



REGULAR MEETING OF THE BOARD OF TRUSTEES

RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW

AIRDRIE, AB

ZOOM LINK: <https://rockyview.zoom.us/my/rvsboard>

MAY 26, 2022

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
Rocky View Schools would like to acknowledge the land and recognize all the Indigenous Peoples whose footprints have marked these lands from time immemorial. Together, we can learn and honour the ways of knowing of Indigenous Peoples for all future generations.
2. Approval of Agenda
3. In Camera Meeting
4. Motions Arising from In Camera
5. Approval of Minutes
 - a) Regular Board Meeting – May 12, 2022
6. Exemplary Practice/ Student Showcase
 - a) Social Justice and Indigenous Studies Courses, Bert Church High School
7. Superintendent's Report
8. Chair's Report/Correspondence
9. Committee Reports
 - a) Planning
10. Trustee Reports
11. New Business
12. Adjournment

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



EXEMPLARY PRACTICE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Date of Meeting: May 26, 2022

Showcase Name: Social Justice and Indigenous Studies Courses at Bert Church High School

Teacher: Jennifer Williams

Project Description

Bert Church High School Teacher Jennifer Williams has been piloting a Social Justice class (officially Sociology 20/30) that encourages students to explore important topics including the experience of Asian Canadians, the history and current issues faced by Black Canadians and African Americans, feminism, ableism and the history and current issues faced by the 2SLGBTQIA+ community. Through class discussions and inquiry projects, students explore their views and how they can make a difference.

Bert Church also reintroduced the Indigenous Studies course. Restoring this course is an act of reconciliation at the school. In Indigenous Studies 10 (officially Aboriginal Studies 10), students research various cultures and their history, culminating with an art project to express their understandings. Indigenous Studies 20 has students exploring the history and culture of the Métis, the impact of treaties and other legislation and the legacy of residential schools.

The focus of both courses is on inquiry and exploration of personal views based on historical and current events. The goal for these courses is not to have students memorize facts, but instead build their awareness and understanding of the issues faced by the people around them and around the world.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

MAY 26, 2022

AGENDA

1. 2022/23 Division Budget
2. Affirm AP350 Code of Conduct

ACTION

Directive

Directive

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

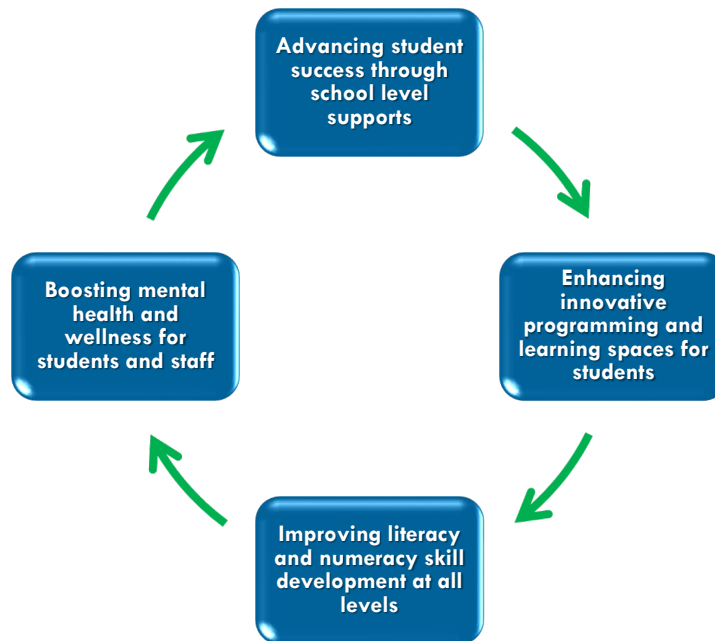
Item: 2022/23 Budget

Date of Meeting: May 26, 2022

Background:

Board Budget Priorities for 2022/23

Rocky View Schools annual budget is driven by RVS' vision of being a world-class learning organization where all students achieve their absolute best. In support of RVS' Four-Year Plan to foster innovators in the learning journey and the operational needs of the division, the Board of Trustees identifies the following key priorities to guide the development of the 2022/2023 budget:



Highlights of the 2022/23 Budget include:

- Overall revenue is projected to be \$291.7 million, while expenditures total \$300.9 million.
- Total anticipated operating reserve utilization will be \$7.9 million for 2022/23 including \$7.1 million for an operating budget deficit before amortization and a further \$841,000 for capital purchases.
- The projected ending balance for operating reserves as of August 31, 2023 will be \$7.1 million or 2.4% of the total operating budget.
- Enrolments for 2022/23 are projected to increase of 3.4% over current year to 27,563 students.

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TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

- Base operating funding from the government increased \$9.7 million with 42% of that increase related to increased enrolment projections, 31% related to the base funding rate changes and 27% related to the increase in bridge funding.
- At the K-8/9 grade levels, the class sizes have been maintained and the number of classes are expected to increase by 10 classes to a total of 754.
- High schools will receive funding for student growth based on enrolment projections with an identical per student allocation as in 2021/22.
- \$2 million will be targeted in 2022/23 for additional supports related to student wellbeing, supports for mental health, and supports to address student learning that was disrupted during the pandemic. These funds will be a blend of the anticipated student wellbeing grant being provided by government and \$1 million funded from operating reserves.
- Supports for inclusion directed to schools has been increased by \$500,000 to a total of \$16.4 million.
- Operations and maintenance (OM) funding from the government was increased by \$543,000 however, this increase does not recover the reduction in grants experienced in 2021/22 and there continues to be challenges in this area as the cost for utilities, insurance and staffing continue increase.
- Governance and system administration costs are increased to provide additional staffing in the areas of human resources, payroll and legal/risk however the total costs remain below the grant funding.
- Schools are planning to spend an additional \$1.6 million from their school carry forward reserves to further support local school initiatives.

Budget Summary:

Administration has used the guidance provided by the Board of Trustees to allocate funds across the system. Below are the specific ways that each key priority has been addressed in the proposed 2022/23 budget.

ADVANCING STUDENT SUCCESS THROUGH SCHOOL LEVEL SUPPORTS

Divisional allocation direct to schools is \$191.7 million plus an additional amount of \$6.8 million managed centrally to provide additional support for school direct needs such as substitute teacher costs, equipment purchases and repairs and other supplies. This total school allocation represents 91.4% of total instruction funding received from the government. Direct classroom instruction includes all funds distributed to schools through the allocation formulas for high school and K-8/9, excluding School Generated Fund (SGF) revenues. Highlights related to school allocations include:

- Teachers are allocated to K-8/9 schools based on the same class size guidelines as have existed in RVS for the past few years plus teaching complement has grown by 10 additional classes as a result of enrolment growth in K-8/9. Total allocation for staffing and resources was \$139.4 million representing 73% of the direct to school allocation.
- High school allocations have the same per student amount as the prior year and with projected increases enrolments, \$52.3 million was allocated to high schools representing 27% of the direct to school allocation.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

- Maintaining resources and opportunities for student learning without significant increases to school fees.

ENHANCING INNOVATIVE PROGRAMMING AND LEARNING SPACES FOR STUDENTS

Divisional allocation to maintain and enhance innovative programming and learning spaces for students totals \$40 million for 2022/23. Some highlights of the supports include:

- Direct classroom supports for learners with complex needs are delivered primarily through the school Inclusive Education Services (IES) allocation. An increase of \$500,000 has been added to the IES allocation for a total of \$16.4 million.
- Support for three Community Learning Centres (CLC) located in Airdrie, Cochrane, and Chestermere with an allocation of \$4 million including support for innovative programs such as Building Futures, The Farm and RVS Mechanics Training Centre.
- Support for two online schools providing students and parents a choice in how they obtain their education with an allocation of \$3.1 million. Allocation includes continued support for the high school We Connect program which provides all high school students the ability to take some courses online while attending school in person. Unused reserve funding provided in 2021/22 school year, expected to be \$400,000, will be carried forward into 2022/23 to further support the schools.
- Supports are in place for students with complex needs and schools through a specialized divisional program. Mobile mental health teams consisting of positive behaviour coaches, speech language pathologists, psychologists and occupational therapists continue to be deployed across the division. Mobile Mental Health team consists of 8.8 FTE.
- Learners with complex needs receive support from 79 learning support teachers that are located directly in schools. Each K-8/9 school receives at least one learning support teacher. Additional support is allocated based on the school's student population. High schools are staffed based on student needs, and as resources permit.
- Pre-Kindergarten Programs (Pre-K) will be maintained and supported with operating reserves in 2022/23 as a result of changes to government requirements. Four classrooms with a teacher and two learning assistants in each classroom supported by a central team of speech language pathologists, occupational therapists, and physical therapists.
- Creation of the Indigenous Education branch within the Learning Department to support Indigenous students and develop educational programming for all students as RVS works towards reconciliation. This branch will have a Director, Learning Specialist, and an Indigenous Connector position.
- RVS will continue to invest in school spaces by directing Infrastructure Maintenance Renewal (IMR) and Capital Maintenance Renewal (CMR) funding to schools and the maintenance team will be adding staff to better support these projects internally.

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

IMPROVING LITERACY AND NUMERACY SKILL DEVELOPMENT AT ALL LEVELS

A focus on literacy and numeracy will continue throughout RVS. A team of six learning specialists will focus on literacy, numeracy, and instructional practices. The same teachers will support schools with the implementation of new curriculum impacting elementary schools in 2022/23. Some funds remain centrally in the Learning Services branch for professional learning release time and resources that can be assessed by all schools in these endeavours.

Existing school-based supports specific to literacy will continue. All K-8/9 schools will receive 0.2 FTE literacy teacher time per school with French Immersion schools also receiving an additional 0.2 FTE literacy teacher allocation (9.8 FTE).

Additional support from government will be provided by the learning department to assist in implementing the new curriculum. RVS is in the process of developing a plan and is awaiting the funding announcement from the government in respect to their support for new curriculum implementation.

BOOSTING MENTAL HEALTH AND WELLNESS FOR STUDENTS AND STAFF

RVS continues to direct support towards boosting mental health and wellness for students and staff. In 2022/23, \$2 million will be provided for additional supports related to student wellbeing, supports for mental health, and supports to address student learning that was disrupted during the pandemic. These funds will be a blend of the anticipated student wellbeing grant being provided by government and \$1 million funded from operating reserves. \$1.5 million will go directly to schools to allow them to provide direct supports for students based on their needs. The remaining funds will be managed centrally to continue some services that were put in place in 2020/21 to support pandemic recovery. Additionally, the following supports are included in the 2022/23 budget:

For Students:

RVS will maintain services currently being utilized to support students' social-emotional and mental health needs. The budget supports:

- a minimum of 0.5 FTE child development advisor for every K-8/9 school with additional staff time being allocated based on the size of the school (48.8 FTE in total);
- four Stepping Stones for Mental Health staff that are utilized across the division (grant funded);
- increased family school liaisons by one FTE to 9.0 FTE in total; and
- psychologists have been maintained at 8.3 FTE.

High schools will continue to provide a total of 12 school-based guidance counsellors to support their learners needs.

RVS also maintains relationships with external service providers to provide services related to mental health and addictions supports that service the entire division.

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

For Staff:

Wellness supports for staff include:

- extended health & dental care plans that incorporate paramedical coverage for staff such as social workers, psychologists and other mental health professionals
- healthcare spending and taxable wellness accounts;
- an employee assistance plan that offers support for emergent physical and mental health concerns;
- accommodation options (including available short- and long-term leave(s)) to enable employee wellbeing and promote work-life balance; and
- additional staffing to support Occupational Health and Safety for all staff.

OTHER ITEMS & AREAS OF NOTE:

Operations & Maintenance (OM) will see expenditures \$43.4 million against revenues of \$41.6 million for 2022/23. The net draw on maintenance operating reserves will be \$1.3 million after removing non-cash amortization. The increased funding for operations and maintenance of \$543,000 for 2022/23 did not recover the \$700,000 reduction in OM funding for 2021/22 and the resulting funding shortfall of \$758,000 in the current year will carry over into 2022/23. The increased funding of \$543,000 received will be required to cover projected utility increases with majority required for natural gas increases. Additionally, staffing challenges and projected cost increases on caretaking supplies will result in an additional \$400,000 to balance the caretaking department. Additional spending on staffing and supplies supported by reserve funds in 2021/22 will be eliminated. In addition to the base funding for OM, the funding for Infrastructure Maintenance and Renewal funding (IMR) only increase by \$63,000 to a total of \$2.8 million and these funds will be directed to improving schools. RVS has decided to hire five additional staff in the maintenance department to enable more of the maintenance and IMR work to be conducted internally versus using outside contractors.

Transportation expenditures will increase to \$18.1 million for the 2022/23 school year based two main factors: (1) increased student enrolment requiring additional bus routes, and (2) increased bus operating expense related to fuel. These increased expenses will be offset by the 4.6% funding increase in the transportation grant provided by the government. Additionally, the base bus fees for 2022/23 will remain unchanged at \$325 per student however, the transportation department will be increasing the discount for early registration from \$25 per student to \$40 per student. Students who require specialized transportation services will be fully funded using the transportation grant in 2022/23 with no further requirement for instructional funding. The transportation department and the learning department will collaborate to ensure all needs of students are met. The overall transportation budget will be in a deficit of \$239,000 for 2022/23 and will use transportation operating reserves to balance the budget.

System Administration expenditures will total \$8.5 million 2022/23 however the before amortization the total spending is \$8.1 million which continues to be below the grant funding cap. As a growing division with increased staffing and legal/risk needs, the decision to increase spending for additional positions for human resources, payroll, and the creation of a legal services branch is

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

necessary. The legal services branch will be partly funded in 2022/23 and will be fully funded in the 2023/24 budget through a combination of grant allocation and savings from restructuring the current service model.

Reserve Funding Summary

The operating reserves are projected to be at \$15.0 million at the end of the 2021/22 school year representing 5.0% of RVS' operating budget. Of the total projected deficit of \$9.2 million in 2022/23, \$7.9 million of operating reserves will be required once adjusted for non-cash amortization and capital purchases. This projected draw on reserves will leave a net balance of \$7.1 million as of August 31, 2023 representing 2.4% of RVS' operating budget. As of September 1, 2023, the government will begin to cap divisional operating reserves to the system administration cap which for RVS will be 3.15% of its operating budget. The projected reserve draw for 2022/23 will bring RVS below this required cap.

Alternatives:

Alternative I:

The Board of Trustees approves the 2022/23 Budget as presented and directs the Superintendent to submit the report to Alberta Education by May 31, 2022.

Alternative II:

The Board of Trustees approves an amended 2022/23 Budget and directs the Superintendent to submit the report to Alberta Education by May 31, 2022.

Alternative III:

The Board of Trustees refers the 2022/23 Budget to the Budget Committee for further consideration.

Recommendation:

The Board of Trustees approves the 2022/23 Budget as presented and directs the Superintendent to submit the report to Alberta Education by May 31, 2022.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

ROCKY VIEW SCHOOLS 2022/23 BUDGET AND OPERATING RESERVE SUMMARY

Budget 2022/23	INSTRUCTIONAL	MAINTENANCE	TRANSPORTATION	SYSTEM ADMIN	EXTERNAL	TOTAL
Government AB Revenue	\$ 201,701,372	\$ 23,911,925	\$ 13,554,974	\$ 8,332,289		\$ 247,500,560
ATRF & Amortization	\$ 14,950,300	\$ 17,000,000				\$ 31,950,300
SGF/Activity Fees/Fundraising/Donations	\$ 4,060,000				\$ 190,785	\$ 4,250,785
Optional Course Fees	\$ 1,206,359					\$ 1,206,359
Other Grants	\$ 1,199,039					\$ 1,199,039
Transportation Fees			\$ 2,799,675			\$ 2,799,675
Transportation Catholic			\$ 1,484,900			\$ 1,484,900
Rental and Other		\$ 545,400				\$ 545,400
Interest	\$ 585,000	\$ 150,000	\$ 15,000			\$ 750,000
Total Revenue	\$ 223,702,070	\$ 41,607,325	\$ 17,854,549	\$ 8,332,289	\$ 190,785	\$ 291,687,018
Certificated Salaries & Benefits	\$ 173,173,330	\$ -	\$ -	\$ 1,279,270	\$ -	\$ 174,452,600
Non-Certificated Salaries & Benefits	\$ 36,863,640	\$ 13,324,694	\$ 1,039,293	\$ 5,606,981	\$ 96,911	\$ 56,931,518
Services, Contracts & Supplies	\$ 19,379,900	\$ 13,973,231	\$ 16,969,256	\$ 1,130,139	\$ 93,874	\$ 51,546,400
Amortization, ARO & Interest	\$ 1,280,100	\$ 16,057,350	\$ 85,000	\$ 505,700	\$ -	\$ 17,928,150
Total Expenses	\$ 230,696,970	\$ 43,355,275	\$ 18,093,549	\$ 8,522,089	\$ 190,785	\$ 300,858,668
Net Surplus/(Deficit)	\$ (6,994,900)	\$ (1,747,950)	\$ (239,000)	\$ (189,800)	\$ -	\$ (9,171,650)
Remove non-cash amortization	\$ 1,205,100	\$ 101,800	\$ -	\$ 430,000	\$ -	1,736,900
Remove non-cash ARO Amortization		\$ 355,150				355,150
Net Cash Surplus/(Deficit)	\$ (5,789,800)	\$ (1,291,000)	\$ (239,000)	\$ 240,200	\$ -	\$ (7,079,600)

Explanation of Surplus/(Deficit)	INSTRUCTIONAL	MAINTENANCE	TRANSPORTATION	SYSTEM ADMIN	EXTERNAL	TOTAL
Base Operating Impact	(1,221,428)	(1,291,000)	(239,000)	240,200		(2,511,228)
Student Wellbeing, Mental Health, & Learning Disruption	(1,000,000)					(1,000,000)
Reduction in grant funding for PUF/PreK, Severe Kindegartern, Moderate Lanaguage	(1,928,950)					(1,928,950)
School carry forward spending	(1,639,422)					(1,639,422)
Net Cash Surplus/(Deficit)	\$ (5,789,800)	\$ (1,291,000)	\$ (239,000)	\$ 240,200	\$ -	\$ (7,079,600)

Reserve Balance	INSTRUCTIONAL	MAINTENANCE	TRANSPORTATION	SYSTEM ADMIN	EXTERNAL	TOTAL
Expected Reserve Balance Aug 2022	\$ 9,659,822	\$ 2,293,939	\$ 2,305,042	\$ 742,217	\$ -	\$ 15,001,020
Net Cash Surplus/(Deficit)	\$ (5,789,800)	\$ (1,291,000)	\$ (239,000)	\$ 240,200	\$ -	\$ (7,079,600)
Capital Purchases	\$ (473,800)	\$ (70,000)	\$ -	\$ (297,600)	\$ -	\$ (841,400)
Net Reserve Draw 2022/23	\$ (6,263,600)	\$ (1,361,000)	\$ (239,000)	\$ (57,400)	\$ -	\$ (7,921,000)
Expected Reserve Balance Aug 2023	\$ 3,396,222	\$ 932,939	\$ 2,066,042	\$ 684,817	\$ -	\$ 7,080,020

Percentage of Operating Budget 2.4%

**BUDGET
REPORT
FOR THE YEAR ENDING AUGUST 31, 2023**

[Education Act, Sections 139(2)(b) and 244]

1190 The Rocky View School Division

Legal Name of School Jurisdiction

2651 Chinook Winds Drive SW Airdrie, AB AB T4B 0B4; 403-945-4008; lpaul@rockyview.ab.ca

Contact Address, Telephone & Email Address

BOARD CHAIR

Ms. Fiona Gilbert

Name

Signature

SUPERINTENDENT

Mr. Gregory Luterbach

Name

Signature

SECRETARY TREASURER or TREASURER

Mr. Larry Paul

Name

Signature

Certified as an accurate summary of the year's budget as approved by the Board

of Trustees at its meeting held on May 26, 2022 .
Date

c.c. Alberta Education
c/o Jianan Wang, Financial Reporting & Accountability Branch
8th Floor Commerce Place, 10155-102 Street, Edmonton AB T5J 4L5
Phone: (780) 427-3855
E-MAIL: EDC.FRA@gov.ab.ca

	A	B	C	D	E	F	G	H	I	
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18		green cells: populated based on information previously submitted					yellow cells: to be completed when yellow only.			
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20	HIGHLIGHTS, PLANS, ASSUMPTIONS AND RISKS SUMMARY- 2022/2023 BUDGET REPORT									
21	The following were presented to the Board and approved as underlying the budget. These key points and assumptions used in development of the budget take into									
22	consideration the economic environment of the jurisdiction, focus on anticipated changes from current year, and are realistic and consistent with the three year									
23	Education Plan. At a minimum, they disclose key budget assumptions, financial & business risks, and specific strategies explaining how this budget will									
24	support the jurisdiction's plans.									
25	<u>Budget Highlights, Plans & Assumptions:</u>									
26										
27	- Overall revenue is projected to be \$291.7 million, while expenditures total \$300.9 million.									
28	- Total anticipated operating reserve utilization will be \$7.9 million for 2022/23 including \$7.1 million for an operating budget deficit before amortization and a further									
29	\$841,000 for capital purchases.									
30	- The projected ending balance for operating reserves as of August 31, 2023 will be \$7.1 million or 2.4% of the total operating budget.									
31	- Enrolments for 2022/23 are projected to increase of 3.4% over current year to 27,563 students.									
32	- Base operating funding from the government increased \$9.7 million with 42% of that increase related to increased enrolment projections, 31% related to the base									
33	funding rate changes and 27% related to the increase in bridge funding.									
34	- At the K-8/9 grade levels, the class sizes have been maintained and the number of classes are expected to increase by 10 classes to a total of 754.									
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36	- \$2 million will be targeted in 2022/23 for additional supports related to student wellbeing, supports for mental health, and supports to address student learning that									
37	was disrupted during the pandemic. These funds will be a blend of the anticipated student wellbeing grant being provided by government and \$1 million funded									
38	from operating reserves.									
39	- Supports for inclusion directed to schools has been increased by \$500,000 to a total of \$16.4 million.									
40	- Operations and maintenance (OM) funding from the government was increased by \$543,000 however, this increase does not recover the reduction in grants									
41	experienced in 2021/22 and there continues to be challenges in this area as the cost for utilities, insurance and staffing continue increase.									
42	- Governance and system administration costs are increased to provide additional staffing in the areas of human resources, payroll and legal/risk however the total									
43	costs remain below the grant funding.									
44	- Schools are planning to spend an additional \$1.6 million from their school carry forward reserves to further support local school initiatives.									
45										
46	<u>Significant Business and Financial Risks:</u>									
47	- As a growing school board, weighted moving average enrolment funding creates resource constraints for the education of students since RVS is not funded fully									
48	for all new students immediately.									
49	- There is a capital deficit as enrolments have surpassed new approvals for schools in RVS communities, and applications for portable modulars do not									
50	accommodate all new enrolments.									
51	- Uncertainty around whether the government will fund the an expected collective agreement settlement.									
52	- Recruitment and retention of staff becoming a serious concern for RVS creating a need for a compensation review.									
53	- Increasing utilities and insurance will continue to be risk for RVS with operations and maintenance funding not keeping pace.									
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BUDGETED STATEMENT OF OPERATIONS
for the Year Ending August 31

	Approved Budget 2022/2023	Approved Budget 2021/2022	Actual Audited 2020/2021
REVENUES			
Government of Alberta	\$ 281,235,006	\$267,387,837	\$276,945,128
Federal Government and First Nations	\$ 822,678	\$818,701	\$570,062
Property taxes	\$ -	\$0	\$0
Fees	\$ 5,933,934	\$9,115,659	\$3,942,168
Sales of services and products	\$ 1,300,000	\$1,373,000	\$1,439,821
Investment income	\$ 750,000	\$230,000	\$756,021
Donations and other contributions	\$ 1,200,400	\$2,100,000	\$1,023,089
Other revenue	\$ 445,000	\$286,800	\$195,000
TOTAL REVENUES	\$291,687,018	\$281,311,997	\$284,871,289
EXPENSES			
Instruction - ECS	\$ 6,672,100		
Instruction - Grade 1 to 12	\$ 224,024,869	\$224,175,515	\$212,916,270
Operations & maintenance	\$ 43,355,274	\$42,586,486	\$42,818,924
Transportation	\$ 18,093,550	\$16,852,280	\$15,902,302
System Administration	\$ 8,522,090	\$7,999,685	\$7,731,790
External Services	\$ 190,785	\$190,785	\$149,992
TOTAL EXPENSES	\$300,858,668	\$291,804,751	\$279,519,278
ANNUAL SURPLUS (DEFICIT)	(\$9,171,650)	(\$10,492,754)	\$5,352,011

BUDGETED ALLOCATION OF EXPENSES (BY OBJECT)

INPUT ECS EXPENSE FOR 2021-22 BR INPUT ECS EXPENSE FOR 2020-21

for the Year Ending August 31

	Approved Budget 2022/2023	Approved Budget 2021/2022	Actual Audited 2020/2021
EXPENSES			
Certificated salaries	\$ 140,555,954	\$134,044,937	\$132,887,022
Certificated benefits	\$ 33,896,646	\$31,399,106	\$31,256,591
Non-certificated salaries and wages	\$ 43,992,790	\$44,141,367	\$43,212,172
Non-certificated benefits	\$ 12,938,728	\$12,722,358	\$11,055,067
Services, contracts, and supplies	\$ 51,546,400	\$53,021,032	\$44,655,909
Capital and debt services			
Amortization of capital assets			
Supported	\$ 15,600,400	\$14,000,000	\$14,428,988
Unsupported	\$ 2,092,050	\$2,325,200	\$1,797,396
Interest on capital debt			
Supported	\$ -	\$0	\$0
Unsupported	\$ -	\$75,751	\$226,133
Other interest and finance charges	\$ 235,700	\$75,000	\$0
Losses on disposal of capital assets	\$ -	\$0	\$0
Other expenses	\$ -	\$0	\$0
TOTAL EXPENSES	\$300,858,668	\$291,804,751	\$279,519,278

**BUDGETED SCHEDULE OF PROGRAM OPERATIONS
for the Year Ending August 31**

REVENUES	Approved Budget 2022/2023							Actual Audited 2020/21
	Instruction		Operations and Maintenance	Transportation	System Administration	External Services	TOTAL	TOTAL
	ECS	Grade 1 to 12						
(1) Alberta Education	\$ 5,600,983	\$ 211,050,689	\$ 23,911,925	\$ 13,554,974	\$ 8,332,289	\$ -	\$ 262,450,860	\$ 258,298,901
(2) Alberta Infrastructure - non remediation	\$ -	\$ -	\$ 17,000,000	\$ -	\$ -	\$ -	\$ 17,000,000	\$ 16,603,759
(3) Alberta Infrastructure - remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(4) Other - Government of Alberta	\$ -	\$ 376,361	\$ -	\$ -	\$ -	\$ 157,785	\$ 534,146	\$ 517,664
(5) Federal Government and First Nations	\$ -	\$ 822,678	\$ -	\$ -	\$ -	\$ -	\$ 822,678	\$ 570,062
(6) Other Alberta school authorities	\$ -	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,250,000	\$ 1,524,804
(7) Out of province authorities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(8) Alberta municipalities-special tax levies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(9) Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(10) Fees	\$ -	\$ 2,866,359	\$ -	\$ 3,034,575	\$ -	\$ 33,000	\$ 5,933,934	\$ 3,942,168
(11) Sales of services and products	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000	\$ 1,439,821
(12) Investment income	\$ -	\$ 585,000	\$ 150,000	\$ 15,000	\$ -	\$ -	\$ 750,000	\$ 756,021
(13) Gifts and donations	\$ -	\$ 900,000	\$ 100,400	\$ -	\$ -	\$ -	\$ 1,000,400	\$ 799,649
(14) Rental of facilities	\$ -	\$ -	\$ 445,000	\$ -	\$ -	\$ -	\$ 445,000	\$ 161,905
(15) Fundraising	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 223,440
(16) Gains on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,095
(17) Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(18) TOTAL REVENUES	\$ 5,600,983	\$ 218,101,087	\$ 41,607,325	\$ 17,854,549	\$ 8,332,289	\$ 190,785	\$ 291,687,018	\$ 284,871,289
EXPENSES								
(19) Certificated salaries	\$ 4,624,170	\$ 134,781,194			\$ 1,150,590	\$ -	\$ 140,555,954	\$ 132,887,022
(20) Certificated benefits	\$ 1,190,130	\$ 32,577,836			\$ 128,680	\$ -	\$ 33,896,646	\$ 31,256,591
(21) Non-certificated salaries and wages	\$ 635,410	\$ 27,784,570	\$ 10,303,644	\$ 789,266	\$ 4,405,962	\$ 73,938	\$ 43,992,790	\$ 43,212,172
(22) Non-certificated benefits	\$ 222,390	\$ 8,221,269	\$ 3,021,049	\$ 250,028	\$ 1,201,019	\$ 22,973	\$ 12,938,728	\$ 11,055,067
(23) SUB - TOTAL	\$ 6,672,100	\$ 203,364,869	\$ 13,324,693	\$ 1,039,294	\$ 6,886,251	\$ 96,911	\$ 231,384,118	\$ 218,410,852
(24) Services, contracts and supplies	\$ -	\$ 19,379,900	\$ 13,973,231	\$ 16,969,256	\$ 1,130,139	\$ 93,874	\$ 51,546,400	\$ 44,655,909
(25) Amortization of supported tangible capital assets	\$ -	\$ -	\$ 15,600,400	\$ -	\$ -	\$ -	\$ 15,600,400	\$ 14,428,988
(26) Amortization of unsupported tangible capital assets	\$ -	\$ 1,205,100	\$ 101,800	\$ -	\$ 430,000	\$ -	\$ 1,736,900	\$ 1,797,396
(27) Amortization of supported ARO tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(28) Amortization of unsupported ARO tangible capital assets	\$ -	\$ -	\$ 355,150	\$ -	\$ -	\$ -	\$ 355,150	\$ -
(29) Accretion expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(30) Supported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(31) Unsupported interest on capital debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 226,133
(32) Other interest and finance charges	\$ -	\$ 75,000	\$ -	\$ 85,000	\$ 75,700	\$ -	\$ 235,700	\$ -
(33) Losses on disposal of tangible capital assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(34) Other expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(35) TOTAL EXPENSES	\$ 6,672,100	\$ 224,024,869	\$ 43,355,274	\$ 18,093,550	\$ 8,522,090	\$ 190,785	\$ 300,858,668	\$ 279,519,278
(36) OPERATING SURPLUS (DEFICIT)	\$ (1,071,117)	\$ (5,923,782)	\$ (1,747,949)	\$ (239,001)	\$ (189,801)	\$ -	\$ (9,171,650)	\$ 5,352,011

BUDGETED SCHEDULE OF FEE REVENUE
for the Year Ending August 31

	Approved Budget 2022/2023	Approved Budget 2021/2022	Actual 2020/2021
FEES			
TRANSPORTATION	\$3,034,575	\$2,654,500	\$2,408,200
BASIC INSTRUCTION SUPPLIES (Instructional supplies, & materials)	\$0	\$0	\$0
LUNCHROOM SUPERVISION & NOON HOUR ACTIVITY FEES	\$0	\$97,000	\$6,322
FEES TO ENHANCE BASIC INSTRUCTION			
Technology user fees	\$0	\$0	\$0
Alternative program fees	\$150,000	\$250,000	\$128,917
Fees for optional courses	\$1,249,359	\$1,200,000	\$805,196
ECS enhanced program fees	\$0	\$0	\$0
ACTIVITY FEES			
Other fees to enhance education (Describe here)	\$0	\$0	\$70,010
NON-CURRICULAR FEES			
Extra-curricular fees	\$500,000	\$1,100,000	\$121,425
Non-curricular goods and services	\$0	\$1,100,000	\$148,310
NON-CURRICULAR TRAVEL			
OTHER FEES (Describe here)	\$0	\$0	\$15
TOTAL FEES	\$5,933,934	\$9,115,659	\$3,942,168

PLEASE DO NOT USE "SCHOOL GENERATED FUNDS" AS A CATEGORY

Please disclose amounts paid by parents of students that are recorded as "Sales of services and products" (rather than fee revenue). Note that this schedule should include only amounts collected from parents and so it may not agree with the Statement of Operations.	Approved Budget 2022/2023	Approved Budget 2021/2022	Actual 2020/2021
Cafeteria sales, hot lunch, milk programs	\$400,000	\$440,000	\$259,081
Special events	\$100,000	\$100,000	\$2,590
Sales or rentals of other supplies/services	\$800,000	\$800,000	\$852,124
International and out of province student revenue	\$0	\$0	\$25,539
Adult education revenue	\$0	\$33,000	\$15,067
Preschool	\$0	\$0	\$0
Child care & before and after school care	\$0	\$0	\$0
Lost item replacement fees	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other (Describe)	\$0	\$0	\$0
Other (describe) Other sales (describe here)	\$0	\$0	
Other (describe) Other sales (describe here)	\$0	\$0	
TOTAL	\$1,300,000	\$1,373,000	\$1,154,401

PROJECTED SCHEDULE OF CHANGES IN ACCUMULATED OPERATING SURPLUS (SUMMARY)
for the Year Ending August 31

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	ACCUMULATED OPERATING SURPLUS/DEFICITS (2+3+4+7)	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	ACCUMULATED SURPLUS FROM OPERATIONS (5+6)	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
						OPERATING RESERVES	CAPITAL RESERVES
Actual balances per AFS at August 31, 2021	\$63,883,543	\$32,928,964	\$90,941	\$25,625,328	\$0	\$25,625,328	\$5,238,310
2021/2022 Estimated impact to AOS for:							
Prior period adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated surplus(deficit)	(\$7,886,184)			(\$7,886,184)	(\$7,886,184)		
Estimated board funded capital asset additions		\$600,000		(\$600,000)	(\$600,000)	\$0	\$0
Estimated disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Estimated amortization of capital assets (expense)		(\$16,260,000)		\$16,260,000	\$16,260,000		
Estimated capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Estimated capital revenue recognized - Alberta Infrastructure		\$14,500,000		(\$14,500,000)	(\$14,500,000)		
Estimated capital revenue recognized - Other GOA		\$0		\$0	\$0		
Estimated capital revenue recognized - Other sources		\$0		\$0	\$0		
Estimated changes in Endowments	\$0		\$0	\$0	\$0		
Estimated unsupported debt principal repayment		\$297,600		(\$297,600)	(\$297,600)		
Estimated reserve transfers (net)				\$0	\$7,023,784	(\$7,023,784)	\$0
Estimated assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Balances for August 31, 2022	\$55,997,359	\$32,066,564	\$90,941	\$18,601,544	\$0	\$18,601,544	\$5,238,310
2022/23 Budget projections for:							
Opening balance adjustment due to adoption of PS 3280 (ARO)	\$4,499,659	\$4,499,659		\$0			
Budgeted surplus(deficit)	(\$9,171,650)			(\$9,171,650)	(\$9,171,650)		
Projected board funded tangible capital asset additions		\$543,800		(\$543,800)	(\$543,800)	\$0	\$0
Projected board funded ARO tangible capital asset additions		\$0		\$0	\$0	\$0	\$0
Budgeted disposal of unsupported tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted disposal of unsupported ARO tangible capital assets	\$0	\$0		\$0	\$0		\$0
Budgeted amortization of capital assets (expense)		(\$17,337,300)		\$17,337,300	\$17,337,300		
Budgeted capital revenue recognized - Alberta Education		\$0		\$0	\$0		
Budgeted capital revenue recognized - Alberta Infrastructure		\$15,500,000		(\$15,500,000)	(\$15,500,000)		
Budgeted capital revenue recognized - Other GOA		\$0		\$0	\$0		
Budgeted capital revenue recognized - Other sources		\$100,400		(\$100,400)	(\$100,400)		
Budgeted amortization of ARO tangible capital assets		(\$355,150)		\$355,150	\$355,150		
Budgeted amortization of supported ARO tangible capital assets		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - recognition		\$0		\$0	\$0		
Budgeted board funded ARO liabilities - remediation		\$0		\$0	\$0		
Budgeted changes in Endowments	\$0		\$0	\$0	\$0		
Budgeted unsupported debt principal repayment		\$297,600		(\$297,600)	(\$297,600)		
Projected reserve transfers (net)				\$0	\$7,921,000	(\$7,921,000)	\$0
Projected assumptions/transfers of operations - capital lease addition	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Balances for August 31, 2023	\$51,325,368	\$35,315,573	\$90,941	\$10,680,544	\$0	\$10,680,544	\$5,238,310

SCHEDULE OF USES FOR ACCUMULATED SURPLUSES AND RESERVES
for the Year Ending August 31

	Explanation	Unrestricted Surplus Usage			Operating Reserves Usage			Capital Reserves Usage		
		Year Ended			Year Ended			Year Ended		
		31-Aug-2023	30-Aug-2024	30-Aug-2025	31-Aug-2023	30-Aug-2024	30-Aug-2025	31-Aug-2023	30-Aug-2024	30-Aug-2025
Projected opening balance		\$0	\$0	\$0	\$18,601,544	\$10,680,544	\$10,680,544	\$5,238,310	\$5,238,310	\$5,238,310
Projected excess of revenues over expenses (surplus only)	Explanation	\$0	\$905,000	\$910,000						
Budgeted disposal of board funded TCA and ARO TCA	Explanation	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0
Budgeted amortization of capital assets (expense)	Explanation	\$17,692,450	\$0	\$0		\$0	\$0			
Budgeted capital revenue recognized, including ARO assets amortization	Explanation	(\$15,600,400)	\$0	\$0		\$0	\$0			
Budgeted changes in Endowments	Explanation	\$0	\$0	\$0		\$0	\$0			
Budgeted board funded ARO liabilities - recognition	Explanation	\$0	\$0	\$0		\$0	\$0			
Budgeted board funded ARO liabilities - remediation	Explanation	\$0	\$0	\$0		\$0	\$0			
Budgeted unsupported debt principal repayment	Explanation	(\$297,600)	(\$305,000)	(\$310,000)		\$0	\$0			
Projected reserves transfers (net)	Unsupported amortization to capital reserves	\$7,921,000	\$0	\$0	(\$7,921,000)	\$0	\$0	\$0	\$0	\$0
Projected assumptions/transfers of operations	Techonology asset renewal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Increase in (use of) school generated funds	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
New school start-up costs	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Decentralized school reserves	Explanation	(\$1,639,422)	\$0	\$0		\$0	\$0		\$0	\$0
Non-recurring certificated remuneration	student wellbeing, mental health, learning disruption	(\$1,000,000)	\$0	\$0		\$0	\$0			
Non-recurring non-certificated remuneration	Explanation	\$0	\$0	\$0		\$0	\$0			
Non-recurring contracts, supplies & services	Explanation	\$0	\$0	\$0		\$0	\$0			
Professional development, training & support	Explanation	\$0	\$0	\$0		\$0	\$0			
Transportation Expenses	Explanation	(\$239,000)	\$0	\$0		\$0	\$0			
Operations & maintenance	Increased insurance costs - unsupported	(\$1,291,000)	\$0	\$0		\$0	\$0			
English language learners	Explanation	\$0	\$0	\$0		\$0	\$0			
System Administration	Explanation	\$240,200	\$0	\$0		\$0	\$0			
OH&S / wellness programs	Explanation	\$0	\$0	\$0		\$0	\$0			
B & S administration organization / reorganization	Explanation	\$0	\$0	\$0		\$0	\$0			
Debt repayment	Explanation	\$0	\$0	\$0		\$0	\$0			
POM expenses	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Non-salary related programming costs (explain)	Explanation	(\$3,150,378)	\$0	\$0		\$0	\$0			
Repairs & maintenance - School building & land	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Technology	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Vehicle & transportation	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Administration building	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - POM building & equipment	Explanation	\$0	\$0	\$0		\$0	\$0			
Repairs & maintenance - Other (explain)	Explanation	\$0	\$0	\$0		\$0	\$0			
Capital costs - School land & building	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modernization	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School modular & additions	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - School building partnership projects	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Technology	Techonology asset renewal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Vehicle & transportation	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Administration building	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - POM building & equipment	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Costs - Furniture & Equipment	Explanation	(\$543,800)	(\$600,000)	(\$600,000)	\$0	\$0	\$0	\$0	\$0	\$0
Capital costs - Other	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Building leases	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Other 1 - please use this row only if no other row is appropriate	Amortization	(\$1,736,900)	\$0	\$0		\$0	\$0		\$0	\$0
Other 2 - please use this row only if no other row is appropriate	ARO Amortization	(\$355,150)	\$0	\$0		\$0	\$0		\$0	\$0
Other 3 - please use this row only if no other row is appropriate	Explanation	\$0	\$0	\$0		\$0	\$0		\$0	\$0
Opening balance adjustment due to adoption of PS 3280 (ARO)	Explanation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimated closing balance for operating contingency		\$0	\$0	\$0	\$10,680,544	\$10,680,544	\$10,680,544	\$5,238,310	\$5,238,310	\$5,238,310

Out of Balance

Total surplus as a percentage of 2023 Expenses	5.29%	5.29%	5.29%
ASO as a percentage of 2023 Expenses	3.55%	3.55%	3.55%

**PROJECTED SCHEDULE OF ACCUMULATED SURPLUS FROM OPERATIONS (ASO)
for the Year Ending August 31**

	Amount	Detailed explanation to the Minister for the purpose of using ASO
Estimated Operating Surplus (Deficit) Aug. 31, 2023	\$ (9,171,650)	
PLEASE ALLOCATE IN BLUE CELLS BELOW	(9,171,650)	
Estimated Operating Deficit Due to:		
Amortization of board funded ARO capital assets	\$355,150	
Amortization of board funded capital assets	\$1,736,900	
Instructional spending	\$4,150,378	Maintain spending on specialized programs even though funding was reduced by \$1.9M (PUF, Severe Kindegarten, Mod Language), additional \$1M of spending on student
School Carry Forward reserve spending	\$1,639,422	Schools planning to spend additional amounts from their carry forward reserves on staffing and supplies
Operations and Maintenance spending	\$1,291,000	Caretaking requiring \$400K of reserves and maintenance will require \$760K to maintain operations. Increase in funding received was used to cover projected increase in utili
Transportation spending	\$239,000	Projected additional routes required on increased enrollment plus projected increase in fuel cost will require use of reserves
System Administration surplus	(\$240,200)	System admin costs below grant allocation
Subtotal, preliminary projected operating reserves to cover operating deficit	9,171,650	
Opening balance adjustment due to adoption of PS 3280 (ARO)	-	
Projected board funded tangible capital assets additions (including ARO) using both unrestricted surplus and operating reserves	543,800	
Budgeted disposal of unsupported tangible capital assets, including board funded ARO	-	
Budgeted amortization of board funded tangible capital assets	(1,736,900)	
Budgeted amortization of board funded ARO tangible capital assets	(355,150)	
Budgeted board funded ARO liabilities - recognition	-	
Budgeted board funded ARO liabilities - remediation	-	
Budgeted unsupported debt principal repayment	297,600	
Projected net transfer to (from) Capital Reserves	-	
Total final projected amount to access ASO in 2022/23	\$ 7,921,000	
Total amount approved by the Minister	7,921,000	

al health and learning disruption, further \$1.2M to support base instructional spending

**PROJECTED STUDENT STATISTICS
FULL TIME EQUIVALENT (FTE) ENROLLED STUDENTS**

	Budgeted 2022/2023 (Note 2)	Actual 2021/2022	Actual 2020/2021	Notes
Grades 1 to 12				
Eligible Funded Students:				
Grades 1 to 9	19,431	18,826	18,002	Head count
Grades 10 to 12	6,108	5,786	5,031	Head count
Total	25,539	24,612	23,033	Grade 1 to 12 students eligible for base instruction funding from Alberta Education.
Percentage Change and VA for change > 3% or < -3%	3.8%	6.9%		
Other Students:				
Total	-	-	97	Note 3
Total Net Enrolled Students	25,539	24,612	23,130	
Home Ed Students	117	159	300	Note 4
Total Enrolled Students, Grades 1-12	25,656	24,771	23,430	
Percentage Change	3.6%	5.7%		
Of the Eligible Funded Students:				
Students with Severe Disabilities	432	432	509	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	3,968	3,968	3,269	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

EARLY CHILDHOOD SERVICES (ECS)

Eligible Funded Children	1,900	1,869	1,492	ECS children eligible for ECS base instruction funding from Alberta Education.
Other Children	-			ECS children not eligible for ECS base instruction funding from Alberta Education.
Total Enrolled Children - ECS	1,900	1,869	1,492	
Program Hours	475	475	475	Minimum: 475 Hours
FTE Ratio	0.500	0.500	0.500	Actual hours divided by 950
FTE's Enrolled, ECS	950	935	746	
Percentage Change and VA for change > 3% or < -3%	1.7%	25.3%		
Of the Eligible Funded Children:				
Students with Severe Disabilities (PUF)	40	40	62	FTE of students with severe disabilities as reported by the board via PASI.
Students with Mild/Moderate Disabilities	-		14	FTE of students identified with mild/moderate disabilities as reported by the board via PASI.

NOTES:

- Enrolment is to be completed WHEREVER APPLICABLE and are 'as at September 30th' for each year.
- Budgeted enrolment is to be based on best information available at time of the 2022/2023 budget report preparation.
- Other Grade 1 to 12 students that are not eligible for base instruction funding from Alberta Education include First Nations students living on reserves for which tuition fee payments are made from Band or AANDC (Code 330), students younger than 5 1/2 or older than 20, and out-of-province and foreign students.
- Because they are funded separately, Home Education students are not included with total net enrolled students.

**PROJECTED STAFFING STATISTICS
FULL TIME EQUIVALENT (FTE) PERSONNEL**

	Budget 2022/23		Actual 2021/22		Actual 2020/21		Notes
	Total	Union Staff	Total	Union Staff	Total	Union Staff	
CERTIFICATED STAFF							
School Based	1,365	1,365	1,330	1,330	1,307	1,307	Teacher certification required for performing functions at the school level.
Non-School Based	42	32	41	30	40	31	Teacher certification required for performing functions at the system/central office level.
Total Certificated Staff FTE	1,407.0	1,397.0	1,370.5	1,359.7	1,347.0	1,338.0	FTE for personnel possessing a valid Alberta teaching certificate or equivalency.
Percentage Change and VA for change > 3% or < -3%	2.7%		1.7%		4.5%		
If an average standard cost is used, please disclose rate:	104,150		-		101,952		
Student F.T.E. per certificated Staff	18.90973703		18.8		17.9		
Certificated Staffing Change due to:							
Enrolment Change	35	35					If negative change impact, the small class size initiative is to include any/all teachers retained.
Other Factors	2	1					Descriptor (required):
Total Change	36.5	35.5					Year-over-year change in Certificated FTE Year-over-year change in Certificated FTE
Breakdown, where total change is Negative:							
Continuous contracts terminated	-	-					FTEs
Non-permanent contracts not being renewed	-	-					FTEs
Other (retirement, attrition, etc.)	-	-					Descriptor (required):
Total Negative Change in Certificated FTEs	-	-					Breakdown required where year-over-year total change in Certificated FTE is 'negative' only.
 <i>Please note that the information in the section below only includes Certificated Number of Teachers (not FTEs):</i>							
Certificated Number of Teachers							
Permanent - Full time	-	-	1,115	1,115	1,111	1,111	
Permanent - Part time	-	-	74	74	89	89	
Probationary - Full time	-	-	86	86	53	53	
Probationary - Part time	-	-	11	11	9	9	
Temporary - Full time	-	-	98	98	108	108	
Temporary - Part time	-	-	14	14	8	8	
NON-CERTIFICATED STAFF							
Instructional - Education Assistants	330	-	296	-	305	-	Personnel support students as part of a multidisciplinary team with teachers and other support personnel to provide meaningful instruction
Instructional - Other non-certificated instruction	310	-	297	-	287	-	Personnel providing instruction support for schools under 'Instruction' program areas other than EAs
Operations & Maintenance	186	-	205	-	195	-	Personnel providing support to maintain school facilities
Transportation - Bus Drivers Employed	-	-	-	-	-	-	Bus drivers employed, but not contracted
Transportation - Other Staff	13	-	13	-	13	-	Other personnel providing direct support to the transportation of students to and from school other than bus drivers employed
Other	59	-	54	-	53	-	Personnel in System Admin. and External service areas.
Total Non-Certificated Staff FTE	898.0	-	865.7	-	852.2	-	FTE for personnel not possessing a valid Alberta teaching certificate or equivalency.
Percentage Change	3.7%		1.6%		5.4%		
Explanation of Changes to Non-Certificated Staff:							
2021/22 staffing for Educational Assistants should have been 328 instead of 296 and the remaining instructional staff for 2021/22 should have been 303 instead of 297. Total 2021/22 budget for instructional staffing was 631 and the increase to 640 in 2022/23 is a result of increased enrollment. Lower Operations and Maintenance staff a result of reducing temporary staffing for pandemic. Additional staff for other includes additional FTE in HR, payroll and legal/risk.							
Additional Information							
Are non-certificated staff subject to a collective agreement?	0	0					
Please provide terms of contract for 2021/22 and future years for non-certificated staff subject to a collective agreement along with the number of qualifying staff FTE's.							
N/A							



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Affirmation of AP350 – Student Code of Conduct

Date of Meeting: May 26, 2022

Background:

In December 2020 administration revised Administrative Procedure AP350 Student Code of Conduct to reflect current practices, align with Positive Behaviour Intervention Supports (PBIS) in our Inclusion Practice Guide, focus on desired behaviours while still listing examples of unacceptable behaviours and consequences, affirm the rights for each student as provided for in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, and addressed the requirement of the *Alberta Education Act*.

The *Education Act* has specific provisions 33(2 and 3) requiring Boards to have a student code of conduct and that they contain various aspects including that they are reviewed annually.

Current Status:

Administration has reviewed and edited AP350 in December 2020 and believes the procedure addresses the requirements of the *Education Act*. Administration is not recommending any other additional changes to AP350 at this time other than a correction on a position title in Appendix A.

Alternatives:

Alternative I

The Board of Trustees affirms Administrative Procedure 350 – Student Code of Conduct.

Alternative II

The Board of Trustees directs the Superintendent to revise Administrative Procedure 350 – Student Code of Conduct.

Recommendation:

The Board of Trustees affirms Administrative Procedure 350 – Student Code of Conduct.

Purpose/Background

Rocky View Schools endorses a set of desirable personal and interpersonal character traits that incorporate universal values common to all religions and ethnic-cultural groups, including respect, integrity, empathy, compassion, independence, cooperation, responsibility and self-control. Rocky View Schools affirms the rights of each student enrolled in a school operated by the Board as provided for in the Alberta Human Rights Act and the Charter of Rights and Freedoms.

Students are expected to learn, practice and develop such personal and interpersonal character traits and to contribute to the development of welcoming, caring, respectful and safe learning environments. Students are further expected to respect diversity and refrain from demonstrating any form of discrimination as set out in the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms. Students are to foster a sense of belonging amongst all students.

Within the aforementioned context, students are expected to pursue academic and cultural studies to maximize their individual potential in becoming self-reliant, responsive and contributing members of society.

Procedures

1. In displaying acceptable behaviour, students are expected to:
 - 1.1 Use their abilities and talents to gain maximum learning benefits from their school experiences;
 - 1.2 Contribute to a climate of mutual trust and respect conducive to effective learning, personal development, and social living;
 - 1.3 Co-operate fully with everyone authorized by the Board to provide education programs and other services;
 - 1.4 Comply with all applicable federal, provincial and municipal laws, and the rules of Rocky View Schools and the school;
 - 1.5 Account to their teachers for their conduct;
 - 1.6 Attend school regularly and punctually;
 - 1.7 Use non-violent means to resolve conflict;
 - 1.8 Treat all other students and staff with dignity, respect and fairness at all times;
 - 1.9 Contribute to a learning environment that is free from physical, emotional, and social abuse;
 - 1.10 Refrain from, report and not tolerate bullying behaviour directed toward others in the school, whether or not it occurs within the school building, during the school day or by electronic means;
 - 1.11 Take appropriate measures to help those in need; and
 - 1.12 Demonstrate honesty and integrity.

2. Students are accountable for demonstrating respect for:
 - 2.1 Authority;
 - 2.2 Others and their property;
 - 2.3 School property, equipment and resources ; and
 - 2.4 Differences in ethnicity, race, religion, gender and sexual orientation.
3. Students are prohibited from engaging in unacceptable behaviour, whether or not it occurs within the school building, on school grounds, off school grounds on an approved school related activity, on the school bus, during the school day or by electronic means.

Examples of such behaviours include, but are not limited to:

- 3.1 Use, possession of, sale, distribution of or active contact with, a weapon on a student's person, in a student's locker or desk, on Rocky View Schools property, or in a vehicle on Rocky View Schools property used by a student or occupied by a student as a passenger;
- 3.2 Threats;
- 3.3 Conduct which endangers others;
- 3.4 Encouraging conduct which endangers or may endanger others;
- 3.5 Encouraging unacceptable conduct;
- 3.6 Use or display of improper, obscene or abusive language;
- 3.7 Distribution or display of offensive messages or pictures;
- 3.8 Theft, including identity theft;
- 3.9 Assault;
- 3.10 Wilful damage to school or others' property;
- 3.11 Use, possession of, distribution of, or active contact with, or collection of money for illicit drugs, cannabis, alcohol, or inhalants in school, on RVS property or in the context of any school-related activity;
- 3.12 Attending school or any school-related activity under the influence of illicit drugs, cannabis, alcohol or inhalants;
- 3.13 Personal, gender identification related or sexual harassment;
- 3.14 Hazing, initiation activities, the formation or the operation of sororities, fraternities, gangs and secret organizations;
- 3.15 Extortion;
- 3.16 Disruptive behaviour, wilful disobedience or defiance of authority;
- 3.17 Interfering with the orderly conduct of classes or the school;
- 3.18 Tampering with fire alarms and safety equipment;
- 3.19 Criminal activity;
- 3.20 Contravention of the school's code of conduct;
- 3.21 School-related violence;
- 3.22 Bullying, including cyber-bullying; and

- 3.23 Inappropriate information technology use.
4. Unacceptable student behaviour:
 - 4.1 May be grounds for disciplinary action; and
 - 4.2 Provides an opportunity for critical learning in the areas of:
 - 4.2.1 Personal accountability and responsibility;
 - 4.2.2 The development of empathy;
 - 4.2.3 Conflict resolution;
 - 4.2.4 Communication; and
 - 4.2.5 Social skills development.
5. When responding to unacceptable student behaviour, the following are to be considered:
 - 5.1 The effect of the student's behaviour upon other students, the staff, the school, and the community;
 - 5.2 The nature of the action or incident that calls for disciplinary or alternative measures;
 - 5.3 The student's previous conduct and previous interventions;
 - 5.4 The student's age, maturity and abilities;
 - 5.5 Supports, whether they be academic or social emotional, required for the student demonstrating inappropriate behaviour as well as supports for the students impacted by the inappropriate behaviour;
 - 5.6 The impact of proposed action on the student's future behaviour;
 - 5.7 The student's learning needs; and
 - 5.8 Any other information considered appropriate or relevant.
6. The consequences of unacceptable behaviour may be:
 - 6.1 Assignment of a student whose behaviour is unacceptable, disruptive or destructive to an alternate supervised location;
 - 6.2 Short term removal of privileges;
 - 6.3 Detention;
 - 6.4 Alternative interventions such as community conferencing or other forms of restorative justice;
 - 6.5 Suspension; and
 - 6.6 Recommendation for expulsion.
7. Students will contribute, to the greatest extent possible, to a learning environment that is well-ordered, peaceful, safe, non-threatening, and conducive to learning and optimal growth.

Reference:

- Education Act Sections 8, 11, 31, 32, 33, 35.1, 36, 37, 52, 53, 196, 197, 222, 257
- Alberta Human Rights Act
- Canadian Charter of Rights and Freedoms
- Criminal Code of Canada

Appendix A – STUDENT CONDUCT ON SCHOOL BUSES

Purpose/Background

Students are to conduct themselves in a safe, reasonable and orderly manner, while being transported on school buses.

Procedures

1. The Director of Transportation shall establish a code of conduct for passengers on school buses. Copies shall be provided to all students, parents, principals and bus operators.
2. A school bus operator shall maintain, under the direction of the Principal, order and discipline among the students while they are being transported to and from school.
3. A school bus operator shall keep a log of student behaviour incidents and action taken, including reporting of same.
4. Students who are school bus passengers shall adhere to the code of conduct.
5. Bus operators must report serious or repeated breaches of conduct in writing to the Principal of the school.
6. The Principal of the school at which the student is in attendance shall address breaches of discipline brought to them in writing by operators. The Principal has the authority and the responsibility to discipline a student who misbehaves while a passenger on a school bus. This may include suspension of the student from riding the bus or from school.
7. Parent/guardian shall be notified by the Principal when a misconduct report has been filed.

Reference:

- Education Act Sections 11, 31, 32, 33, 36, 37, 52, 53, 59, 197, 222 and 257
- Traffic Safety Act
- Student Transportation Regulation 250/98 (Amended AR 125/2005)



COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Report Date: May 26, 2022

Committee Members Present:

All Trustees (except Trustee Lang)
Greg Luterbach, Superintendent
Larry Paul, Associate Superintendent Business & Ops
Tara De Weerd, Director of Communications
Stephanie Dove, Recording Secretary

Meeting Dates: May 12, 2022

Key Meeting Points:

- Received reports from Labour Relations and Policy Committees
- Discussed RVS' Code of Conduct (AP350)
- Provided feedback to Agenda Planning Committee on current committee reporting process
- Received update from administration regarding upcoming RVS Long Service and Retirement Celebration

Committee Recommendations/Decisions:

- AP350 to be brought forward to the Board for annual affirmation