)

Secretary Treasurer Sabir presented information on the 2017-2018 budget announcement.

**Acme/Carbon/Dr.  
Elliott (K. Ratzlaff/M.  
Steen)**

(School Monitoring  
Reports)

Superintendent Daverne welcomed K. Ratzlaff, Principal (Acme/Carbon/Dr. Elliott) and M. Steen, Associate Principal (Carbon), who presented the Schools' Education Plan, results achieved and school involvement with the community. Superintendent Daverne and Chair Price thanked them for their presentation.

**Greentree (R.  
Campbell-Bentley/C.  
Gerodo)**

(School Monitoring  
Reports)

Superintendent Daverne welcomed E. Campbell-Bentley, Principal and C. Gerodo, Associate Principal (Greentree School), whom presented the Schools' Education Plan, results achieved and school involvement with the community. Superintendent Daverne and Chair Price thanked them for their presentation.

**ADJOURNMENT**

**Resolution #BD20170328.1011**

**MOVED by Trustee Nielsen** that the meeting adjourn at 2:40 p.m.

---

Chair

---

Secretary-Treasurer



# MINUTES

## Golden Hills School Division No. 75

### Special Meeting of The Board of Trustees

Meeting Type : SPECIAL BOARD MEETING

Date : Friday, March 31, 2017

Start time : 1:30 PM

Location : Conferene Call Meeting

### Minutes

#### Attendance

Present were:

##### a) Chair

- David Price (via conference call)

##### c) Trustees

- Joyce Bazant (via conference call)
- Barry Kletke (via conference call)
- Alan Larsen (via conference call)
- Sherri Nielsen (via conference call)

##### d) Superintendent

- Bevan Daverne

Absent:

##### b) Vice-Chair

- Larry Tucker

##### e) Associate Superintendent

- Wes Miskiman

##### f) Deputy Superintendent

- Dr. Kandace Jordan

##### g) Secretary - Treasurer

- Tahra Sabir

##### h) Recording Secretary

- Kristy Polet

#### Call to Order

Chair Price called the meeting to order at 1:32 p.m.

**Approval Of Agenda**

**Resolution #SM20170331.1001**

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

**Carried**

**Field  
Studies/Student  
Excursion - Europe  
(Three Hills/Trochu  
Valley Schools)**  
*(Action Items)*

**Resolution #SM20170331.1002**

**MOVED by Trustee Kletke** that the Board of Trustees approves the proposed high school field studies/excursion for Three Hills and Trochu Valley Schools to Europe from April 12, 2017 to April 21, 2017 subject to advisory notices from Foreign Affairs and International Trade Canada website [http://www.voyage.gc.ca/countries\\_pays/updates\\_mise-a-jour-eng.asp](http://www.voyage.gc.ca/countries_pays/updates_mise-a-jour-eng.asp) such that if a travel warning is issued prior to the trip and not rescinded before the departure date, the trip will be cancelled and parents must be advised that this will be the case.

- Trustee Tucker (vote cast via email)

**Carried**

**ADJOURNMENT**

**Resolution #SM20170331.1003**

**MOVED by Trustee Nielsen** thatt the meeting adjourn at 1:37 p.m.

**Carried**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

Draft





## ENROLMENT BACKGROUNDER

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

**April 25, 2017**

---

### **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, 2016 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, 2016. 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".

---

Bevan Daverne  
Superintendent

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

---

Tahra Sabir  
Secretary-Treasurer

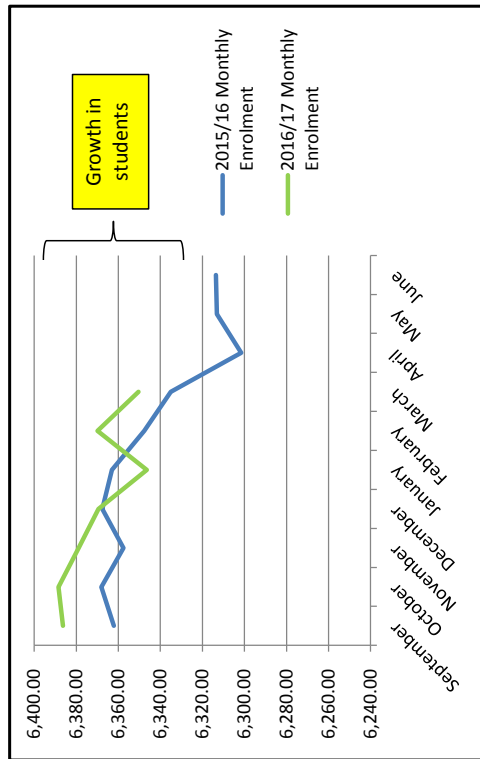
# Golden Hills School Division No. 75 Enrolment

## Summary of Totals - Year to Year Comparison

February 28, 2017 & March 31, 2017

	31-Mar-17 Enrolment	28-Feb-17 Enrolment	Difference	% Change
Funded Total Enrolment	6,020.75	6,040.25	-19.50	-0.32%
Provincially Funded Students	155.00	155.00	0.00	0.0%
Siksika Students	174.65	174.65	0.00	0.0%
International Students	6,350.40	6,369.90	-19.50	-0.3%
<b>Total</b>				

## Last Year Monthly Enrolment & Comparison to September 2016



## Grade Figure Analysis Comparison of Sept 2016 and Sept 2015

	30-Sep-15	30-Sep-16	Difference	% Change
Provincially Funded				
Kindergarten	215.50	203.50	-12.00	-5.9%
Grades 1-3	1,414.00	1,435.00	21.00	1.5%
Grades 4-6	1,445.00	1,431.00	-14.00	-1.0%
Grades 7-9	1,453.00	1,448.00	-5.00	-0.3%
Grades 10-12	1,503.00	1,539.25	36.25	2.4%
<b>Total</b>	<b>6,030.50</b>	<b>6,056.75</b>	<b>26.25</b>	<b>0.4%</b>

## Schools - Year to Year Comparison

Configuration	SCHOOL	March 31, 2017			February 28, 2017		
		Provincially Funded	Difference	% Change	Provincially Funded	Difference	% Change
K-6, 10-12	Acme School	197.00	0.00	0.0%	197.00	0.00	0.0%
K-6	Brentwood Elementary School	348.50	1.00	0.3%	347.50	-1.00	-0.3%
K-9	Carbon School	99.00	0.00	0.0%	99.00	0.00	0.0%
K-6	Carseland School	66.50	-1.50	-2.2%	68.00	1.50	2.2%
7-9	Crowther Memorial Jr. High School	566.00	2.00	0.4%	564.00	-2.00	-0.4%
K-9	Dr. Elliott Community School	171.50	0.00	0.0%	171.50	0.00	0.0%
7-12	Drumheller Valley Secondary School	391.00	-2.00	-0.5%	393.00	2.00	0.5%
K-6	Greentree School	384.00	-3.50	-0.9%	387.50	3.50	0.9%
K-12	Prairie Christian Academy School	272.00	0.00	0.0%	272.00	0.00	0.0%
10-12	Strathmore High School	602.00	-4.00	-0.7%	606.00	4.00	0.7%
K-12	Three Hills School	446.00	-2.50	-0.6%	448.50	2.50	0.6%
K-9	Trinity Christian Academy	171.00	0.00	0.0%	171.00	0.00	0.0%
K-12	Trochu Valley School	274.00	0.00	0.0%	274.00	0.00	0.0%
K-6	Westmount School	443.50	1.00	0.2%	442.50	-1.00	-0.2%
K-6	Wheatland Elementary School	359.00	0.00	0.0%	359.00	0.00	0.0%
K-12	Wheatland Crossing	335.50	3.00	0.9%	332.50	-3.00	-0.9%
	<b>Totals</b>	<b>5,126.50</b>	<b>-6.50</b>	<b>-0.1%</b>	<b>5,133.00</b>	<b>6.50</b>	<b>0.1%</b>
Configuration	SCHOOL	Provincially Funded	Difference	% Change	Provincially Funded	Difference	% Change
7-9	Anchors II Outreach	14.00	0.00	0.0%	14.00	0.00	0.0%
7-12	Drumheller Outreach	18.00	0.00	0.0%	18.00	0.00	0.0%
1-12	Golden Hills Learning Academy	122.50	0.00	0.0%	122.50	0.00	0.0%
1-12	NorthStar Academy	377.25	0.00	0.0%	377.25	0.00	0.0%
7-12	Strathmore StoreFront	34.00	0.00	0.0%	34.00	0.00	0.0%
	<b>Totals</b>	<b>565.75</b>	<b>0.00</b>	<b>0.0%</b>	<b>565.75</b>	<b>0.00</b>	<b>0.0%</b>
Configuration	COLONY SCHOOLS	Provincially Funded	Difference	% Change	Provincially Funded	Difference	% Change
K-9	Colonies	328.50	-13.00	-3.8%	341.50	13.00	3.8%



## BUDGET ANNOUNCEMENT REPORTING

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

**April 25, 2017**

---

### **Background:**

On March 16, 2017, Honorable Minister of Education, David Eggen announced 2017/2018 Budget.

A quick summary of the announcement is provided as follows:

- No changes in all the base grant rates.
- Small School By Necessity decrease (part due to consolidation of East Wheatland)
- Plant Operations and Maintenance Increase \$65,000
- Infrastructure Maintenance and Review (IMR) Increase \$286,000
- Carbon Levy \$150,000
- Regional Collaborative Service Delivery (RCSD) decrease \$79,000
- Credit Enrolment Unit (CEU) cap reduced from 60-45 per student - still working out, but between \$600,000 – 800,000
- Bill 1 – Resource fees Eliminated to Parents – funding now received from Alberta Education \$300,000

### **Some of the key challenges are:**

- ***Enrolment volatility*** – currently our straight-line projections and preliminary enrolment estimates show a decrease in students. Straight-line enrolment shows 407 students starting grade 1 and 493 graduating which is a difference of 86 students. Given the economic landscape in Alberta we have noticed lots of mobility and this will impact our enrolment numbers. Some of our schools have been experiencing a decline in students throughout the year on a larger scale than what we have seen in a while.

For the past three years we have anticipated straight-line projection declines, however we have experienced growth as a result of the various initiatives throughout the school division.

- ***Collective Bargaining*** implications are unknown at this time.
- Currently there are two areas that continue to operate in deficits – Transportation and Plant Operations & Maintenance.
  - Carbon tax will negatively impact both these budgets.
  - Reviewing all budgets for efficiencies and operational economies.

**Priorities**

- Align with Golden Hills Mission and Vision
- Program Continuity; &
- System Improvements

**Where are we in the Process?**

- Board established Budgeting Principles (February 21, 2017 Board Meeting #20170221.1006)
- Budget Development Stage – Principals and Manager have projected enrolment and adjusted staffing levels and expenditures and are in the process of finalizing budgets.

<b>Enrolment Projections</b>				
<b>Grades</b>	<b>Projections</b>	<b>Enrolment 2016/2017</b>	<b>Student Difference</b>	<b>% Difference</b>
Kindergarten	349.00	407.00	- 58.00	-14%
Grades 1-3	1,430.00	1,435.00	- 5.00	0%
Grades 4-6	1,406.00	1,431.00	- 25.00	-2%
Grades 7-9	1,440.00	1,448.00	- 8.00	-1%
Grades 10-12	1,444.00	1,480.00	- 36.00	-2%
Total (K @ 1/2)	5,894.50	5,997.50	- 103.00	-2%

**Points of Interest**

- Overall enrolment is down by 103 students which is a 2% decrease in total enrolment.

We continue to work through the challenges and will bring a recommended budget at the May Board meeting.


**Recommendation:**

That the Board of Trustees receives for information and for the record.



---

Bevan Daverne  
Superintendent



---

Tahra Sabir  
Secretary-Treasurer



## BILL 1 BACKGROUNDER

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

**April 25, 2017**

### **Background:**

On March 16, 2016, Minister Eggen announced a draft Bill 1 as follows:

- **Bill 1** – An Act to Reduce School Fees which has been tabled in the legislature. If passed it will be effective for the beginning of the school year 2017/2018

These fees include:

- Transportation for students who are attending their designated school and live more than 2.4km from the schools
- Instruction supplies or materials, such as textbooks, workbooks, printing and paper costs.
- Will also include: common fees charged to an entire student body or grade cohort for ex. Instructional fees, instructional materials, or basic fees.

<b>Timeline for Bill 1</b>	
<b>April 2017</b>	Table Discussions with Executive Groups
<b>May 2017</b>	Government review of the regulation process; boards begin to formulate policies and schedules based on information gather through table discussions
<b>June 2017</b>	Regulation in Force; Boards prepare their fee policies and schedule to submit to the Alberta Education
<b>July 2017</b>	Government reviews all policies
<b>August 2017</b>	Deadline for Board fee policies and Schedules to the public.

The Minister has indicated this is a phased approach and a second version is anticipated for 2018/2019 to further reduce certain "fee types". We do not have any further information and we will keep the board informed as to the progress of this legislation and any further developments.

### **Recommendation:**

That the Board of Trustees receives this as information.

Bevan Daverne  
Superintendent

Tahra Sabir  
Secretary-Treasurer