



# **GOLDEN HILLS**

## **SCHOOL DIVISION**

# *AGENDA*

**TYPE:** Regular Board Meeting

**DATE:** 1/21/2025     **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 December 10, 2024 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 First Quarter Financial Report (Sept/Oct/Nov) (T. Sabir) Info

9.2 Monthly Enrolment Monitoring Report (December) (T. Sabir) Info

9.3 Canada Revenue Agency (CRA) Mileage Rate Allowance 2025 (T. Sabir) Info

9.4 School Summaries Monitoring Report (T. Sabir) Info

9.5 Inclusive Education Report (2023/24 and 2024/25 Plans) (J. Grimsdale) Info

**10.0 Round Table Discussion**

**11.0 School Monitoring Report Visit**

11.1 Strathmore High School, Carseland School and Westmount School Info

**12.0 ADJOURNMENT**

12.1 Adjournment

Action



# MINUTES

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## Golden Hills School Division

### Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

**Tuesday, December 10, 2024 (9:30 AM)**

#### 1.0 Attendance

##### Present

- a) Chair
  - Laurie Huntley
- b) Vice Chair
  - Jim Northcott
- c) Trustees
  - Barry Kletke
  - Justin Bolin
  - Rob Pirie
  - Jen Mertz
- d) Superintendent
  - Jeff Grimsdale
- e) Secretary Treasurer
  - Tahra Sabir
- f) Recording Secretary
  - Kristy Polet

##### Absent

- e) Deputy Superintendent
  - Wes Miskiman

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:32 AM

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

### 3.0 Acknowledgment

In the spirit of reconciliation, we acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Stoney Nakoda Nations, the Métis Nation (District 3 and 4), and all people who make their homes in the Treaty 7 region of Southern Alberta.

### 4.0 In Camera

#### 4.1 In Camera

**Recommendation: BD#20241210.1001**

**MOVED by Trustee Mertz** that the Board of Trustees go In Camera at 9:33 AM.

Carried

#### 4.2 Out of In Camera

**Recommendation: BD#20211210.1002**

**MOVED by Trustee Mertz** that the Board of Trustees rise from In Camera at 10:50 AM. Carried

### 5.0 Approval of Agenda

#### 5.1 Approval of Agenda

**Recommendation: BD#20241210.1003**

**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 November 26, 2024

**Recommendation: BD#20241210.1004**

**MOVED by Trustee Northcott** that the Board of Trustees approve the Regular Minutes of November 26, 2024, as presented.

Carried

### 8.0 REPORTS

#### A) Chair's Report

Chair Huntley presented information on the following topics:

- All correspondence has been forwarded to all Trustees.

## B) Board Committees

No information to report on at this time.

### 8.1 In Camera

**Recommendation: BD#20201027.1010**

**MOVED by Trustee Bolin** that the Board of Trustees go In Camera at 11:38 AM.

Carried

### 8.2 Out of In Camera

**Recommendation: #BD20191126.1002**

**MOVED by Trustee Mertz** that the Board of Trustees rise from In Camera at 11:50 AM. Carried

## C) Board Representatives to External Organizations

Trustee Northcott and Chair Huntley presented information on the Alberta School Boards Association (ASBA) Zone 5 meeting held December 6, 2024, in Airdrie, AB.

- Discussion and presentation of reports revolved around the following:
  - Legislation information, Elections, Collegiate Schools (how they differentiate from high schools), Charter Schools, Trustee Guide, Bill 29, MLA Breakfast at the ASBA FGM.
- Discussed "Backpack Full of Cash" screening held at the Rocky View School Division.

Trustee Kletke had no new information to present regarding the Public School Boards' Association of Alberta (PSBAA).

Trustee Pirie had no new information to present regarding Teachers Employee Bargaining Association (TEBA) due to the meeting being held simultaneously with the Regular Meeting of the Golden Hills School Division Board of Trustees.

Trustee Northcott presented a PowerPoint regarding Rural Transportation, this was to be shown at the Rural Caucus meeting during the Alberta School Boards Association (ASBA) FGM November 17-19, 2024.

## D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Transportation:
  - Currently have four routes that are being driven by relief drivers.
  - Four trainees test December 13 and 19, 2024, four other trainees will test end of January 2025.
  - Purchased 14 new buses, all buses should be delivered between mid January and late March 2025.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

- Acquired a new Driving School Training Yard, located north of Strathmore.
- New Transportation Motto: Driving Hope, Fueling Possibilities.
- Facilities Update:
  - Learning Academy - kitchen area complete, replaced carpet and damaged ceiling tiles in some areas, removed three interior walls for space, relocated one radiant heating line, replaced security system and integrated it into Division Office zone, installed new network switch and installed wireless access points.

Superintendent Grimsdale presented information on the following topics:

- Acme School Update - Busy construction site, most of the steel columns for the school are now installed, working on the first layer of structure for the roof. Once that is underway, they will hoard off sections of the school so they can start heating inside and continue putting in all the plumbing and electrical. Pictures and videos were shown.
- George Freeman School (Friends of George Freeman School Society) received a Government of Alberta grant (CFEP) Community Facility Enhancement Program, this grant money will go towards upgrading the playground.
- Currently drafting a Strategic AI plan along with reviewing of policies and administrative procedure analysis.
- December 5, 2024 - held an Administrative Procedures Committee meeting.
- Provided information around Bill 29 and 27.
- Working on potential Collegiate School Programs that will include Industry and Educational partners.
- Will schedule school monitoring report visits to commence in 2025.

Recessed at 12:20 PM

Reconvened at 1:00 PM

## 9.0 NEW BUSINESS

### A) Action Items

#### 9.1 Calendar 2026/2027 (J. Grimsdale)

**Recommendation: BD#20211210.1006**

**MOVED by Trustee Pirie** that the Board of Trustees approves the proposed 2026/2027 School Year Calendar as a pilot for the school year.

Carried

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

**B) Information Items**

**9.2 Enrolment Monitoring Report (November 2024) (T. Sabir)**

Secretary Treasurer Sabir presented information on Enrolment for the month of November 2024.

**9.3 Technology Services Report (J. Grimsdale)**

Superintendent Grimsdale presented information on the primary role of the Technology Services that supports the teachers, staff and students throughout Golden Hills School Division.

**9.4 International Services Report (J. Grimsdale)**

Superintendent Grimsdale presented information on Golden Hills International Program, which provides opportunity for our resident students to experience global competencies by interacting with students around the world. The international students have the opportunity to learn English and benefit from quality academic programming.

**10.0 Round Table Discussion**

During this time the Trustees, Superintendent Grimsdale, and Secretary Treasurer Sabir toured the new location for the Learning Academy at 435B Hwy #1 Strathmore, AB.

**11.0 ADJOURNMENT**

**11.1 Adjournment**

**Recommendation: BD#20241210.1007**

Adjourned at 2:38 PM.

Carried

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Chair

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Secretary Treasurer



## FIRST QUARTERLY FINANCIAL REPORT

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

**January 21, 2025**

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### **Background:**

The Office of the Auditor General (OAG) recommends that school board trustees hold management accountable for achieving goals while staying within budget. For trustees to hold management accountable they must monitor actual spending against the budget. The OAG recommends that this monitoring should be through quarterly interim reporting.

The Quarterly Financial Report provides monitoring information and major variances that will be reviewed.

The Quarterly Financial Report for September 2024 – November 2024 will be discussed at the Board Meeting.

### **Recommendation:**

That the Board of Trustees receives the Quarterly Financial Report as information and for the record.

A handwritten signature in blue ink, appearing to read "J. Grimsdale".

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Jeff Grimsdale  
Superintendent

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

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Tahra Sabir  
Secretary Treasurer





**Powering Hope and Possibilities**



# 1st Quarterly Report 2025

For the three months from September 2024 to November 2024

Prepared by the Finance Department for the January 21, 2025 Board Meeting

**I BUDGET BENCHMARKS**

The first quarterly financial report lists revenues and expenditures recorded to **November 30, 2024**, representing the first **three** months of the fiscal year. As there are three (3) months expended in Q1, the normal benchmark for comparison is 25% (3/12 months). For some categories 30% (3/10 months) is used to reflect expenses incurred only during the instructional months.

The **Spring 2024-25 Budget** was prepared by GHSD and submitted to Alberta Education. All budget points referenced in this report are from this spring 2024-25 budget.

**II ACTUALS AND COMPARISON TO BUDGET SHOWS MARGINAL SURPLUS IN Q1**

A

**Golden Hills School Division  
Statement of Revenue and Expenses  
Budget vs. Actual Variance  
Period - September 1, 2024 - November 30, 2024**

	Annual Budget	Q1 Prorated Budget	YTD Actuals	YTD Budget Variance	% Budget	Benchmark %
<b>Revenues</b>						
Alberta Education/Infrastructure	86,485,520	21,621,380	21,258,225	(363,155)	25%	25%
Federal government and/or First Nations	1,487,032	446,110	572,179	126,069	38%	30%
Fees	1,543,886	463,166	1,461,888	998,722	95%	30%
Other revenues	12,164,819	3,649,446	3,827,336	177,890	31%	30%
Amortization	4,478,921	1,119,730	1,122,948	3,218	25%	25%
<b>Total revenues</b>	<b>106,160,178</b>	<b>27,299,831</b>	<b>28,242,576</b>	<b>942,745</b>	<b>43%</b>	<b>28%</b>
<b>Expenses</b>						
Certificated salaries & benefits	54,773,772	12,597,968	12,898,145	(300,177)	24%	23%
Non-certificated Salaries & benefits	19,284,703	5,014,023	5,818,786	(804,763)	30%	26%
<b>Sub-Total</b>	<b>74,058,475</b>	<b>17,611,990</b>	<b>18,716,931</b>	<b>(1,104,941)</b>	<b>27%</b>	<b>25%</b>
Supplies and services	27,077,219	8,123,166	7,944,397	178,769	29%	30%
Amortization	5,993,588	1,498,397	1,570,959	(72,562)	26%	25%
Interest charges	-	-	2,155	(2,155)	100%	25%
<b>Total expenses</b>	<b>107,129,282</b>	<b>27,233,553</b>	<b>28,234,442</b>	<b>(1,000,889)</b>	<b>46%</b>	<b>27%</b>
<b>Surplus/(Deficit)</b>	<b>(969,104)</b>	<b>66,278</b>	<b>8,134</b>	<b>(58,144)</b>		

*The first quarter shows a minimal surplus as expected. Historically Q1 revenues are higher than subsequent quarters, these include SGF funds collected by schools and enrolment of students in International Student Services. Note that the increase in fees versus budget is due to a reclassification of some sales and services revenue to the extra curricular fees category per Alberta Education guidelines and in part was not a change in actual amounts collected by schools.*

*Certificated Salaries and benefits are higher than projected. Supplies and services are variable, but typically higher in the first three quarters of the year and these expenses also variably increase in tandem with SGF and ISS revenue increases.*

**B NOTES ON COMPARISON TO BUDGET –TIMING OF REVENUES HIGHER IN FIRST QUARTER OF YEAR**

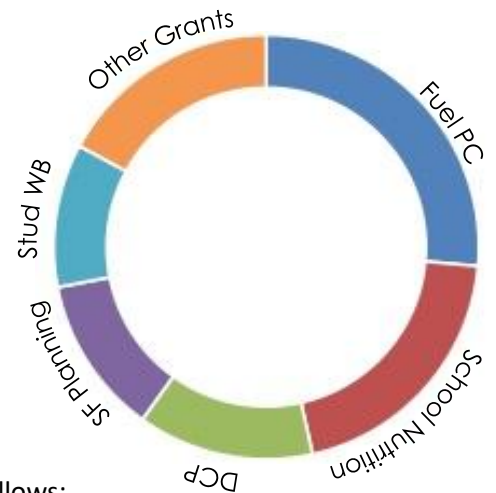
The year-to-date **surplus of revenues over expenses** vs a projected deficit is due to the timing of when some amounts are recorded as revenue. Higher revenues typically recorded at the start of the year include:



In these categories, expenses typically lag behind revenue recognition, creating surpluses in the first quarter. We expect surpluses in the above categories to decrease in subsequent quarters as the full years’ expenses are incurred.

- **Additional Payments from Alberta Education** are normally disbursed on a monthly basis. Exceptions to this are those payments which are received either annually, bi-annually or as a one-time-payment:

Additional Payments Received Q1	Amount Received
■ Dual Credit Program	98,603
■ School Nutrition	74,845
■ Dual Credit Programming-Start Up	50,000
■ Fuel Price Contingency	44,942
■ Low Incidence Supports/Services	40,800
■ Other Irregular Grants < 40K	63,756
	<u>376,946</u>



- **School Generated Funds** Included in the Q1 operations are as follows:

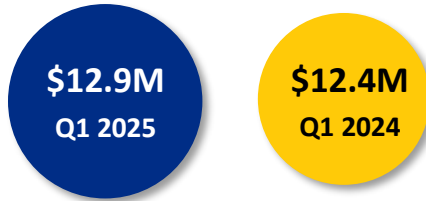
Category	SGF amounts collected - Q1	
	Current year	Prior year
Fees	1,369,490	1,155,435
Athletics	304,349	379,428
Cafeteria/Lunch Programs	181,141	169,099
Trips	145,595	195,172
FT Kindergarten	64,346	70,159
<b>Total</b>	<b><u>2,064,921</u></b>	<b><u>1,969,293</u></b>

The majority of SGF fees are received and recorded in the first three quarters of the school year and represent current programs for students. All fees charged by schools are cost neutral.

C **NOTES ON COMPARISON TO BUDGET –EXPENSES WITHIN EXPECTATIONS**

**Certificated Salaries and Benefits**

Total certificated salaries and benefits for the Q1 were **\$12.9M** (24% of a \$54.8M budget) which is within the range of what the budget would permit by the 2<sup>nd</sup> quarter.



*Overall, certificated salary and benefit costs are under the annual budgeted amounts.*

**Non-Certificated Salaries and Benefits**

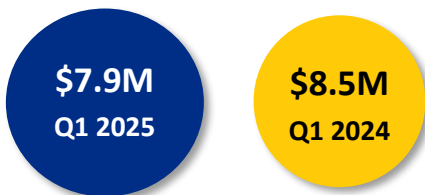
Total non-certificated salaries and benefits for the Q1 were **\$5.8M** (30% of an \$19.3M budget) which is higher than the pro-rated budget. A significant portion of non-certificated staff is paid over 10 months and not 12 months; therefore, the expenditure is typically higher for first 10 months but decreases in the last two months of the fiscal year.



*Enrolment fluctuations in the fall may require staffing adjustments. As a result the budgeted amounts are often higher until June and balance out by the end of the year. Also, payroll costs trend lower over the summer months: we anticipate some fluctuation in quarterly labour costs.*

**Supplies and Services**

Supplies and services year-to-date are **\$7.9M** (29% of \$27.1M budget). Typically, many of these costs occur over a 10-month school year and not the 12-month fiscal year, resulting in higher costs in the first 3 quarters and lower costs in the 4<sup>th</sup> quarter. Department managers will continue to carefully monitor their budgets to ensure they stay within their spending limits.



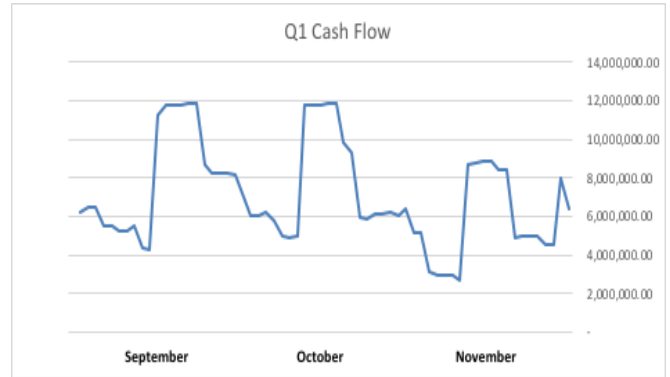
*Overall, supply costs year-to-date are higher than the prior year, and within an acceptable range of the Q1 benchmark. Because supplies and services are variable expenses, we typically expect an increase in tandem with SGF and ISS revenues increases; representing the cost of implementing increased trips, activities, and co-curricular programming.*

III AVERAGE SOURCE AND USE OF CASH

A CASH REMAINS ABOVE 2M TARGET BALANCE

Monthly Cash Flow September

Grants	7,959,501
ISS Revenue	403,361
SGF Revenue	1,032,461
<b>Total Cash In</b>	<b>9,395,323</b>
Accounts Payable	2,774,577
Payroll	6,846,470
SGF amounts	1,321,775
Board Funded Capital Payments	12,561
<b>Total Cash Out</b>	<b>10,955,383</b>



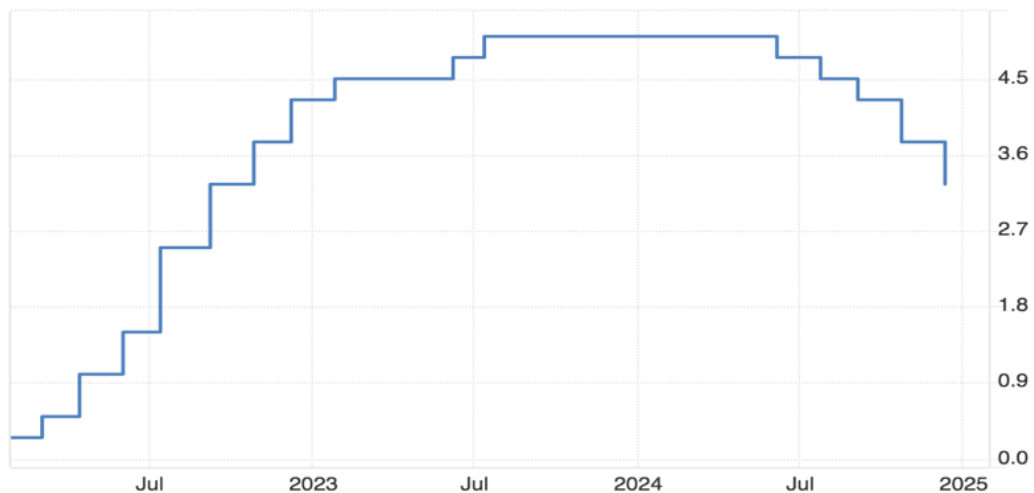
B GOLDEN HILLS TAKES ADVANTAGE OF HIGH INTEREST EARNING INVESTMENT VEHICLES

As of November 31, 2024, **\$11.5M** of the cash balance has been invested into GIC's with maturing dates ranging from December 9, 2024 to April 25, 2027, earning yields averaging 4.61%. Of these investments, **\$1M** are cashable within 90 days.

As at the end of Q1 2025 \$445K interest was accrued for payout at maturity on these 100% guaranteed investments.

Compared with the BOC interest rate which stands at 3.25%, management expects a favourable return on it's cash flow over the next two fiscal years as a result of favourable timing of when these GIC investments were secured.

CA Interest Rate - percent



**IV REVENUE AND EXPENSES BY ENVELOPE**

**A**

**Golden Hills School Division  
Revenue and Expenses by Envelope  
From September 1, 2024 - November 30, 2024**

	SGF	ECS-Grade 12	Operations and Maintenance	Transportation	Board and System Admin	External Services	Total	Budget %	Benchmark %
<b>Revenue</b>									
Alberta Education/ Infrastructure	-	17,235,787	1,814,256	1,422,457	785,725	-	21,258,225	25%	25%
Federal Gov't/First Nations	-	572,179	-	-	-	-	572,179	24%	25%
Fees	1,265,625	196,263	-	-	-	-	1,461,888	95%	25%
Fundraising revenues -SGF	109,612	-	-	-	-	-	109,612	32%	25%
Other sales & services	614,057	744,352	-	17,683	-	1,872,038	3,248,130	30%	25%
Investment Income	-	-	-	-	223,224	2,731	225,955	30%	25%
Gifts & donations -SGF	-	25,200	-	-	-	-	25,200	38%	25%
Rental of facilities	-	1,320	5,742	-	-	-	7,062	5%	25%
Gain on disposal of Capital assets	-	-	-	6,525	-	-	6,525	100%	0%
Other revenues	-	200,499	-	-	4,353	-	204,852	100%	30%
Amortization of capital allocations	-	69,436	1,053,512	-	-	-	1,122,948	25%	25%
<b>Total revenues</b>	<b>1,989,294</b>	<b>19,045,036</b>	<b>2,873,510</b>	<b>1,446,665</b>	<b>1,013,302</b>	<b>1,874,769</b>	<b>28,242,576</b>	<b>40%</b>	<b>23%</b>
<b>Expenditures</b>									
Certificated salaries & wages	-	10,472,894	-	-	147,315	59,863	10,680,072	24%	25%
Certificated benefits	-	2,196,345	-	-	17,520	4,208	2,218,073	21%	25%
Non-certificated salaries & wages	-	2,791,650	586,560	635,354	324,216	263,826	4,601,606	30%	26%
Non-certificated benefits	-	855,747	149,935	81,654	79,870	49,974	1,217,180	32%	26%
Service, contracts and supplies	2,149,076	2,733,255	1,042,023	383,524	311,824	1,324,695	7,944,397	29%	25%
Amortization	-	191,584	1,078,416	197,450	63,755	39,754	1,570,959	26%	25%
Interest/bank charges	-	120	-	-	-	2,035	2,155	100%	25%
<b>Total expenses</b>	<b>2,149,076</b>	<b>19,241,595</b>	<b>2,856,934</b>	<b>1,297,982</b>	<b>944,500</b>	<b>1,744,355</b>	<b>28,234,442</b>	<b>38%</b>	<b>25%</b>
<b>Positive/-Negative variance to date</b>	<b>(159,782)</b>	<b>(196,559)</b>	<b>16,576</b>	<b>148,683</b>	<b>68,802</b>	<b>130,414</b>	<b>8,134</b>		

ECS-Grade 12 labour cost analysis	Prior Yr Q1	Current Yr Q1	\$ Change	% Change
Certificated salaries	10,050,791	10,472,894	422,103	4.2%
Certificated benefits	2,113,270	2,196,345	83,075	3.9%
Non-certificated salaries & wages	2,565,284	2,791,650	226,366	8.8%
Non-certificated benefits	727,975	855,747	127,772	17.6%
<b>Total ECS-Grade 12 labour cost</b>	<b>15,457,320</b>	<b>16,316,636</b>	<b>859,316</b>	<b>5.6%</b>

**B ANALYSIS OF REVENUE/EXPENSES BY ENVELOPE**

**1. INSTRUCTION**

*School Generated Funds are allowable fees collected and held by individual schools and are associated with non-curricular supplies and travel as well as other fees to enhance education. To follow Alberta Education guidelines, some amounts have been reclassified from "Other Sales and Services" category to "Fees" revenue. A lease agreement with Alberta Infrastructure was not renewed in September, and the building was used for GHSD staff and students instead. The lower than budgeted rental revenue was offset by lower rental expenses.*

2. PLANT OPERATIONS AND MAINTENANCE (PO&M)

Golden Hills School Division  
Statement of Revenue and Expenses - Comparison to Budget  
Plant Operations and Maintenance  
Period - September 1 2024 - November 30, 2024

	Annual Budget	Q1 Budget	Q1 Actuals	Budget Remaining \$	Q1 Budget %	Q1 Benchmark %
<b>Revenues</b>						
Alberta Education	7,029,856	1,757,464	1,814,256	5,215,600	26%	25%
Other revenues	0	0	5,742	-5,742	100%	25%
Amortization of capital allocations	4,096,256	1,024,064	1,053,512	3,042,744	26%	25%
<b>Total revenues</b>	<b>11,126,112</b>	<b>2,781,528</b>	<b>2,873,510</b>	<b>8,252,602</b>	<b>51%</b>	<b>25%</b>
<b>Expenses</b>						
Non-certificated salaries & benefits	3,014,122	753,531	736,495	2,277,627	24%	25%
Supplies and services	4,487,921	1,121,980	1,042,023	3,445,898	23%	25%
Amortization	4,243,274	1,060,819	1,078,416	3,164,858	25%	25%
<b>Total expenses</b>	<b>11,745,317</b>	<b>2,936,329</b>	<b>2,856,934</b>	<b>8,888,383</b>	<b>24%</b>	<b>25%</b>
<b>Surplus/(deficit)</b>	<b>(619,205)</b>	<b>(154,801)</b>	<b>16,576</b>			

	Prior Year Q1	Current Year Q1	% Change
<b>Expenses</b>			
Non-certificated salaries & wages	542,782	586,560	8.1%
Non-certificated benefits	144,810	149,935	3.5%
<b>Total Labour expenses</b>	<b>687,592</b>	<b>736,495</b>	<b>7.1%</b>
Services, contracts & supplies	1,375,006	1,042,023	-24.2%
Amortization	1,121,669	1,078,416	-3.9%
<b>Total service &amp; supplies</b>	<b>2,496,675</b>	<b>2,120,439</b>	<b>-15.1%</b>
<b>Total expenses</b>	<b>3,184,267</b>	<b>2,856,934</b>	<b>-10.3%</b>

*The annualized bottom line agrees to the estimated budget for the year, with some timing variations in revenue and spending. Management anticipates PO&M to meet its budget target at year-end.*

3. TRANSPORTATION

**Golden Hills School Division**  
**Statement of Revenue and Expenses - Comparison to Budget**  
**Transportation**  
**Period - September 1, 2024 - November 30, 2024**

	Annual Budget	Q1 Prorated Budget	Q1 Actuals	Budget Remaining \$	Q1 Budget %	Q1 Benchmark %
<b>Revenues</b>						
Alberta Education	5,255,074	1,313,769	1,422,457	3,832,617	27.1%	25.0%
Other revenues	0	0	24,208	(24,208)	100.0%	25.0%
<b>Total revenues</b>	<b>5,255,074</b>	<b>1,313,769</b>	<b>1,446,665</b>	<b>3,808,409</b>	<b>27.5%</b>	<b>25.0%</b>
<b>Expenses</b>						
Non-certificated salaries & benefits	2,353,825	588,456	717,008	1,636,817	30.5%	25.0%
Contracted Bus Services	100,000	30,000	28,597	71,403	28.6%	30.0%
Fuel	960,000	240,000	178,432	781,568	18.6%	25.0%
Other Supplies and services	1,301,584	325,396	176,495	1,125,089	13.6%	25.0%
Amortization	539,665	134,916	197,450	342,215	36.6%	25.0%
<b>Total expenses</b>	<b>5,255,074</b>	<b>1,366,319</b>	<b>1,297,982</b>	<b>3,957,092</b>	<b>24.7%</b>	<b>26.0%</b>
<b>Surplus/(deficit)</b>	<b>-</b>	<b>(52,551)</b>	<b>148,683</b>			

	Prior Yr Q1	Current Yr Q1	% Change
<b>Expenses</b>			
Non-certificated salaries & wages	553,025	635,354	14.9%
Non-certificated benefits	70,121	81,654	16.4%
<b>Total Labour expenses</b>	<b>623,146</b>	<b>717,008</b>	<b>15.1%</b>
Services, contracts & supplies	608,378	383,524	-37.0%
Amortization	144,360	197,450	36.8%
<b>Total service &amp; supplies</b>	<b>752,738</b>	<b>580,974</b>	<b>-22.8%</b>
<b>Total expenses</b>	<b>1,375,884</b>	<b>1,297,982</b>	<b>-5.7%</b>

*Overall, with careful monitoring of expenses throughout the year, management anticipates Transportation to meet its budget target by year-end.*



**4. BOARD AND SYSTEM ADMINISTRATION**

Board and System Administration currently has a positive variance of **68.8K** for the 1<sup>st</sup> quarter of the current year compared to the annual budget. The majority of this variance is due to investment income earned to date which was significantly higher than budgeted, excluding this line item revenues and expenses are expected to reach a breakeven point by year end.

Note: Alberta Education makes a provision for a separate System Administration Targeted Grant. The 2.8K grant amount has remained static since 2019.

**Golden Hills School Division  
Statement of Revenue and Expenses - Comparison to Budget  
Board of Trustees  
Period - September 1, 2024 - Nov 30, 2024**

	Annual Budget	YTD Actuals	Budget Remaining	% Budget Used
<b>Revenues</b>				
Budgeted Revenues	301,050	301,050	-	100%
<b>Total revenues</b>	<b>301,050</b>	<b>301,050</b>	<b>-</b>	<b>100%</b>
<b>Expenses</b>				
Trustee Earnings and Benefits	212,050	42,490	169,560	20%
Trustee Travel & Supplies	89,000	19,144	69,856	22%
<b>Total expenses</b>	<b>301,050</b>	<b>61,634</b>	<b>239,416</b>	<b>20%</b>

*To date, Board expenses are in line with the range of projected expenditure amounts.*

5. EXTERNAL SERVICES

**Golden Hills School Division**  
**Statement of Revenue and Expenses - Current to Prior Year Comparison**  
**External Services**  
**Period - Q1 2025 vs Q1 2024**

	Q1 2024	Q1 2025	\$ Change	% Change
<b>Total revenues</b>	<b>2,333,310</b>	<b>1,874,769</b>	<b>(458,541)</b>	<b>-20%</b>
<b>Expenditures</b>				
Certificated salaries & wages	59,863	59,863	-	0%
Certificated benefits	4,041	4,208	167	4%
Non-certificated salaries & wages	239,367	263,826	24,459	10%
Non-certificated benefits	46,235	49,974	3,739	8%
Service, contracts and supplies	1,398,159	1,324,695	(73,464)	-5%
Amortization	39,059	39,754	695	2%
Interest/bank charges	5,976	2,035	(3,941)	-66%
<b>Total expenses</b>	<b>1,792,700</b>	<b>1,744,355</b>	<b>(48,345)</b>	<b>-3%</b>
<b>Net Surplus/(deficit) to date</b>	<b>540,610</b>	<b>130,414</b>	<b>(410,196)</b>	<b>-</b>

Despite a decrease in revenues of **458K** vs Q1 of the previous year, External Services continues to see strong demand.

**Q1 ISS REVENUE**  
**\$1.9M**  
 Down 20% from prior year

**ENROLMENT**  
**267**

**STUDENTS**



Students represent 24 countries and territories around the world

**DORM OCCUPANCY**

**97%**

Strathmore dorm capacity – 96  
 Drumheller dorm capacity - 88

**NON-DORM**

Homestay - 20  
 Resides With – 67  
 Online - 1

External Services includes International Services, joint-use agreements, and external contract service agreements. Included within this period is the recognition of **\$1.9M** of **ISS tuition fees** revenue, out of the total **\$6.2M** unearned revenue as at Aug 31, 2024. ISS Revenues are received in unequal amounts throughout the year, and most international students prepay tuition several months in advance. As a result, this unearned tuition revenue related to the 2024/2025 fiscal year is pro-rated to each quarter based on an estimation of related expenses (35%/30%/25%/10%), while expenses are recognized when they occur.

GHSD charges a fixed 3.6% admin fee to the ISS and Siksika programs to recognize the administrative costs that these programs use, but which are otherwise not directly charged to the program accounts.

Expenses are expected to increase in future quarters versus revenues and management expects external services to continue to remain in a surplus position to year-end. These dollars will allow us to invest in our dorm facilities which had significant capital maintenance in 2024, with more expected in the current year.

## **6. SUMMARY AND ACCUMULATED SURPLUS**

As at September 1, 2024 the ASO – Accumulated Surplus from Operations totalled **\$5.2M**. Management forecasts that the surplus will be reduced by **969K** in the current fiscal year on a cash basis.

Non-cash accounting items affecting the accumulated surplus include:

- Board funded capital expenses
- Unsupported debt repayments
- Amortization/revenue recognition of Alberta Infrastructure supported capital amounts

These non-cash items are expected to increase ASO by **1.1M** in the current year.

Management forecasts an ending ASO of **5.33M** by year end.

### **QUARTERLY SUMMARY**

*Golden Hills continues to manage expenses in line with expected funding despite higher cost inflation in some areas. At the end of Q1 Golden Hills is in a surplus position for the year.*

*Overall, GHSD is keeping expenditures within the parameters of the Board's May 2024 approved and submitted 2024-25 budget.*

*We continue to fund programs that are in alignment with our goals and vision of inspiring confident, connected, caring citizens of the world.*



## ENROLMENT BACKGROUNDER

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

January 21, 2025

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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 the September 30, 2024, enrolment of provincially funded students, Siksika funded students and International funded students.

### **Recommendation:**

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

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Jeff Grimsdale  
Superintendent

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Tahra Sabir  
Secretary Treasurer

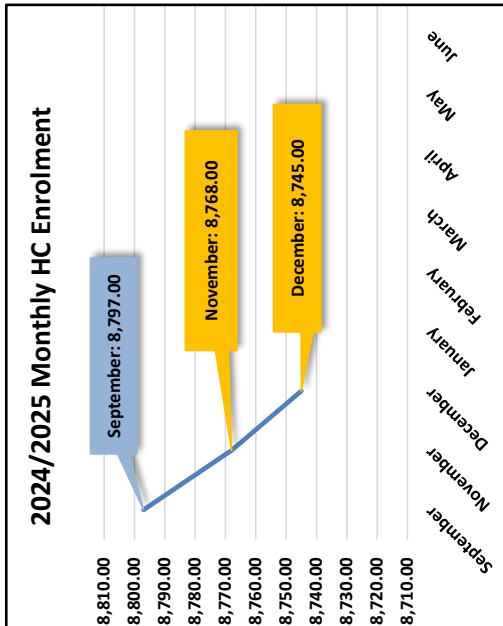
# Golden Hills School Division Enrolment

## Schools - Month to Month Comparison

No 30 to Dec 31, 2024

\*Please note kindergarten adjusted to 1.0

\* Enrolment information has been adjusted for the New Funding Model



Configuration	School	September 30, 2024*	December 31, 2024	November 30, 2024	Difference
K-6, 10-12	Acme School	225.00	218.00	218.00	0.00
K-9	Carbon School	60.00	60.00	60.00	0.00
K-6	Carsland School	77.00	75.00	77.00	-2.00
7-9	Crowther Memorial Jr. High School	466.00	468.00	466.00	2.00
K-9	Dr. Elliott Community School	191.00	192.00	192.00	0.00
7-12	Drumheller Valley Secondary School	364.00	363.00	364.00	-1.00
K-6	École Brentwood Elementary School	186.00	186.00	185.00	1.00
K-12	George Freeman	476.00	468.00	470.00	-2.00
K-6	Greentree School	361.00	365.00	366.00	-1.00
K-12	Prairie Christian Academy School	316.00	314.00	314.00	0.00
10-12	Strathmore High School	694.00	697.00	699.00	-2.00
K-12	Three Hills School	449.00	449.00	449.00	0.00
K-9	Trinity Christian Academy	247.00	245.00	247.00	-2.00
K-12	Trochu Valley School	270.00	269.00	271.00	-2.00
K-6	Westmount School	372.00	368.00	369.00	-1.00
K-12	Wheatland Crossing	326.00	325.00	328.00	-3.00
K-6	Wheatland Elementary School	310.00	313.00	313.00	0.00
	<b>Sub Total</b>	<b>5,390.00</b>	<b>5,375.00</b>	<b>5,388.00</b>	<b>-13.00</b>
7-9	Colonies	405.00	400.00	403.00	-3.00
7-12	Drumheller Outreach	12.00	16.00	13.00	3.00
1-12	Golden Hills Learning Academy	926.00	908.00	911.00	-3.00
1-12	NorthStar Academy	394.00	394.00	394.00	0.00
7-12	Strathmore StoreFront	144.00	137.00	143.00	-6.00
	<b>Sub Total</b>	<b>1,881.00</b>	<b>1,855.00</b>	<b>1,864.00</b>	<b>(9.00)</b>
	Homeschool	882.00	878.00	882.00	-4.00
	Shared Responsibility	199.00	195.00	196.00	-1.00
	<b>Sub Total</b>	<b>1,081.00</b>	<b>1,073.00</b>	<b>1,078.00</b>	<b>-5.00</b>
	<b>Provincial Total</b>	<b>8,352.00</b>	<b>8,303.00</b>	<b>8,330.00</b>	<b>-27.00</b>
	Siksika	148.00	148.00	148.00	0.00
	International (Incl. Online)	297.00	294.00	290.00	4.00
	<b>Sub Total</b>	<b>445.00</b>	<b>442.00</b>	<b>438.00</b>	<b>4.00</b>
	<b>Total HEADCOUNT</b>	<b>8,797.00</b>	<b>8,745.00</b>	<b>8,768.00</b>	<b>-23.00</b>



## CANADA REVENUE AGENCY (CRA) Mileage Rate Review

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

**January 21, 2025**

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### **Background:**

The Board of Trustees last reviewed the Mileage Rate at the January 23, 2024, Board meeting and decided to align with the Canada Revenue Agency (CRA) mileage rate.

2024 CRA mileage rates will increase as of January 1, 2024, as below:

- \$0.70 per kilometre for the first 5,000 kilometres driven,
- \$0.64 per kilometre driven after that.

2025 CRA mileage rates will increase as of January 1, 2025, as below:

- \$0.72 per kilometre for the first 5,000 Kilometres driven,
- \$0.66 per kilometre driven after that.

For convenience, those who drive more than 5,000 kilometres, the annual rate would be \$0.68 per kilometre.

### **Recommendation:**

That the Board of Trustees receives the Canada Revenue Agency (CRA) mileage rate as information.

A handwritten signature in blue ink, appearing to read "J. Grimsdale".

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Jeff Grimsdale  
Superintendent of Schools

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

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Tahra Sabir  
Secretary Treasurer



## SCHOOL SUMMARIES MONITORING REPORT

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

January 21, 2025

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### **Background:**

Annually administration review schools and provides information to assist the board in decisions related to the annual budget and capital planning. The School Summaries Report summarizes key information for each school and the jurisdiction including enrolment trends, facilities information, and budget data.

The information informs the allocation of resources to support the vision (*Inspiring confident, connected, caring citizens of the world*) and mission (*Intentionally maximizing learning for all*).

- School Summaries Report will be handed out at Board Meeting.

### **Recommendation:**

It is recommended that the Board of Trustees receives and reviews the School Summaries Report as information.

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Jeff Grimsdale  
Superintendent

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Tahra Sabir  
Secretary Treasurer



## INCLUSIVE EDUCATION

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

January 21, 2025

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**Background:** Golden Hills School Division continues to provide support and services to ensure that our students with diverse learning needs receive a quality education thus ensuring them the opportunity to best achieve their potential.

**Recommendation:**

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

A handwritten signature in blue ink, appearing to read "J. Grimsdale", is positioned above a horizontal line.

Jeff Grimsdale  
Superintendent of Schools





**Golden Hills School Division  
Report to the Regular Meeting of the Board of Trustees**

**January 21, 2025**

**To:** Jeff Grimsdale  
Superintendent of Schools

**From:** Deborah Nunziata  
Student Services Coordinator

**Re:** Inclusive Education

**Purpose:** Information for the Board of Trustees and for the Record

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**Foundational Values That Guide Service Delivery**

Alberta’s education system is built upon a values-based approach that accepts responsibility for the important contribution schools play in the academic, social, emotional, behavioral, and ethical development of ALL children and youth. Golden Hills School Division (GHSD) strives to provide a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging for staff and students that enables them to experience success across domains.

**Who Do We Serve?**

An Inclusive Education Model supports ALL students when they require a program adaptations or service to be successful. There are, however, students who require more specialized assessment and intervention to have a positive school experience.

**2023-2024 Inclusive Education Data**

GHSD Coding Profile

	<b>2013-2014</b>	<b>2018-2019</b>	<b>2023-2024</b>
Mild Moderate	716	890	1329
Severe	272	334	396
ELL	754	861	1049

## **Why is it Important to have a Flexible and Adaptable model of Inclusive Education?**

Golden Hills School Division continues to a model of best practice in their commitment to supporting the wide range of diverse learners in their communities. We are widely recognized provincially as leaders in our approach to service delivery. As the needs of our student population grow and change, coupled with diminishing services in other government sector and community resources, GHSD has need to utilize a continuous growth model where we examine best practices in services delivery coupled with assessing the needs of our students and their families.

### Specialized Programs

GHSD provides a continuum of evidence-based services and programs to support the diverse learners. Timely supports including psychological services, counselling, and instructional coaching are provided in our schools. Psychiatric consultation (Dr. Joan Besant) through the Connections program offers additional mental health support for students and their families. We are excited that in September 2024, we also have secured the services of a Developmental Pediatrician (Dr. Sarah Hustad) to offer monthly Connections clinics. Dr. Hustad will be able to provide a medical perspective on a wide range of developmental, social-emotional and behavioral challenges that student may present with, especially the increase in student presenting with feature of Autism Spectrum Disorder.

Some of our students benefit from specialized programs and these continue to expand to meet the growing needs. In 2023-2024 we added an additional Elementary Strive program and Green Zone Program. To address the increase population and diversity within the Anchor program in 2024-2025 we have created a Gr. 8/9 Storefront program for High-Risk youth and changed the model of the Outreach program in Drumheller to support more student. The Drumheller Outreach program is now under the direct of the GHLA. We have worked hard to improve our referral and placement proceed to all of our specialized learning programs. With support of Educational Assistants many of our students with Severe needs are served in the regular classroom setting. Managing the allocation of Educational Assistants requires a thoughtful triage approach as the demands are high. The safety of staff and students is always our first and foremost consideration.

### Student Services Professionals

#### *Educational Consultants*

GHSD is truly exceptional in its commitment to providing psychological services to students, their families, and school-based teams. The Student Services team consists of registered, provisional and intern psychologists. In GHSD we refer to our School Psychologists as Educational Consultants. Our Educational Consultants are highly trained mental health professionals with knowledge, skills and expertise in human learning and behavior; child development and mental health, which they apply to services such as assessment and diagnosis, prevention, and intervention, as well as collaborative consultation with educators, parents, community practitioners, schools, and system administrators.

Educational Consultants operate as members of the school teams who provide oversight to the service delivery needs unique to their school setting. Educational Consultants bring unique and complementary knowledge, skills, and perspectives to the consultative process. The focus of our roles must adapt to the changing landscape of education.

School staff are working incredibly hard to provide the best possible education for our students, however, they are facing increasing demands. Our Educational Consultants are dedicated to partnering with them and providing the support they need to succeed. Educational Consultants collaborated with administrators to develop policy around cell phone use and other technology use concerns. They play a key role in working with teachers in the provision of appropriate assistive technology for their students.

Educational Consultants spend a significant amount of their time (approximately 35 percent) consulting with teachers in and outside the classroom as they problem solve together to respond to societal pressures. Educational consultants provide both practical suggestions and emotional support to school staff that is grounded in best practice. They offer on-going professional development of school staff and participate in Collaborative Learning days.

Our Educational Consultants are spending increasing amounts of time meeting and problem-solving with parents on their own and as part of the school team. In a survey last year of our Educational Consultants on average 25 percent of their time is spent working with parents.

Conducting psychoeducational assessment still is an important service provided by educational Consultants and on average consumes 25 percent of their time. In 2023-2024 our team completed over 170 psychological assessments that supported the development of evidence-based intervention plans. They also completed 33 behavioral assessments, and 10 risk assessments. It should be noted that FSCRC complete most of our Suicidal ideation risk assessment, so the numbers are much higher than reflected here.

A growing request of our psychologists is to complete government applications for various types of support (PDD/AISH/Child Tax credit) as the forms are difficult for some parents to complete. In addition, from September to December, Educational Consultants gather the extensive data needed for Kindergarten Severe and Program Unit Funding. Because of their exemplary work from year to year, the Student Services team was proud and delighted to be exempt from this years PUF /Severe Alberta Education audit. Educational Consults devote about 15 percent of their time to administrative tasks.

We continue to collect data regarding how psychologists play an important role in schools through our involvement in the **Integrated School Support Program (ISSP)** research project. This project is a prevention-based initiative first spearheaded by the Calgary Police Service that seeks to aid at-risk children by providing them with the necessary supports to thrive both academically and socially. The ISSP offers a positive police presence in the schools, on-site psychologists, physical education specialists, and nutrition, and afterschool programs. With a focus on multiple literacies (reading, writing, numeracy, digital, etc.), the program helps to ensure the continued physical and mental health of the students, both of which are critical factors in terms of classroom

learning success. This project has allowed us to have a full-time school psychologist at Wheatland Elementary school for the 2024-2025 year and possibly into the following year.

Members of the GHSD Student Services team continue to be represented on important provincial and national initiatives such as the Mental Health Literacy program, Health Promoting Schools and the updated version of the Response to Suicidal Ideation program. This year GHSD will be involved in the research phase of the development of a Mental Health Literacy program with an Indigenous perspective. GHSD is also represented on the Luna Centre Education Advisory committee.

### *Allied Health Services Professionals*

GHSD continues to oversee the coordination and delivery of Allied Health Services (Speech Language Pathologist-SLP, Occupational Therapist – OT, Physical Therapist - PT). GHSD contracts SLPs, OTs and a PT, to conduct assessments and therapy with students. As well, practice time with trained educational assistants is provided between therapy sessions. Educational Consultants, Teachers and Administrators collaborate with therapists to identify and plan for students who require support. Feedback from administration, teachers, parents, and Educational Consultants is consistently positive. Last year, 534 students were served by these professionals.

As part of Allied Health Services, GHSD coordinates Low Incidence supports for students with significant communication delays, who are deaf or hard of hearing, or who are blind or have low vision. These students require specialized assessments and often assistive technology, to be successful in the classroom. Renfrew Educational Services works directly with students and school team members to ensure students have necessary accommodations and ongoing support. Renfrew worked with 48 students in GHSD. We will be continuing our partnership with Renfrew Educational Services. During this year, Alberta Education provided additional Low Incidence funding to support students. GHSD was able to provide increased therapy as well as additional assistive technology tools.

### *English as a Second Language*

The English as a Second Language (ESL) team continued to work collaboratively with teachers to support English Language Learners. The past school year, GHSD again welcomed several students with limited English. To support the transition, the ESL team helped to curate several resources for teachers both in Instructional Media Centre and through the GHSD HUB. Professional development opportunities were offered to teachers, and the ESL team met with teachers regularly to build capacity and will continue to provide support for teachers that best meet their needs

## **Moving Forward**

The research is clear that students who have diverse learning needs and receive appropriate psychological interventions have better outcomes in school and in life. Schools are a natural environment for children and youth to participate in mental health services. We are very fortunate

in GHSD that the School Board continues to recognize this and provides funding for the resources needed to support inclusive education.

In the year ahead, a major goal for Inclusive Education is the revamping of our Individualized Support Plan/Individualized Program Plan documents. The Student Services Team and Instructional Services Team are collaborating to create one user friendly document that will enable us to more effectively measure the outcomes of the high quality supports we provide as well as communicate these results clearly to the students, their parents/guardians, teachers and other professionals who may be part of the learning team.

GHSD continues to focus on student well-being and social- emotional learning as outlined in the Well-Being framework. Our work with Dr. David Tranter and Third Path is assisting us in creating a solid relationship-based foundation for our service delivery model.

Given the growing population of students who require highly specialized learning environments we will also be continuously evaluating our current alternative programs to ensure our resources are being utilized efficaciously.

Overall, in GHSD we will continue to explore and implement evidence-based practices in Inclusive Education to ensure that students and families in GHSD can flourish.

**Recommendation:** That the Board of Trustees receives the Inclusive Education report for information and the record.