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

BOARD OF TRUSTEES REGULAR MEETING

JANUARY 22, 2025 – 10:00 AM

CENTRAL OFFICE

A G E N D A



Fort Vermilion School Division 2024-2025 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, 2024 (COW) 10 am	Monitoring:	O & M Project Update	26-30 Organizational Days 28 New Teacher Orientation
	Communications:	Board Communications / Trustee Communication Key Messages to the Media	
September 23, 2024 10 am	Monitoring:	Focus on Student Achievement <ul style="list-style-type: none"> • Pathways • La Crete Public School Superintendent Report 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 – 2025)	2 Labour Day 3 First Day for Students 18 ASBA Zone 1 Meeting 30 National Day for Truth & Reconciliation School Council Meetings
	Communications:	Board Communications / Trustee Communication Key Messages to the Media	
October 23, 2024 10 am	Monitoring:	Organizational Meeting Focus on Student Achievement <ul style="list-style-type: none"> • High Level Public School • Spirit of the North Community School Superintendent Report Focus on Priorities – Connectivity, Literacy, Numeracy, Career Path Finance Report New Modular Classroom Requests DRAFT AERR (COW) Full Review of Capital Plan (COW)	14 Thanksgiving Day School Council Meetings
	Communications:	Board Communications / Trustee Communication Key Messages to the Media	



Fort Vermilion School Division 2024-2025 Board Work Plan

	Monitoring:	Other Events
November 27, 2024 10 am	Focus on Student Achievement <ul style="list-style-type: none"> • Sand Hills Elementary School • Rocky Lane School Superintendent Report Finance Report 2023-2024 Audited Financial Statement Essential Services Accountability Report Annual Education Results Report	11 Remembrance Day 17-19 ASBA Fall General Meeting (Edmonton) 27 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 Last Day of Semester 1 23-Jan 3 Christmas Break 25 Christmas Day 26 Boxing Day Christmas Concerts School Council Meetings
	Communications:	
January 22, 2025 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Buffalo Head Prairie School • Hill Crest Community School Superintendent Report Annual Local % Expenditure Report (reported biennially 2025) Finance Report Fiscal Quarterly Accountability Report Fundraising Report	Other Events 1 New Year's Day 6 First Day of Semester 2 School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	
COW /Board Planning March 27 & 28, 2025	Monitoring: Trustee Development DRAFT Three Year Capital Plan (COW) Priority Update	Other Events 12 School Closed 13-14 Teachers' Convention 17 Family Day School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	



Fort Vermilion School Division 2024-2025 Board Work Plan

March 26, 2025 10 am	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Blue Hills Community School • Florence MacDougall Community School Superintendent Report Finance Report Fiscal Quarterly Accountability Report Mid-Year Budget Review (COW) Three Year Capital Plan 2025-2026 School Calendar Review Student Fee Structure Borrowing Resolution for Driver Training School	Other Events School Council Meetings
	Communications: Board Communications / Trustee Communication Key Messages to the Media	
	Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Ridgeview Central School • Rainbow Lake School Superintendent Report Finance Report Review Attendance Boundaries School Jurisdiction Financial Reporting Profile (COW) DRAFT 2025-2026 Budget (COW) DRAFT Three Year Education Plan (COW)	
Communications: Board Communications / Trustee Communication Key Messages to the Media		
Monitoring: Focus on Student Achievement <ul style="list-style-type: none"> • Fort Vermilion Public School / St. Mary's Catholic School • Upper Hay River School • Collegiate Schools Superintendent Report Finance Report Three Year Education Plan 2025-2026 Budget Report Merit Awards Selection (COW)	Other Events 1 Last Day of Semester 2 2 First Day of Semester 3 19 Victoria Day 29 Ascension 23 FVSD Retirement Gala School Council Meetings Graduations	
Communications: Board Communications / Trustee Communication Key Messages to the Media		
Monitoring: Superintendent Report Finance Report Internal Auditing Accountability Report Fiscal Quarterly Accountability Report CEO Evaluation (COW)		Other Events 1-3 ASBA Spring General Meeting (Calgary) 9 PD Day 9 FVSD Awards Ceremony 9-10 Pentecost Graduations
Communications: Board Communications / Trustee Communication Key Messages to the Media		

**FORT VERMILION SCHOOL DIVISION
 BOARD OF TRUSTEES
 REGULAR MEETING – JANUARY 22, 2025
 CENTRAL OFFICE – 10:00 A.M.
 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: 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, 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 – Hill Crest Community School Report.

School Presentation to the Board: Divisional Priorities

School: Hill Crest Community School

Date of Report: January 22, 2025

“The biggest effects on students learning occur when teachers become learners of their own teaching and when students become their own teachers.” – John Hattie

School Context:

Hill Crest is a rural school with a current student population of 256 students.

A recent change in bussing from Rocky Lane is providing some growth in our numbers, as well as some Blumenort homeschooling/private schooling families joining us this year.

Approximately 150 of our students are EAL learners, which provides additional challenges.

Students are primarily of Mennonite background. Work ethic is highly valued, and skills used in the workforce are valued in school as well. Reading, writing and mathematics are valued. Science in the form of what we can see and know is valued. Social Studies, particularly history is not seen as being very useful in society. Although computer skills are recognized as being valuable for employability, parents are generally apprehensive to their children having free access to the internet, and computer use is granted with considerable caution. Grades K-3 do not use computers at all. Grades 4-9 use computers sparingly.

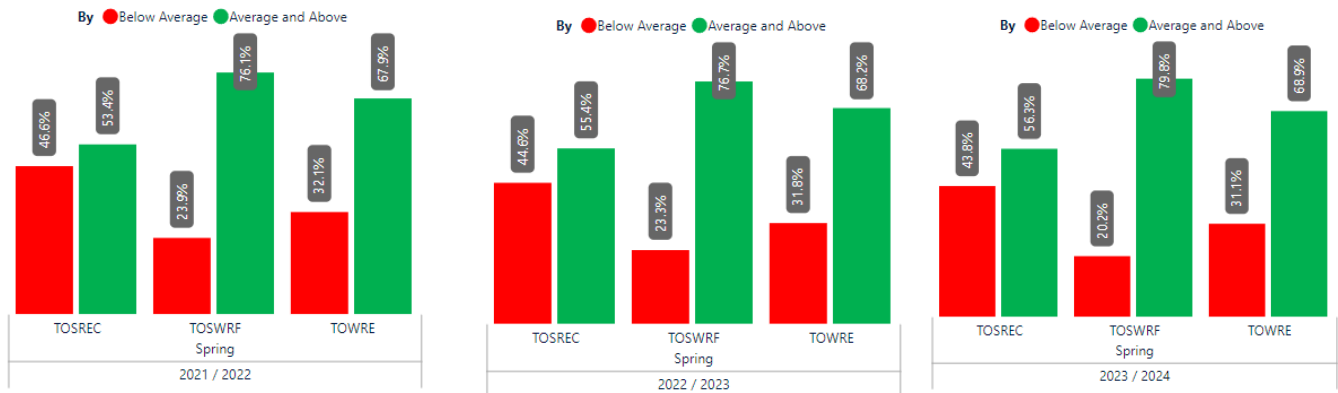
We have:

- 12 teaching staff
- 5 Educational Assistants
- 2 support Staff
- 2 custodians
- 7 bus drivers

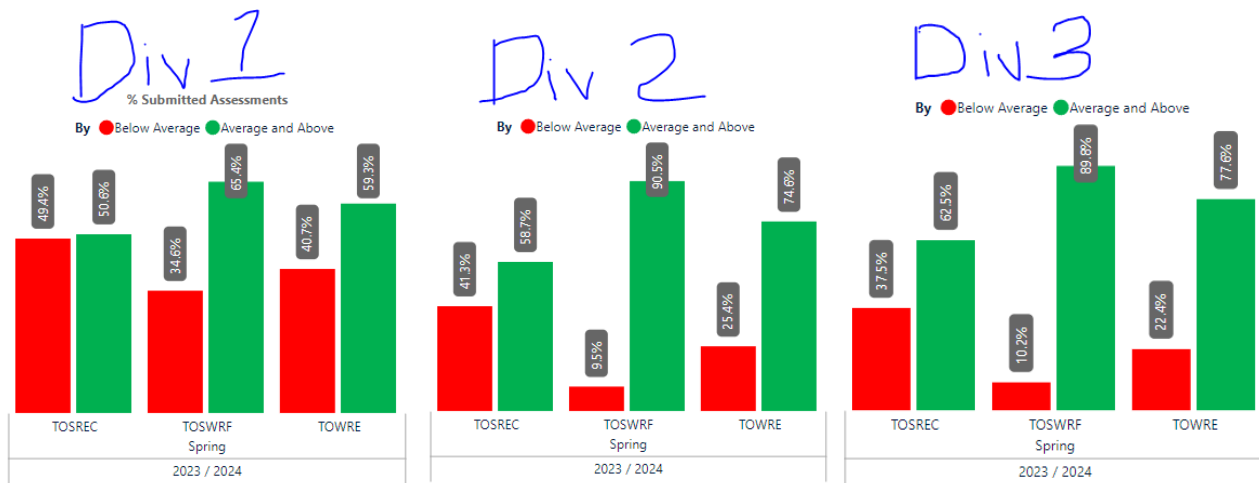
Literacy:

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

The number of students below average is decreasing. The graphs below show the results at the end of the year for the past three years.



Secondly, the data supports that the decoding/fluency instructional methods are effective, as the students below average significantly decreases as we move through the divisions. This data is from the past school year, but reflects the data over the last three years.



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

As our students move through the grades, their comprehension growth lessens. It would be easier to accept if their fluency plateaued, but comprehension should continue to increase as they develop vocabulary and comprehension strategies. This is an area of concern.



There are a few strategies that will be implemented in order to mitigate the losses that are experienced in comprehension in Div 3. According to John Hattie, the biggest change agent in any educational setting is the teacher. We currently have an ELA teacher in our Div 3 that engages the students in meaningful ELA instruction as a whole. Having continuity in strong ELA instruction would be the ideal way to improve growth in Div 3 comprehension as measured by the TOSREC.

Realizing that people make choices as to their places of employment, there will be programs put in place that anyone new coming into the role of the Div3 ELA teacher would implement. These will be developed with the

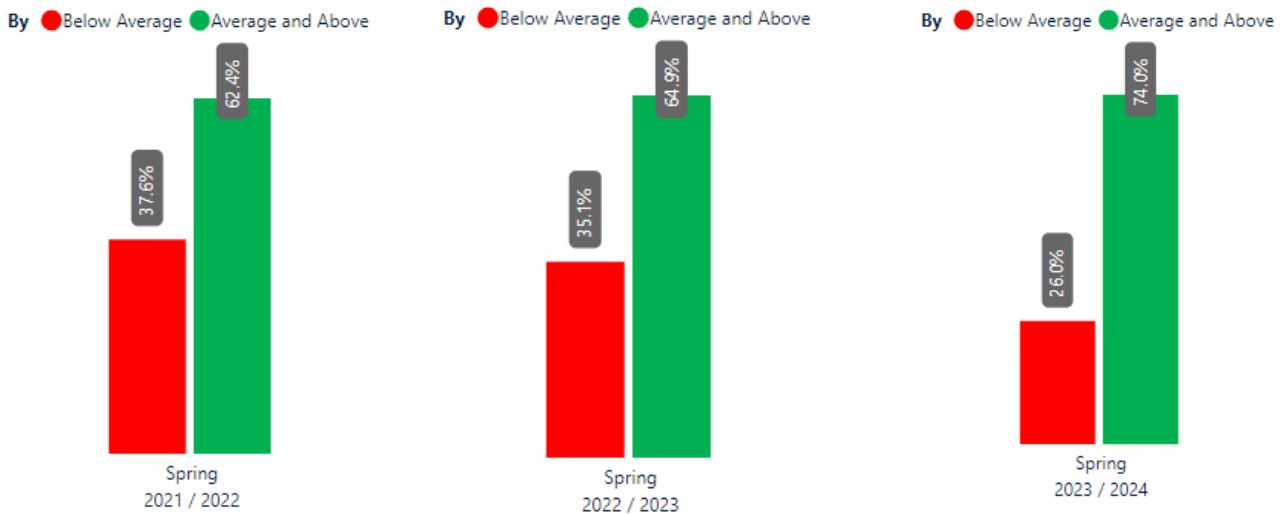
current ELA teacher in hopes that they will provide continuity but will also prepare for transition should the need arise.

All other test scores, as well as the programs being taught to produce the scores, will continue to be monitored to ensure that fluency continues to be a strength, so students can move from learning to read to reading to learn with confidence.

Numeracy:

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

As seen in the data, the students in the below average continually decrease throughout the years. This shows a positive trend in math instruction.



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

Although the data that accurately and specifically portrays students math fluency is somewhat convoluted, the WRAT 5 is used as a general measure. Research strongly suggests that increased basic fact fluency will increase mathematical abilities. As such, we are very excited to see the results of the fluency study being conducted. We have 4 classes participating with the fluency program, and are interested to see and analyze the results at the end of the current school year.

The chart below shows a group of classes that seemed to have struggled in math over the years. It displays that general growth has tapered over the years, particularly in Div 3. It will be interesting to see how the fluency program will influence these students.

	Growth/Regression	Growth/Regression	Growth/Regression
Grade 2	16	10	10
Grade 3	3	13	18
Grade 4	-1	15	14
Grade 5	6	8	16
Grade 6	4	4	0
Grade 7	6	9	-1
Grade 8	11	2	9
Grade 9	11	-6	7
	7.0	6.9	10.4

As with ELA, teacher turnover is a factor is a strong factor in the struggle in grades 7-9. This would also be related to inconsistency in instruction, which makes learning harder for students.

As we are in the middle of the fluency study, we will continue to monitor current results and analyze the data as it comes in.

We currently have a math coach who is very engaged in the fluency project, as well as instructional leadership in math. Consistency with the coaching program should increase teacher capacity which in turn will lead to better student performance.

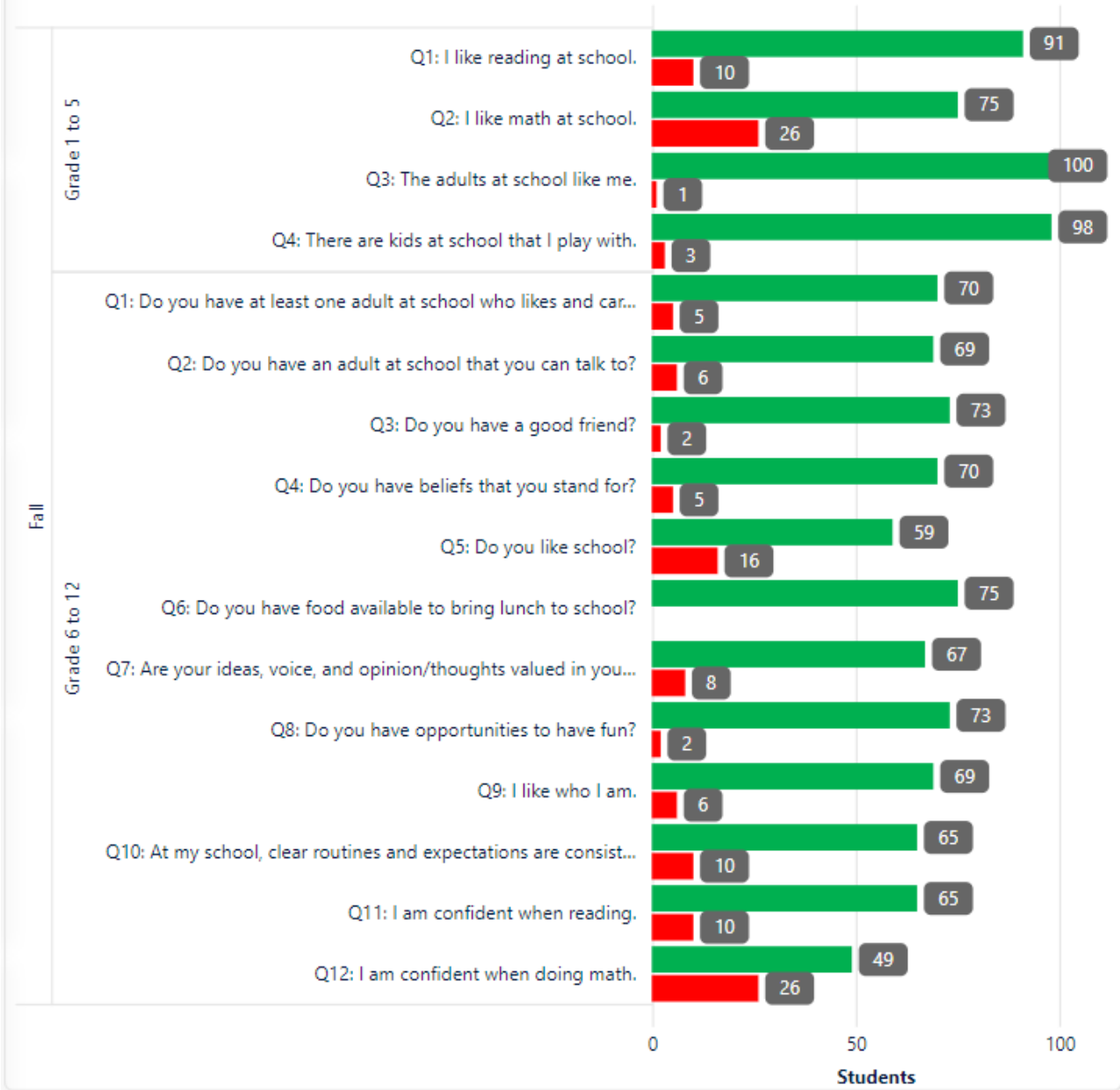
As with ELA, programs need to be developed to mitigate the losses in Div 3. Aside from teacher retention, programs need to be put in place that new teachers adopt upon entering HCCS, in order to provide consistency when staffing is not.

Connectivity in the Community:

Celebration: Strongest achievement to date based on your Power BI Data
 Only one student identified at risk according to the Fall 2024 connectivity survey. Overall students are happy to be at HCCS. Interestingly, Math is the most disliked subject. Students struggling in Math will usually dislike Math. Addressing the math struggles would also improve student school experience.

Submitted Surveys By Period and Question

By ● Yes ● No



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

The strongest data point requires us to address the student's attitude towards math. It will be interesting to see the impact that a school wide fluency intervention will have, and if that will improve student's attitudes about math.

Career Path:

Celebration: All of our grade 7-9 students are actively involved in with using myblueprint. Students are guided through the steps and are filling out their profiles.

Grades 4-6 are involved in explanatory classes where they are exposed to various CTF classes such as introductory cooking and guitar classes.

Grades k-3 have the opportunity to access our dramatic play area where they are exposed to a variety of environments, such as a pizza shop, veterinary clinic and flower shop to develop their oral language skills as well as learn about different occupations.

We have been very blessed to have community partners for some construction projects as well as a flower arranging class. We have had multiple community members offer to help in the areas of CTF to enhance the student learning experience.

Growth Area:

We are continuing to develop our CTF program. We are excited to be able to build a shop at HCCS in the spring, where we can offer more trade-based programs to our Jr high students. We are planning to have a menu of options for students at the beginning of the year next year, where some CTF classes will be optional, such as a fitness option, and some will be mandatory, such as construction and cooking.

Overall growth areas:

One of our main priorities for the remainder of this school year is to get more students into interventions. This involves taking a look at our EA schedules and prioritizing them having allocated time to run intervention programs and then looking at the data to determine which students will be most impacted by participating in intervention programs.

We will be spending time as a staff evaluating current teaching strategies in mathematics to determine what specific elements of math instruction create an adverse reaction to math. Whether it be instructional methods, materials, or teaching methodology, we will collaborate on ways to improve instruction in order to improve the negative attitude towards math, as well as improve student's mathematical abilities.

A similar approach will be taken in terms of literacy growth. Although growth is good in Div 1 & 2, it is still worthwhile to reflect on our current teaching methods to see where we can improve. It is also useful to compare different teaching methodologies in order to learn from each other and improve each teacher's capacity to meet student needs.

FOCUS ON STUDENT ACHIEVEMENT

RE: BUFFALO HEAD PRAIRIE SCHOOL

Attached is the Focus on Student Achievement report as presented by Buffalo Head Prairie 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 Chris Fehr, Principal.

RECOMMENDATION

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

School Presentation to the Board: Divisional Priorities

School: Buffalo Head Prairie School

Date of Report: January 22, 2025

School Context:

Buffalo Head Prairie School is a K-9 school located 19 km south of La Crete, Alberta. Student enrollment has increased significantly in recent years, advancing from **158** total student bodies in 2017-18 to **283** total student bodies in 2024-25. As long as parents continue to value the work done by staff and continue to support the political landscape of Education in Alberta, we expect to see continued student growth. *It should be noted that numerous parents have indicated that if high school was an option at BHPS, there would be greater numbers of students moving into grade 10 rather than choosing the option of quitting school and going to work or helping at home.*

In general, student enrolment growth has been positive both from both a connectivity and student learning perspective. School staff continue to demonstrate great commitment and, as a team, we work diligently together to ensure that students are our priority. School administration strives to ensure that school decisions are focused on what is best for students, while also recognizing the value of staff and parents, understanding the important role the entire school community plays in the growth and development of children.

Overall, BHPS student learning results are positive. As a staff, we continue to learn about how to best deliver quality instruction in the areas of literacy and numeracy. We also clearly recognize the value of our educational assistants and the positive impact that intervention programming has had on student learning. We are passionate about providing quality instruction and meaningful opportunities at our school.

Central office staff, along with maintenance staff, have been working with engineers to develop plans for school expansion. These plans are now in place, and it is our understanding that the dirt will be moved in the springtime for an additional classroom and a link that will be added to the south side of the school.

We continue to be grateful to the Board of Trustees and Mr. McMann for the attention given to these school growth concerns as we look forward to having adequate room for future school growth.

Literacy:

Celebration: Buffalo Head Prairie School staff have been working to develop improved student comprehension, which was a growth area required in past years. Elementary student growth in the TOSREC, which focuses on student compression is shown as follows:

TOSREC Division 1 at or above average	Fall 2024 31.0%	Fall 2025 34.9%
TOSREC Division 2 at or above average	Fall 2024 38.8%	Fall 2025 53.4%

Growth Area: A decrease in student comprehension scores was observed at the junior high level. With specific comprehension building strategies in place for grade 1-6 students, we will need to consider developing similar strategies to ensure future growth for junior high students.

TOSREC	Fall 2024	Fall 2025
Division 3 at or above average	56.9%	50.0%

Numeracy:

Celebration: Students continue to climb in division 1, as per WRAT 5 student testing. Supported by intervention programming, students demonstrated outstanding growth from fall 2024 to fall 2025.

WRAT5	Fall 2024	Fall 2025
Division 1 at or above average	48.3%	62.3%

Growth Area: A decrease in the percentage of students at or above grade level was observed in junior high math scores, according to the WRAT5 assessment. There are multiple reasons that this may be happening, and we are digging in to these possible reasons to ensure future growth.

WRAT5	Fall 2024	Fall 2025
Division 3 at or above average	60.8%	56.3%

Connectivity in the Community:

Celebration: BHPS staff have been working diligently to promote grass roots connectivity practices with students and parents. There is a strong sense of community at BHPS, which we work hard to cultivate and hang on to. We know that when we are connected and work well together, it will produce positive student, staff, and family results. Using the Collaborative Response Model, we have been striving to ensure that every child has a connected friend at BHPS. **Currently, 98.4% of students in grades 1-9 indicated that they have a connected friend at BHPS that they can play with!**

*Note: Buffalo Head Prairie School was asked to host CTF (Career and Technology Foundations) at BHPS this year, instead of at La Crete Public School. This has provided additional opportunities to connect with the community as parents have been helpful with our coding considerations as well as helping with the construction of our new CTF shop.

Growth Area: 7% of students in grades 6-9, according to the FVSD connectivity survey, indicated that their ideas, voices, and opinions were not valued. Upon follow up by school administration after the survey was completed, several students indicated that they felt their peers did not value the contributions they were trying to make in class. An action plan will be considered at the next Collaborative Response Team meeting to consider strategies to address this.

Career Path:**Celebration:**

The integration of Career and Technology Foundations (CTF) at Buffalo Head Prairie School has introduced an array of engaging opportunities for students across various career paths. Guided by one of our junior high teachers, students have actively contributed to the construction of our new woodshop. This hands-on project has provided valuable experience, supported by the participation of dedicated parent volunteers. Once completed, the woodshop will host regular programming, enriching students' practical skills and knowledge.

Our CTF programming has also included diverse courses such as foods, fine arts, entrepreneurship, babysitter training, fitness, student leadership, coding, and hunter education. Led by teachers and educational assistants, these programs offer students a chance to explore and develop skills in multiple fields. Some students have taken on supportive roles within classrooms, assisting teachers and peers, while others have embraced the opportunity to begin designing with our newly acquired 3D printer using Tinkercad. The successful delivery of the CTF programming at BHPS would not be possible without our highly capable teachers and educational assistants engaging students with their range of skills and abilities.

Exciting upcoming CTF opportunities include offsite experiences at a local mechanic shop and two retail businesses. We are also exploring opportunities for student involvement in our yearbook creation, ukulele music instruction, and engagement with the Z Space Mobile units.

Beyond CTF programming, junior high students are utilizing *My Blueprint* to explore and plan their future career paths.

Our school has made strides in fostering community engagement by hosting career spotlights during assemblies, where community members share insights about their professions. Additionally, some teachers have welcomed guest speakers into their classrooms, offering students firsthand perspectives on various careers. Recently, we also hosted a presenter from NAIT who delivered a forestry presentation, which was attended by all grade levels.

These initiatives ensure our students gain valuable skills, career awareness, and connections to their community, preparing them for diverse future opportunities.

Growth Area:

At Buffalo Head Prairie School, there has been a strong focus on career development and exploration at the junior high level. As we look ahead, one growth area is expanding career exploration opportunities for our Div 1 and Div 2 students.

To address this, we have begun exploring the idea of creating "Career Crates" for younger students. These crates would provide hands-on, engaging materials and activities designed to introduce students to various career paths in a way that is age-appropriate and interactive. Teachers and educational assistants have already been involved in brainstorming what these Career Crates could include, but further development and planning will be essential to bring this concept to life.

By focusing on early career exploration, we aim to spark curiosity and inspire our younger students, laying a strong foundation for their future career development as they progress through the grades.

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 November 27, 2024, as presented.

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

ATTENDANCE

Board Members Present:

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

Administration Present:

Mr. Michael McMann, Superintendent
Mr. Norman Buhler, Associate Superintendent
Mrs. Karen Smith, Associate Superintendent
Mrs. Natalie Morris, Associate Superintendent
Mr. Terry Gibson, Associate Superintendent
Mr. Gilbert Morris, Supervisor of Learning
Mrs. Leah Martens, Supervisor of Learning
Mrs. Darlene Bergen, Executive Assistant
Ms. Chandra Tincombe, Public Engagement Coordinator

Guests:

Mrs. Wendy Morris Principal – SHES
Mr. Grant Charles, Principal – RLNS
Ms. Cynthia White, Assistant Principal - RLNS

ATA:

Mr. Fred Kirby, President

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

24-11-17228
IN-CAMERA

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

CARRIED

24-11-17229
REVERT TO PUBLIC
MEETING

Amanda Paul moved that the Board of Trustees move out of in camera at 1:17 p.m.

CARRIED

24-11-17230
FOCUS ON STUDENT
ACHIEVEMENT –
SAND HILLS
ELEMENTARY
SCHOOL

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

Benjamin Friesen moved that the Board of Trustees accept the Focus on Student Achievement – Sand Hills Elementary School Report.

CARRIED

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

24-11-17231 Report found in the November 27, 2024, Regular Board Meeting
FOCUS ON STUDENT Package.
ACHIEVEMENT –
ROCKY LANE Linda Kowal moved that the Board of Trustees accept the Focus on
SCHOOL Student Achievement – Rocky Lane School Report.
CARRIED

24-11-17232 John Zacharias moved that the Board of Trustees approve the
APPROVAL OF agenda as presented.
AGENDA CARRIED

24-11-17233 Amanda Paul moved that the Board of Trustees approve the Minutes
APPROVAL OF of the Regular Board Meeting held October 23, 2024, as presented.
MINUTES CARRIED

24-11-17234 Henry Goertzen moved that the Board of Trustees approve the
APPROVAL OF Minutes of the Organizational Board Meeting held October 23, 2024,
MINUTES as presented.
CARRIED

BOARD
COMMUNICATIONS None.

TRUSTEE SHARING Marc, Henry, Amanda and John attended ASBA FGM. Premier and
ON PD/COMMITTEES Minister of Education answered questions from attendees. The
Gramson Center Grand Opening in High Level went very well with
over 100 people in attendance. We heard lots of positive comments
from community members. Schools in Fort Vermilion, Rocky Lane,
Rainbow Lake and High Level had the privilege of hosting Olympic
Gold Medalist Kevin Martin and appreciated sponsorship from the
Board for making this possible.

**MONITORING
REPORTS**

24-11-17235 Report found in the November 27, 2024, Regular Board Meeting
SUPERINTENDENT'S Package.
REPORT
Amanda Paul moved that the Board of Trustees accept the
Superintendent's Report as information.
CARRIED

24-11-17236 Report found in the November 27, 2024, Regular Board Meeting
FINANCE REPORT Package.
Benjamin Friesen moved that the Board of Trustees accept the
Finance Report as of October 31, 2024.
CARRIED

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

24-11-17237
ESSENTIAL
SERVICES
ACCOUNTABILITY
REPORT
Amanda Paul moved that the Board of Trustees accept the Essential Services Accountability Report.
CARRIED

24-11-17238
2023-2024 AUDITED
FINANCIAL
STATEMENT
Chris Cholak of MNP presented the Audited Financial Statement for the year ending August 31, 2024, to the Board of Trustees.
Linda Kowal moved that the Board of Trustees approve the 2023-2024 Audited Financial Statement for the year ending August 31, 2024.
CARRIED

24-11-17239
ANNUAL EDUCATION
RESULTS REPORT
Henry Goertzen moved that the Board of Trustees approve the 2023-24 Annual Education Results Report.
CARRIED

OTHER BUSINESS

24-11-17240
LOCALLY
DEVELOPED
COURSE
Amanda Paul moved that the Board of Trustees approve the acquisition and implementation of Locally Developed Course: Hide Preparation and Tanning 15-3.
CARRIED

24-11-17241
ADJOURNMENT
Marc Beland moved that the Board of Trustees adjourn the meeting at 2:43 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

January 2025

- School Visits
- Recruitment
- Dean's meeting around Teaching Degree

MONITORING REPORTS

RE: FINANCE REPORT

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

Fort Vermilion School Division

YEAR-TO-DATE REVENUE & EXPENSES

	Budget 2024-2025	December, 2024	Year to Date	Percentage
OPERATIONS (SUMMARY)				4 of 12 months
Revenues				33.33%
Alberta Education	\$53,320,640	\$4,396,830	\$17,594,707	33.00%
Other - Government of Alberta	\$0	\$0	\$0	0.00%
Federal Government and First Nations	\$6,246,543	\$614,714	\$2,466,964	39.49%
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	\$9,446	\$37,342	37.34%
Other sales and services	\$1,861,475	\$381,116	\$656,968	35.29%
Investment income	\$200,000	\$11,732	\$70,052	35.03%
Gifts and donation	\$0	\$1,114	\$470,745	0.00%
Rental of facilities	\$350,000	\$43,371	\$170,466	48.70%
Fundraising	\$600,000	\$62,372	\$221,583	36.93%
Gain on disposal of capital assets	\$0	\$0	\$0	0.00%
Other revenue	\$0	\$0	\$0	0.00%
Total revenues	\$62,678,658	\$5,520,695	\$21,688,827	34.60%
Expenses By Program				
Instruction - ECS	\$1,692,669	\$112,243	\$451,399	26.67%
Instruction - Grade 1-12	\$43,206,529	\$3,840,172	\$15,685,436	36.30%
Plant operations and maintenance	\$9,654,655	\$634,793	\$2,640,964	27.35%
Transportation	\$4,838,889	\$434,059	\$1,682,619	34.77%
Board & system administration	\$2,196,285	\$190,490	\$687,376	31.30%
External services	\$1,172,631	\$100,484	\$426,741	36.39%
Total expenses	\$62,761,658	\$5,312,241	\$21,574,535	34.38%
<i>Annual Surplus (Deficit)</i>	<i>(\$83,000)</i>	<i>\$208,454</i>	<i>\$114,292</i>	
Expenses by Object				
Certificated salaries & wages	\$22,380,393	\$1,850,264	\$7,350,390	32.84%
Certificated benefits	\$4,973,367	\$322,599	\$1,397,094	28.09%
Non-certificated salaries & wages	\$14,072,247	\$1,441,135	\$5,524,943	39.26%
Non-certificated benefits	\$3,365,958	\$285,337	\$1,165,221	34.62%
Services, contracts and supplies	\$12,517,812	\$1,031,818	\$4,612,535	36.85%
Amortization expense	\$5,368,881	\$381,088	\$1,524,352	28.39%
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	\$83,000	\$0	\$0	0.00%
Total Expenses	\$62,761,658	\$5,312,241	\$21,574,535	34.38%

**FORT VERMILION SCHOOL DIVISION
BOARD REPORT ON RECEIPTS
FISCAL YEAR 2024 - 2025
November 30, 2024**

School Year 3 / 10 Months = 30.00%
Calendar Year 3 / 12 Months = 25.00%

Line No.	DESCRIPTION	BUDGET 2024/25	YEAR TO DATE RECEIPTS 2024/25	BALANCE	% RECEIVED
1	ALBERTA EDUCATION				
2	School Jurisdiction Base Funding	21,254,275	5,362,673	(15,891,602)	25.23%
3	Differential Cost Funding	16,868,317	4,240,000	(12,628,317)	25.14%
4	Transportation Funding	3,065,340	709,710	(2,355,630)	23.15%
5	Operations and Maintenance Funding	3,808,216	841,516	(2,966,700)	22.10%
6	Other AB Education Funding	4,272,295	1,134,643	(3,137,652)	26.56%
7	TOTAL - AB EDUCATION	49,268,443	12,288,542	(36,979,901)	24.94%
8	Other Provincial Government	57,222	16,022	(41,200)	28.00%
9	First Nations - FVSD	6,246,543	1,227,829	(5,018,714)	19.66%
10	Other Revenue	3,111,475	660,971	(2,450,504)	21.24%
11	Capital allocations	3,994,975	802,740	(3,192,235)	20.09%
12	Debenture Interest	-	-	-	0.00%
13	TOTALS	62,678,658	14,996,105	(47,682,553)	23.93%

STATEMENTS OF FINANCIAL POSITION
As at November 30, 2024 (in dollars)

	August 31	
	2025	2024
FINANCIAL ASSETS		
Cash and cash equivalents	\$3,486,069	\$3,690,431
Accounts receivable (net after allowances)	\$2,081,589	\$4,060,055
Portfolio investments	\$0	\$0
Other financial assets	\$0	\$0
Total financial assets	\$5,567,658	\$7,750,486
LIABILITIES		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$3,267,869	\$2,275,266
Deferred revenue	\$68,275,384	\$70,341,955
Employee future benefit liabilities	\$105,560	\$105,560
Asset retirement obligation	\$2,843,325	\$2,843,325
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	\$74,492,138	\$75,566,106
Net financial assets (debt)	(\$68,924,480)	(\$67,815,620)
NON-FINANCIAL ASSETS		
Tangible capital assets		
Land	\$943,630	\$943,630
Construction in progress	\$21,632,479	\$20,130,161
Buildings	\$127,775,969	
Less: Accumulated amortization	(\$70,496,271)	\$57,279,698
Equipment	\$9,784,348	
Less: Accumulated amortization	(\$3,742,010)	\$6,042,338
Vehicles	\$10,222,606	
Less: Accumulated amortization	(\$6,391,875)	\$3,830,731
Computer Equipment	\$1,360,501	
Less: Accumulated amortization	(\$1,333,645)	\$26,856
Total tangible capital assets	\$89,755,732	\$88,580,713
Prepaid expenses	\$722,071	\$882,392
Other non-financial assets	\$0	\$0
Total non-financial assets	\$90,477,803	\$89,463,105
Accumulated surplus	\$21,553,323	\$21,647,485
Accumulating surplus / (deficit) is comprised of:		
Accumulated operating surplus (deficit)	\$21,553,323	\$21,647,485
Accumulated remeasurement gains (losses)	\$0	\$0
	\$21,553,323	\$21,647,485
Contractual obligations		
Contingent liabilities		

STATEMENTS OF OPERATIONS
For the period Ended November 30, 2024 (in dollars)

	Budget 2025	Actual 2025	Actual 2024
REVENUES			
Alberta Education	\$53,320,640	\$13,190,817	\$51,998,769
Other - Government of Alberta	\$0	\$7,060	\$0
Federal Government and First Nations	\$6,246,543	\$1,852,250	\$6,097,567
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	\$100,000	\$27,896	\$58,156
Other sales and services	\$1,861,475	\$275,852	\$1,327,129
Investment income	\$200,000	\$58,320	\$257,004
Gifts and donations	\$0	\$469,631	\$289,918
Rental of facilities	\$350,000	\$127,095	\$397,759
Fundraising	\$600,000	\$159,211	\$639,587
Gains (losses) on disposal of capital assets	\$0	\$0	\$20,459
Other revenue	\$0	\$0	\$0
Total revenues	\$62,678,658	\$16,168,132	\$61,086,348
EXPENSES			
Instruction - ECS	\$1,692,669	\$339,156	\$1,375,070
Instruction - Grade 1 - 12	\$43,206,529	\$11,845,264	\$43,626,212
Plant operations and maintenance	\$9,654,655	\$2,006,171	\$8,409,608
Transportation	\$4,838,889	\$1,248,560	\$4,340,324
Administration	\$2,196,285	\$496,886	\$2,226,813
External services	\$1,172,631	\$326,257	\$1,198,992
Total expenses	\$62,761,658	\$16,262,294	\$61,177,019
Operating surplus (deficit)	(\$83,000)	(\$94,162)	(\$90,671)

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended November 30, 2024 (in dollars)

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended November 30, 2024 (in dollars)

	ACCUMULATED SURPLUS	ACCUMULATED REASSESSMENT GAINS (LOSSES)	ACCUMULATED OPERATING SURPLUS	INVESTMENT IN TANGIBLE CAPITAL ASSETS	ENDOWMENTS	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED		INTERNALLY RESTRICTED RESERVES BY PROGRAM									
							TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	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
Balance at August 31, 2024	\$21,647,485	\$0	\$21,647,485	\$17,021,155	\$0	\$0	\$3,071,337	\$1,554,003	\$2,000,000	\$364,106	\$0	\$363,516	\$0	\$188,528	\$0	\$638,753	\$461,330	
Prior period adjustments:																		
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Adjusted Balance, Aug. 31, 2024	\$21,647,485	\$0	\$21,647,485	\$17,021,155	\$0	\$0	\$3,071,337	\$1,554,003	\$2,000,000	\$364,106	\$0	\$363,516	\$0	\$188,528	\$0	\$638,753	\$461,330	
Operating surplus (deficit)	(\$94,182)		(\$94,182)			(\$94,182)												
Board funded tangible capital asset additions				\$876,352		(\$876,352)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Disposal of unsupported tangible capital assets	\$0		\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0		
Disposal of supported tangible capital assets (board funded portion)	\$0		\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0		
Write-down of unsupported tangible capital assets	\$0		\$0	\$0		\$0		\$0		\$0		\$0		\$0		\$0		
Write-down of supported tangible capital assets (board funded portion)	\$0		\$0	\$0		\$0		\$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													
Amortization of tangible capital assets	\$0			(\$1,143,204)		\$1,143,204												
Capital revenue recognized	\$0			\$802,740		(\$802,740)												
Debt principal repayments (unsupported)	\$0			\$0		\$0												
Externally imposed endowment restrictions	\$0				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net transfers to operating reserves	\$0					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net transfers from operating reserves	\$0					\$620,000	(\$620,000)	(\$620,000)		\$0		\$0		\$0		\$0	\$0	
Net transfers to capital reserves	\$0					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net transfers from capital reserves	\$0					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Assumption/transfer of other operations surplus	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Balance at Nov 30, 2024	\$21,553,323	\$0	\$21,553,323	\$17,550,083	\$0	\$0	\$2,441,347	\$1,554,003	\$1,080,000	\$364,106	\$0	\$363,516	\$0	\$188,528	\$0	\$638,753	\$461,330	

SCHEDULE OF PROGRAM OPERATIONS
for the period Ended November 30, 2024 (in dollars)

REVENUES	2025							2024
	Instruction ECS	Instruction Gr 1 -12	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL
(1) Alberta Education	\$305,642	\$9,806,589	\$1,691,311	\$709,710	\$677,566	\$0	\$13,190,817	\$51,998,769
(2) Other - Government of Alberta	\$0	\$7,060	\$0	\$0	\$0	\$0	\$7,060	\$0
(3) Federal Government and First Nations	\$36,122	\$1,210,349	\$145,315	\$103,200	\$31,007	\$326,257	\$1,852,250	\$6,097,567
(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	\$25,027	\$0	\$2,869	\$0	\$0	\$27,896	\$58,156
(9) Other sales and services	\$0	\$99,826	\$0	\$176,026	\$0	\$0	\$275,852	\$1,327,129
(10) Investment income	\$0	\$58,320	\$0	\$0	\$0	\$0	\$58,320	\$257,004
(11) Gifts and donations	\$0	\$469,631	\$0	\$0	\$0	\$0	\$469,631	\$289,918
(12) Rental of facilities	\$0	\$0	\$127,095	\$0	\$0	\$0	\$127,095	\$397,759
(13) Fundraising	\$0	\$159,211	\$0	\$0	\$0	\$0	\$159,211	\$639,587
(14) Gains on disposal of tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,459
(15) Other revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(16) TOTAL REVENUES	\$341,764	\$11,836,013	\$1,963,721	\$991,805	\$708,573	\$326,257	\$16,168,132	\$61,086,348
EXPENSES								
(17) Certificated salaries	\$240,519	\$4,973,728	\$0	\$0	\$105,698	\$180,181	\$5,500,126	\$22,436,637
(18) Certificated benefits	\$33,480	\$1,010,707	\$0	\$0	\$11,576	\$18,732	\$1,074,495	\$5,103,804
(19) Non-certificated salaries and wages	\$50,467	\$2,658,992	\$470,506	\$609,045	\$216,557	\$78,241	\$4,083,808	\$13,996,554
(20) Non-certificated benefits	\$10,364	\$582,054	\$84,256	\$141,266	\$48,523	\$13,421	\$879,884	\$3,077,341
(21) SUB - TOTAL	\$334,830	\$9,225,481	\$554,762	\$750,311	\$382,354	\$290,575	\$11,538,313	\$44,614,336
(22) Services, contracts and supplies	\$4,326	\$2,369,682	\$729,050	\$338,780	\$103,197	\$35,682	\$3,580,717	\$12,856,906
(23) Amortization of supported tangible capital assets	\$0	\$197,108	\$605,632	\$0	\$0	\$0	\$802,740	\$2,396,212
(24) Amortization of unsupported tangible capital assets	\$0	\$52,993	\$116,727	\$159,469	\$11,335	\$0	\$340,524	\$1,213,845
(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	\$0
(29) Other expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95,720
(30) TOTAL EXPENSES	\$339,156	\$11,845,264	\$2,006,171	\$1,248,580	\$496,886	\$326,257	\$16,262,294	\$61,177,019
(31) OPERATING SURPLUS (DEFICIT)	\$2,608	(\$9,252)	(\$42,450)	(\$256,755)	\$211,687	(\$0)	(\$94,162)	(\$90,671)

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

November 30, 2024

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 2024-2025 budget process, the Board approved the following highlights and assumptions:

1. The Division is presenting a budget with a deficit of \$83,000. This budget represents the division accessing \$431,094 of Accumulated Capital Surplus “reserves”.
2. FVSD Enrolment at September 29, 2024 (2023/24):
 - Grades 1 to 12 = 3,175 (3,080)
 - ECS = 264 (309)
 - Homeschool = 679 (616)
3. Enrolment increases for FVSD schools in grades ECS to 12 as an FTE (Full Time Equivalent) is 88 students. This is primarily due to an increase in students from Grade 1-6 and Home Education students. Unfortunately, we are seeing a decrease of 45 ECS students as compared to the prior year.

Governance implications:

- *The funding received from Alberta Education is based on the three year Weighted Moving Average (WMA) of enrolment. Our actuals count was 64.5 students lower than projections.*
- *For our First Nation on reserve students we were 23.5 higher than our projections.*
- *The net of the above is 41 FTE lower than projections which will lower our overall revenue for the 2024-25.*

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 2022/23 the “provincial average” of all jurisdictions was 9.38 days of operation in AOS. The average of the boards in Alberta that have a similar enrolment to us was 13.82 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 \$2,447,081 (10 days over 250 days times \$61,177,019 - 2023/24 expenses). At the end of the 2023/24 school year there was an accumulated operating reserve of \$2,090,453 (not including SGF and External) or 8.54 days of operations.

For the period ending November 30, 2024 the Fort Vermilion School Division AOS is 5.34 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	\$1,722,000
Purchases to Date	\$407,924
Remaining Purchases	\$1,314,076

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 2023/24 school year had \$0 of unrestricted net assets. *Unrestricted net assets as of November 30, 2024 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, 2024 and November 30, 2024.

The end of November 30, 2024 represents 25% of the calendar year and 30% of the school year.

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

Sites	2023	2024	2025	Budget
BHCS	7,109	10,815	27%	329,017
BHPS	12,367	8,532	29%	432,690
FMCS	(15,429)	(4,696)	32%	610,567
SMCS/FVPS	5,912	13,391	31%	441,230
HLPS	50,684	567	30%	816,153
HCCS	11,244	29,821	27%	413,898
LCPS	53,121	20,725	29%	568,667
RLKS	23,636	3,479	28%	256,619
RVCS	20,798	10,422	29%	390,438
RLNS	17,124	687	32%	351,196
SHES	1,020	12,340	28%	548,318
SNCS	8,741	6,907	30%	432,338

Governance Implications

First Quarter:

- High percentage spent in current year:

- *We would expect that school budgets would be between the ranges of 22% to 33% at this point in time given that 30% 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 of November 30, 2024 the balances are as follows:

<u>Sites</u>	<u>Funds Allocated</u>
Operations & Maintenance	363,516
Transportation	638,753
School Based	364,196
Board & System Admin	188,528
Total	1,554,993

Quarterly Expenditure Report

See November 30, 2024 Financial Report for the Public Board Meeting.

Additional Governance Implications (if any)

At this point we have spent 25.91% overall (3/12 months of school year or 25%) of all current divisional budgets to date.

- *November 30, 2024 was the end of the 1st quarter for our fiscal year (September to November). School Administrators and Department Managers are responsible to review their budgets and results to this date.*

MONITORING REPORTS

RE: FUNDRAISING REPORT

A copy of the 2023-24 Fundraising Report is attached.

Submitted by Norman Buhler, Associate Superintendent of Finance.

RECOMMENDATION: _____ moved that the Board
of Trustees accept the 2023-24 Fundraising Report.

FVSD Student Generated Funds Report 2023-2024

	BHCS	BHPS	FMCS	FVPS/SMES	HLPS	HCCS	LCPS	RLKS	RVCS	RLNS	SHES	SNCS	TOTAL REVENUE
Fundraising Total \$\$	\$ 5,958.57	\$ 66,020.98	\$ 80,403.11	\$ 7,514.70	\$ 107,093.96	\$ 43,970.89	\$ 107,576.36	\$ 17,243.93	\$ 87,458.88	\$ 33,027.57	\$ 22,695.34	\$ 60,622.90	\$ 639,587.19
Percentage	0.9%	10.3%	12.6%	1.2%	16.7%	6.9%	16.8%	2.7%	13.7%	5.2%	3.5%	9.5%	100.0%

\$\$ By location across FVSD		Individual		Business		
Fort Vermilion	\$ 7,514.70	1%	90%	\$ 6,763.23	10%	\$ 751.47
La Crete	\$ 217,730.58	34%	75%	\$ 163,297.94	25%	\$ 54,432.65
La Crete Rural	\$ 115,950.44	18%	90%	\$ 104,355.40	10%	\$ 11,595.04
High Level	\$ 248,119.97	39%	90%	\$ 223,307.97	10%	\$ 24,812.00
Rocky Lane	\$ 33,027.57	5%	95%	\$ 31,376.19	5%	\$ 1,651.38
Rainbow Lake	\$ 17,243.93	3%	20%	\$ 3,448.79	80%	\$ 13,795.14
Totals	\$ 639,587.19	100%	83%	\$ 532,549.51	17%	\$ 107,037.68

TOTAL REVENUE	\$ 639,587.19
COST OF GOODS SOLD	\$ (459,760.57)
REMAINING SGF	\$ 179,826.62
USES OF SGF	\$ 57,349.44
NET SGF	\$ 122,477.18

MONITORING REPORTS

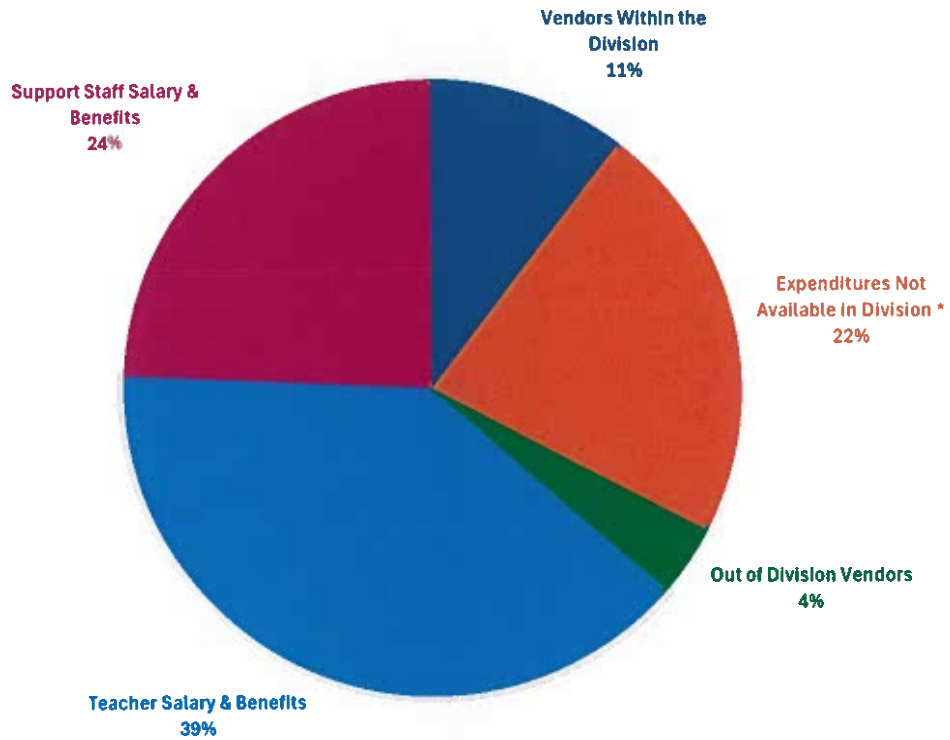
RE: ANNUAL LOCAL % EXPENDITURE REPORT

A copy of the Annual Local % Expenditure Report is attached.

Submitted by Norman Buhler, Secretary-Treasurer.

RECOMMENDATION: _____ moved that the Board
of Trustees accept the Annual Local % Expenditure Report.

**FORT VERMILION SCHOOL DIVISION
EXPENDITURE / VENDOR REVIEW
2023 - 2024**



* Expenditures that are not currently available in the Division such as utilities, communications, software support, buses, professional and technical services.

In 2023-2024 the Fort Vermilion School Division spent \$0.95 of every \$1.00 on local products and services that could be purchased within the Division

OTHER BUSINESS

RE: SCHOOL CALENDAR

School Calendars for three school years will be presented for approval.

Submitted by Terry Gibson, Assistant Superintendent of Operations.

RECOMMENDATION:

_____ moved that the Board of Trustees approve the School Calendars for 2025-2028 as presented.

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 2024-2025