
FORT VERMILION SCHOOL DIVISION

“Our Children, Our Students, Our Future”

BOARD OF TRUSTEES REGULAR MEETING

MARCH 29, 2023 – 9:00 AM

**HILL CREST COMMUNITY SCHOOL / RIDGEVIEW
CENTRAL SCHOOL**

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
September 28, 2022 10 am	Monitoring:	Other Events
	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)	1 PD Day 2 Organizational Day 5 Labour Day 6 First Day for Students 30 National Day for Truth & Reconciliation School Council Meetings
October 19, 2022 9 am	Monitoring:	Other Events
	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)	3 PD Day 10 Thanksgiving Day School Council Meetings
October 19, 2022 9 am	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

	Monitoring:	Other Events
COW /Board Planning March 3-4, 2023	Trustee Development DRAFT Three Year Capital Plan (COW) Board Evaluation	February 13-14 Day off in Lieu of PT Interviews 15 School Closed 16-17 Teachers' Convention 20 Family Day
	Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	School Council Meetings
March 29, 2023 9 am	Monitoring: 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 (COW) Three Year Capital Plan 2023-2024 School Calendar Review Student Fee Structure	5-7 Alberta Rural Education Symposium 13-14 PD Days School Council Meetings
	Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	
April 26, 2023 9 am	Monitoring: 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)	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
	Communications: Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	
May 24, 2023 9 am	Monitoring: 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	22 Victoria Day 24 School Council Chairs Meeting (5-8 p.m.) 27 FVSD Retirement Gala School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	



**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
MARCH 29, 2023 - 9:00 A.M.
HILL CREST COMMUNITY SCHOOL & RIDGEVIEW CENTRAL SCHOOL
AGENDA**

<u>ATTENDANCE</u>	2
<u>I. CALL TO ORDER</u>	2
<u>II. FOCUS ON STUDENT ACHIEVEMENT</u>	
Hill Crest Community School	3
Ridgeview Central School	7
<u>III. APPROVAL OF AGENDA</u>	12
<u>IV. APPROVAL OF MINUTES</u>	12
Minutes of the Regular Board Meeting January 18, 2023	13
Minutes of the Committee of the Whole Meeting held March 3, 2023	16
Minutes of the Committee of the Whole Meeting held March 4, 2023	17
<u>V. COMMUNICATIONS</u>	18
<u>VI. TRUSTEE SHARING ON PD/COMMITTEES</u>	
<u>VII. DELEGATIONS OR EXTERNAL PRESENTATIONS</u>	
<u>VIII. MONITORING REPORTS</u>	
a. Superintendent’s Report	19
b. Finance Report	21
c. Fiscal Quarterly Accountability Report	28
d. Review Student Fee Structure	35
e. Mid-Year Budget Review	37
f. Three Year Capital Plan	39
g. 2023-2024 School Calendar	40
<u>IX. OTHER BUSINESS</u>	
a. Draft Policy 1.2 Vision	41
b. Draft Policy 1.3 Motto and Mission	43
c. Draft Policy 1.6 Current Priorities (2023-2026)	45
d. Draft Policy 1.7 Key Performance Indicators	47
<u>X. ADJOURNMENT</u>	49

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: HILL CREST COMMUNITY SCHOOL

Attached is the Focus on Student Achievement report as presented by Hill Crest Community 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 Ben Giesbrecht, Principal.

RECOMMENDATION

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

School Presentation to the Board: Divisional Priorities

School: Hill Crest Community School

Date of Report: March 23, 2023

School Context:

Hill Crest is a rural, closely knit community school of 219 students with grades ranging from Kindergarten to grade 9.

The school is situated between Fort Vermilion and La Crete.

The cultural landscape consists of primarily of a Mennonite background. Parents want to see their children receive the best education possible.

Staff consist of 10 classroom teachers, a full time PE teacher, Inclusive Ed Coordinator/Literacy Coach, 7 support staff, 2 secretaries, 2 custodians, 6 bus drivers, a Principal and Assistant Principal. What an incredible team!

Positive Reflections

We have excellent parent /community support

High Attendance Rate

Challenges

ESL Concerns and Vocabulary deficiencies/exposure

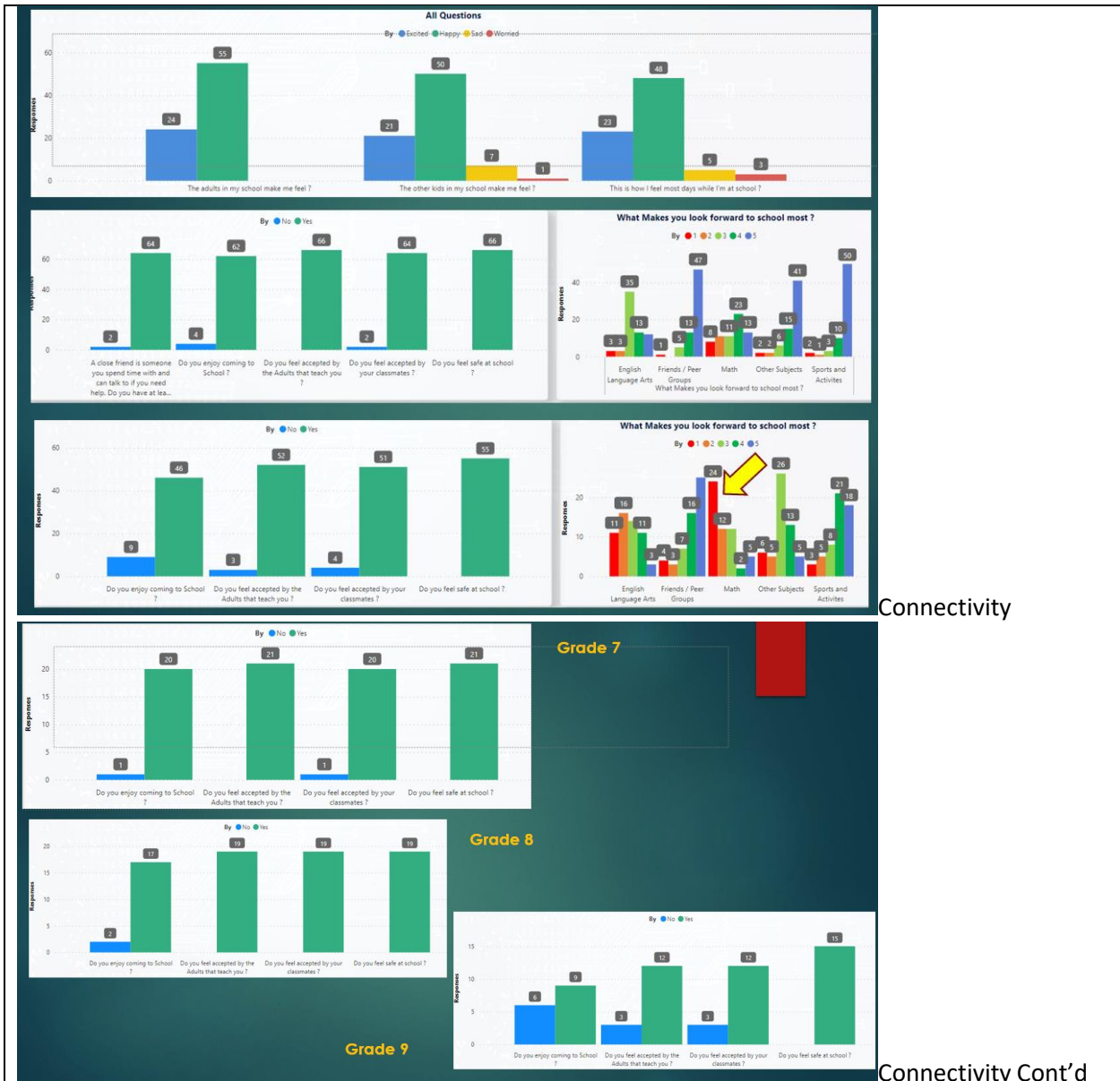
Literacy, Numeracy and Connectivity School Results from Power BI:



Numeracy



Literacy



Connectivity

Connectivity Cont'd

Overview of Schools Universal Programming, Supports and Interventions:
 We offer all of the interventions as outlined in the FVSD Frameworks; GG Phonics, Best Practices, Companion Reading, Rewards, Empower ect.
 One thing that sets us apart from other schools is that we run SWAP. This stands for Switch with a Purpose and resembles Workshop groups whether it be in Literacy or Numeracy. We have observed other schools and the amazing things that they are accomplishing there and tweaked it to fit our needs and philosophy and understanding of excellent educational pedagogy.
 In a normal workshop classroom, there are usually four to five groups. One or two of these groups are with an adult for a short period of time possibly once a week. Our understanding that the adult in the room is the most important resource caused us to schedule all EAs and teachers to be available during specific periods. This way every student is with an adult everyday of the week during these times. Please ask us more about this.

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

By including the top band of the Fall Results we are able to see the growth that has been accomplished in both Literacy and Numeracy and we are very excited about this growth!!

When looking a bit deeper into the Connectivity results, we see a steep negative trend in grade 9. Although this year is a particularly interesting group, grade 9 seems to be a perennial area of concern. We plan on having focus groups with these students and their parents to see what is causing this trend.

Side note: this group of grade 9's are hands on learners so we are thrilled with the Collegiate Model and all of the possibilities for engagement it should offer to these students in particular.

FOCUS ON STUDENT ACHIEVEMENT

RE: RIDGEVIEW CENTRAL SCHOOL

Attached is the Focus on Student Achievement report as presented by Ridgeview Central 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 Ron Wiebe, Principal.

RECOMMENDATION

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

School Presentation to the Board: Divisional Priorities

School: Ridgeview Central School

Date of Report: March 23, 2023

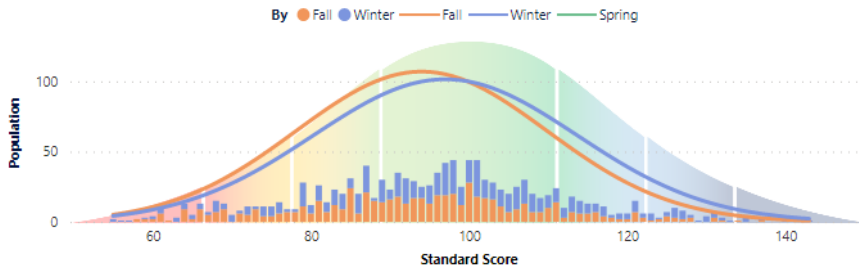
School Context:

- Located in the town of La Crete, AB
- Grade 4-6 with 220 students
- Primarily Mennonite background
- Staff consists of 12 teaching staff, 6 support staff, 1 secretary and 1 librarian

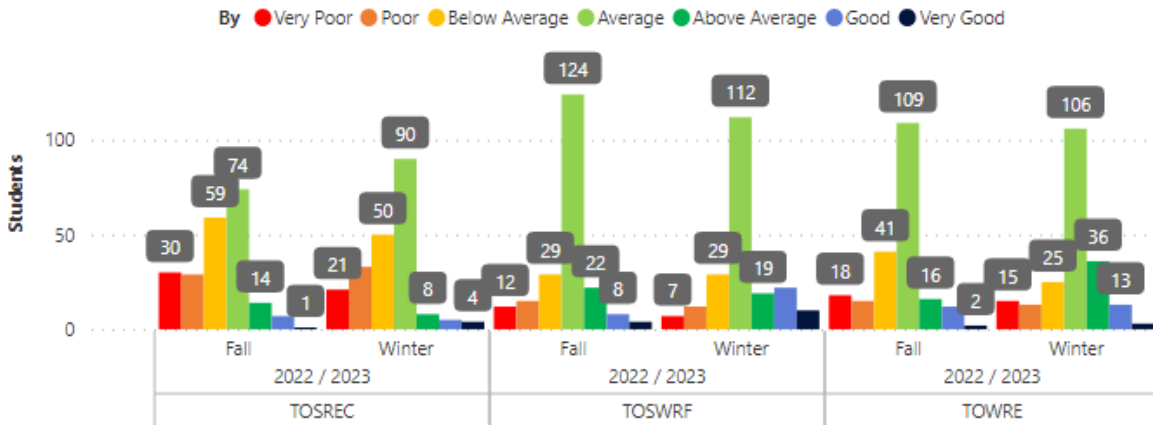
Literacy, Numeracy and Connectivity School Results from Power BI:

TTT Data

Distribution Curve



Assessments (All Descriptive Terms)



Fall

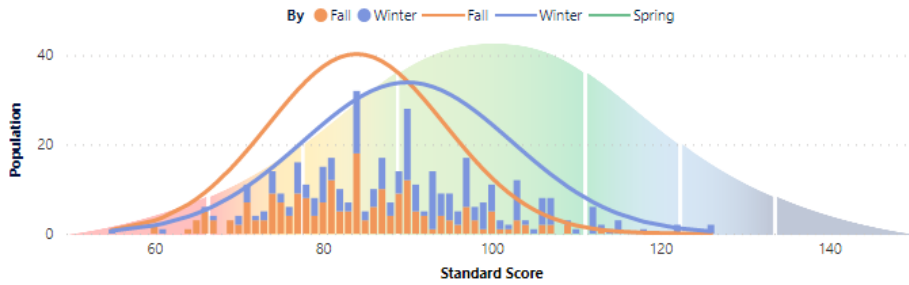


Winter

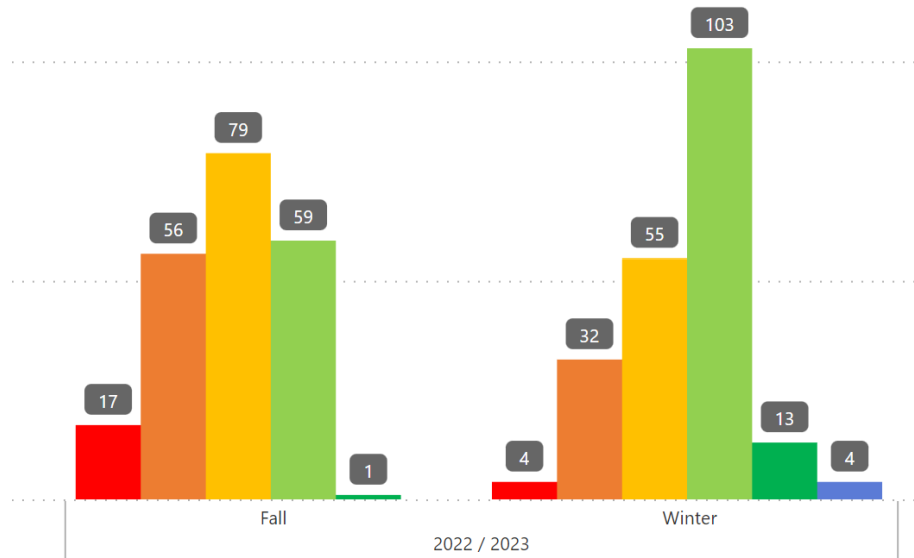


WRAT-5 Results

Distribution Curve



By ● Very Poor ● Poor ● Below Average ● Average ● Above Average ● Good



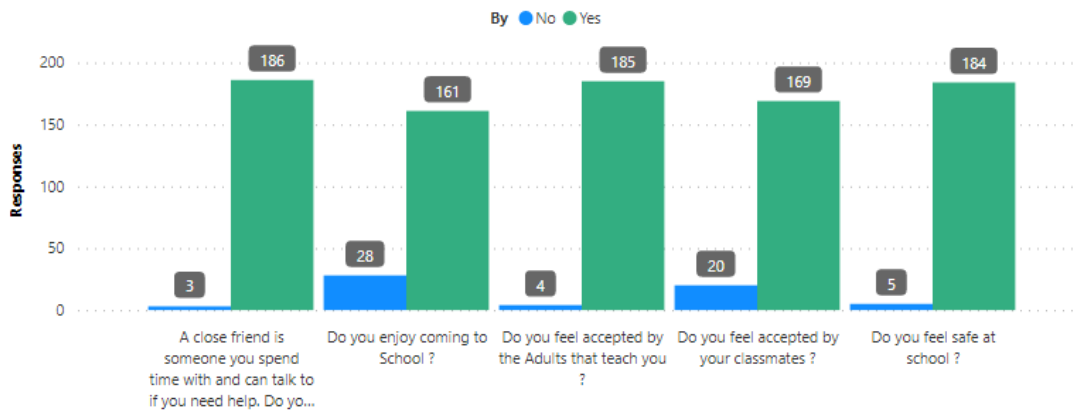
Fall



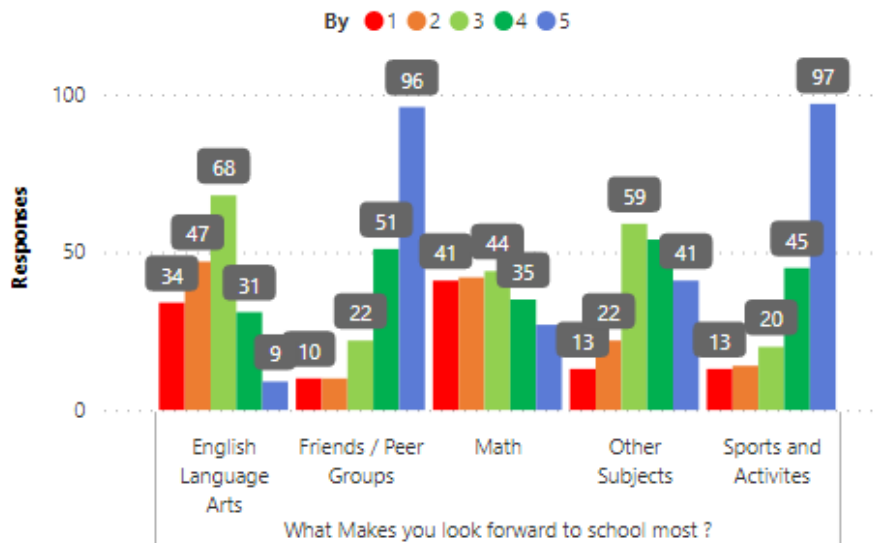
Winter



Connectivity



What Makes you look forward to school most ?



Overview of Schools Universal Programming, Supports and Interventions:

Literacy:

- 3 half hour blocks per week of interventions
- Grade 4 reading remediation program
- EMPOWER
- REWARDS/Companion Reading/Flyleaf
- SRA Reading Labs
- AR Reading with check ins
- Structured Word Inquiry/Morpheme Magic
- Variety of vocabulary building activities

Numeracy:

- PNSA Assessments are used to identify grade 4s who need intervention
- Math Interventions 0-10,11-20, 0-100
- Small group pullouts focusing on basic facts, place value and money
- Small group instruction

Connectivity:

- Various small groups to support behavioral and emotional needs
- Admin works closely with connection team to discuss student needs
- Multiple after school/weekend activities to facilitate relationships between teachers and students
- Parents are in our school a lot – facilitates positive community relationships

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

- Our literacy program is going well. There is some refinement needed.
- Our math program needs work.
- We need to develop teacher capacity for more small group work.
- The plan is to continue with PD, after school and PD days.
- Teachers who were willing to try new things (take risks) had better results.
- Some staff are resistant to change which makes things challenging.

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 January 18, 2023, as presented.

_____ moved that the Board of Trustees approve the minutes of the Committee of the Whole Meeting held March 3, 2023, as presented.

_____ moved that the Board of Trustees approve the minutes of the Committee of the Whole Meeting held March 4, 2023, as presented.

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
JANUARY 18, 2023**

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. Karen Smith, Associate Superintendent
Mrs. Chandra Tincombe, Public Engagement Coordinator

Guests:

Stefanie Brown, Principal – FMCS
Amber Paul, Principal – HLPS
Kirsty Boissonneault, Slave Lake Koinonia Christian School

ATA Representative:

Fred Kirby, President

Chairman, Marc Beland called the meeting to order at 9:05 a.m. at Florence MacDougall Community School in High Level.

23-01-16962
IN-CAMERA

Henry Goertzen moved that the Board of Trustees go in-camera at 9:05 a.m.

CARRIED

The Board recessed the meeting at 9:05 a.m. to travel to High Level Public School and reconvened at 10:46 a.m. at Florence MacDougall Community School.

23-01-16963
REVERT TO PUBLIC
MEETING

Benjamin Friesen moved that the Board of Trustees move out of in camera at 2:01 p.m.

CARRIED

23-01-16964
FOCUS ON STUDENT
ACHIEVEMENT –
HIGH LEVEL PUBLIC
SCHOOL

Report found in the January 18, 2023, Regular Board Meeting Package.

Amanda Paul moved that the Board of Trustees accept the Focus on Student Achievement – High Level Public School Report.

CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
JANUARY 18, 2023**

23-01-16965 FOCUS ON STUDENT ACHIEVEMENT – FLORENCE MACDOUGALL COMMUNITY SCHOOL	Report found in the January 18, 2023, Regular Board Meeting Package. Shane Lloyd moved that the Board of Trustees accept the Focus on Student Achievement – Florence MacDougall Community School Report.	CARRIED
23-01-16966 APPROVAL OF AGENDA	Dale Lederer moved that the Board of Trustees approve the agenda with the following additional items: 1. Borrowing Resolution	CARRIED
23-01-16967 APPROVAL OF MINUTES	Henry Goertzen moved that the Board of Trustees approve the Minutes of the Regular Board Meeting held November 30, 2022, as presented.	CARRIED
BOARD COMMUNICATIONS	No communication shared.	
TRUSTEE SHARING ON PD/COMMITTEES	None	
DELEGATIONS OR EXTERNAL PRESENTATION	2:00 pm – Slave Lake Koinonia Christian School	
MONITORING REPORTS		
23-01-16968 SUPERINTENDENT’S REPORT	Report found in the January 18, 2023, Regular Board Meeting Package. John Zacharias moved that the Board of Trustees accept the Superintendent’s Report as information.	CARRIED
23-01-16969 FISCAL QUARTERLY ACCOUNTABILITY REPORT	Report found in the January 18, 2023, Regular Board Meeting Package. Dale Lederer moved that the Board of Trustees accept the Fiscal Quarterly Accountability Report.	CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
JANUARY 18, 2023**

23-01-16970
FINANCE REPORT

Report found in the January 18, 2023, Regular Board Meeting Package.

Shane Lloyd moved that the Board of Trustees accept the Finance Report as of December 31, 2022.

CARRIED

23-01-16971
ANNUAL LOCAL %
EXPENDITURE
REPORT

Report found in the January 18, 2023, Regular Board Meeting Package.

Linda Kowal moved that the Board of Trustees accept the Annual Local % Expenditure Report.

CARRIED

23-01-16972
FUNDRAISING
REPORT

Report found in the January 18, 2023, Regular Board Meeting Package.

Tim Driedger moved that the Board of Trustees accept the 2021-22 Fundraising Report.

CARRIED

OTHER BUSINESS

23-01-16973
BORROWING
RESOLUTION

Tim Driedger moved that the Board of Trustees enter into a Borrowing Resolution with ATB Financial for the sum of \$10,000 as per attached Borrowing Resolution agreement. The Board of Trustees agree to an assignment of a \$10,000 Guaranteed Investment Certificate as security for funds borrowed.

CARRIED

23-01-16974
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 3:35 p.m.

CARRIED

Board Chair

Associate Superintendent of
Finance

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
MARCH 3, 2023**

ATTENDANCE

Board Members Present:

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

Administration Present:

Mr. Michael McMann, Superintendent
Mr. Terry Gibson, Associate Superintendent
Mrs. Karen Smith, Associate Superintendent
Mr. Norman Buhler, Associate Superintendent

Guest:

Norman Yanitski, ASBA Education Consultant

Chairman Marc Beland called the meeting to order at 9:08 a.m.

23-03-16975
IN-CAMERA

Benjamin Friesen moved that the Board of Trustees go in-camera at 9:08 a.m.

CARRIED

23-03-16976
REVERT TO PUBLIC
MEETING

Dale Lederer moved that the Board of Trustees move out of in camera at 2:58 p.m.

CARRIED

23-03-16977
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 2:58 p.m.

CARRIED

Board Chair

Associate Superintendent of
Finance

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
MARCH 4, 2023**

ATTENDANCE

Board Members Present:

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

Administration Present:

Mr. Michael McMann, Superintendent
Mr. Terry Gibson, Associate Superintendent
Mrs. Karen Smith, Associate Superintendent
Mr. Norman Buhler, Associate Superintendent
Mr. Gilbert Morris, Supervisor of Learning Services
Mrs. Natalie Morris, Supervisor of Learning Services
Mrs. Sharon McLean, Supervisor of Learning Services

Guest:

Norman Yanitski, ASBA Education Consultant

Chairman Marc Beland called the meeting to order at 9:04 a.m.

23-03-16978
IN-CAMERA

Shane Lloyd moved that the Board of Trustees go in-camera at 9:04 a.m.

CARRIED

23-03-16979
REVERT TO PUBLIC
MEETING

Shane Lloyd moved that the Board of Trustees move out of in camera at 2:45 p.m.

CARRIED

23-03-16980
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 2:45 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

March 2023

- Meeting with Collegiate Team and Update
- Meeting with MLA Lovely
- Tri Government Bid for Winter or Summer Games
- 3 Year AERR Assurance Plan
- St. Mary's Building Update
- EXL Award
- Learning Loss Grant
- Keynote Speaker for Northern Lakes College Convocation

MONITORING REPORTS

RE: FINANCE REPORT

A copy of the revenues and expenditures for the period of September 1, 2022, to February 28, 2023, 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 February 28, 2023.

FORT VERMILION SCHOOL DIVISION #52
BOARD REPORT ON RECEIPTS
FISCAL YEAR 2022 - 2023
February 28, 2023

School Year 6 / 10 Months = 60.00%
Calendar Year 6 / 12 Months = 50.00%

Line No.	DESCRIPTION	BUDGET 2022/23	YEAR TO DATE RECEIPTS 2022/23	BALANCE	% RECEIVED
1	ALBERTA EDUCATION				
2	School Jurisdiction Base Funding	18,630,761	9,399,283	(9,231,478)	50.45%
3	Differential Cost Funding	15,061,982	7,528,450	(7,533,532)	49.98%
4	Transportation Funding	2,771,643	1,385,822	(1,385,821)	50.00%
5	Operations and Maintenance Funding	3,514,744	1,544,949	(1,969,795)	43.96%
6	Other AB Education Funding	5,988,783	4,112,576	(1,876,207)	68.67%
7	TOTAL - AB EDUCATION	45,967,913	23,971,080	(21,996,833)	52.15%
8	Other Provincial Government	57,222	28,611	(28,611)	50.00%
9	First Nations - FVSD	5,462,141	2,472,008	(2,990,133)	45.26%
10	Other Revenue	2,258,218	1,340,678	(917,540)	59.37%
11	Capital allocations	2,380,006	1,050,784	(1,329,222)	44.15%
12	Debenture Interest	-	-	-	0.00%
13	TOTALS	56,125,500	28,863,161	(27,262,339)	51.43%
14	NOTES:				

6 - Other AB Education Funding - Dual Credit, Fuel Price Contingency, Learning Disruptions, Supplemental Enrolment Growth Funding Fully Received
10 - Other Revenue - Majority of revenue earned over ten months

STATEMENTS OF FINANCIAL POSITION
As at February 28, 2023 (in dollars)

	August 31	
	2023	2022
FINANCIAL ASSETS		
Cash and cash equivalents	\$13,572,884	\$14,308,683
Accounts receivable (net after allowances)	\$1,955,229	\$5,752,806
Portfolio investments	\$0	\$0
Other financial assets	\$0	\$0
Total financial assets	\$15,528,113	\$20,061,489
LIABILITIES		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$1,755,373	\$3,881,397
Deferred revenue	\$53,814,826	\$53,264,411
Employee future benefit liabilities	\$84,929	\$84,929
Other liabilities	\$0	\$0
Debt		
Supported: Debentures and other supported debt	\$0	\$0
Unsupported: Debentures and capital loans	\$0	\$0
Capital leases	\$0	\$0
Mortgages	\$0	\$0
Total liabilities	\$55,655,128	\$57,230,737
Net financial assets (debt)	(\$40,127,015)	(\$37,169,248)
NON-FINANCIAL ASSETS		
Tangible capital assets		
Land	\$943,630	\$943,630
Construction in progress	\$2,068,747	\$12,251,627
Buildings	\$118,427,952	
Less: Accumulated amortization	(\$64,027,073)	\$54,400,879
Equipment	\$4,083,568	
Less: Accumulated amortization	(\$3,235,361)	\$848,207
Vehicles	\$9,549,789	
Less: Accumulated amortization	(\$6,218,434)	\$3,331,355
Computer Equipment	\$1,360,501	
Less: Accumulated amortization	(\$1,315,275)	\$45,226
Total tangible capital assets	\$61,638,044	\$59,078,498
Prepaid expenses	\$1,232,419	\$536,307
Other non-financial assets	\$0	\$0
Total non-financial assets	\$62,870,463	\$59,614,805
Accumulated surplus	\$22,743,448	\$22,445,557
Accumulating surplus / (deficit) is comprised of:		
Accumulated operating surplus (deficit)	\$22,743,448	\$22,445,557
Accumulated remeasurement gains (losses)	\$0	\$0
	\$22,743,448	\$22,445,557
Contractual obligations		
Contingent liabilities		

STATEMENTS OF OPERATIONS
For the period Ended February 28, 2023 (in dollars)

	Budget 2023	Actual 2023	Actual 2022
REVENUES			
Alberta Education	\$48,347,919	\$25,630,893	\$53,443,930
Other - Government of Alberta	\$57,222	\$0	\$57,222
Federal Government and First Nations	\$5,462,141	\$3,284,698	\$5,230,562
Other Alberta school authorities	\$0	\$0	\$0
Out of province authorities	\$0	\$0	\$0
Alberta Municipalities-special tax levies	\$0	\$0	\$0
Property taxes	\$0	\$0	\$0
Fees	\$175,000	\$317,576	\$162,432
Other sales and services	\$943,218	\$255,084	\$434,973
Investment income	\$90,000	\$304,446	\$179,464
Gifts and donations	\$0	\$5,402	\$18,847
Rental of facilities	\$300,000	\$187,716	\$318,859
Fundraising	\$750,000	\$258,200	\$641,945
Gains (losses) on disposal of capital assets	\$0	\$0	\$92,402
Other revenue	\$0	\$0	\$0
Total revenues	\$56,125,500	\$30,244,015	\$60,580,636
EXPENSES			
Instruction - ECS	\$1,466,959	\$746,739	\$1,510,953
Instruction - Grade 1 - 12	\$39,160,290	\$20,869,727	\$38,754,571
Plant operations and maintenance	\$8,587,388	\$3,970,307	\$8,231,454
Transportation	\$3,963,418	\$2,269,807	\$3,679,216
Administration	\$2,232,106	\$1,517,383	\$2,052,785
External services	\$1,152,983	\$572,160	\$1,054,708
Total expenses	\$56,563,144	\$29,946,123	\$55,283,687
Operating surplus (deficit)	(\$437,644)	\$297,891	\$5,296,949

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended February 28, 2023 (in dollars)

	ACCUMULATED SURPLUS	ACCUMULATED REMEASUREMENT GAINS (LOSSES)	ACCUMULATED OPERATING SURPLUS	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED	
							TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES
Balance at August 31, 2022	\$22,445,557	\$0	\$22,445,557	\$10,459,013	\$0	\$0	\$7,256,653	\$4,729,891
Prior period adjustments:								
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adjusted Balance, Aug. 31, 2022	\$22,445,557	\$0	\$22,445,557	\$10,459,013	\$0	\$0	\$7,256,653	\$4,729,891
Operating surplus (deficit)	\$297,891		\$297,891			\$297,891		
Board funded tangible capital asset additions				\$2,604,036		(\$2,604,036)	\$0	\$0
Disposal of unsupported tangible capital assets	\$0		\$0	\$0		\$0		\$0
Disposal of supported tangible capital assets (board funded portion)	\$0		\$0	\$0		\$0		\$0
Write-down of unsupported tangible capital assets	\$0		\$0	\$0		\$0		\$0
Write-down of supported tangible capital assets (board funded portion)	\$0		\$0	\$0		\$0		\$0
Net remeasurement gains (losses) for the year	\$0	\$0						
Endowment expenses	\$0		\$0		\$0			
Direct credits to accumulated surplus	\$0		\$0		\$0	\$0		
Amortization of tangible capital assets	\$0			(\$1,559,332)		\$1,559,332		
Capital revenue recognized	\$0			\$1,050,784		(\$1,050,784)		
Debt principal repayments (unsupported)	\$0			\$0		\$0		
Externally imposed endowment restrictions	\$0				\$0	\$0	\$0	
Net transfers to operating reserves	\$0					\$0	\$0	
Net transfers from operating reserves	\$0					\$1,587,835	(\$1,587,835)	
Net transfers to capital reserves	\$0					\$0		\$0
Net transfers from capital reserves	\$0					\$209,762		(\$209,762)
Assumption/transfer of other operations' surplus	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Balance at February 28, 2023	\$22,743,448	\$0	\$22,743,448	\$12,554,501	\$0	\$0	\$5,668,818	\$4,520,129

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended February 28, 2023 (in dollars)

	INTERNALLY RESTRICTED RESERVES BY PROGRAM											
	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation		External Services			
	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
Balance at August 31, 2022	\$7,256,653	\$354,196	\$0	\$3,654,382	\$0	\$188,528	\$0	\$532,785			\$0	\$0
Prior period adjustments:												
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
Adjusted Balance, Aug. 31, 2022	\$7,256,653	\$354,196	\$0	\$3,654,382	\$0	\$188,528	\$0	\$532,785			\$0	\$0
Operating surplus (deficit)												
Board funded tangible capital asset additions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
Disposal of unsupported tangible capital assets		\$0		\$0		\$0		\$0				\$0
Disposal of supported tangible capital assets (board funded portion)		\$0		\$0		\$0		\$0				\$0
Write-down of unsupported tangible capital assets		\$0		\$0		\$0		\$0				\$0
Write-down of supported tangible capital assets (board funded portion)		\$0		\$0		\$0		\$0				\$0
Net remeasurement gains (losses) for the year												
Endowment expenses												
Direct credits to accumulated surplus												
Amortization of tangible capital assets												
Capital revenue recognized												
Debt principal repayments (unsupported)												
Externally imposed endowment restrictions	\$0		\$0		\$0		\$0				\$0	
Net transfers to operating reserves	\$0		\$0		\$0		\$0				\$0	
Net transfers from operating reserves	(\$1,587,835)		\$0		\$0		\$0				\$0	
Net transfers to capital reserves		\$0		\$0		\$0		\$0				\$0
Net transfers from capital reserves		\$0		(\$209,762)		\$0		\$0				\$0
Assumption/transfer of other operations' surplus	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
Balance at February 28, 2023	\$5,668,818	\$354,196	\$0	\$3,444,620	\$0	\$188,528	\$0	\$532,785			\$0	\$0

SCHEDULE OF PROGRAM OPERATIONS
for the period Ended February 28, 2023 (in dollars)

REVENUES	2023							2022
	Instruction ECS	Instruction Gr 1 -12	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL
(1) Alberta Education	\$545,086	\$19,723,066	\$2,669,595	\$1,385,822	\$1,307,325	\$0	\$25,630,893	\$53,443,930
(2) Other - Government of Alberta	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$57,222
(3) Federal Government and First Nations	\$0	\$2,228,825	\$260,098	\$171,936	\$51,679	\$572,160	\$3,284,698	\$5,230,562
(4) Other Alberta school authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(5) Out of province authorities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(6) Alberta Municipalities-special tax levies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(7) Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(8) Fees	\$0	\$65,932		\$251,644		\$0	\$317,576	\$162,432
(9) Other sales and services	\$0	\$255,084	\$0	\$0	\$0	\$0	\$255,084	\$434,973
(10) Investment income	\$0	\$304,446	\$0	\$0	\$0	\$0	\$304,446	\$179,464
(11) Gifts and donations	\$0	\$5,402	\$0	\$0	\$0	\$0	\$5,402	\$18,847
(12) Rental of facilities	\$0	\$0	\$187,716	\$0	\$0	\$0	\$187,716	\$318,859
(13) Fundraising	\$0	\$258,200	\$0	\$0	\$0	\$0	\$258,200	\$641,945
(14) Gains on disposal of tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$92,402
(15) Other revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(16) TOTAL REVENUES	\$545,086	\$22,840,954	\$3,117,409	\$1,809,402	\$1,359,004	\$572,160	\$30,244,015	\$60,580,636
EXPENSES								
(17) Certificated salaries	\$475,992	\$9,488,401			\$200,084	\$330,986	\$10,495,463	\$21,071,076
(18) Certificated benefits	\$60,754	\$2,079,818			\$27,186	\$43,992	\$2,211,750	\$4,784,851
(19) Non-certificated salaries and wages	\$170,830	\$4,467,008	\$911,853	\$1,116,202	\$488,709	\$122,423	\$7,277,025	\$11,922,841
(20) Non-certificated benefits	\$34,750	\$916,729	\$164,144	\$243,406	\$106,525	\$19,427	\$1,484,981	\$2,384,311
(21) SUB - TOTAL	\$742,326	\$16,951,956	\$1,075,997	\$1,359,608	\$822,504	\$516,828	\$21,469,219	\$40,163,079
(22) Services, contracts and supplies	\$4,413	\$3,835,954	\$1,697,688	\$654,264	\$669,921	\$55,332	\$6,917,572	\$12,098,771
(23) Amortization of supported tangible capital assets	\$0	\$0	\$1,050,784	\$0	\$0	\$0	\$1,050,784	\$2,099,220
(24) Amortization of unsupported tangible capital assets	\$0	\$81,817	\$145,838	\$255,935	\$24,958	\$0	\$508,548	\$916,430
(25) Supported interest on capital debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(26) Unsupported interest on capital debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(27) Other interest and finance charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(28) Losses on disposal of tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,187
(29) Other expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(30) TOTAL EXPENSES	\$746,739	\$20,869,727	\$3,970,307	\$2,269,807	\$1,517,383	\$572,160	\$29,946,123	\$55,283,687
(31) OPERATING SURPLUS (DEFICIT)	(\$201,654)	\$1,971,227	(\$852,898)	(\$460,405)	(\$158,380)	\$0	\$297,891	\$5,296,949

MONITORING REPORTS

RE: FISCAL QUARTERLY ACCOUNTABILITY REPORT

A copy of the Fiscal Quarterly Accountability Report is attached for your information.

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 Fiscal Quarterly Accountability Report.

FISCAL QUARTERLY ACCOUNTABILITY REPORT

February 28, 2023

Monitoring Process

One of the means the Board can utilize to monitor the fiscal management of the jurisdiction is to receive quarterly monitoring reports. This monitoring report addresses the current status of approved budget assumptions the Board made when they approved the current operating budget, the state of reserve funds and a summary of expenditure patterns, together with governance implications associated with each of the above.

1. *Current status of approved budget assumptions:*

When the Board commenced the 2022-2023 budget process, the Board approved the following highlights and assumptions:

1. The Division is presenting a deficit budget of \$434,644. This budget represents the division accessing \$4,455,224 of Accumulated Operating Surplus “reserves”. In addition accessing \$3,293,036 in Capital reserves.
2. FVSD Enrolment at September 30, 2022 (2021/22):
 - Grades 1 to 12 = 2,984 (2,812)
 - ECS = 278 (298)
 - Homeschool = 468 (484)
 - UHRS = 64 (60)
3. Enrolment increase for FVSD schools in grades ECS to 12 as an FTE (Full Time Equivalent) is 191 students. This is primarily due to an increase of students returning to the classroom. The COVID-19 pandemic has caused a number of parents to make alternative education decisions for their children.

Governance implications:

- *The funding received from Alberta Education is based on the three year Weighted Moving Average (WMA) of enrolment. Our actuals count was 81.5 students higher than projections.*

2. State of current reserves:

Accumulated Operating Surplus (AOS) is the total of Unrestricted Net Assets and Operating Reserves. Unrestricted Net Assets is that portion of AOS that is without restrictions as to its use (i.e. has not been restricted by board motion to be used for a specific purpose). Operating Reserves are funds set aside by Board motion to be used for specific purposes at some point in the future.

In addition to AOS, jurisdictions often have Capital Reserves. AOS plus Capital Reserves constitute ALL of the total surpluses and reserves held by a jurisdiction. Alberta Education considers “Days of Operation in Accumulated Operating Surplus” – calculated as $AOS / (Total\ Jurisdiction\ Expenses / 250\ Operating\ Days)$ – to be a very meaningful indicator of jurisdictions financial health. Alberta Education AOS days of operation target is 10 days of operation. If a jurisdiction falls outside of this target a plan must be submitted to demonstrate correction.

This has been adjusted to reflect 250 operating days as per Alberta Education formula.

For the year 2020/21 the “provincial average” of all jurisdictions was 14.83 days of operation in AOS. The average of the boards in Alberta that have a similar enrolment to us was 20.89 days of operation in AOS. These reserves are in place in order to have sufficient cash flow to deal with external factors out of the control of the division that cause unforeseen costs and put at risk the continued delivery of appropriate educational programs and activities.

As such our discussion around the board table has been to stay between the 10 to 12 days of operations in AOS.

The Fort Vermilion School Division, according to the above comments, should maintain an operating reserve of no less than \$2,262,526 (10 days over 250 days times \$56,563,144 - 2022/23 budgeted expenses). At the end of the 2021/22 school year there was an accumulated operating reserve of \$6,760,873 (not including SGF) or 30.57 days of operations.

For the period ending February 28, 2023 the Fort Vermilion School Division AOS is 21.63 days. See governance impact section for an explanation of this result.

Governance Implications:

It is common to see an increase to Net Assets and the AOS days ratio due to planned capital purchases having not been incurred.

Planned Capital Purchases	\$5,110,000
Purchases to Date	\$2,604,036
Remaining Purchases	\$2,505,964

There are a total of three reserve funds maintained within Fort Vermilion School Division. These are Unrestricted Net Assets, Restricted Operating Reserves and Restricted Capital Reserves.

2.1 Unrestricted Net Assets:

The Board at the end of the 2021/22 school year had \$0 of unrestricted net assets. *Unrestricted net assets as of February 28, 2023 are \$0.*

2.2 Restricted Operating Reserves:

The Division allows sites to accumulate surpluses or incur deficits, when circumstances dictate. These reserves belong to the individual sites. The following indicates the restricted operating reserves per site as at August 31, 2022 and February 28, 2023.

The end of February 28, 2023 represents 50% of the calendar year and 60% of the school year.

Surplus/Deficit and % of Current Budget Spent at this point in time:

Sites	2021	2022	2023	Budget
BHCS	15,670	16,585	58%	354,866
BHPS	15,384	19,816	53%	428,057
FMCS	34,031	15,821	61%	668,942
SMES/FVPS	27,502	(14,220)	62%	416,192
HLPS	32,316	35,346	57%	767,051
HCCS	16,471	12,816	58%	460,673
LCPS	30,628	30,247	52%	615,988
RLKS	18,111	68,925	52%	329,441
RVCS	16,136	23,754	52%	341,487
RLNS	15,740	4,423	57%	402,108
SHES	22,376	25,289	54%	610,215
SNCS	19,026	12,694	57%	434,687
Pathways	15,000	17,242	58%	370,618

Governance Implications

Second Quarter:

- Prior year school deficits
 - *All locations received a 5% or \$15,000 carryforward into 2022-2023*

- High percentage spent in current year:
 - *We would expect that school budgets would be between the ranges of 47% to 63% at this point in time given that 60% of the school year has transpired.*
 - *We have discussed at (LTM) Leadership Team Meetings and re-emphasized the need to use the resources provided in the given year to meet the needs of the students in this given year.*
 - *A standard for school surplus/reserve was introduced in 2009-10. Schools are now able to hold a maximum of 5% of their school operational budget or \$15,000 whichever is higher. If they have a need to save more than this for a particular reason, then they will need to submit a plan to my office which will go through an approval process. Any dollars above the threshold at the end of the year will be redistributed back into the system for divisional priorities. The intent of this new standard is to encourage the use of the current dollars for current programming and to not continue to grow reserves.*

Restricted Capital Reserves:

The Board annually approves capital reserves to provide the necessary funds for replacement of capital assets. As at February 28, 2023 the balances are as follows:

<u>Sites</u>	<u>Funds Allocated</u>
Operations & Maintenance	3,444,620
Transportation	532,785
School Based	354,196
Board & System Admin	188,528
Total	4,520,129

Quarterly Expenditure Report

See February 28, 2023 Financial Report for the Public Board Meeting.

Additional Governance Implications (if any)

At this point we have spent 52.94% overall (6/12 months of school year or 50%) of all current divisional budgets to date.

- *February 28, 2023 was the end of the 2nd quarter for our fiscal year (September to February). School Administrators and Department Managers are responsible to review their budgets and results to this date.*
- *With current capital projects underway we are on track to reach our target of 4% operating reserves.*

MONITORING REPORTS

Re: REVIEW STUDENT FEE STRUCTURE

Attached is amended Student Fee Structure guideline from the Administrators Handbook.

Submitted by Norman Buhler, Associate Superintendent of Finance.

RECOMMENDATION:

_____ moved that the Board of Trustees amend the current fee structure for the 2023-2024 school year as presented.

Student Fee Structure

Schools may charge a student's parent any fee or cost for resources related to instruction pursuant to the *School Fees Regulation* and *School Transportation Regulation*, the *Education Act*, and the FVSD Student Fee Structure Guideline.

Fees are due and payable at the time of registration and prior to receipt of services unless arrangements are made with the school principal for alternative terms of payment.

1. Schools may charge school fees as identified in the Fee Schedule.
2. Schools shall ensure that fees listed in the Fee Schedule are only used for the purpose for which they are collected and should be directly related to the cost of the resource/service provided to the student.
3. Financial records shall be maintained at the school and Division level, for the fees collected and disbursed.
4. Fees for services provided over time shall be assessed and refunded on a prorated basis.
5. The school fee schedule shall be reviewed on an annual basis by the Associate Superintendent of Finance. Any change to the school fee schedule shall be reviewed by the Board of Trustees.
6. An amended fee schedule shall be reviewed by the School Board by the end of March for the following school year.
7. In developing and reviewing the fee schedule, the Superintendent may receive input from Central Office Administration, School Principals, staff, school council, parent(s)/guardian(s) and where appropriate other community stakeholders.
8. Fees shall be identified in the Division Budget.
9. Schools are prohibited from requiring parent(s)/guardian(s) to provide goods or services in lieu of fees unless otherwise indicated in the Fee Schedule.

Consultation and Annual Approval

The Associate Superintendent of Finance shall consult with parent(s)/guardian(s) prior to February of each school year. Consultation is related to the setting, increasing or decreases to any fee or cost. Consultation may take a variety of forms, such as parent surveys, online feedback and School Councils.

Associate Superintendent of Finance will collate parental input for presentation to the Board of Trustees when reviewing fees in the March Board Meeting.

Communications

Schools are required to demonstrate to parent(s)/guardian(s)

1. The need to charge any fee or cost, including the amounts.
2. Through information provided in staff and student handbooks, schools shall inform staff and parents of:
 - The circumstances under which any fee or cost may be waived or refunded.
 - The process a parent has to follow to request that a fee or cost be waived or refunded.
 - A process designed to ensure that the staff of each school and the parents of students enrolled in that school are notified of the circumstances under which a fee or cost may be waived or refunded and of the procedure for requesting that a fee or cost be waived or refunded, as the case may be.
 - Schools are to follow FVSD Dispute Resolution Process which is designed to enable the resolution of disputes and concerns between parents and the Board.

Fee Schedule 2022-2023

(Multiple Fees were removed October 13, 2022)

Extracurricular Fees per Sport/Clubs:

All expenses for invitational tournaments, except Divisional provided transportation, may be charged to players of the sports team on a cost recovery basis.

Hotel Rooms (Cost Recovery)

Goods and Services:

Locks (Refundable)	\$5.00 (Maximum)
Calculator Rent	\$20.00 (Maximum)

Textbooks/Technology:

Lost and/or damaged textbooks or technology shall be charged according to the following schedule:

- 1 year old or less 80% of replacement cost
- 2-3 years old 60% of replacement cost
- 4-5 years old 40% of replacement cost
- More than 5 years old 20% of replacement cost

Any variance to current 2023-2024 2022-2023 school fees require Superintendent approval. Each school must have a Student Fee Schedule outlined in their school handbook.

Urban Transportation:

Transportation is available to ECS to Grade 6 students within the 1 2.4 kilometers and Grade 7 to 12 students within 2 kilometers walk-limit from the school attended and residing in the urban area. The cost for urban transportation within the Division is as follows and are not eligible to be waived:

- Students with physical disabilities – no charge
- ECS - \$175/year or \$17.50 per month
- Grades 1-6 - \$300/year or \$30.00 per month
- Grades 7-12 - \$400/year or \$40.00 per month
- Family Rate - \$750/year or \$75.00 per month

Rural Yard Service:

Yard Service will be provided free of charge to students where there is a child in grade three or less and the driveway exceeds 0.4 kilometers (1/4 mile), or where the driveway exceeds 0.8 kilometers (1/2 mile) for any other students. Parents who want yard service and do not meet the distance requirement will be charged \$75 per month. Students with physical disabilities may be provided yard service at no cost.

Student Fee Waiver Process

To ensure that students have access to a basic education the Board of Trustees currently does not charge any fees to attend school other than fees for student services as outlined above. The Board of Trustees recognizes that while some fees are necessary, some parents or students may be unable to afford such fees and makes provision for forgiving fees where economic hardship can be demonstrated.

PROCEDURES:

1. Applications for waiver or adjusting of the fee will be made directly to the Associate Superintendent of Finance who will be responsible for making the appropriate determination. For a copy of the form see FVSD Forms – Application for Waiver of School Fee(s).
2. The Associate Superintendent of Finance in consultation with the Superintendent shall establish criteria by which applications are evaluated.
3. Each application will be assessed on an individual basis from the information provided on the application form, supplemented, if necessary, by discussion with the applicant.
4. Rejected applicants may appeal to the Superintendent of Schools.

GUIDELINES:

1. Criteria for evaluating applications under this policy shall include income levels using data available from Statistics Canada, family size and other criterion that may be useful in determining economic hardship.
2. Waiving or adjusting of fees may be applied to fees outlined in the FVSD Student Fee Schedule.

Fees may be waived for the entire school year or for a portion of the school year, subject to specific circumstances.

MONITORING REPORTS

Re: THREE YEAR CAPITAL PLAN

A copy of the Three Year Capital Plan for 2024-2027 will be presented at the meeting.

Submitted by Norman Buhler, Associate Superintendent of Finance.

RECOMMENDATION: _____ moved that the Board of Trustees accept the Three Year Capital Plan for 2024-2027.

MONITORING REPORTS

RE: 2023-2024 SCHOOL CALENDAR

The draft 2023-2024 school calendar will be presented at the meeting.

Submitted by Terry Gibson, Associate Superintendent of Operations.

RECOMMENDATION: _____ moved that the Board of Trustees approve the 2023-2024 School Calendar.

OTHER BUSINESS

RE: POLICY 1.2 VISION

Foundations and Direction Policy 1.2 Vision has been amended to reflect discussions by the Board of Trustees.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION: _____ moved that the Board of Trustees give first reading to Board Policy 1.2 Vision.



FORT VERMILION SCHOOL DIVISION

BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

1.2 VISION

Fort Vermilion School Division provides students it serves with quality education in safe, caring environments and in accordance with provincial requirements and local community expectations.

At the Fort Vermilion School Division, our vision is to provide an inclusive and nurturing learning environment that inspires and challenges students to become lifelong learners and responsible citizens. We strive to foster a culture of respect, empathy, and collaboration, where students feel supported and encouraged to achieve their full potential. Through innovative teaching methods, we aim to equip our students with the knowledge, skills, and values necessary to succeed in a rapidly changing world. Our goal is to empower students to be critical thinkers, creative problem solvers, and compassionate leaders who will make a positive impact in their communities and beyond. The Fort Vermilion School strives to be the best educational choice for parents.

OTHER BUSINESS

RE: POLICY 1.3 MOTTO AND MISSION

Foundations and Direction Policy 1.3 Motto and Mission has been amended to reflect discussions by the Board of Trustees.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION:

_____ moved that the Board of Trustees give first reading to Board Policy 1.3 Motto and Mission.



FORT VERMILION SCHOOL DIVISION BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

1.3 MOTTO AND MISSION

Motto

Our Children, Our Students, Our Future: **Moving The Dial On Every Kid**

Mission

To recognize the whole child, to support all our students, and to build for our future.

At the Fort Vermilion School Division, our mission is to provide a high-quality, comprehensive education that prepares students for success in college, career, and life. We are committed to creating a safe and supportive learning environment with parents and community that fosters academic excellence, personal growth, and responsibility. Through our understanding of each community's history, family, and faith, we strive to inspire a lifelong love of learning and to cultivate the skills and character traits necessary for success in the world today.

OTHER BUSINESS

RE: POLICY 1.6 CURRENT PRIORITIES (2023-2026)

Foundations and Direction Policy 1.6 Current Priorities (2023-2026) has been amended to reflect discussions by the Board of Trustees.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION: _____ moved that the Board of Trustees give first reading to Board Policy 1.6 Current Priorities (2023-2026).



FORT VERMILION SCHOOL DIVISION BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

1.6 CURRENT PRIORITIES ~~(2021-2024)~~ (2023-2026)

- 1.6.1 FVSD will foster connectivity and well-being amongst community, students, parents and staff
- 1.6.2 All students will improve literacy skills
- 1.6.3 All students will improve numeracy skills
- 1.6.4 Students will be exposed to, engaged in and build skills in their career path**

OTHER BUSINESS

RE: POLICY 1.7 KEY PERFORMANCE INDICATORS

Foundations and Direction Policy 1.7 Key Performance Indicators has been amended to reflect discussions by the Board of Trustees.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION: _____ moved that the Board of Trustees give first reading to Board Policy 1.7 Key Performance Indicators.



FORT VERMILION SCHOOL DIVISION

BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

1.7 KEY PERFORMANCE INDICATORS

- 1.7.1 Student reading scores as measured by
Test of Word Reading Efficiency
Test of Silent Reading Efficiency and Comprehension
Test of Silent Word Reading Fluency - *aligns with 1.6.2*
- 1.7.2 Numeracy scores as measured by Wide Range Achievement Test (WRAT5) – *aligns with 1.6.3*
- 1.7.3 Student performance on Mathematics Provincial Achievement Tests in Grades 6 and 9, Mathematics Diploma Exams, and English Language Arts Diploma Exams - *aligns with 1.6.2 & 1.6.3*
- 1.7.4 Drop-out rate data as supplied by Alberta Education - *aligns with 1.6.1*
- 1.7.5 High School Completion supplied by Alberta Education - *aligns with 1.6.1*
- 1.7.6 Connectivity survey created by FVSD – *aligns with 1.6.1*
- 1.7.7 Number of students graduating with credentials for post-secondary, or other licensed authorities – *aligns with 1.6.4***

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