



REGULAR MEETING OF THE BOARD OF TRUSTEES

RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW

AIRDRIE, AB

OCTOBER 8, 2020

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. In Camera Meeting
4. Motions Arising from In Camera
5. Approval of Minutes
 - a) Organizational Board Meeting – September 24, 2020
 - b) Regular Board Meeting – September 24, 2020
6. Superintendent's Report
7. Chair's Report/Correspondence
8. Committee Reports
 - a) Budget (w/motion)
 - b) Planning
 - c) Other
9. Trustee Reports
10. New Business
11. Adjournment

This unofficial agenda is subject to change and is not *official* until approved at the Board meeting.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

OCTOBER 8, 2020

AGENDA

1. Purchase Orders Over \$200,000
2. Preliminary September 30 Enrollment Update

ACTION

Information

Information

A handwritten signature in black ink, appearing to read "Greg Luterbach", with a small star-like mark above the letter 'i'.

Greg Luterbach
Superintendent of Schools



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Purchase Orders Over \$200,000

Date of Meeting: October 8, 2020

Background:

This information item is to provide notification, in accordance with Administrative Procedure AP5201, to the Board of Trustees that purchase orders have been issued over the amount of \$200,000. Any purchase over the \$200,000 limit is to be reported to the Board of Trustees.

Current Status:

From June 1st, 2020 to August 31st, 2020 the following purchase orders were issued for an amount over \$200,000.

- 1. Purchase Order 098096 Issued to Blue Imp**
PO 098096 was issued in the amount of \$211,662.15. This Purchase Order relates to the supply and installation of the playground at Northcott Prairie School.
- 2. Purchase Order 098199 Issued to Lynnwood Roofing-Prequalified Vendor.**
PO 098199 was issued in the amount of \$224,175.00. This Purchase Order relates to a large roof section replacement at Meadowbrook School. This purchase falls into the IMR fund allocation.
- 3. Purchase Order 098201 Issued to Freeze Maxwell Roofing-Prequalified Vendor.**
PO 098201 was issued in the amount of \$610,496.78. This Purchase Order relates to a major roof replacement at Springbank Community High School. This purchase falls into the CMR fund allocation.
- 4. Purchase Order 098209 Issued to United Roofing Inc-Prequalified Vendor.**
PO 098209 was issued in the amount of \$1,321,545.75. This Purchase Order relates to a complete roof replacement, except for 4 small sections, at Bert Church High School. This purchase falls into the CMR fund allocation.
- 5. Purchase Order 098215 Issued to Canterbury Roofing-Prequalified Vendor.**
PO 098215 was issued in the amount of \$360,077.55. This Purchase Order relates to a large roof section replacement at Springbank Middle School. This purchase falls into the IMR fund allocation.
- 6. Purchase Order 098239 Issued to Apple Canada.**
PO 098239 was issued in the amount of \$1,269,796.50. This Purchase Order relates to 900 MacBook Airs as part of Phased III evergreening.

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

7. Purchase Order 098254 Issued to Ainsworth Inc.

PO 098254 was issued in the amount of \$207,531.45. This Purchase Order relates to RFP Q-20-33 replacing old incandescent parking lot lighting with solar lighting at Springbank High School and Chestermere High School. This purchase falls into the IMR fund allocation.

8. Purchase Order 098300 Issued to AG Creations.

PO 098300 was issued in the amount of \$234,869.25. This Purchase Order relates to RFP Q-20-01 Education Centre Parking Lot Expansion.

9. Purchase Order 098305 Issued to Boulder Mechanical Contractors Ltd.

PO 098305 was issued in the amount of \$222,254.55. This Purchase Order relates to RFP Q-20-34 a large reno including water main replacement, valve replacements, and lighting replacements at Chestermere High School. This purchase falls into the IMR fund allocation.

10. Purchase Order 098353 Issued to Bayshore Health Calgary.

PO 098353 was issued in the amount of \$262,500.00. This Purchase Order relates to RFP Q-20-06 for specialized medical support for students and schools throughout the Division.

11. Purchase Order 098377 Freeze Maxwell Roofing-Prequalified Vendor.

PO 098377 was issued in the amount of \$338,833.95. This Purchase Order relates to a large roof section replacement at Banded Peak School. This purchase falls into the CMR fund allocation.

Future Direction:

The next accountability report for Purchases Over \$200,000 will come forward to the Board in January 2021.

Recommendation:

The Board of Trustees acknowledges receipt of the information item as presented.



INFORMATION ITEM

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Information Item: September 30, 2020 Enrolment Summary

Date of Meeting: October 8, 2020

Background:

Annually, Rocky View Schools reviews September 30th enrolments.

Current Status:

- Total RVS enrolments for September 30, 2020 have decreased by 348 students (-1.36%) to a total of 25,289 students.
- Please see attachment for school by school enrolments, enrolments by area and preliminary utilization rate of schools.
- 3074 students are learning online.
- 629 students registered through the CLC; of which, 307 K-8 students are home schooling and 322 Gr9-12 students are in Outreach or other option via the CLC.
- The enrolments by grade over the last five years (includes home school, Outreach, and RVS Online):

	2016	2017	2018	2019	2020
Kindergarten	1,953	1,976	2,008	1,918	1,527
Grade 1	1,876	2,006	2,033	2,082	1,893
Grade 2	1,901	1,911	2,072	2,062	1,954
Grade 3	1,968	1,996	1,933	2,123	2,017
Summary	5,745	5,913	6,038	6,267	5,864
Grade 4	1,910	2,041	2,038	2,019	2,035
Grade 5	1,779	1,953	2,115	2,108	1,962
Grade 6	1,686	1,829	1,979	2,178	2,093
Summary	5,375	5,823	6,132	6,305	6,090
Grade 7	1,656	1,726	1,863	2,005	2,117
Grade 8	1,653	1,700	1,750	1,894	1,986
Grade 9	1,602	1,710	1,770	1,815	1,953
Summary	4,911	5,136	5,383	5,714	6,056
Grade 10	1,489	1,612	1,666	1,723	1,764
Grade 11	1,452	1,485	1,569	1,626	1,675
Grade 12	1,420	1,465	1,474	1,541	1,638
Summary	4,361	4,562	4,709	4,890	5,077
Sub Total	22,345	23,410	24,270	25,094	24,614
Colonies	43	44	52	42	46
CLC's	324	316	392	503	629
Total	22,712	23,770	24,714	25,637	25,289
Difference	5.3%	4.7%	4.0%	3.7%	-1.36%
	1,142	1,058	944	923	-348

Recommendation:

The Board of Trustees acknowledges receipt of the September 30, 2020 Enrolment Summary as presented.

SEPTEMBER 30, 2020 - ENROLMENT ANALYSIS

2020 Enrolment / Projection Comparison

	K	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Gr9	Gr10	Gr11	Gr12	K-12
September 30th Enrolment	1533	1956	2012	2059	2075	1998	2123	2143	2013	1974	1813	1724	1866	25289
Assurance Projection (Jan 2020)	1825	2135	2136	2131	2207	2094	2177	2232	2055	1990	1817	1758	1936	26493
Enrolment - Projection	-281	-179	-124	-72	-132	-96	-54	-89	-42	-16	-4	-34	-70	-1204

Enrolment Trends / 2020 Enrolment Comparison

	PreK	K	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Gr9	Gr10	Gr11	Gr12	Total
2019 Actual	71	1849	2097	2070	2133	2030	2120	2197	2019	1906	1840	1753	1692	1860	25,637
2020 Actual	71	1462	1956	2012	2059	2075	1998	2123	2143	2013	1974	1813	1724	1866	25,289
3 year average		1	1.08	1.02	1.04	1.04	1.02	1.03	1.02	1.02	1.05	1.02	0.99	1.01	

Online School

Grade	K	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Gr9	Gr10	Gr11	Gr12	K-12
# of Students		209	243	246	263	246	279	266	300	209	207	286	320	3074

RVS Enrolments - September 30, 2019

ROCKY VIEW SCHOOLS	Grade Structure	Sept. 30, 2020	Sept. 30, 2019	Difference (2020-2019)	PreK	K	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Gr9	Gr10	Gr11	Gr12	2020 Planning Projected Enrolment	Sept 30 Variance to Planning Projection	2020/2021 Capacity*	2020 Preliminary Utilization Rate**
Airdrie Schools																						
A E Bowers	K-4	459	501	-42		19	41	49	49	55									503	-44	584	76%
A E Bowers - FI	K-5					52	42	56	34	34	28											n/a
Cooper's Crossing	K-5	452	520	-68	18	55	72	87	75	74	71								500	-48	607	73%
Edwards	K-5	648	732	-84		21	47	42	55	67	41								673	-25	799	79%
Edwards - FI	K-5					57	56	67	70	60	65											n/a
Heron's Crossing	K-8	816	748	68		89	93	94	87	106	84	98	102	63					845	-29	900	89%
Nose Creek Elementary	K-4	557	593	-36		78	115	115	129	120									617	-60	614	89%
Northcott Prairie	K-7	550	314	236		66	73	40	61	46	59	123	82						545	5	750	71%
Ralph McCall	K-4	488	530	-42		71	89	113	98	117									510	-22	618	75%
Ecole Airdrie Middle	6-8	479	465	14								57	76	70					456	23	536	91%
Ecole Airdrie Middle - FI	6-8											100	96	80							n/a	
Heloise Lorimer	K-5	643	659	-16		90	116	109	103	115	110								710	-67	882	72%
Muriel Clayton	5-8	611	581	30							159	158	156	138					587	24	724	87%
CW Perry	5-8	609	697	-88							119	151	168	171					637	-28	894	71%
R.J.Hawkey	K-5	433	481	-48	18	24	52	39	54	40	53								495	-62	494	87%
RJ Hawkey - Christian Program	K-5					19	35	19	26	26	28										n/a	
Meadowbrook	6-8	496	483	13								156	130	147					565	-69	525	99%
Meadowbrook - Christian Program	6-8											23	25	15								
Windsong Heights	K-8	849	946	-97		79	77	87	86	85	77	85	108	165					921	-72	868	96%
George McDougall	9-12	738	741	-3											107	138	123	127	730	8	944	81%
George McDougall - FI	9-12														68	72	49	54			n/a	
Bert Church High	9-12	1172	1085	87											343	292	274	263	1163	9	1113	109%
WH Croxford	9-12	1101	999	102											320	275	252	254	1144	-43	1174	98%
Subtotal		11101	11075	26	36	720	908	917	927	945	894	951	943	849	838	777	698	698	11601	-500	13026	86%
Chestermere / Indus / Langdon																						
Prairie Waters	K-6	552	569	-17		53	75	85	85	87	81	86							558	-6	682	79%
Rainbow Creek Elem	K-6	527	631	-104		45	67	64	81	89	84	97							597	-70	628	84%
Sarah Thompson	K-5	303	359	-56		41	61	50	57	55	39								351	-48	409	71%
East Lake	K-6	601	660	-59	16	24	49	52	51	63	56	64							658	-57	827	70%
East Lake - FI	K-6					26	31	36	39	24	39	31									n/a	
Indus	K-9	205	232	-27		11	18	22	18	23	23	21	24	21	24				235	-30	259	79%
Prince of Peace	K-9	378	421	-43		8	22	40	40	47	42	55	38	44	42				370	8	400	96%
Langdon	K-9	573	598	-25		15	22	28	39	39	40	103	107	92	88				622	-49	702	81%
Chestermere Lake	7-9	731	664	67									246	216	234				750	-19	797	94%
Chestermere Lake - FI	7-9												15	15	5						n/a	
Chestermere High	10-12	911	920	-9												289	338	284	884	27	1026	92%
Subtotal		4781	5054	-273	16	223	345	377	410	427	404	457	430	388	393	289	338	284	5025	-244	5730	84%
Cochrane / Westbrook / Bearspaw																						
E. Barrett	K-5	516	515	1	19	28	37	44	37	35	56								547	-31	543	93%
E. Barrett - FI	K-5					28	40	56	39	50	47											n/a
Glenbow	K-5	530	482	48		49	79	49	69	51	60								532	-2	548	95%
Glenbow - FI	K-5					32	38	31	28	21	23											n/a
Westbrook	K-8	156	180	-24		12	20	13	23	16	21	20	11	20					179	-23	183	83%
Bearspaw	K-8	534	579	-45		37	41	47	64	77	70	59	77	62					549	-15	688	77%
Manachaban	6-8	442	419	23								78	80	88					422	20	480	93%
Manachaban - FI	6-8											52	76	68							n/a	
Mitford	6-8	206	210	-4								67	74	65					191	15	622	84%
Cochrane Christian	K-8	309	331	-22		37	41	48	38	33	31	25	31	25					350	-41	n/a	
Fireside	K-8	653	628	25		84	94	79	84	64	62	55	68	63					724	-71	788	79%
RancheView	K-8	650	846	-196		56	72	90	70	86	63	68	81	64					811	-161	820	79%
Bow Valley High	9-12	816	739	77											218	192	219	187	821	-5	784	107%
Cochrane High	9-12	881	859	22											178	198	158	187	870	11	994	91%
Cochrane High - FI	9-12														67	32	34	27			n/a	
Subtotal		5693	5788	-95	19	363	462	457	452	433	433	424	498	455	463	422	411	401	5996	-303	6450	88%
Difference from Year Prior				-95																		
Bragg Creek / Springbank																						
Banded Peak	K-8	253	308	-55		6	33	26	29	29	33	33	27	37					299	-46	389	66%
Elbow Valley	K-4	483	492	-9		32	48	63	85	65									475	8	710	66%
Elbow Valley - FI						38	24	37	35	56												
Springbank Middle	5-8	526	529	-3							72	91	103	108					514	12	571	94%
Springbank Middle - FI											35	44	37	36								
Springbank High	9-12	724	721	3											168	166	144	178	712	12	905	82%

RVS Enrolments - September 30, 2019

ROCKY VIEW SCHOOLS	Grade Structure	Sept. 30, 2020	Sept. 30, 2019	Difference (2020-2019)	PreK	K	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Gr9	Gr10	Gr11	Gr12	2020 Planning Projected Enrolment	Sept 30 Variance to Planning Projection	2020/2021 Capacity*	2020 Preliminary Utilization Rate**	
Springbank High - FI	9-12														21	16	17	14					
Subtotal		1986	2050	-64	0	76	105	126	149	150	140	168	167	181	189	182	161	192	2000	-14	2575	78%	
Crossfield																							
Crossfield	K-5	296	300	-4		48	39	53	47	47	62									293	3	363	76%
W.G.Murdoch	6-12	365	369	-4								51	49	75	43	57	44	46		378	-13	419	89%
Subtotal		661	669	-8	0	48	39	53	47	47	62	51	49	75	43	57	44	46	671	-10	782	83%	
Beiseker / Kathryn																							
Beiseker	K-12	264	296	-32		14	12	12	14	23	16	27	19	23	27	37	23	17		289	-25	413	65%
Kathryn	K-8	128	162	-34		12	22	12	18	10	13	15	11	15						160	-32	305	43%
Subtotal		392	458	-66	0	26	34	24	32	33	29	42	30	38	27	37	23	17	449	-57	718	56%	
SUBTOTAL		24614	25094	-480	71	1456	1893	1954	2017	2035	1962	2093	2117	1986	1953	1764	1675	1638	25742	-1128	29281	84%	
Other																							
Learning Centres		629	501	128			60	51	38	36	33	28	19	23	19	46	48	228		501	128		
Colonies		46	42	4		6	3	7	4	4	3	2	7	4	2	3	1			42	4		
Subtotal		675	543	132	0	6	63	58	42	40	36	30	26	27	21	49	49	228	543	132			
RVS TOTAL		25289	25637	-348	71	1462	1956	2012	2059	2075	1998	2123	2143	2013	1974	1813	1724	1866	26285	-996			

DIRECTIVE FOR ACTION



TO: BOARD OF TRUSTEES

FROM: BUDGET COMMITTEE

Item: Safe Return to Class Fund Spending Plan

Date of Meeting: October 8, 2020

Background:

On August 26, 2020 the federal government announced “up to \$2 billion in support for provinces and territories through the Safe Return to Class Fund. This will provide the complementary funding they need, as they work alongside local school boards to ensure the safety of students and staff members throughout the school year”.

On September 2, 2020 the provincial government announced that the \$262.8 million coming to the province would be allocated out to public school jurisdictions, independent school authorities, early childhood services authorities with just over \$12 million held to support school authorities who are seeing a large influx in enrolment due to increased demand for their online learning programs. RVS’ share in total is \$9,285,850 and will be paid out partially in Sept with the rest paid later in the school year.

Current Status:

The federal announcement stated that the funds were to be used for “supporting adapted learning spaces, improved air ventilation, increased hand sanitation and hygiene, and purchases of personal protective equipment and cleaning supplies.”

Provincial website describes that “School authorities will be eligible to access this additional funding for COVID-19-related expenses, including:

- staffing
- adapting learning spaces and personal protective equipment
- cleaning and safety considerations for schools and buses
- supports for special needs students, online learning and teacher training”

Additional reporting to the province will be required by RVS to account for the money and for how it was utilized.

Senior administration met to develop a potential spending plan for these funds in line with federal and provincial requirements. These were presented to the Budget Committee on October 1, 2020 and adjusted based on the committee’s discussion. The Budget Committee passed the following resolution:

The Budget Committee approve the spending plan as amended.

This \$9.3 million spend will be in addition to the \$2 million the Board already committed from reserves to increase caretaking staffing in all schools/sites and \$1.4 million of 2019/2020 operating funds dedicated towards health and safety expenditures approved in June 2020.

DIRECTIVE FOR ACTION



TO: BOARD OF TRUSTEES

FROM: BUDGET COMMITTEE

Highlights of the proposed spending plan of the \$9.3 million federal Safe Return to Class Fund include:

- Providing \$2 million directly to schools for the principal, in consultation with school community, to decide how best to address local issues related to COVID-19 such as sound amplification systems, reading materials and manipulatives, social-emotional learning supports, supervision, break/lunch programming staffing, class pressures
- \$2.8 million in additional teacher staffing to address class pressures now and in February, and to support online offerings
- \$2 million for additional substitute teachers resulting from COVID-19 related absences
- \$1 million for centrally funded personal protective equipment and sanitizer
- \$900 thousand to maintain bus routes that could be combined but will be maintained to reduce number of riders on the bus
- \$400 thousand for additional online curriculum resources, technical support and equipment to better support individuals working from home
- \$200 thousand for Education Centre staffing to support schools and departments with additional hiring required as a result of COVID-19 and supporting schools when there are identified COVID-19 cases

Alternatives:

Alternative I:

The Board approve the Safe Return to Class Fund Spending Plan as presented.

Alternative II:

The Board approve the Safe Return to Class Fund Spending Plan as amended.

Alternative III:

The Board refer the matter back to the Budget Committee.

Recommendation:

The Board approve the Safe Return to Class Fund Spending Plan as presented.

Safe Return to Class Fund Spending Plan

Government of Canada Safe Return to Class Fund Allocation	\$ 9,285,850
Proposed Expenditures	
Additional substitute teacher payments required due to COVID-19 related absences	\$ 2,000,000
Additional Personal Protective Equipment/Sanitizer beyond what was purchased by RVS in the summer plus Govt of Alberta items	\$ 1,000,000
Education Centre staff mobility - replace desktop computers for few remaining staff without laptops to support remote work ability	\$ 100,000
Hire 6 teachers to be Learning Leads in supporting online learning offerings	\$ 600,000
Hire 2 high school teachers to offer more options and reduce pressures in high school online offerings	\$ 200,000
Hire 2 home school teachers to support the increased number of home school students in RVS due to COVID-19	\$ 200,000
Hire 3 additional grade 1-9 teachers for online learning offerings based on demand	\$ 300,000
Purchase additional software licenses, monitors and document cameras to support online offerings	\$ 250,000
Hire dedicated technical support person for online learning offerings	\$ 65,000
Hire additional recruiter to support all the additional hiring related to more substitutes, additional caretaking, leave postings	\$ 50,000
Additional teacher staffing to address pressures when students are allowed to shift between online/in-class in Jan-Feb	\$ 1,500,000
Maintain number of bus routes to reduce utilization on buses	\$ 900,000
Hire / contract dedicated COVID Case manager to support schools when cases are identified	\$ 120,000
School allocation to address local issues	\$ 2,000,850
Per pupil dollars for targeted COVID related school expenditures provided to every school in RVS	\$ 78.77
- Expenditures for school allocation (Area Director approval after consultative process required)	
- Sound amplification systems	
- Reading materials & manipulatives	
- Social-emotional learning supports for students	
- Supervision/Supervisors	
- Teaching /Learning Assistant staffing	
- Learning Common Facilitator staffing	
- Breakfast/Lunch Program staffing	
TOTAL PROPOSED SPEND	\$ 9,285,850