
FORT VERMILION SCHOOL DIVISION
“Our Children, Our Students, Our Future: Moving the Dial on Every Child”

BOARD OF TRUSTEES REGULAR MEETING

APRIL 17, 2024 – 10:00 AM

CENTRAL OFFICE

A G E N D A



Fort Vermilion School Division 2023-2024 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
4. All students will *Explore, Develop, Grow* and *Experience* chosen career paths

	Monitoring:	Other Events
August 29, 2023 (COW) 10 am	Monitoring:	
	O & M Project Update	28 New Teacher Orientation 29 Organizational Day
	Communications:	30 PD Day 31 PD Day
	Board Communications / Trustee Communication Key Messages to the Media	
September 19, 2023 10 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • UHRS Superintendent Report Focus on Priorities – Career Path Review Trustee Handbook Specialized Learning Supports Report Initial Staffing and Enrolment Report (COW) Review Board Work Plan (COW) Trustee Remuneration (COW) (review every 2 years – 2023)	1 Organizational Day 4 Labour Day 5 First Day for Students 30 National Day for Truth & Reconciliation School Council Meetings
	Communications:	
	Board Communications / Trustee Communication Key Messages to the Media	
October 18, 2023 10 am	Monitoring:	Other Events
	Organizational Meeting Focus on Student Achievement <ul style="list-style-type: none"> • High Level Public School • La Crete Public School Superintendent Report Focus on Priorities – Connectivity, Literacy, Numeracy Finance Report New Modular Classroom Requests DRAFT AERR (COW) Full Review of Capital Plan (COW)	6 PD Day 9 Thanksgiving Day School Council Meetings
	Communications:	
	Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	



Fort Vermilion School Division 2023-2024 Board Work Plan

November 29, 2023 10 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • Sand Hills Elementary School • Spirit of the North Community School Superintendent Report Finance Report 2022-2023 Audited Financial Statement Essential Services Accountability Report Annual Education Results Report	8 ASBA Zone 1 Meeting 9 Last Day of Quad 1 10 Division PD Day 11 Remembrance Day 13 Remembrance Day (observed) 14 First Day of Quad 2 19-21 ASBA Fall General Meeting 29 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
		20 First Day of Christmas Break 25 Christmas Day 26 Boxing Day
	Communications:	
		Christmas Concerts School Council Meetings
January 24, 2024 10 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • Rocky Lane School • Buffalo Head Prairie School Superintendent Report Annual Local % Expenditure Report (reported biennially 2023) Finance Report Fiscal Quarterly Accountability Report Fundraising Report	1 New Year's Day 8 Classes Resume 30 Last Day of Semester 1 & Quad 2 31 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 2023-2024 Board Work Plan

	Monitoring:	Other Events
COW /Board Planning March 1 & 2, 2024	Trustee Development DRAFT Three Year Capital Plan (COW) Priority Update	February 9 PD Day 12-14 School Closed 15-16 Teachers' Convention 19 Family Day School Council Meetings
	Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	
March 27, 2024 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Blue Hills Community School • Hill Crest Community School Superintendent Report Finance Report Fiscal Quarterly Accountability Report Mid-Year Budget Review (COW) Three Year Capital Plan 2024-2025 School Calendar Review Student Fee Structure	Other Events 3-5 Alberta Rural Education Symposium 29 First day of Spring Break/ Good Friday 31 Easter Sunday School Council Meetings
	Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	
April 17, 2024 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Florence MacDougall Community School • Ridgeview Central School Superintendent Report Finance Report Review Attendance Boundaries School Jurisdiction Financial Reporting Profile (COW) DRAFT 2024-2025 Budget (COW) DRAFT Three Year Education Plan (COW)	Other Events 1 Easter Monday 8 Classes Resume 19 Last day of Quad 3 22 First Day of Quad 4 School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media Discuss Communication Plan	
May 22, 2024 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Rainbow Lake School • Fort Vermilion Public School / St. Mary's Catholic School Superintendent Report Finance Report Three Year Education Plan 2024-2025 Budget Report School Improvement Fund	Other Events 9 Ascension 17 School Closed 20 Victoria Day/ Pentecost 21 School Closed / Pentecost 22 School Council Chairs Meeting (5-8 p.m.) 24 FVSD Retirement Gala School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	



Fort Vermilion School Division 2023-2024 Board Work Plan

June 19, 2024 10 am	Monitoring:	Other Events
	Focus on Student Achievement <ul style="list-style-type: none"> • Pathways • Northern Home Education Centre • Upper Hay River School Superintendent Report Finance Report Internal Auditing Accountability Report Fiscal Quarterly Accountability Report Merit Awards Selection (COW) CEO Evaluation (COW)	3-4 ASBA Spring General Meeting 21 Last day for K-9 Students 24-26 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 – APRIL 17, 2024
CENTRAL OFFICE – 10:00 A.M.
AGENDA**

<u>ATTENDANCE</u>	2
<u>I. CALL TO ORDER</u>	2
<u>II. FOCUS ON STUDENT ACHIEVEMENT</u>	
Florence MacDougall Community School	3
Ridgeview Central School	8
<u>III. APPROVAL OF AGENDA</u>	15
<u>IV. APPROVAL OF MINUTES</u>	15
Minutes of the Regular Board Meeting – March 27, 2024	16
<u>V. COMMUNICATIONS</u>	23
<u>VI. TRUSTEE SHARING ON PD/COMMITTEES</u>	23
<u>VII. DELEGATIONS OR EXTERNAL PRESENTATIONS</u>	
<u>VIII. MONITORING REPORTS</u>	
a. Superintendent’s Report	25
b. Finance Report	27
c. Review Attendance Boundaries	
<u>IX. OTHER BUSINESS</u>	
a. Ward Review	
<u>X. ADJOURNMENT</u>	40

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: FLORENCE MACDOUGALL COMMUNITY SCHOOL

Attached is the Focus on Student Achievement report as presented by Florence MacDougall 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, 1.6.3 and 1.6.4)

Submitted by Stefanie Brown, Principal.

RECOMMENDATION

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

School Presentation to the Board: Divisional Priorities
School: Florence MacDougall Community School
Date of Report: April 10, 2024
<p>School Context: FMCS is a Kindergarten to Grade 3 school with an Early Intervention program for 3- and 4-year-olds. We have a current enrollment of 350 students, with a staff of two administrators, one full-time Inclusive Education Coordinator, 17 teachers, and 21 support staff. Our student population comes from a wide demographic, with varied cultural and economic backgrounds. We have a transient population with multiple students moving in and out during the school year. There is a wide range of skills and abilities in each class so significant differentiation in instruction is needed.</p>
<p>Literacy: Ensure all teachers can teach reading and strategies for building comprehension, focusing on oral language. Celebration: Our school's focus is to build students' reading comprehension while simultaneously building teacher capacity in teaching comprehension strategies. Intentional oral language instruction is a building block to achieving this goal. In relation to building comprehension ability, Grade 3 students taking part in a new Empower Comprehension intervention demonstrated a 7-point increase in standard score on TOSREC (Comprehension testing). In Kindergarten, after the implementation of Story Champs intervention, 9% of students were no longer considered at risk as measured by the Adlof Oral Language Screener. Growth Area: Overall Comprehension scores are low, particularly in Grade 1, demonstrating a continued need to focus on oral language and growing capacity.</p>
<p>Numeracy: All students will demonstrate increased confidence with, and the ability to discuss and understand numeracy concepts; with a focus on facilitating mathematical discourse to teach number sense. Celebration: Grade 2 demonstrated a significant increase in both PNSA and WRAT-5 results due to intervention and content coaching for teachers. Growth Area: PNSA scores did not show a significant increase in kindergarten so we will be working towards a scope and sequence to support capacity building.</p>
<p>Connectivity in the Community: Celebration: 98% of students in FMCS who took the Connectivity Survey responded excited or happy to the question: the adults in the school make me feel? We would also like to celebrate more involvement in our Parent Council and Friends of Flo Mac groups. Fall 2023 Connectivity Survey Results Adults- 98% Other kids- 88% Most days- 85%</p> <p>Growth Area: 15% (18 students) of students in FMCS who took the Connectivity Survey responded sad or worried to the question: how do I feel most days at school? We will look at specifics related to reasoning, participation, and programming to target those students' needs based on further questioning to those sad/worried responses.</p>
<p>Career Path: (talk about your future plan) Celebration: At FMCS we currently focus on providing exploratory learning related to careers through thematic dramatic play in Early Intervention and Kindergarten.</p>

Growth Area: Our future plan is to be more purposeful in planning our dramatic play and exploratory learning to align with the new priorities outlined by the Collegiate Explore Director. This will also need to extend beyond our Early Intervention and Kindergarten classrooms into Grades 1-3.

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, 1.6.3 and 1.6.4)

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: April 17, 2024

School Context:

Located in the town of La Crete, AB, our school serves students in grades 4-6, totaling 220 students primarily from a Mennonite background. Our dedicated staff comprises 12 teaching staff members, 6 support staff members, 1 secretary, and 1 librarian. We have 4 grade 4 classes, 3 grade 5 classes, and 3 grade 6 classes, providing a comprehensive educational experience for our students.

Goals as per assurance plan:

Literacy – have less than 29% below average in TOSREC (improving reading comprehension is a focus).

Numeracy – have less than 39% below average in the WRAT score with a focus on fluency.

Connectivity – have all students feel safe and accepted at school.

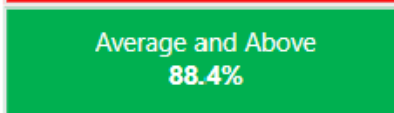
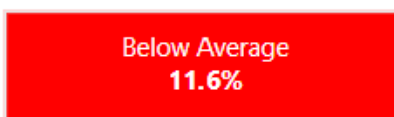
Literacy:

Celebration: Strongest achievement to date based on your Power BI Data

- Our TOSWRF and TOWRE numbers have always been strong.
- We believe that a lot of credit goes to the strong phonological and morphology programs that they run at Sandhills.
- This is not necessarily a celebration of what has or is being done at Ridgeview, but it does give us a strong foundation to build on.

Spring TOSWRF 2022

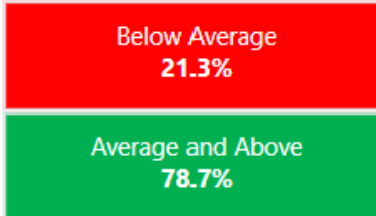
Median Scores



Spring TOWRE 2022

Median Scores

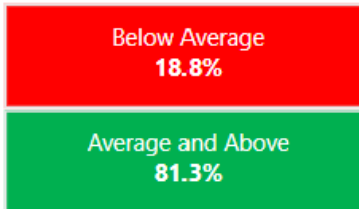
Fall 95.0	Winter 102.0	Spring 103.0
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Spring TOSWRF 2023

Median Scores

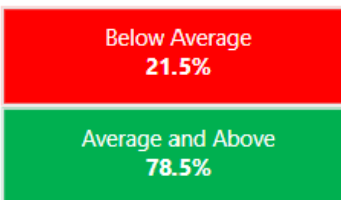
Fall 98.0	Winter 101.0	Spring 103.0
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Spring TOWRE 2023

Median Scores

Fall 96.0	Winter 99.0	Spring 102.0
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Winter TOSWRF 2024

Median Scores

Fall 97.0	Winter 102.0	Spring N/A
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Below Average
20.3%

Average and Above
79.7%

Winter TOWRE 2024

Median Scores

Fall 95.0	Winter 99.0	Spring N/A
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Below Average
31.9%

Average and Above
68.1%

TOSREC – Grade 4 – 2021-22

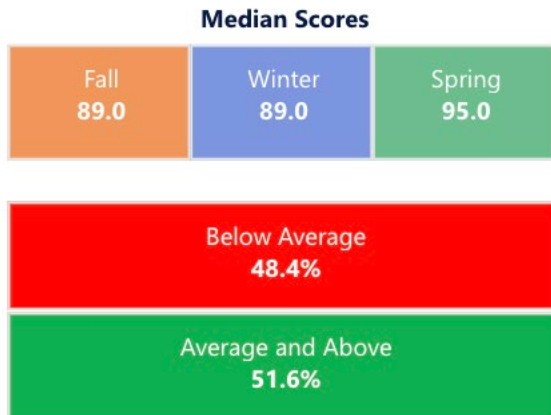
Median Scores

Fall 81.0	Winter 92.0	Spring 93.0
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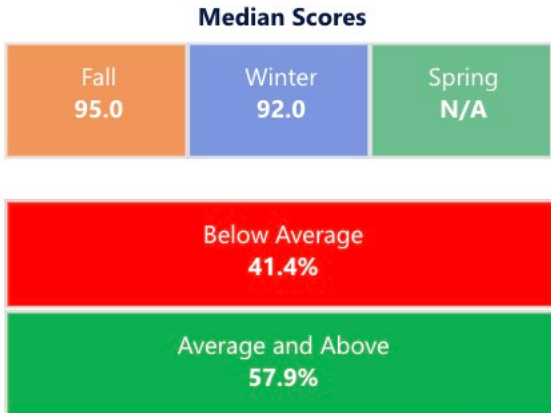
Below Average
52.5%

Average and Above
47.5%

TOSREC Grade 5 – 2022-23



TOSREC – Grade 6 – 2023-24



We do celebrate the gains that our students make in comprehension.

- Previous scores show that the same group of students has continually made gains throughout their time at Ridgeview.
- There are less kids below average every year.

Growth Area: Strongest data point that requires growth in your School.

- Although we celebrate the growth that we have seen in comprehension, this is still an area where we have an opportunity for growth.
- As student move from learning to read (Div 1) which focuses on decoding, we move to reading to learn (comprehension).
- Since they have now learned to read, they will continue to improve their fluency by reading.
- Comprehension is needed for them to be better learners. Comprehension will be a focus in the upcoming year.
- This will be accomplished by having teachers invest time into the assurance plan that will guide our focus areas (comprehension) in the upcoming years.
- Grade level teams will develop strategies on how to improve comprehension as a whole class (tier 1 intervention). Teachers will be expected to reflect on how well their strategies work by analyzing the data.

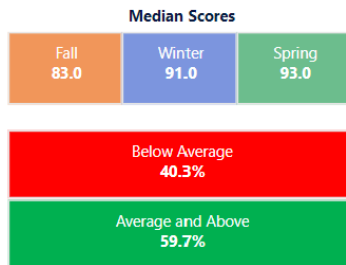
- Content coaches will assist with developing strategies.

Numeracy:

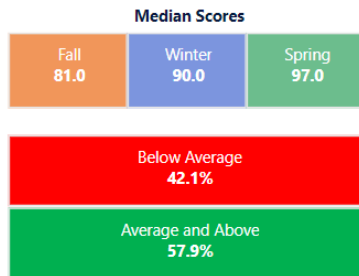
Celebration: Strongest achievement to date based on your Power BI Data

- In the three years that we have been collecting data, our Math numbers have improved.
- If we look at the first set of grade 4’s from 2021-22 and compare them year to year, we can see the improvements.

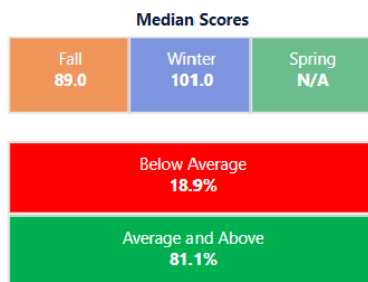
Grade 4 Winter – 2021 – 2022



Grade 5 Winter – 2022-23

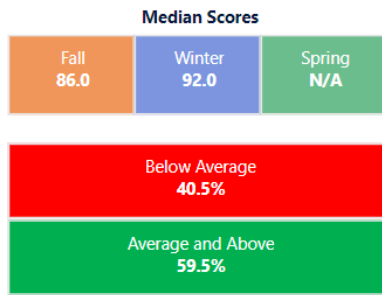


Grade 6 Winter – 2023-2024



- Another area of celebration is our math scores as a whole school.
- 60% of our students are at average or above.
- We have also grown 6 points from fall to winter, which is really good.
- This can be attributed to teachers working with our math coach and adopting more guided math practices.

Current Whole School



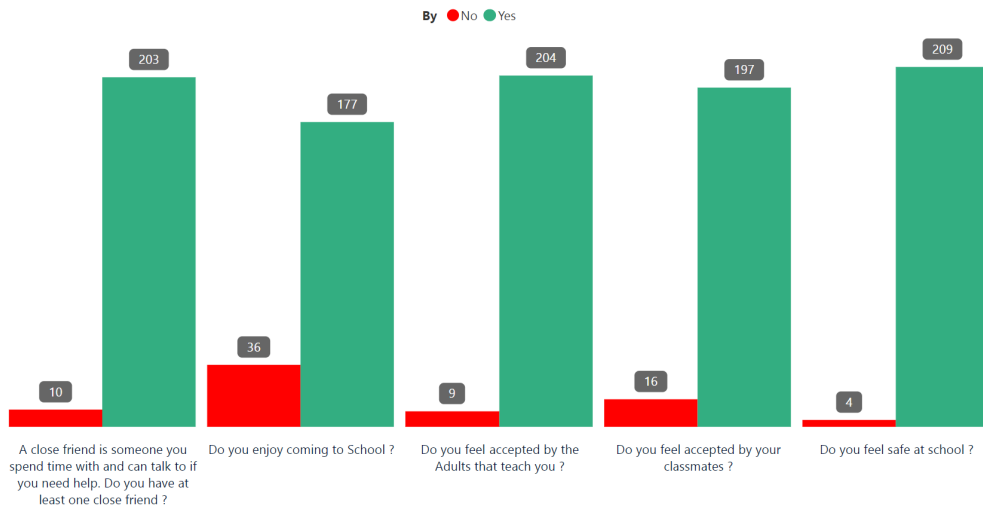
Growth Area: Strongest data point that requires growth in your School.

- We need to continue to have teachers work as grade teams on developing number fluency.
- This will be done by teaching students how to manipulate numbers for them to quickly and confidently calculate them mentally. Eg. friendly numbers
- The principal and assistant principal need to have a good understanding of the strategies that the teachers are using in their classrooms.
- Open and frank discussions need to be had while examining the data and discussing which strategies have been successful and which ones have not.
- Our content coaches need to continue to work with teachers to develop teaching strategies.

Connectivity in the Community:

Celebration: Strongest achievement to date based on your Power BI Data

- The data clearly shows that nearly all of our students enjoy coming to school, and feel accepted and safe at school.



Growth Area: Strongest data point that requires growth in your School.

- Our goal is that all students feel safe and accepted in our school.
- Given that our numbers are as low as they are, this should be an attainable goal.
- This can be achieved by following up with every student who does not feel accepted or safe and addressing the reasons as to why that is.

Career Path: (talk about your future plan)

- Career paths will be explored starting by careers that students would be familiar with in our community.
- Opportunities will be created for students to explore career paths that they are not familiar with.
- Possibly bring in guest speakers to talk about careers.
- Work with the collegiate model to explore new careers.

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 March 27, 2024, as presented.

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
MARCH 27, 2024**

ATTENDANCE

Board Members Present:

Mr. Marc Beland, Board Chair
Mr. Tim Driedger, Board Vice Chair
Mr. Dale Lederer (Virtual)
Mrs. Linda Kowal
Mr. Shane Lloyd
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
Mr. Gilbert Morris, Supervisor of Learning
Mrs. Bonnie Hunley, Supervisor of Learning
Mrs. Darlene Bergen, Executive Assistant
Mrs. Chandra Tincombe, Public Engagement Coordinator

Guests:

Mr. David Gallant, Principal BHCS
Mr. Ben Giesbrecht, Principal HCCS
Ms. Jennifer Perry, Assistant Principal, HCCS

ATA Representative:

Mr. Fred Kirby, President

Board Chairman, Marc Beland, called the meeting to order at 10:04 a.m.

24-03-17131
IN-CAMERA

Henry Goertzen moved that the Board of Trustees go in-camera at 10:04 a.m.

CARRIED

Mr. Shane Lloyd joined the meeting at 11:11 a.m.

24-03-17132
REVERT TO PUBLIC
MEETING

John Zacharias moved that the Board of Trustees move out of in camera at 1:50 p.m.

CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
MARCH 27, 2024**

24-03-17133 FOCUS ON STUDENT ACHIEVEMENT – BLUE HILLS COMMUNITY SCHOOL	Report found in the March 27, 2024, Regular Board Meeting Package. John Zacharias moved that the Board of Trustees accept the Focus on Student Achievement – Blue Hills Community School Report. CARRIED
24-03-17134 FOCUS ON STUDENT ACHIEVEMENT – HILL CREST COMMUNITY SCHOOL	Report found in the March 27, 2024, Regular Board Meeting Package. Henry Goertzen moved that the Board of Trustees accept the Focus on Student Achievement – Hill Crest Community School Report. CARRIED
24-03-17135 APPROVAL OF AGENDA	Benjamin Friesen moved that the Board of Trustees approve the agenda with the following additional items: <ol style="list-style-type: none">1. Letter to the Premier2. Rocky Acres3. Trustee Remuneration CARRIED
24-03-17136 APPROVAL OF MINUTES	Amanda Paul moved that the Board of Trustees approve the Minutes of the Regular Board Meeting held January 24, 2024, as presented. CARRIED
24-03-17137 APPROVAL OF MINUTES	Tim Driedger moved that the Board of Trustees approve the Minutes of the Committee of the Whole Meeting held February 29, 2024, as presented. CARRIED
24-03-17138 APPROVAL OF MINUTES	Dale Lederer moved that the Board of Trustees approve the Minutes of the Committee of the Whole Meeting held March 1, 2024, as presented. CARRIED
BOARD COMMUNICATIONS	None.
TRUSTEE SHARING ON PD/COMMITTEES	FVSD will be hosting the May 8, 2024, ASBA Zone 1 Meeting.
DELEGATIONS OR EXTERNAL PRESENTATIONS	La Crete & Area Chamber of Commerce Manager, Larry Neufeld, attended the meeting requesting a partnership in setting up and operating a digital billboard sign.

Kaitlyn Wiebe requested a boundary change from La Crete to Hill Crest.

24-03-17139
DIGITAL BILLBOARD
SIGN

Benjamin Friesen moved that the Board of Trustees direct Administration in principle to work with the La Crete & Area Chamber of Commerce to work on an agreement to install a digital billboard sign on La Crete Public School property.

CARRIED

24-03-17140
IN-CAMERA

Amanda Paul moved that the Board of Trustees go in-camera at 2:41 p.m.

CARRIED

24-03-17141
REVERT TO PUBLIC
MEETING

Shane Lloyd moved that the Board of Trustees move out of in camera at 2:51 p.m.

CARRIED

**MONITORING
REPORTS**

24-03-17142
SUPERINTENDENT'S
REPORT

Report found in the March 27, 2024, Regular Board Meeting Package.

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

CARRIED

24-03-17143
FINANCE REPORT

Report found in the March 27, 2024, Regular Board Meeting Package.

Linda Kowal moved that the Board of Trustees accept the Finance Report as of February 29, 2024.

CARRIED

24-03-17144
FISCAL QUARTERLY
ACCOUNTABILITY
REPORT

Report found in the March 27, 2024, Regular Board Meeting Package.

John Zacharias moved that the Board of Trustees approve the Fiscal Quarterly Accountability Report.

CARRIED

24-03-17145
THREE YEAR
CAPITAL PLAN

Report found in the March 27, 2024, Regular Board Meeting Package.

Tim Driedger moved that the Board of Trustees accept the Three Year Capital Plan for 2025-2028.

CARRIED

24-03-17146
REVIEW STUDENT
FEE STRUCTURE

Administrative Guideline found in the March 27, 2024, Regular Board Meeting Package.

Dale Lederer moved that the Board of Trustees amend the current fee structure for the 2024-2025 school year as presented.

CARRIED

24-03-17147
BORROWING
RESOLUTION

Report found in the March 27, 2024, Regular Board Meeting Package.

Dale Lederer moved that the Board of Trustees enter into a Borrowing Resolution with ATB Financial for the sum of \$10,000.00 as per attached Borrowing Resolution agreement. The Board of Trustees agree to the assignment of a \$10,000 Guaranteed Investment Certificate as security for funds borrowed.

CARRIED

OTHER BUSINESS

24-03-17148
BOARD POLICY 1.9
VALUES

Amanda Paul moved that the Board of Trustees give third and final reading to Board Policy 1.9 Values. A copy of the policy is attached.

CARRIED

24-03-17149
LOCALLY
DEVELOPED
COURSES

Linda Kowal moved that the Board of Trustees approve the acquisition and implementation of the following Locally Developed Courses:

Course Name	Version	Course Code	First Approved Year	Approved Start Date	Last Approved Year
ESL Expository English 15	5 Credits (2010-2024)	LDC1513	2023-2024	2024-04-22	2023-2024
ESL Expository English 25	5 Credits (2010-2024)	LDC2513	2023-2024	2024-04-22	2023-2024
ESL Introduction to Canadian Studies 15	5 Credits (2023-2027)	LDC1212	2023-2024	2024-04-15	2026-2027
ESL Introduction to Canadian Studies 25	5 Credits (2023-2027)	LDC2212	2023-2024	2024-04-15	2026-2027
ESL Introduction to Mathematics 15	5 Credits (2007-2024)	LDC1350	2023-2024	2024-04-15	2023-2024
ESL Introduction to Science 15	5 Credits (2023-2027)	LDC1213	2023-2024	2024-04-15	2026-2027
ESL Introduction to Science 25	5 Credits (2023-2027)	LDC2213	2023-2024	2024-04-15	2026-2027

CARRIED

24-03-17150
LETTER TO THE
PREMIER

Benjamin Friesen moved that the Board of Trustees direct administration to write a letter to the Premier in support Parental Rights.

CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
MARCH 27, 2024**

24-03-17151
ROCKY ACRES

Dale Lederer moved that the Board of Trustees direct administration to notify Rocky Lane Agriculture Society to terminate the Rocky Acres lease agreement.

CARRIED

24-03-17152
TRUSTEE
RENUMERATION

Henry Goertzen moved that the Board of Trustees to amend the Trustee Renumeration section of the Trustee Handbook on Accommodation to read: Reimbursement for actual cost of accommodation on the production of a receipt or where no receipt is provided a claim of ONE HUNDRED DOLLARS (\$100) may be made.

CARRIED

24-03-17153
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 3:39 p.m.

CARRIED

Board Chair

Associate Superintendent of
Finance

COMMUNICATIONS

RE: BOARD CHAIR & SUPERINTENDENT

Information item.

TRUSTEE SHARING ON PD/COMMITTEES

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

April 2024

- Social Studies Pilot
- Collegiate Update
- Generative Dialogue

MONITORING REPORTS

RE: FINANCE REPORT

A copy of the revenues and expenditures for the period of September 1, 2023, to March 31, 2024, 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 March 31, 2024.

Fort Vermilion School Division

YEAR-TO-DATE REVENUE & EXPENSES

	Budget 2023-2024	March, 2024	Year to Date	Percentage
OPERATIONS (SUMMARY)				7 of 12 months
Revenues				58.33%
Alberta Education	\$50,579,084	\$4,936,003	\$30,681,640	60.66%
Other - Government of Alberta	\$57,222	\$0	\$0	0.00%
Federal Government and First Nations	\$6,067,849	\$489,877	\$4,196,378	69.16%
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	\$100,000	\$3,999	\$42,031	42.03%
Other sales and services	\$1,054,718	\$23,806	\$435,968	41.34%
Investment income	\$275,000	\$20,568	\$185,193	67.34%
Gifts and donation	\$0	\$25,418	\$103,491	0.00%
Rental of facilities	\$325,000	\$34,074	\$242,643	74.66%
Fundraising	\$750,000	\$151,168	\$422,422	56.32%
Gain on disposal of capital assets	\$0	\$0	\$10,000	0.00%
Other revenue	\$0	\$0	\$0	0.00%
Total revenues	\$59,208,873	\$5,684,913	\$36,319,766	61.34%
Expenses By Program				
Instruction - ECS	\$1,628,235	\$121,978	\$880,253	54.06%
Instruction - Grade 1-12	\$41,134,491	\$3,484,968	\$26,314,969	63.97%
Plant operations and maintenance	\$8,613,375	\$920,341	\$4,850,160	56.31%
Transportation	\$4,325,965	\$418,614	\$2,700,383	62.42%
Board & system administration	\$2,308,824	\$190,214	\$1,429,385	61.91%
External services	\$1,197,983	\$107,924	\$778,302	64.97%
Total expenses	\$59,208,873	\$5,244,039	\$36,953,452	62.41%
<i>Annual Surplus (Deficit)</i>	<i>\$0</i>	<i>\$440,874</i>	<i>(\$633,686)</i>	
Expenses by Object				
Certificated salaries & wages	\$21,546,359	\$1,825,109	\$12,887,227	59.81%
Certificated benefits	\$4,849,294	\$476,600	\$2,949,511	60.82%
Non-certificated salaries & wages	\$13,579,706	\$1,314,255	\$9,127,172	67.21%
Non-certificated benefits	\$3,186,660	\$290,968	\$1,953,066	61.29%
Services, contracts and supplies	\$12,355,738	\$1,036,268	\$7,930,609	64.19%
Amortization expense	\$3,588,519	\$300,839	\$2,105,867	58.68%
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	\$102,597	\$0	\$0	0.00%
Total Expenses	\$59,208,873	\$5,244,039	\$36,953,452	62.41%

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 2023-2026