
FORT VERMILION SCHOOL DIVISION

“Our Children, Our Students, Our Future”

BOARD OF TRUSTEES

REGULAR MEETING – NOVEMBER 30, 2022

ESSENTIAL SERVICES OFFICE – 10:00 AM

A G E N D A



Fort Vermilion School Division 2022-2023 Board Work Plan

Divisional Goals:

1. Every Student is Successful
2. Quality Teaching and School Leadership
3. Effective Governance

Divisional Priorities:

1. FVSD will foster connectivity and well-being amongst community, students, parent and staff
2. All students will improve literacy skills
3. All students will improve numeracy skills

	Monitoring:	Other Events
August 30, 2022 (COW) 10 am	Monitoring: Review Board Priorities	29 New Teacher Orientation 30 Organizational Day 31 PD Day
	Communications: Board Communications / Trustee Communication Key Messages to the Media	
September 28, 2022 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • RLKS Superintendent Report Initial Staffing and Enrolment Report (COW) Review Trustee Handbook Review Board Work Plan (COW) Trustee Remuneration (COW) (review every 2 years – 2023)	Other Events 1 PD Day 2 Organizational Day 5 Labour Day 6 First Day for Students 30 National Day for Truth & Reconciliation School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	
October 19, 2022 9 am	Monitoring: Organizational Meeting Focus on Student Achievement <ul style="list-style-type: none"> • BHPS & BHCS Focus on Priorities – Connectivity, Literacy, Numeracy Superintendent Report Finance Report New Modular Classroom Requests DRAFT AERR (COW) Full Review of Capital Plan (COW)	Other Events 3 PD Day 10 Thanksgiving Day School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	



Fort Vermilion School Division 2022-2023 Board Work Plan

November 30, 2022 10 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • PATH & NHEC Superintendent Report Finance Report 2021-2022 Audited Financial Statement Essential Services Accountability Report Annual Education Results Report	9 Last Day of Quad 1 10 Division PD Day 11 Remembrance Day 14 First Day of Quad 2 20-22 ASBA Fall General Meeting 30 School Council Chairs Meeting (5-8 p.m.) School Council Meetings
	Communications:	
	Board Communications / Trustee Communication Key Messages to the Media	
December (no scheduled meeting)	Monitoring:	Other Events
		23 First Day of Christmas Break 25 Christmas Day 26 Boxing Day
	Communications:	
		Christmas Concerts School Council Meetings
January 18, 2023 9 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • HLPS & FMCS Student Advisory Team (COW) Superintendent Report Annual Local % Expenditure Report (reported biennially 2023) Finance Report Fiscal Quarterly Accountability Report Fundraising Report	1 New Year's Day 9 Classes Resume 26 Last Day of Semester 1 & Quad 2 27 PD Day 30 First Day of Semester 2 & Quad 3 School Council Meetings
	Communications:	
	Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	



Fort Vermilion School Division 2022-2023 Board Work Plan

COW / Board Planning ???, 2023	Monitoring:	Other Events
	Trustee Development DRAFT Three Year Capital Plan (COW) Board Evaluation Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	13-14 Day off in Lieu of PT Interviews 15 School Closed 16-17 Teachers' Convention 20 Family Day School Council Meetings
March 29, 2023 9 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • HCCS & RVCS Focus on Priorities – Connectivity, Literacy, Numeracy Superintendent Report Finance Report Fiscal Quarterly Accountability Report Mid-Year Budget Review Three Year Capital Plan 2023-2024 School Calendar Review Student Fee Structure Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	5-7 Alberta Rural Education Symposium 13-14 PD Days School Council Meetings
April 26, 2023 9 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • LCPS & SHES Student Advisory Team (COW) Hockey Academy Report Superintendent Report Finance Report Review Attendance Boundaries School Jurisdiction Financial Reporting Profile (COW) DRAFT 2023-2024 Budget (COW) DRAFT Three Year Education Plan (COW) Communications: Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	1 First day of Spring Break 7 Good Friday 10 Easter Monday 11 PD Day 12 Classes Resume 21 Last day of Quad 3 24 First Day of Quad 4 School Council Meetings
May 24, 2023 9 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • UHRS & SNCS Superintendent Report Finance Report Three Year Education Plan 2023-2024 Budget Report School Improvement Fund Communications: Board Communications / Trustee Communication Key Messages to the Media	22 Victoria Day 24 School Council Chairs Meeting (5-8 p.m.) 27 FVSD Retirement Gala School Council Meetings



Fort Vermilion School Division 2022-2023 Board Work Plan

June 20, 2023 9 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • RLNS & FVPS/SMCS Focus on Priorities – Connectivity, Literacy, Numeracy Superintendent Report Finance Report Internal Auditing Accountability Report Fiscal Quarterly Accountability Report Merit Awards Selection (COW) CEO Evaluation (COW)	5-6 ASBA Spring General Meeting 22 Last day for K-9 Students 23, 26 PD for K-9 Teachers 26 Last day for 10-12 Students 27 Organizational Day 27 FVSD Awards Ceremony 28 Summer Break Begins School Council Meetings Graduations
	Communications:	
	Board Communications / Trustee Communication Key Messages to the Media	

**FORT VERMILION SCHOOL DIVISION
 BOARD OF TRUSTEES REGULAR MEETING
 NOVEMBER 30, 2022 - 10:00 A.M.
 ESSENTIAL SERVICES OFFICE
 AGENDA**

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ATTENDANCE

Board Members Present:

Board Members Absent:

Administration:

Staff:

Guests:

CALL TO ORDER

(Chairman,) or (Vice-Chairman,) _____, called the meeting to order at _____.

IN-CAMERA

_____ moved that the Board of Trustees go in-camera at _____.

_____ moved that the Board of Trustees move out of in-camera at _____.

FOCUS ON STUDENT ACHIEVEMENT

RE: PATHWAYS SCHOOL

Attached is the Focus on Student Achievement report as presented by Pathways School.

Policy References:

1.5 Goals (1.5.1, 1.5.2 and 1.5.3)

1.6 Current Priorities (1.6.1, 1.6.2 and 1.6.3)

Submitted by Kim Brown, Principal.

RECOMMENDATION

_____ moved that the Board of Trustees accept the Focus on Student Achievement – Pathways School Report.

School Presentation to the Board: Divisional Priorities

School: Pathways

Date of Report: November 23rd, 2022

School Context:

Pathways is a grades 1-12 umbrella program for schooling alternatives. Within this umbrella we have synchronous online classrooms in grades 1-9. We provide both synchronous and asynchronous online options for our High School students as well as the traditional module-based (paper) courses.

We maintain a full campus in High Level and La Crete, as well as a satellite campus in Fort Vermilion. We work closely with our large High Schools to provide programming for students who need courses because of scheduling conflicts as well as students who are interested in a different modality or time frame.

We have 167 students enrolled in Pathways as well as a floating 35-50 students accessing our program from both HLPS and LCPS. The majority of students accessing Pathways as a dual student are looking for CORE courses.

We are working closely with Careers Next Gen and Northern Lakes College to ensure that our high school students are developing employable skills.

Overview of Schools Universal Programming, Supports and Interventions:

Our early literacy program is rooted in the science of reading and uses The Phonics Companion developed by George Georgio as its anchor. Daily PA is included using the Hegarty Program. The workshop model developed in the Units of Study has introduced our early learners to the magic of writing. Our elementary teachers have creatively adapted all of this to be effectively used in an online classroom.

Our early numeracy program is focused on supporting students to develop a strong foundation in the essential pieces that build a lasting understanding of math. JUMP math is a supporting resource however teacher instruction is very responsive to student needs.

Our online Junior High program continues to grow. The ELA instruction follows the FVSD common year plan for junior high. Using the 3 T data this fall, we recognized that many students struggled with decoding, including a portion of our students who are ESL. We are currently running the Reading Rewards Program and are finding success with students already.

In Junior High we run two numeracy groups to meet student learning needs. Class sizes are small and students can get direct, targeted instruction to build their skills and understanding. JUMP math is a supporting resource however teacher instruction is very responsive to student needs.

High School programming has shifted this year to include online learning. We are currently building a grade 10 suite of courses that can be run asynchronously and synchronously. Courses are developed by experienced teachers and include multi-modal learning.

Insights gleaned from school data (Celebrations and Challenges/Struggles):

Celebrations:

- Our online classrooms offer rich learning opportunities with sound pedagogy.
- We have increased flexibility for students in our jurisdiction and our number of dual students is up. There is a strong partnership between Pathways and our High Schools.
- Grade 1-9 students have an option when traditional schooling is challenging.
- Partnerships with Northern Lakes College and Careers Next Gen provide excellent opportunities for students.

Challenges:

- Student pacing – having our High School students stay engaged in their journey towards a High School diploma.
- Staff and students feeling confident in the D2L platform.
- Supporting students who are working towards a *Certificate of High School Achievement (dash 4)*. This group of learners is increasingly accessing Pathways.

FOCUS ON STUDENT ACHIEVEMENT

RE: NORTHERN HOME EDUCATION CENTRE

Attached is the Focus on Student Achievement report as presented by Northern Home Education Centre.

Policy References:

1.5 Goals (1.5.1, 1.5.2 and 1.5.3)

1.6 Current Priorities (1.6.1, 1.6.2 and 1.6.3)

Submitted by Chad Fyke, Principal.

RECOMMENDATION

_____ moved that the Board of Trustees accept the Focus on Student Achievement – Northern Home Education Centre Report.

School Presentation to the Board: Divisional Priorities

School: Northern Home Education Centre

Date of Report: November 17, 2022

School Context:

Northern Home Education Centre is the homeschool division within the FVSD. We sit at a current enrollment of 465 students. Of that number, 95 are enrolled with Northland Education Society and 370 regular NHEC students. We work at offering personalized services to local homeschool families. We try to arrange events and services that no other homeschool provider is able or willing to do for FVSD families.

Literacy, Numeracy and Connectivity School Results from Power BI:

At NHEC we run many different events which achieve the division goal of connectivity. This is a natural fit for homeschool education with a local provider. Access to events is a major reason why we draw students from other homeschool providers operating within our school division. Access to what homeschool families do well in the areas of literacy and numeracy will continue to improve educational results within those areas.

Overview of Schools Universal Programming, Supports and Interventions:

Access to a wide variety of curriculum choice is a main focus of what we do in home education. Augmenting that choice for the current school year we have embarked upon a blended curriculum program. In this circumstance, we offer Alberta Education grade level material to our families in Language Arts and Math. We then have a tracking program where we record marks within the students programming and performance. This blended option takes place within our regular homeschool program and our partnership with Northland Education Society.

Insights gleamed from school data (Celebrations and Challenges/Struggles):

We need to continue access to best practices within numeracy and language arts. This can be achieved through curriculum sharing events. For homeschool families to have access to learning about what other families do well, is a key component to building a strong home education program. One struggle we have encountered is in the tracking portion of our blended program. We will refine this process as we move along throughout this current school year.

APPROVAL OF AGENDA

_____ moved that the Board of Trustees approve the agenda with the following additional items:

- 1.
- 2.
- 3.
- 4.
- 5.

APPROVAL OF MINUTES

_____ moved that the Board of Trustees approve the minutes of the Regular Board Meeting held October 19, 2022, as presented.

_____ moved that the Board of Trustees approve the minutes of the Organizational Board Meeting held October 19, 2022, as presented.

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 19, 2022**

ATTENDANCE

Board Members Present:

Mr. Marc Beland, Chairman
Mr. Tim Driedger, Vice Chair
Mr. Dale Lederer
Mr. Shane Lloyd
Mrs. Linda Kowal
Mrs. Amanda Paul
Mr. Henry Goertzen
Mr. Benjamin Friesen
Mr. John Zacharias

Administration Present:

Mr. Michael McMann, Superintendent
Mr. Norman Buhler, Associate Superintendent
Mr. Terry Gibson, Associate Superintendent
Mrs. Darlene Bergen, Executive Assistant
Mrs. Chandra Tincombe, Public Engagement Coordinator

Administration Absent:

Mrs. Karen Smith, Associate Superintendent

ATA Representative Present:

Fred Kirby (VC)

Vice-Chairman, Tim Driedger called the meeting to order at 9:05 a.m. at Buffalo Head Prairie School

22-10-16923
IN-CAMERA

Dale Lederer moved that the Board of Trustees go in-camera at 9:05 a.m. **CARRIED**

Marc Beland and Shane Lloyd joined the meeting at 10:00 a.m.

The Board recessed the meeting at 10:15 a.m. to travel to Blue Hills Community School and reconvened at 10:54 a.m. at Blue Hills Community School.

22-10-16924
REVERT TO PUBLIC
MEETING

Linda Kowal moved that the Board of Trustees move out of in camera at 2:04 p.m. **CARRIED**

22-10-16925
FOCUS ON STUDENT
ACHIEVEMENT –
BUFFALO HEAD
PRAIRIE SCHOOL

Report found in the October 19, 2022, Regular Board Meeting Package and presented by Principal Chris Fehr, Assistant Principal Dale Driedger and Inclusive Education Coordinator and Literacy Coach Melissa McDonald.

John Zacharias moved that the Board of Trustees accept the Focus on Student Achievement – Buffalo Head Prairie School Report.

CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 19, 2022**

22-10-16926 FOCUS ON STUDENT ACHIEVEMENT – BLUE HILLS COMMUNITY SCHOOL	Report found in the October 19, 2022, Regular Board Meeting Package and presented by Principal David Gallant, Assistant Principal David MacDougall, Inclusive Education Coordinator and Literacy Coach Shelley Watt. Benjamin Friesen moved that the Board of Trustees accept the Focus on Student Achievement – Blue Hills Community School Report.	CARRIED
22-10-16927 APPROVAL OF AGENDA	Henry Goertzen moved that the Board of Trustees approve the agenda as presented.	CARRIED
22-10-16928 APPROVAL OF MINUTES	Amanda Paul moved that the Board of Trustees approve the Minutes of the Regular Meeting held September 28, 2022, as presented.	CARRIED
BOARD COMMUNICATIONS	No communication shared.	
TRUSTEE SHARING ON PD/COMMITTEES	None.	
DELEGATIONS OR EXTERNAL PRESENTATION	Paddle Prairie Bus Request from parents Kayla Laboucane and Jonelle Laboucane.	
MONITORING REPORTS		
22-10-16929 FOCUS ON PRIORITIES – CONNECTIVITY, LITERACY, NUMERACY	Report found in the October 19, 2022, Regular Board Meeting Package. Shane Lloyd moved that the Board of Trustees accept the Focus on Priorities – Connectivity, Literacy, Numeracy Accountability Report.	CARRIED
22-10-16930 SUPERINTENDENT’S REPORT	Report found in the October 19, 2022, Regular Board Meeting Package. John Zacharias moved that the Board of Trustees accept the Superintendent’s Report as information.	CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 19, 2022**

22-10-16931
FINANCE REPORT

Report found in the October 19, 2022, Regular Board Meeting Package.

Dale Lederer moved that the Board of Trustees accept the Finance Report as of September 30, 2022.

CARRIED

NEW MODULAR
CLASSROOM
REQUESTS

FVSD will not be submitting a request for new modular classrooms to Alberta Education this year.

OTHER BUSINESS

22-10-16932
MACKENZIE COUNTY
LAND SWAP

Tim Driedger moved that the Board of Trustees to trade a subdivision of the Fort Vermilion Public School property Plan 2221361 Block A Lot 7 to Mackenzie County in exchange for PLAN 7820147 Block 13-R which is adjacent to Sand Hills Elementary School and Ridgeview Central School.

CARRIED

22-10-16933
IN-CAMERA

Dale Lederer moved that the Board of Trustees go in-camera at 3:38 p.m.

CARRIED

Dale Lederer left the meeting at 3:56 p.m.

22-10-16934
REVERT TO PUBLIC
MEETING

Linda Kowal moved that the Board of Trustees move out of in camera at 4:00 p.m.

CARRIED

22-10-16935
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 4:00 p.m.

CARRIED

Board Chair

Associate Superintendent of
Finance

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE ORGANIZATIONAL BOARD MEETING
OCTOBER 19, 2022**

PAGE 1 OF 2

ATTENDANCE

Board Members Present:
Mr. Marc Beland, Chairman
Mr. Shane Lloyd
Mrs. Linda Kowal
Mrs. Amanda Paul
Mr. Henry Goertzen
Mr. Tim Driedger
Mr. Benjamin Friesen
Mr. John Zacharias

Board Members Absent:
Mr. Dale Lederer

Administration Present:
Mr. Michael McMann, Superintendent
Mr. Terry Gibson, Associate Superintendent of Operations
Mr. Norman Buhler, Associate Superintendent of Finance
Mrs. Darlene Bergen, Executive Assistant
Mrs. Chandra Tincombe, Public Relations Coordinator

Administration Absent:
Mrs. Karen Smith, Associate Superintendent of Learning

CALL TO ORDER

Chairman, Marc Beland, called the meeting to order at 4:01 p.m.

**22-10-16936
ELECTION OF VICE
CHAIR**

Chairman, Marc Beland, called for nominations for the position of Vice-Chair of the Fort Vermilion School Division for the period October 19, 2022, to October 2023.

First call: Benjamin Friesen nominated Tim Driedger.
Accepted.
Second call: None.
Third call: None.

There being no further nominations, Marc Beland declared that nominations cease.

Tim Driedger was declared acclaimed as Vice-Chair of the Board of Trustees of the Fort Vermilion School Division for the 2022-2023 term.

CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE ORGANIZATIONAL BOARD MEETING
OCTOBER 19, 2022**

22-10-16937
ESTABLISHMENT OF
REPRESENTATIVES

Tim Driedger moved that the following trustees be appointed as representatives on the various associations/councils for the period October 19, 2022, to October 2023.

Alberta School Boards Association Zone 1 – Henry Goertzen
Fort Vermilion Community Education Committee – Linda Kowal
Negotiation Committee – Tim Driedger and Linda Kowal
Teachers’ Employer Bargaining Association – Tim Driedger
Blue Hills Community Complex – John Zacharias
Audit Committee – Marc Beland, Dale Lederer and Amanda Paul
Rural Caucus – Benjamin Friesen

CARRIED

22-10-16938
ESTABLISHMENT OF
BOARD MEETING
DATES

Henry Goertzen moved that the Board of Trustees establish the Board Meeting dates for the 2022-2023 school year as amended:
September 28, 2022
October 19, 2022
November 30, 2022
January 18, 2023
March 29, 2023
April 26, 2023
May 24, 2023
June 20, 2023

CARRIED

22-10-16939
ATB FINANCIAL
SIGNING AUTHORITY

John Zacharias moved that the Board of Trustees give the following individuals signing authority on ATB Financial accounts with a two to sign requirement:

Michael McMann - Superintendent
Norman Buhler – Associate Superintendent of Finance
Payne Cardinal – Director of Finance
Karen Smith - Associate Superintendent of Learning
Terrence Gibson - Associate Superintendent of Operations
Marc Beland - Board Chair
Tim Driedger - Vice Chair

CARRIED

22-10-16940
ADJOURNMENT

Marc Beland moved that the organizational meeting be adjourned at 4:09 p.m.

CARRIED

Board Chair

Associate Superintendent of
Finance

COMMUNICATIONS

RE: BOARD CHAIR

Information item.

COMMUNICATIONS

RE: SUPERINTENDENT

Information item.

MONITORING REPORTS

RE: SUPERINTENDENT'S REPORT

A copy of the Superintendent's Report is attached.

Policy Reference

2.9 Delegation of Authority and Responsibility

Submitted by Michael McMann, Superintendent.

RECOMMENDATION:

_____ moved that the Board of Trustees accept the Superintendent's Report as information.

SUPERINTENDENT'S REPORT

November 2022

- November 10, 2022, PD Day
- Update on Fire
- Collegiate Presentation

MONITORING REPORTS

RE: FINANCE REPORT

A copy of the revenues and expenditures for the period of September 1, 2022, to October 31, 2022, is attached.

Policy References:

3.4 Finances (3.4.3 and 3.4.4)

Submitted by Norman Buhler, Associate Superintendent of Finance.

RECOMMENDATION: _____ moved that the Board of Trustees accept the Finance Report as of October 31, 2022.

Fort Vermilion School Division

YEAR-TO-DATE REVENUE & EXPENSES

	Budget 2022-2023	October, 2022	Year to Date	Percentage
OPERATIONS (SUMMARY)				
				2 of 12 months
Revenues				16.67%
Alberta Education	\$48,347,919	\$4,243,808	\$8,310,749	17.19%
Other - Government of Alberta	\$57,222	\$0	\$0	0.00%
Federal Government and First Nations	\$5,462,141	\$1,006,673	\$1,103,273	20.20%
Other Alberta school authorities	\$0	\$0	\$0	0.00%
Out of province authorities	\$0	\$0	\$0	0.00%
Alberta Municipalities - special tax levies	\$0	\$0	\$0	0.00%
Property taxes	\$0	\$0	\$0	0.00%
Fees	\$175,000	\$31,109	\$54,312	31.04%
Other sales and services	\$943,218	\$22,844	\$34,452	3.65%
Investment income	\$90,000	\$50,430	\$92,681	102.98%
Gifts and donation	\$0	\$1,024	\$1,024	0.00%
Rental of facilities	\$300,000	\$31,372	\$62,319	20.77%
Fundraising	\$750,000	\$26,422	\$50,440	6.73%
Gain on disposal of capital assets	\$0	\$0	\$0	0.00%
Other revenue	\$0	\$0	\$0	0.00%
Total revenues	\$56,125,500	\$5,413,682	\$9,709,250	17.30%
Expenses By Program				
Instruction - ECS	\$1,466,959	\$123,643	\$250,905	17.10%
Instruction - Grade 1-12	\$39,160,290	\$3,438,027	\$6,974,663	17.81%
Plant operations and maintenance	\$8,587,388	\$579,971	\$1,123,893	13.09%
Transportation	\$3,963,418	\$394,464	\$691,703	17.45%
Board & system administration	\$2,232,106	\$181,500	\$430,407	19.28%
External services	\$1,152,983	\$96,229	\$192,829	16.72%
Total expenses	\$56,563,144	\$4,813,834	\$9,664,400	17.09%
<i>Annual Surplus (Deficit)</i>	<i>(\$437,644)</i>	<i>\$599,848</i>	<i>\$44,850</i>	
Expenses by Object				
Certificated salaries & wages	\$21,134,574	\$1,740,783	\$3,443,798	16.29%
Certificated benefits	\$5,052,070	\$349,598	\$684,314	13.55%
Non-certificated salaries & wages	\$12,755,902	\$1,205,301	\$2,418,904	18.96%
Non-certificated benefits	\$3,078,350	\$258,327	\$489,252	15.89%
Services, contracts and supplies	\$11,069,822	\$975,479	\$2,059,440	18.60%
Amortization expense	\$3,472,426	\$284,346	\$568,692	16.38%
Interest on capital debt	\$0	\$0	\$0	0.00%
Other interest and finance charges	\$0	\$0	\$0	0.00%
Losses on disposal of tangible capital assets	\$0	\$0	\$0	0.00%
Other expenses	\$0	\$0	\$0	0.00%
Total Expenses	\$56,563,144	\$4,813,834	\$9,664,400	17.09%

MONITORING REPORTS

RE: AUDITED FINANCIAL STATEMENT

The Audited Financial Statement for the year ended August 31, 2022, will be presented at the meeting for acceptance as it has not been received from the auditor. The deadline for submission to Alberta Education is November 30, 2022.

As per policy 2.2.8 (c)

Presented by Chris Cholak, MNP

Submitted by Norman Buhler, Associate Superintendent of Finance

RECOMMENDATION: _____ moved that the Board of Trustees approve the Audited Financial Statement for the year ending August 31, 2022.

MONITORING REPORTS

RE: ESSENTIAL SERVICES ACCOUNTABILITY REPORT

A copy of the Essential Services Accountability Report is attached.

Submitted by Bruce Harder, Director of Essential Services.

RECOMMENDATION:

_____ moved that the Board of Trustees accept the Essential Services Accountability Report.



**Fort Vermilion
School Division**
Essential Services

**BOARD ACCOUNTABILITY
REPORT**

November 2022

Submitted by Bruce Harder, Director of Essential Services

Essential Services
BOARD ACCOUNTABILITY REPORT
November 2022

Essential Services

The Essential Services department is responsible for day-to-day operations as well as creating vision and direction for the future of our different departments. We oversee Transportation, Occupational Health, and Safety, IT, Operations and Maintenance departments and the Driving School. Our goal is to work towards operating safely, efficiently, and effectively to serve our students, staff, and our communities.

As a team, we work together to provide solutions and to solve problems that arise from the everyday operations. We are proactively changing the way our different departments work as well as reacting to the daily needs of our division.

Transportation

Essential Services provides safe and reliable transportation to rural and urban students. We maintain a fleet including school buses, service vehicles, and division supplied vehicles.

Ridership

As of September 30, we have 1902 riders registered on our buses. 1642 rural riders and 280 urban riders. Ride times are always a concern in a division that covers a lot of territory, but our families are generally very understanding.

Urban Busing

Last year the Board asked us to provide urban busing to the three communities, La Crete, High Level and Fort Vermilion. There are currently 120 urban students registered in High Level, 35 registered in Fort Vermilion which includes those registered from Tall Cree Reserve and 125 students registered in La Crete. Last year we had 74 from High Level, 41 from Fort Vermilion and 111 from La Crete at this time of the year. I expect the numbers to grow as the weather turns colder and in future years. This year, we are using an online registration. This makes the process much more efficient and user friendly for most parents. We are using Stripe this year which gives parents the option of monthly payments charged automatically to their credit card or to pay in full.

We added one stop in La Crete, bringing us to 9 stops. High level continues with 8 stops and Fort Vermilion with 5 stops.

Bus Fleet

We purchased 2 new buses and have asked for proposals for 4-5 buses for this year. If our budget allows, we will purchase 5. We sold 6 buses at auction and have 2 more that we plan to sell in spring. My goal is to have only operational buses in our yards.

Challenges

Our biggest asset is also our biggest challenge. We have 45 full time drivers and 20 spare drivers. Even with these numbers, there are times we struggle to fill a route. Especially in volleyball and basketball seasons. This past year, we had 3 resignations as regular drivers and 3 spares that decided not to drive anymore. This will be a challenge going forward as our driver population ages. We've been able to keep all our routes going with minimal disruption.

Another challenge is our northern climate. I get regular calls, texts, and emails when the weather gets cold. Our goal is to drive the buses as long and as often as it is safe to do so. The division cold weather policy is often questioned by drivers, parents and sometimes students. One change that we implemented this year is the installation of weather stations at our country schools. This allows me to make weather calls based on data provided at the school. There can be a variation in temperature from the school to a farmyard 20 kms away. I base my decision on the reading at the school they are travelling to.

One of our mechanics went into semi-retirement. We hired a new journeymen technician.

We continue to work towards providing safe and efficient transportation to students throughout the division.

Driving School

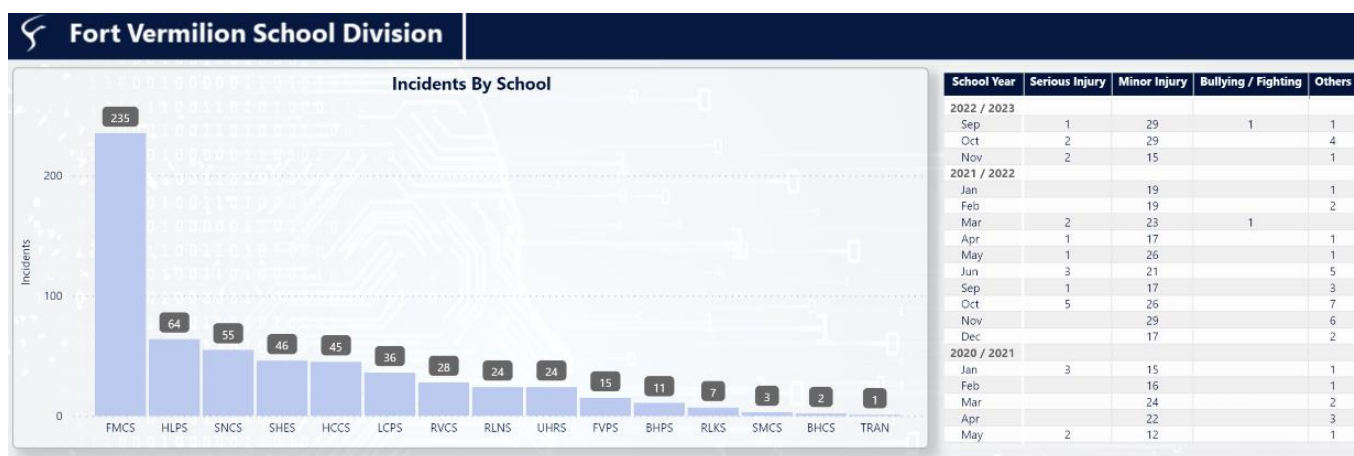
Our Driving school is up and running. We offer Airbrakes courses, Melt 1, 2, 2S, and 3 as well as the Melt 1 EE course. We have three full time instructors. Our goal is to add one more instructor in the near future. There is a definite need for this in the north.

Dave Elias is still teaching the Melt 2 and the 2S endorsement courses for our division, and we are working towards getting another instructor certified to help him and eventually take over that role when he retires. We've been able to offer the Melt 2S course to our surrounding First Nations Reserves. Our goal is to offer class 5 training to students sometime in the future.

Occupational Health and Safety/Housing

We continue to have an OHS committee at each division location. A division OHS committee has been established consisting of one representative from each location. With staff turnover, vacancies in this role are created. We are actively trying to fill the voids. The committee meets virtually on a quarterly basis. This is a requirement of OHS provincial legislation.

Cory Wright continues to monitor incident trends and report his findings to the schools regularly. This allows us to proactively communicate to staff what to watch out for to prevent similar incidents from occurring in the future.



Program Monitoring

One of the key areas of involvement with schools and the administration of the program is in the area of school inspections. During an inspection, a tour is made of the entire facility with the principal, taking notes and pictures along the way. At the conclusion of the inspection, a report is provided to the principal detailing the areas of concern and highlighting items that exceed expectations. From there, the principal takes responsibility for his/her building and ensures that items are corrected in a timely manner. Principals are provided with a checklist for tracking the progress of necessary corrections. For schools with CTS (Career Technology Studies) shops, the inspection is followed up with a second inspection due to the nature of the facility and the increased level of risk.

Our Safety Officer also goes to FVSD job sites and monitors and records any safety concerns.

Since the inception of the formal health and safety program the focus as mentioned earlier has been to create a safe learning environment for students and staff and to provide assurances to all division stakeholders that safety is a priority for the Fort Vermilion School Division.

Housing

Cory is also our housing manager. Part of his duties are to ensure that teachers in some of our communities have adequate housing available for them and their families. We have several vacant units in Rainbow Lake. Housing levels are somewhat stable in Fort Vermilion and La Crete.

High Level has a need for more housing. Earlier this year, I was directed to look into a plan to build a 12-unit apartment style building with retail space attached in the town of High Level. This project has been put on hold.

IT Department

We have 5 full time IT people and one that is available to us when he isn't required on a bus. Madison Smith has taken the role of IT Operations Coordinator. We added an itinerant substitute bus driver this last year. He's also very capable of helping our IT department whenever he's available. This combination created one full time position and has had a very positive impact on both IT and Transportation.

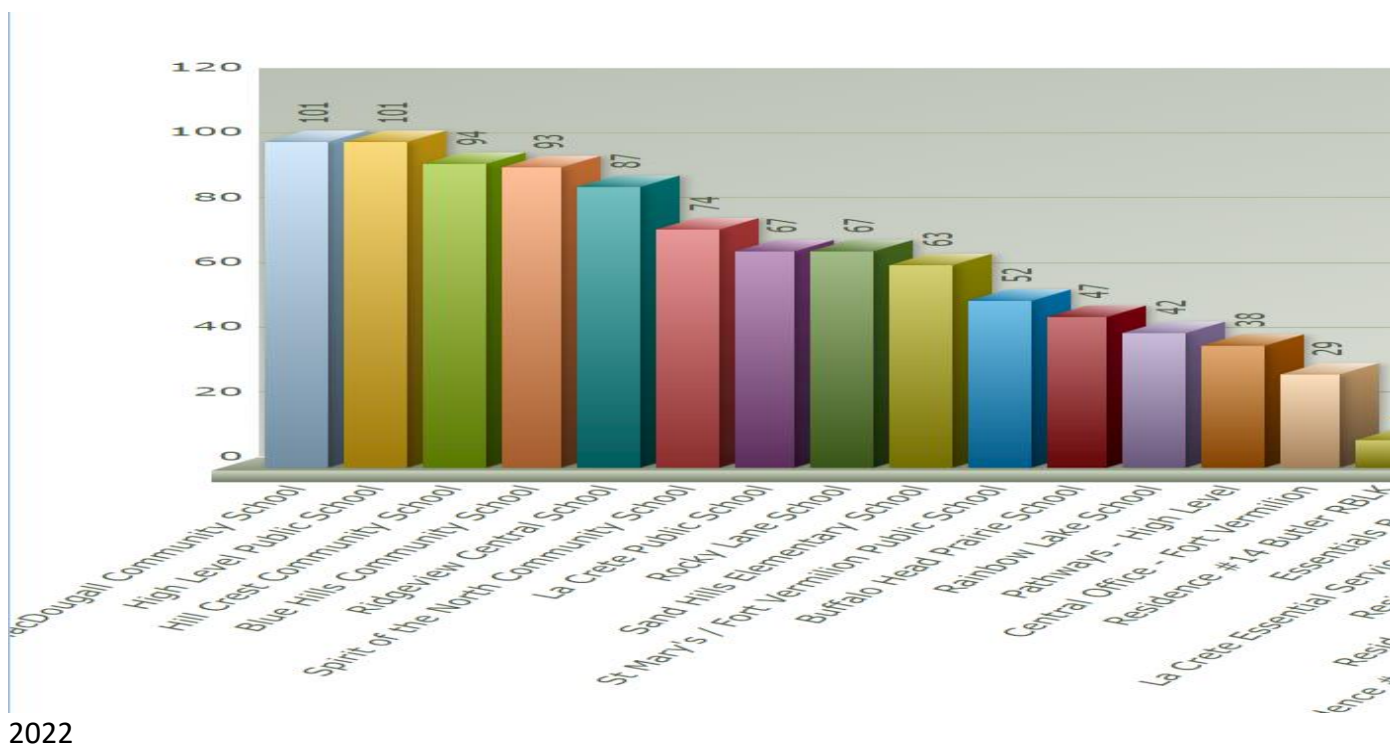
Some of the things that the IT Department have on worked starting this year are:

- Upgraded servers and network equipment in High Level IT Shop
- Redistributed Chromebooks throughout the division to accommodate the 3:1 Student to Chromebook ratio for grades 4-9
- Implemented additional security measures to comply with ARMIC requirements
- Installed 14 new interactive displays as part of the modernization in Blue Hills School
- Migrated and consolidated services to the cloud as part of our plan to require less on-premises servers in the future
- Upgraded network equipment in most schools in preparation for new phone system installations
- Responded to general issues/requests in the Helpdesk

Operations and Maintenance

We have been diligently working towards maintaining the division buildings. This was another busy year for the maintenance crew. Our plumbers and electricians were busy helping Serval with the BMS (Building Management System) Systems in La Crete Public and Hill Crest Community School. By doing some of the labor ourselves, the division saved thousands of dollars and allowed us to learn how the systems work as they were being installed. We now have only one school without BMS control. Fort Vermilion Public/St Mary's school will be getting this system through the new build and renovation. All but 2 of our schools will be running Reliable Controls and our plan is to change those to the same system over the next few years.

This is a snapshot of the service requests the maintenance department received from Dec 1 2021-Nov 1



The maintenance department formally meets bimonthly to discuss ongoing projects and future projects. As well as discuss budget and safety concerns. This helps us all to work together to complete not only larger projects but also to help each other on the complete day to day tasks.

Our buildings are in good condition and that comes from being proactive by doing regular preventative maintenance. This gives us more freedom to do repairs in a timely fashion.

This past year some of the projects that we have completed as a division are:

- Completing BMS in La Crete Public and Hill Crest Schools
- Moving the Bear Necessities building off site

- Upgrading many exterior doors throughout the division
- High Level Public roofing project
- Gym floor restorations at several schools
- Sidewalk replacement in areas at several schools
- Numerous other smaller projects that include roofing and flooring painting etc.

Potential Future Projects

- Window replacements at Rocky Lane
- Buffalo Head BMS upgrade
- Rocky Lane BMS upgrade
- High Level Public Major roofing project
- Spirit of the North Boiler replacement
- As well as several sidewalk projects throughout the division

Summary

The Essential Services office deals with a diverse group of individuals both from the public and members of the division. We strive to work together with all parties to better our facilities, our busses, our safety and our systems. This can be a challenge at times; however, we have an excellent team with the knowledge, experience, and the energy to move forward.

MONITORING REPORTS

RE: ANNUAL EDUCATION RESULTS REPORT

Attached is the 2021-22 Annual Education Results Report of the combined 2022-25 Three Year Education Plan and 2021-22 Annual Education Results Report. The deadline for submission of the Annual Education Results to Alberta Education is November 30, 2022.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION

_____ moved that the Board of Trustees approve the 2021-22 Annual Education Results Report.



**Fort
Vermilion**
School Division

2022-2025
Three-Year Education Plan

2021-2022
Annual Education Results Report

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Accountability Statement



The **Education Plan commencing September 1, 2022**, and **Annual Education Results Report for the 2021-2022 school year** for Fort Vermilion School Division were prepared under the direction of the Board in accordance with the responsibilities under the Education Act and the Fiscal Planning and Transparency Act.

This document was developed in the context of the provincial government's business and fiscal plans. **The Board** has used the results reported in the document, to the best of its abilities, to develop the education plan and is committed to implementing the strategies contained within the plan to improve student learning and results.

The Board approved the combined Education Plan for 2022-25 on May 18, 2022, and the Annual Education Results Report for the 2021-22 school year on November 30, 2022.

Handwritten signature of Marc Beland.

Marc Beland, Board Chair
Fort Vermilion School Division

Introduction to Assurance

“Our Children, Our Students, Our Future”

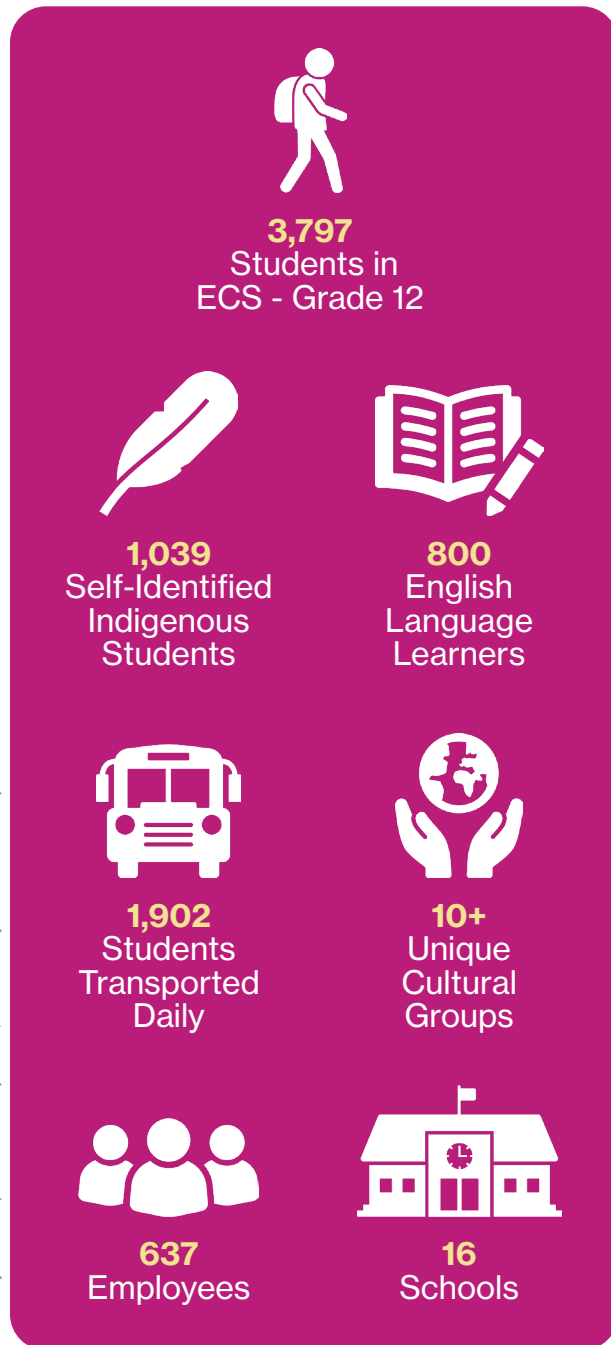
How do educators know and how can parents know that their child is being successful?

FVSD aims to provide learning opportunities for students that will enable every student to be successful. However, this **does not mean that success will be achieved in every avenue of learning**. Failure can be something to learn from as well. **What our mission statement means is that as an educational system we need to provide opportunities for students that will enable success in meaningful ways**. For example, a student may struggle with mathematics but experience great success as an artist. Therefore, we need to know the student, to know that this student will need opportunities to express their knowledge in an artistic way. The student in this example should be building confidence and a sense of achievement in areas where the student can excel.

As you read this education plan, you will be able to identify how FVSD as a system, along with the endeavors of each local school, provide meaningful, success-based learning opportunities. By delving into local school plans or this system Three-Year Education Plan, you will note that success is not specific to a grade or age grouping. A success-based model can be established and lived at all levels of the K-12 system.

This plan and the results that will come a year from now will attempt to provide the learner and parents the ASSURANCE that learning and success has taken place. The measurement tools selected are indicators of student success and valuable tools to assess the path forward. The conversation, collaboration and engagement of students and parents at both the system and local school level will assist in providing an assurance that a quality education has been provided and achieved.

The Fort Vermilion School Division uses the Assurance Model of reporting.



Icons by Adrien Coquet from NounProject.com | Feather icon by LAFS from NounProject.com

Annual Education Planning Cycle

The Fort Vermilion School Division is a data driven organization.

Many forms of data are used to guide the decision-making process and ultimately the design of education plans, goals, strategies, and the allocation of resources to meet the actions outlined in an education plan.

At each school the principal will analyze pertinent data and glean from it areas where students are not learning. The voice of professional staff and support staff are important to the analysis and discussion. At a system level, a similar process has already occurred, as will be defined later.

The **Fort Vermilion School Division Board of Trustees** has analyzed data sets and consultation data and have approved three priorities for the system. The schools align school education plans with divisional priorities and the system aligns with *Alberta Education's* business plan. The result is that provincial mandates are supported by school system work and school system mandates are supported by the actions that occur in schools.

FVSD PRIORITIES:
Literacy | Numeracy | Connectivity

It is important to note that both the mandate of *Alberta Education* and the school system remain broad enough to allow the schools which feed into the process, the latitude to develop plans which will correlate well with the local context.

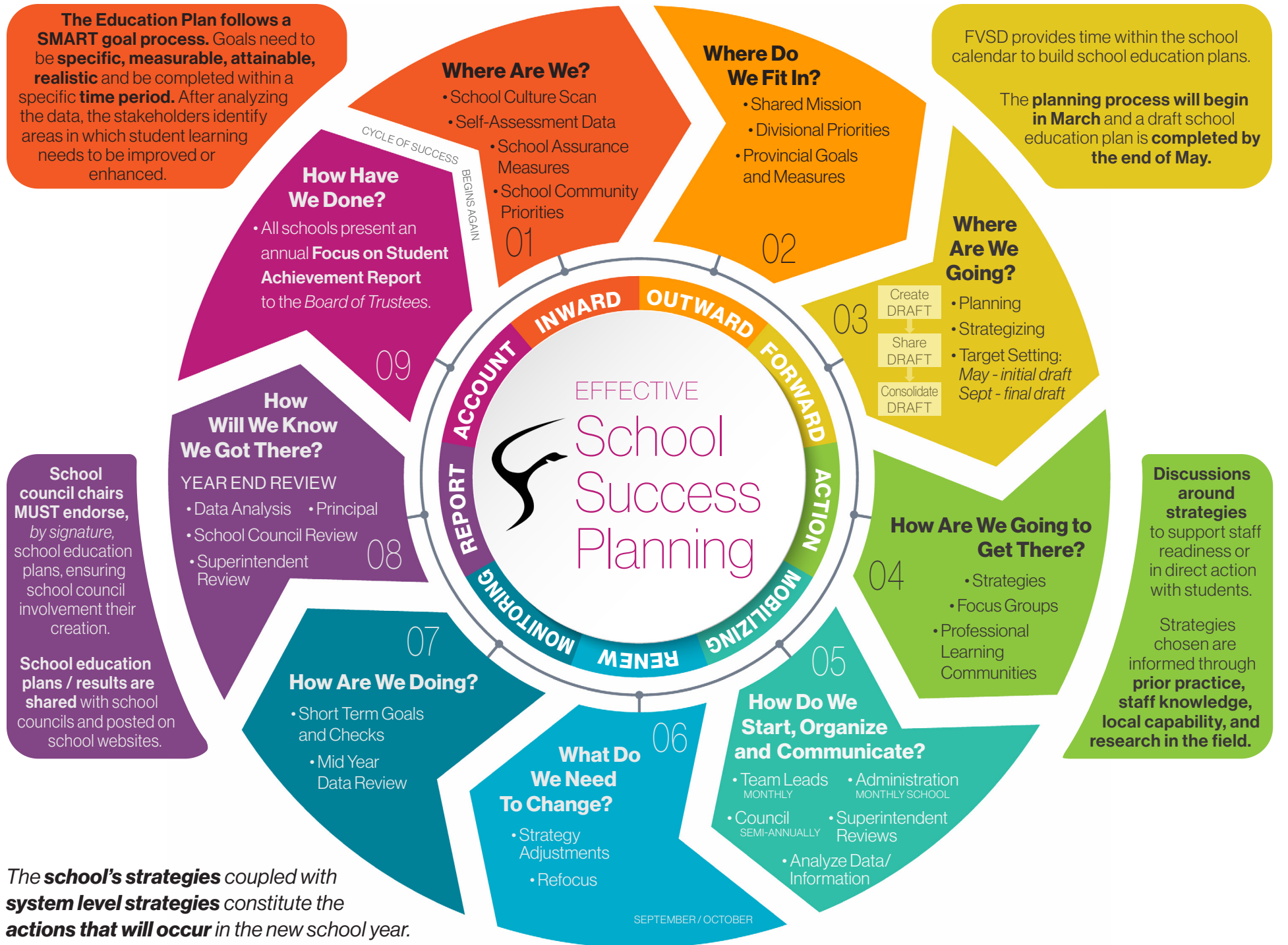
In FVSD, the schools align their plans to the three divisional priorities but how the alignment occurs, such as goals established, and pertinent strategies, are within the principal's realm of control. The development of Education Plans in FVSD requires the principal to document the planning process to plan for stakeholder involvement. Stakeholders routinely involved in the education planning process are school staff, parents and students.

Along with the **Education Plan**, principals work with staff to establish a **Professional Development Plan**, a **Communication Plan**, and a **Monitoring Plan**. The intention of the planning process is to create a living and flexible education plan that adapts to the ever-changing needs, while at the same time incorporates the rigor necessary to ensure that resources and supports are available to provide the best possible chance of a successful implementation of the plan.

The planning cycle begins with an analysis of data.

Data sources include but are not limited to:

- *Student Achievement*
- *Perception of stakeholders through surveys*
- *Student records of attendance, behavior and success*
- *Specialized testing*
- *Demographic trends*
- *Drop out and high school completion statistics*



The **school's strategies** coupled with **system level strategies** constitute the **actions that will occur** in the new school year.

Engagement of Stakeholders to Establish Priorities

The **Fort Vermilion School Division Board of Trustees** have established a **planning and stakeholder engagement process in three-year cycles**. Some of the goals inherent in establishing three-year cycles are to mitigate initiative fatigue, generate support from stakeholders through consistent application of strategies and to allow sufficient time for evidence of sustainable learning to take place.

In the first year of an education plan cycle, stakeholders are engaged in a series of group consultations. The consultation continues with discussions about student needs and each group or individuals informed opinions on the direction the school division should be taking in the next three-year cycle.

The following are a list of consultation groups utilized to inform the 2022-25 cycle:

- **FVSD Staff:** this group includes teachers and support staff *(in all communities)*
- **FVSD Students:** students from grade 4 – 12 in every community
- **FVSD community meetings** in all communities
- **Leadership Team:** group members are principals, assistant principals, department supervisors *(multiple opportunities provided)*
- **Executive Team:** Associate Superintendents
- **School Council:** Delegates from each school council
- **Board of Trustees**
- **First Nations**
- **Elected Officials**

After all consultations have been concluded, the data is rolled up for all stakeholders. From the data, **the Superintendent identifies trends to focus areas to target**. The identified target areas are presented to the *Board of Trustees* and confirmed or adjusted in *February*.

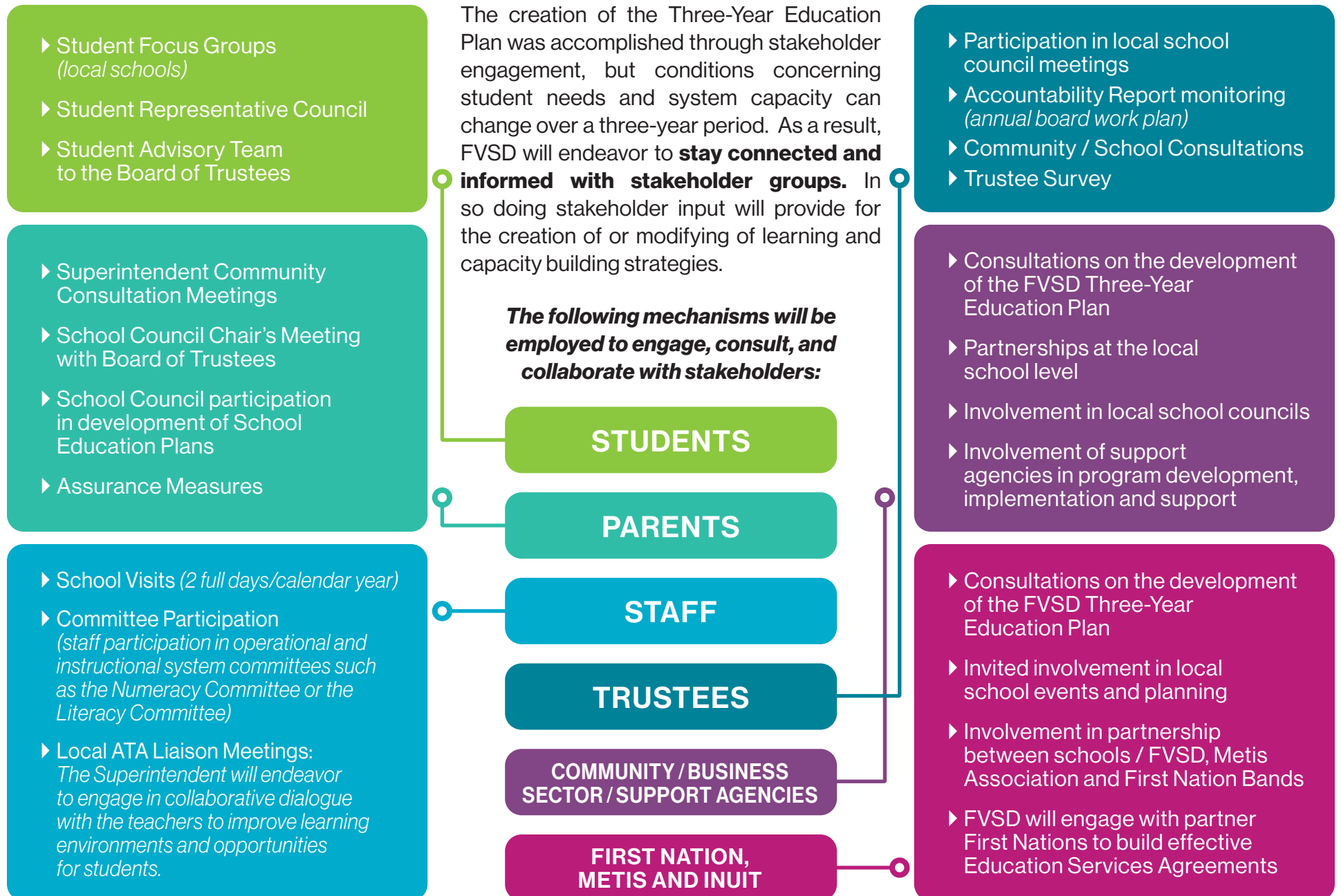
The *Superintendent* is then charged with the task of creating strategies to meet the priorities selected by the *Board*. Discussions of strategies, structures and supports will occur between executive, trustees, the *Leadership Team* and with individual school leaders throughout the *March - May* timeline. Finally, the *Superintendent* will make the decisions as to what resources and structures will be put in place to best support schools in meeting the *Board* established priorities.

In tandem with this process is each school's education planning process.



FVSD BOARD MEETING | October 2021

Strategic Engagement & Current Year Consultations

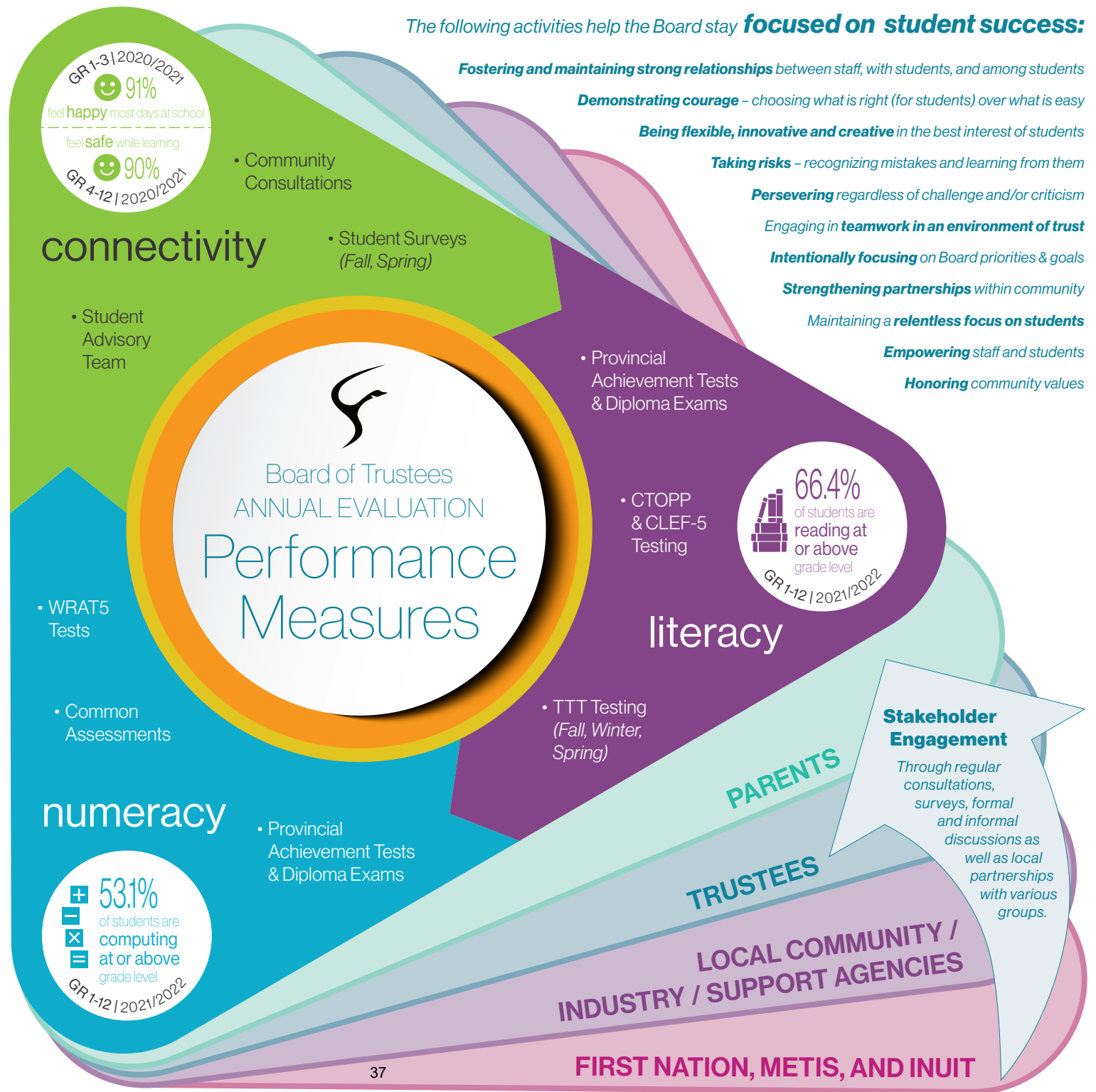


The **FVSD Board** is **committed to student success** and uses these measures to identify it:

- Having **opportunities** to reach their potential;
- Strong **foundational literacy and numeracy** focus;
- Leaving high school with as many **doors open** as possible;
- Leaving high school as **good humans and good citizens**;
- Understanding and **valuing the greater community, and the cultures** that make up that community;
- **Feel connected to themselves, each other, and the community.**

Measures need to be supported by **data and/or evidence.** Data is gathered for each Division priority, as well as from these **data sources:**

- Focus on **Student Achievement Reports**
- School **Education Plans**
- **School Visits**
- **Business/Industry Consultations**
- Consultations with **First Nations, Metis, and Inuit** groups



The following activities help the Board stay **focused on student success:**

Fostering and maintaining strong relationships between staff, with students, and among students

Demonstrating courage – choosing what is right (for students) over what is easy

Being flexible, innovative and creative in the best interest of students

Taking risks – recognizing mistakes and learning from them

Persevering regardless of challenge and/or criticism

Engaging in **teamwork in an environment of trust**

Intentionally focusing on Board priorities & goals

Strengthening partnerships within community

Maintaining a **relentless focus on students**

Empowering staff and students

Honoring community values

Data Source:
Alberta.ca
 AEAM Overall Summary

Current Result Previous 3-Yr Average

Student Growth & Achievement

ASSURANCE DOMAIN



NOTES:

1. Data values have been suppressed where the number of respondents/students is fewer than 6. Suppression is marked with an asterisk (*).
2. Caution should be used when interpreting high school completion rate results over time, as participation in the 2019/20 and 2020/21 Diploma Exams was impacted by the COVID-19 pandemic. In the absence of Diploma Exams, achievement level of diploma courses were determined solely by school-awarded marks.
3. Participation in the Provincial Achievement Tests and Diploma Exams was impacted by the fires in 2018/19, as well as by the COVID-19 pandemic in 2019/20, 2020/21 and the January 2022 Diploma Exam administration. 2019/20, 2020/21 and 2021/22 are not included in the rolling 3-year average. Caution should be used when interpreting trends over time.
4. Aggregated PAT results are based upon a weighted average of percent meeting standards (Acceptable, Excellence). The weights are the number of students enrolled in each course. Courses included: English Language Arts (Grades 6, 9, 9 KAE), Français (6e et 9e année), French Language Arts (6e et 9e année), Mathematics (Grades 6, 9, 9 KAE), Science (Grades 6, 9, 9 KAE), Social Studies (Grades 6, 9, 9 KAE).
5. Security breaches occurred over the last few days of the 2021/22 PAT administration window. Students most likely impacted by these security breaches have been excluded from the provincial cohort. All students have been included in school and school authority reporting. Caution should be used when interpreting these results.
6. Aggregated Diploma results are a weighted average of percent meeting standards (Acceptable, Excellence) on Diploma Examinations. The weights are the number of students writing the Diploma Exam for each course. **Courses included:** English Language Arts 30-1, English Language Arts 30-2, French Language Arts 30-1, Français 30-1, Mathematics 30-1, Mathematics 30-2, Chemistry 30, Physics 30, Biology 30, Science 30, Social Studies 30-1, Social Studies 30-2.

Data Source:
Alberta.ca
 AEAM Overall Summary

Current Result Previous 3-Yr Average

Student Growth & Achievement

ASSURANCE DOMAIN



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PRIORITY #1 connectivity

FVSD will foster connectivity and well-being amongst community, students, parents and staff.

ALBERTA EDUCATION OUTCOMES:

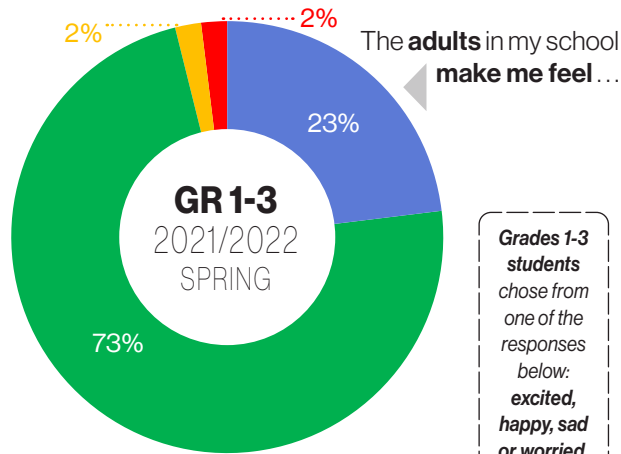
- Alberta's students are successful
- First Nations, Metis and Inuit students in Alberta are successful
- Alberta has excellent teachers, school leaders, and school authority leaders
- Alberta's K-12 education system is well governed and managed

PERFORMANCE MEASURES:

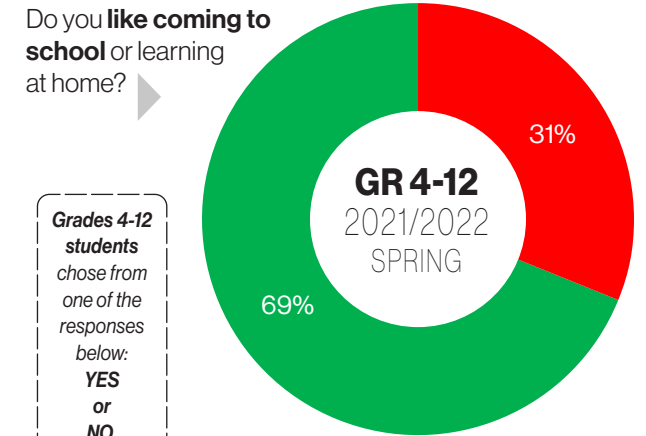
- [Assurance Measure Data](#)
- [Connectivity Survey Results](#)

DOCUMENTS:

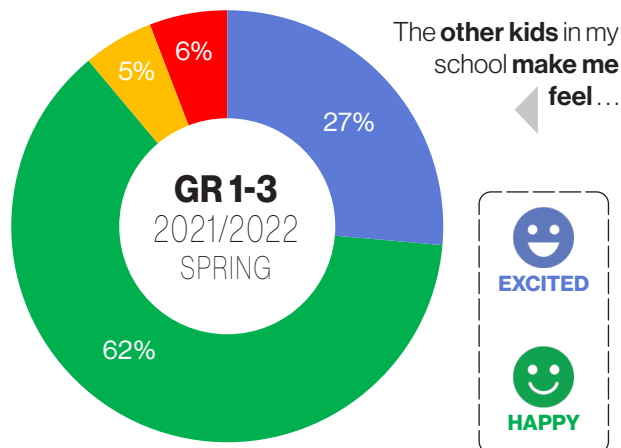
- [Connectivity Framework](#)



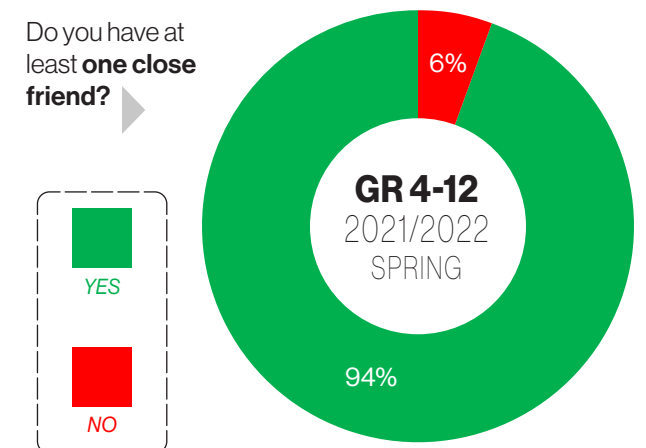
Grades 1-3 students chose from one of the responses below:
excited, happy, sad or worried.



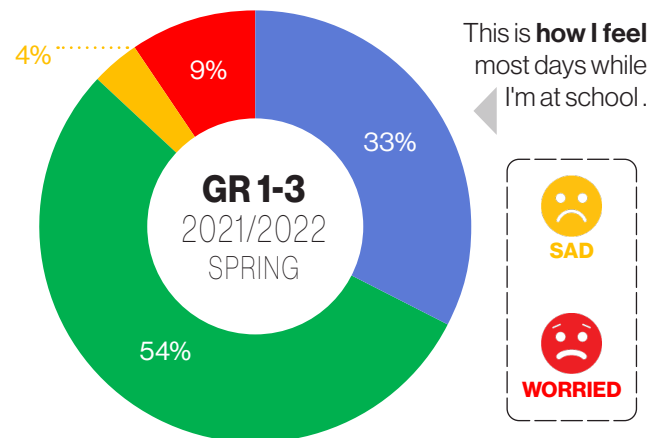
Grades 4-12 students chose from one of the responses below:
YES or NO.



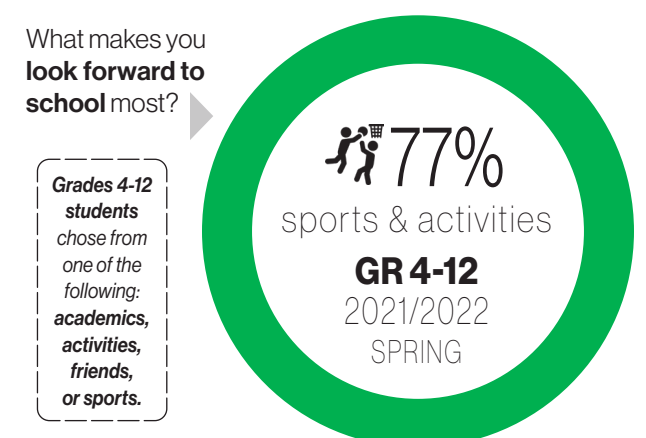
EXCITED
HAPPY



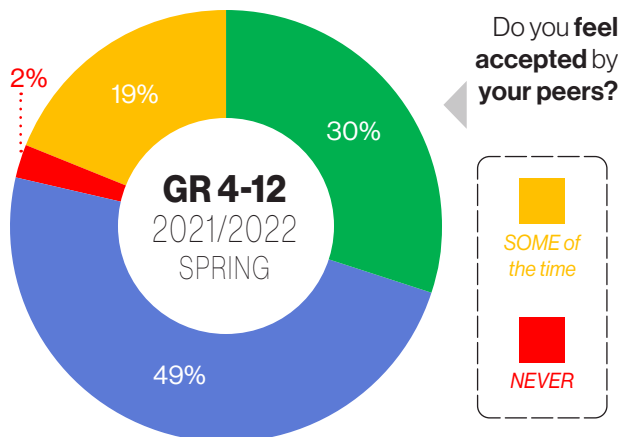
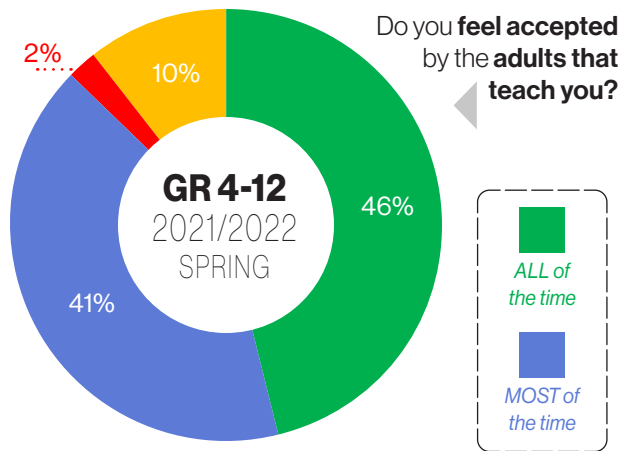
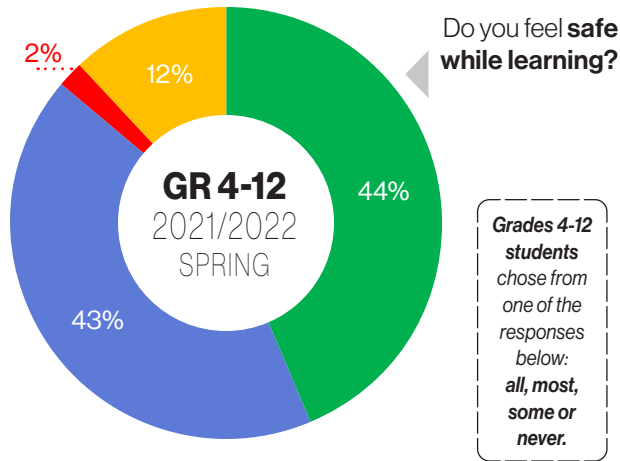
YES
NO



SAD
WORRIED



Grades 4-12 students chose from one of the following:
academics, activities, friends, or sports.



CONNECTIVITY STRATEGIES:

1. Hired **Indigenous Elders** that help support the drafting of policy and support teachers to achieve the standards outlined in the *Teacher Quality Standard*.
2. Enhance the **Connection Team** with the hiring of the fourth *Mental Health Therapist* and restructure of the *Coach Universal* programming model.
3. Professional Development plan to support the **calls to Action in the Truth and Reconciliation process**.
4. **Dare to Lead:** Work has begun to certify all staff in the work of **Brene Brown** currently all leaders have been certified.
5. **Dr. Greg Wells:** Connecting with staff and students to find balance in **self-care** and managing an ever changing world.

6. **Jeremy Allen:** Deated.ca bring a deeper understand to **grief and loss** which connects us through the wildfire, pandemic, and trauma
7. **Willard Fewer and Natasha Egeli work:** A comprehensive plan to support both the clinical leads of the connection team and a regular schedule to book all staff members for **mental health support**, when required this program will expand. Provide all staff with professional development opportunities.
8. **Collaborative Response Model:** Every school will develop and implement a model based the three district priorities: *Connectivity, Literacy and Numeracy*.
9. **Connection Team:** A full professional development plan to be much more inclusive in supporting all students through the village effect system.
10. **Superintendent Community Consultations:** Every school will have a community night with the superintendent to continue the conversation of the divisional priorities and how we can better meet the needs of *all communities*.
11. **Student Advisory Team:** The board of trustees connect with students to discuss topics focused on building the priorities.



STUDENT ADVISORY TEAM | March 2022

PRIORITY #2

literacy

All students will improve literacy skills across the content areas.

ALBERTA EDUCATION OUTCOMES:

- Alberta's students are successful
- First Nations, Metis and Inuit students in Alberta are successful

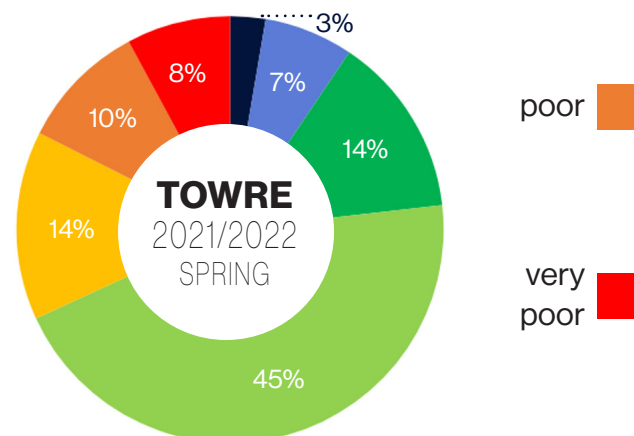
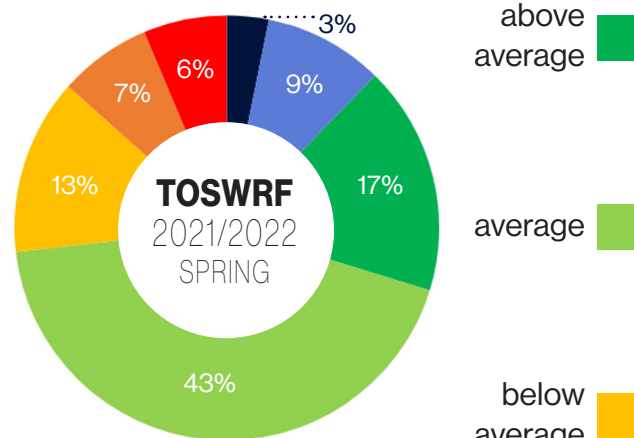
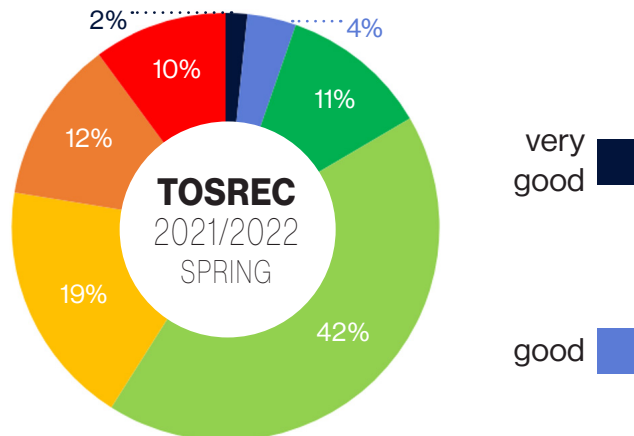
PERFORMANCE MEASURES:

Reading Literacy - Percent of students reading at or above grade level as measured by:

- Test of Word Reading Efficiency (**TOWRE**)
- Test of Silent Reading Efficiency and Comprehension (**TOSREC**)
- Test of Silent Word Reading Fluency (**TOSWRF**)
- Comprehensive Test of Phonological Processing (**CTOPP**)
- Clinical Evaluation of Language Fundamentals (**CLEF-5**)

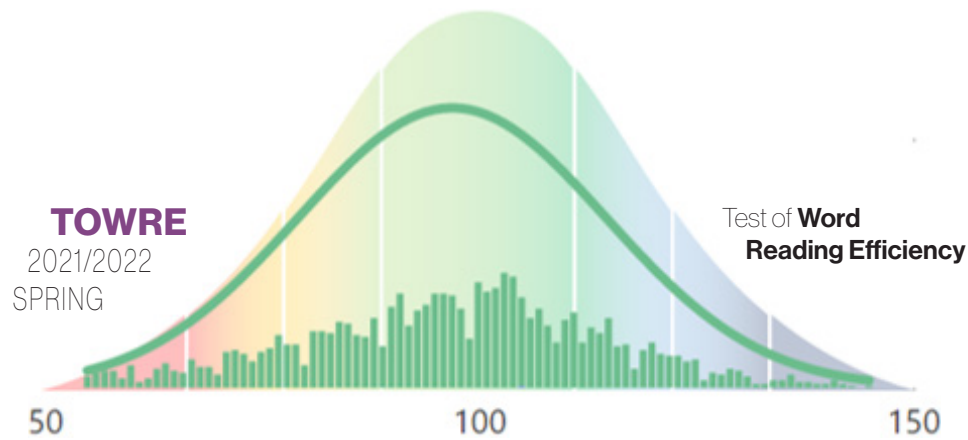
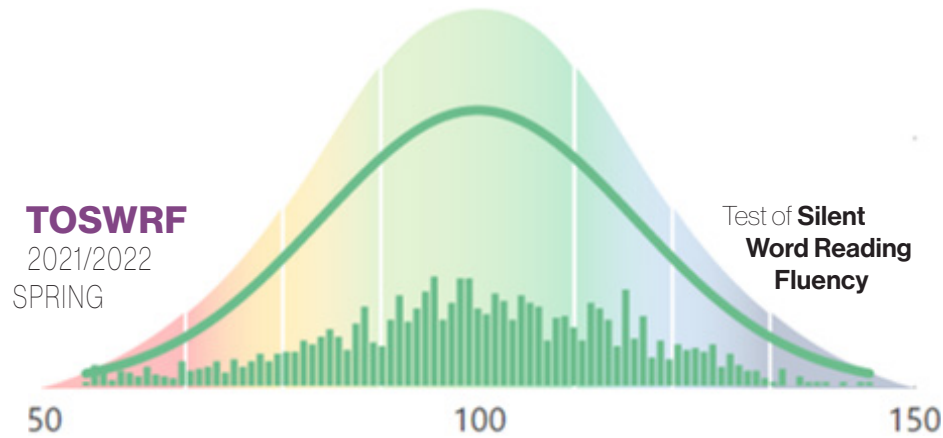
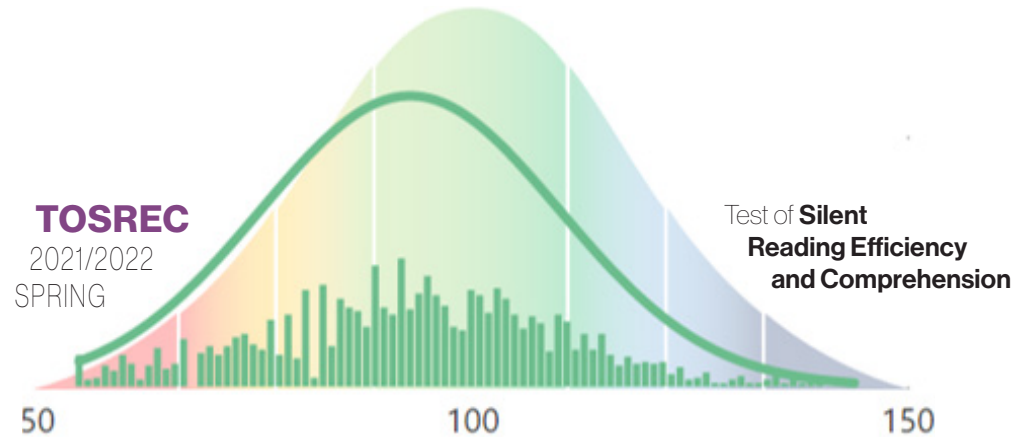
DOCUMENTS:

- Literacy Framework



SUPPLEMENTAL MEASUREMENTS:

1. Overall percentage of students in **Grades 6 and 9** who achieved the acceptable standard and overall percentage of students who achieved the standard of excellence on **Provincial Achievement Tests** (based on cohort).
2. Overall percentage of students who achieved the acceptable standard and overall percentage of students who achieved the standard of excellence on **Diploma Examinations**.
3. Overall percentage of **self-identified First Nation, Metis and Inuit students in Grades 6, and 9** who achieved the acceptable standard and the percentage of self-identified FNMI students who achieved the standard of excellence on **Provincial Achievement Tests**.
4. Overall percentage of **self-identified First Nation, Metis and Inuit students** who achieved the acceptable standard and the overall percentage of self-identified FNMI students who achieved the standard of excellence on **Diploma Examinations**.



2021-2022 STUDENT DATA: Also known as TTT testing, the above screeners are administered regularly throughout the school year. Data is used to track each student's progress.

STRATEGIES:

1. ECS Units of Study in Phonics (*Heinemann, Heggerty K-3*)
2. Grade 1 Interventions (*JP Das Centre*)
3. Grade 2 Interventions (*JP Das Centre*)
4. Lucy Calkins Units in Reading and Units in Writing
5. Companion Reading
6. Empower Reading
7. Rewards
8. Full Understanding of the Threads of Reading

COMMENT ON RESULTS:

Pandemic resulted in incomplete results for the past 2 years.



PRIORITY #3

numeracy

All students will improve numeracy skills.

ALBERTA EDUCATION OUTCOMES:

- Alberta's students are successful
- First Nations, Metis and Inuit students in Alberta are successful

PERFORMANCE MEASURES:

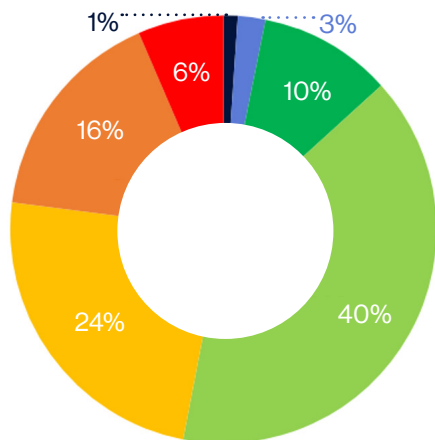
- Provincial Achievement and Diploma Exams
- Wide Range Achievement Test (WRAT 5)

DOCUMENTS:

- Numeracy Framework

PAT DIPLOMA RESULTS:

Pandemic Resulted in incomplete result for the past two years.



WRAT5 | 2021/2022
MATH COMPUTATION - SPRING



DEFINITIONS

Numeracy - Understanding Numeracy:

A pedagogical approach to teach numeracy through real life connections, hands on opportunities and personal learning.

Number Sense: Exploring numeracy applications for students to have a strong foundation knowledge of numeracy.

Personal Learning: Numeracy skills that affect all people for daily living.

STRATEGIES:

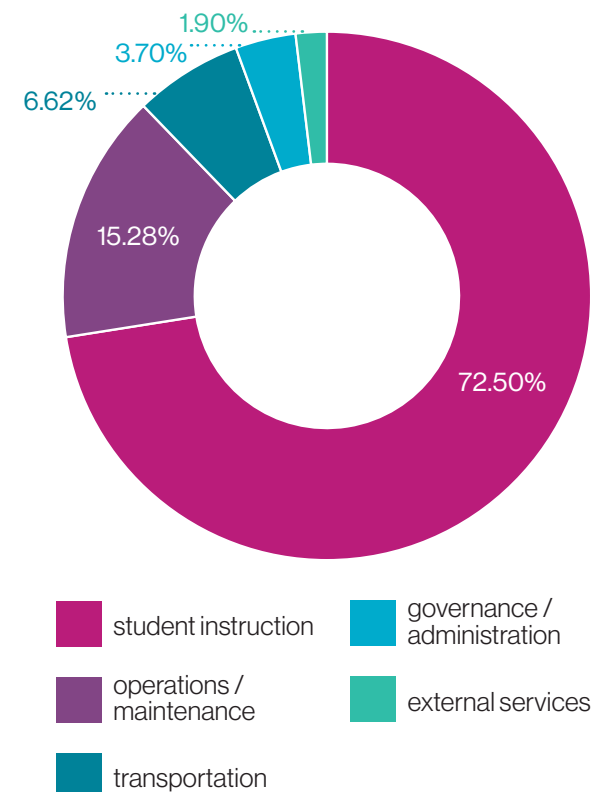
FVSD System Strategies

1. Implementation of **Jump Math** and **Leaps and Bounds Math** as a diagnostic tool to help identify areas of instruction needing support.
2. Implement and support the process of **Guided Math** throughout the division.
3. Implement **Common Assessments** for Math courses in **Grades 4-12**.
4. **Redesign Career and Life Management** to incorporate further practical numeracy life skills. Course would be a five-credit course needed as a requirement for high school students to participate in graduation ceremonies in FVSD schools (*not a High School Diploma requirement*).
5. Response to **Intervention professional development** for teachers.
6. Full understanding of the teachings **“What to Look For: Understanding and Developing Student Thinking in Early Numeracy”** – Alex Lawson.

Summary of Financial Results | 2021-2022

PROGRAM		TOTAL Expenditures	# of Students Served by Program FTE	Spending/ Student
Student Instruction ECS to Grade 12 Expenditures				
a) Student Instruction ECS		\$1,510,953	146.5	\$10,314
b) Student Instruction Grade 1 - Grade 12		\$38,754,571	2,938	\$13,191
c) Student Instruction ECS - Gr 12 (subtotal)	72.50%	\$40,265,524	3,129.5	\$12,866
Support Expenditures				
d) Schools - Operations & Maintenance*	15.28%	\$8,231,454	3,187	\$2,583
e) Student Transportation	6.62%	\$3,679,216	1,804	\$2,039
f) School Board Governance/System Administration	3.70%	\$2,052,785	3,187	\$644
Other Instruction Expenditures				
g) External Services (UHRS)	1.90%	\$1,054,708	57.5	\$18,343
Total School Board Expenditures	100.00%	\$55,283,687	3,187	\$17,346

*includes amortization of assets of \$3,015,650



KEY FINANCIAL INFORMATION

The Board of Trustees for the Fort Vermilion School Division entered the 2021-22 school year by approving a **balanced budget accessing \$230,749 of our operating reserves and \$3,000,000 of our capital reserves.**

Historically Alberta Education's suggested guideline was to maintain a minimal Accumulated Operating Reserve of 10 days. This would represent \$2,211,347 (Expenses for 10 days out of a total of 250 operational days, or 4% of the total expenses). **At the end of the 2021-22 school**

year there was accumulated operating reserves of \$6,760,873 net of School Generated Funds or 30.6 days of operations. Operating reserves have increased by \$4,203,252 from the previous year.

We had an **increase in capital reserves of \$89,182** due to the proceeds on the disposal of capital assets. In the 2021-22 fiscal year there have been some unforeseen financial circumstances which caused operating reserves to significantly increase. In addition we anticipated to begin the construction rebuild of

St. Mary's Catholic School but had delays to the start of this project.

The level of net assets held by the Fort Vermilion School Division is reviewed and discussed annually with the Board to ensure that the financial position of the board is at an acceptable level. **Acceptable level takes into account potential risks and threats** that the board faces on an annual basis as well as funds are set aside to address future requirements.

Budget Summary | 2022-2023

SCHOOL GENERATED FUNDS

2021-2022 SCHOOL YEAR

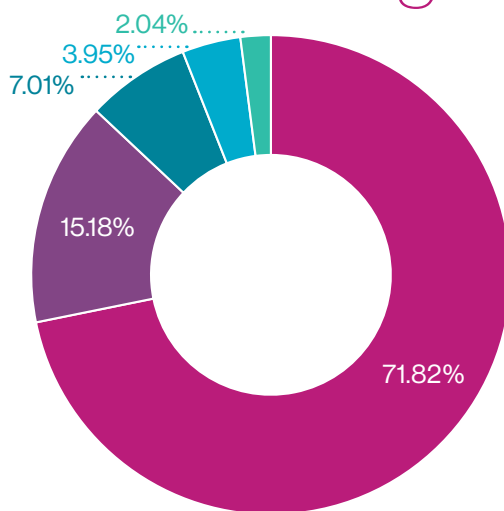
Schools received and fund-raised for school generated funds during the 2021-2022 year. **A total of \$856,161 was generated from these activities which were used for extra-curricular activities, field trips and other student activities**, with actual expenditures incurred of \$933,289. This caused our unexpended funds to decrease by \$77,125.

The balance of school generated funds that remained at year end for school is \$495,780. This amount allows schools to work on school projects relating to student activities from year to year. Information on specific sources and uses of school generated funds can be obtained in the notes of the audited financial statements.

The Fort Vermilion School Division's Audited Financial Statement can be viewed in their entirety at www.fvvd.ab.ca. The web link to all school jurisdiction financial reports, which provides comparative data, is located at **[K-12 Education Financial Statements](#)**.*

► For more information, please contact the **Associate Superintendent of Finance** at FVSD Central Office (780-927-3766).

*<https://www.alberta.ca/k-12-education-financial-statements.aspx>



GUIDING PRINCIPLES:

1. The budget has been created and resources allocated to address and accomplish our division priorities in literacy and student engagement.
2. This budget continues to be built in a conservative manner.



PROGRAM		TOTAL Budgeted	# of Students Served by Program FTE	Spending/ Student
Student Instruction ECS to Grade 12 Expenditures				
a) Student Instruction ECS		\$1,510,953	129.5	\$10,314
b) Student Instruction Grade 1 - Grade 12		\$39,160,290	3,001	\$13,049
c) Student Instruction ECS - Gr 12 (subtotal)	71.82%	\$40,627,249	3,130.5	\$12,466
Support Expenditures				
d) Schools - Operations & Maintenance*	15.18%	\$8,587,388	3,188	\$2,588
e) Student Transportation	7.01%	\$3,963,418	1,804	\$2,197
f) School Board Governance/System Administration	3.95%	\$2,232,106	3,188	\$673
Other Instruction Expenditures				
g) External Services (ie. adult education, joint use agreements)	2.04%	\$1,152,983	57.5	\$19,542
Total School Board Expenditures	100.00%	\$56,563,144	3,188	\$17,047

*detailed budget & expenditure information can be obtained by contacting FVSD Central Office or www.fvvd.ab.ca

KEY FINANCIAL INFORMATION

The FVSD has presented a **deficit budget of \$437,644 for the 2022-2023 fiscal year.** We are accessing our accumulated operating reserves for the upcoming capital projects in the amount of \$4,455,224.

We are budgeting \$8,403,036 in capital expenditures for 2022-2023. FVSD once again will be purchasing busses and vehicles in order to replace existing units as they reach the end of their life cycle. In addition, we are purchasing property that can be converted for use as training centers as we work towards a collegiate model and continue to build capacity for student success. *St. Mary's Catholic School* will be rebuilt as an addition to *Fort Vermilion Public School* which will access \$3,293,036 of capital reserves. Funds for constructing *St. Mary's Catholic School* come from insurance proceeds and the modernization is from Provincial funding.

FVSD projected to have \$2,664,607 in operating reserves and \$1,347,673 in capital reserves as of August 31, 2023. After the projected *Student Generated Funds* are removed from our operating reserves, we are projecting an adjusted A.S.O. days of operation to be at 9.24 or 3.7%. It is the Board of Trustees goal to keep our A.S.O. close to 4% in the future.

COVID-19 brought challenges for the FVSD and all other school boards throughout this Province. Student enrollment decreased Provincially as well in our region and due to this we are analyzing our situation and making financial adjustments in order to continue to be financially responsible for the students we serve.

For more information, please refer to our full budget at www.fvsd.ab.ca.

Summary of Facility & Capital Plans

Division Priority	IDENTIFIED PROJECT
1 ▶	<p>MODERNIZATION: Florence MacDougall Community School</p> <p><i>We are requesting a full modernization of the school. Currently we have 14 portable/modular units attached to the school. The school was not originally designed to have this many additional classrooms added to the core of the building. Due to this it is not able to efficiently handle the influx of student population and provide the required spaces for student programming.</i></p>
2 ▶	<p>MODERNIZATION: Sand Hills Elementary School</p> <p><i>We are requesting a full modernization of the school. Currently we have 10 modular units attached to the school. The school was not originally designed to have this many additional classrooms added to the core of the building. Due to this it is not able to efficiently handle the influx of student population and provide the required spaces for student programming.</i></p>
3 ▶	<p>New Junior High School (Grade 7-9) in La Crete and High Level</p> <p><i>Currently we are anticipating growth both the communities of High Level and La Crete in the upcoming future. Both communities are working towards building a recreational facility that will see a new ice rink, field house and swimming pool. In both cases the facility is being requested to be situated beside the current high school. It would be our intent to build the Junior High School adjacent to the new facility. In doing so it would eliminate the requirement of a gymnasium and CTS labs. Thus, reducing the scope and cost of each project substantially. A value scoping document will be completed to support the project need in each community subject to enrollment pressures and commencement of the community projects.</i></p>

**the complete Capital Plan is available at www.fvsd.ab.ca*

PARENTAL INVOLVEMENT

School council chairs are required to endorse by signature school education plans, thus ensuring involvement in the creation of school education plans. **Plans are shared with school councils and posted on school websites.**

TIMELINES AND COMMUNICATION

The Board accepted the **Education Plan and AERR** on November 30, 2022 and posted it to the school division website www.fvsd.ab.ca under: *Our Division > Documents*

WHISTLEBLOWER PROTECTION

In the 2021-2022 school year, the Fort Vermilion School Division **did not receive any formal disclosures** of the nature outlined within *Public Interest Disclosure Act.*

ADDITIONAL ITEMS

(as indicated on Approval of Agenda)

1.

2.

3.

4.

ADJOURNMENT

_____ moved that the Board of Trustees adjourn the meeting at
_____ pm.



Target Audience	Messages	Action/Tools	Timing	Persons Involved
Media	This school division is a source of important and interesting community news. We'd like to work with you to ensure the region has valuable information about learning.	<ul style="list-style-type: none"> a. Summer newsletter and welcome to staff, students and parents b. Welcome back ad in local newspapers c. Ad listing all trustees and wards d. Occasional ads and stories e. Periodical interviews with media f. FVSD Awards Program article in newspaper 	<ul style="list-style-type: none"> a. August b. September c. October d. Ongoing e. Ongoing f. June 	<ul style="list-style-type: none"> a. Superintendent b. Superintendent c. Superintendent d. Superintendent e. Executive/Board Chair f. Superintendent
Staff	Your teaching of students has a crucial impact on their future success.	<ul style="list-style-type: none"> a. Welcoming email to all staff b. PD Day Address c. Merry Christmas email to all staff d. Deliver chocolates to all staff to show appreciation e. Retirement Gala Address f. Awards Ceremony Address g. Email to all staff to express commendation and best wishes 	<ul style="list-style-type: none"> a. September b. September c. December d. December e. May f. June g. June 	<ul style="list-style-type: none"> a. Board Chair b. Board Chair /Superintendent c. Board Chair d. All Trustees e. Board Chair f. Board Chair g. All Trustees
Elected Officials	<p>A strong, public education system is the cornerstone of an economic development attraction strategy and strong prosperous communities.</p> <p>We are fulfilling our mandate as a school division. Your awareness of our success and challenges is important.</p>	<ul style="list-style-type: none"> a. Meeting with the Minister of Education b. Meeting with the Minister of Infrastructure c. Meeting with Member of Legislative Assembly 	<ul style="list-style-type: none"> a. When necessary b. When necessary c. When necessary 	<ul style="list-style-type: none"> a. All Trustees and Superintendent b. All Trustees and Superintendent c. All Trustees and Superintendent
School Councils / Parents	<p>We are committed to your success as a Council.</p> <p>You are our partner in education.</p> <p>We are all working together to build strong communities.</p>	<ul style="list-style-type: none"> a. Council of School Council Meetings b. Attendance at School Council Meetings c. Attendance at Zone 1 Alberta School Boards Association Meetings d. Attendance at Alberta School Board Association Annual General Meetings 	<ul style="list-style-type: none"> a. November and May b. Monthly c. Bi-monthly d. November and June 	<ul style="list-style-type: none"> a. All Trustees and Executive b. All Trustees c. Trustee Representative / Superintendent d. All Trustees / Superintendent
First Nations	We have the interest of your children in mind. We want success for all people in this region. We want to work with you.	<ul style="list-style-type: none"> a. The Board will endeavor to meet with the three First Nations Chief and Councils who are affiliated with FVSD. b. Send Public Board meeting agenda and minutes to each First Nation Chief and Council 	<ul style="list-style-type: none"> a. When necessary b. Monthly 	<ul style="list-style-type: none"> a. Superintendent b. Superintendent

BOARD COMMUNICATION PLAN 2022-2025