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

BOARD OF TRUSTEES REGULAR MEETING

JANUARY 24, 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. Students will be exposed to, engaged in and build skills for their career path

		Monitoring:	Other Events	
August 29, 2023 (COW) 10 am		O & M Project Update	28	New Teacher Orientation
			29	Organizational Day
		Communications:	30	PD Day
		Board Communications / Trustee Communication Key Messages to the Media	31	PD Day
		Monitoring:	Other Events	
September 19, 2023 10 am		Focus on Student Achievement <ul style="list-style-type: none"> • UHRS 	1	Organizational Day
		Superintendent Report	4	Labour Day
		Focus on Priorities – Career Path	5	First Day for Students
		Review Trustee Handbook	30	National Day for Truth & Reconciliation
		Specialized Learning Supports Report	School Council Meetings	
		Initial Staffing and Enrolment Report (COW)		
		Review Board Work Plan (COW)		
		Trustee Remuneration (COW) (review every 2 years – 2023)		
		Communications:		
		Board Communications / Trustee Communication Key Messages to the Media		
		Monitoring:	Other Events	
October 18, 2023 10 am		Organizational Meeting	6	PD Day
		Focus on Student Achievement <ul style="list-style-type: none"> • High Level Public School • La Crete Public School 	9	Thanksgiving Day
		Superintendent Report	School Council Meetings	
		Focus on Priorities – Connectivity, Literacy, Numeracy		
	Finance Report			
	New Modular Classroom Requests			
		DRAFT AERR (COW)		
		Full Review of Capital Plan (COW)		
		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
	Communications: Board Communications / Trustee Communication Board Development Key Messages to the Media	School Council Meetings
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	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)	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	9 Ascension 17 School Closed 20 Victoria Day/ Pentecost 21 School Closed / Pentecost 22 School Council Chairs Meeting (5-8 p.m.) 25 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 – JANUARY 24, 2024
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: ROCKY LANE SCHOOL

Attached is the Focus on Student Achievement report as presented by Rocky Lane 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 Grant Charles, Principal.

RECOMMENDATION

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

School Presentation to the Board: Divisional Priorities

School: Rocky Lane School

Date of Report: January 17, 2024

School Context:

Rocky Lane School is a K-12 school in the rural community of Rocky Lane and Beaver First Nation. Our school is comprised of 80% First Nation & Metis students. Our students have a range of abilities, challenges, and strengths. We have 10 teachers, 9 educational assistants, 2 custodians, a librarian, a nutritionist, and 2 administrators.

Literacy:

Celebration:

	2022/2023		2023/2024	
	2022 Fall	2023 Spring	2023 Fall	2024 Winter
Comprehension	32.4%	38.4%	34.3%	40.9%
Fluency	55.9%	68.3%	57.8%	61.5%
Decoding	49%	48.8%	42.4%	48.8%

In the 2023 data, the percentage of students who were average and above increased in Comprehension and Fluency. In the recent Fall to Winter Data, RLNS had positive increases in all three areas.

Growth Area:

There is still room for improvement in all areas to meet the School Divisions priorities. Although comprehension averages have increased overall, this continues to be an area that requires growth and attention.

To address areas of improvement we have implemented these universal programs and Interventions.

Universal Programming:

- Lucy Caulkins Phonics K-3
- Heggerty K-3
- Literacy Place Reading Strategies/Comprehension
- George Georgiou Reading Project (The Phonics Companion)
- Companion Reading

Interventions:

- Empower (Primary)
- Empower (Intermediate)
- George Georgiou Best Practices in Reading
- Grade 4/5 Morphology Research Project
- Fly Leaf for enrichment

Numeracy:

Celebration:

	2022/2023		2023/2024	
	2022 Fall	2023 Spring	2023 Fall	2024 Winter

WRAT-5 (Average and Above) 1-12	10.2%	15.6%	16%	23%
PNSA, At Risk K-4			69%	42.5%

We have had growth in both the WRAT (Wide Range Achievement Test) 5 and PNSA due to classroom instruction and interventions.

We also have 2 numeracy coaches for k-6 and 7-12 who are working to improve classroom instruction.

We have seen the greatest improvement overall in the PNSA from our Kindergarten and Grade 1 class.

Current Data 2023/24		
	Fall At Risk	Winter At-Risk
Kindergarten PNSA	70%	30%
Grade 1 PNSA	57%	17%

Growth Area:

We need to continue to look at foundational math skills, instruction, and interventions as a whole school approach to continue to develop our students’ conceptual understanding and number sense.

Considerations moving forward:

- Considering the number of different ability levels within each class, we will be working with staff to use a guided math approach.
- Numeracy Interventionist for consistency around interventions. This person could also be used in the classroom setting for a guided math approach.
- Currently there is extra math time allocated in the schedule for 7-9 math to ensure basic skill and small group instruction.

Universal Programming

Jump Math resources
 Guided Math Approach K-9

Intervention

PNSA Grades K-4

Connectivity in the Community:

Celebration:

Increase in parent involvement in our school events.

- Meet the teacher night, monthly pancake breakfast for students and parents, art show, Christmas concert, and extra-curricular events.

Collaboration with Beaver First Nation

- BFN administration is aware that RLNS will continue to be a meeting place for all community members. They know our school is open to them for all events, free of charge.
 - Round Dances, Youth empowerment events, Youth Career Fairs, Meetings.

Celebrations of student successes and events are well communicated through our Facebook page. All teachers send home weekly emails to parents, highlighting the week and upcoming events.

Growth Area for RLNS:

In the fall, we were dealing with numerous behaviour challenges which impacted on the climate and culture of our building, consequently impacting our Connectivity Data.

We had numerous Jr/Sr high suspensions, and office referrals because students were not willing to follow school rules and policies around basic expectations.

Since the middle of November, students in Jr/Sr High have become more regulated and/or compliant with the school/classroom expectations thus seeing a positive change within our student body and behaviour.

Staff made a concentrated effort to identify classroom issues and develop programming with our wellness coach. Programming runs every Monday and has been well received.

To continue to promote positivity and positive role modelling throughout the school, admin created a "Rocket Recognition" reward program that recognizes students who display the consistent values of STARS (Safety, Teamwork, Accountability, Respect, and Success).

Career Path:

Celebration:

5 out of 5 graduates are continuing to post-secondary.

3 students are going into the Small Homes Project.

We had 2 students complete dual credits through a credited partnership (Olds College).

Growth Area:

Continue to work with BFN on student career day and student programming.

Consistency using MyBluePrint in grades 7-12 classes. Provide additional PD and resources to staff.

Plan a post-secondary school tour for our Senior High students.

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 24, 2024

School Context:

Buffalo Head Prairie School is a K-9 school located 19 km south of La Crete, Alberta. Student enrollment has increased significantly over the past 6 years, moving from **158** total student bodies in 2017-18 to **259** total student bodies in 2023-24. Some of this enrolment growth has been due to larger numbers of kindergarten students entering the school, however a significant number of home school families and (recently) private school families has also contributed. Student projections for the 2024-25 school year, created collaboratively between central office staff and BHPS school administration, is **281** students.

For the most part, student enrolment growth has been highly positive both from a connectivity and student learning perspective. School staff are exceptional and work diligently together to ensure that students are priority. School administration strives to ensure that school decisions are focused on what is best for students first, while also recognizing the value of staff and the important role that all staff play in the growth and development of children.

FVSD student learning results are positive in all priority areas. 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.

An area of concern that has been brought about by an increase in student enrolment is the lack of learning space at BHPS. This summer, FVSD maintenance converted one of our two custodial rooms into an intervention learning area, which was necessary. We currently maintain class sizes of 30 and 29 in elementary classes, which can be a challenge for learning and management. Split grade Junior high classes are also becoming quite large as we anticipate a need for three junior high teachers in the near future.

As a school community, we are grateful for Mr. McMann's understanding of our concerns and for the attention these concerns have received as they pertain to school expansion.

Literacy:

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

- Reading fluency of students in Division 1 & 2 improved significantly, nearly 10%, in Fall 2023 compared to Fall 2022.

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

- A minimal drop in junior high reading comprehension (0.5%) and reading fluency (4.4%) in Fall 2023 compared to Fall 2022 testing data. *Note: these results impacted by new students.*

Numeracy:

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

- 20.2% improvement of division 2 students scoring at or above average from Fall 2022 to Fall 2023.
 - Successful implementation of numeracy intervention strategies at this level.

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

- Division 3 students scoring at or above average only improved by 1.2% from Fall 2022 to Fall 2023. We would like to see further growth in this area, given that only 60.8% of our division 3 students are scoring at or above average.

Connectivity in the Community:

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

- 92% of grade 7-9 students enjoy coming to school.
- 98% of students in 7-9 feel accepted by their classmates.

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

- We had five students in K-3 stating that other students in the school made them sad or worried. These concerns are being addressed through our staff Collaborative Response Team meetings and Connection Team programming.

Career Path: (talk about your future plan)

Celebration: Implementation this school year of a Buffalo Head Prairie School career wellness course for junior high students. This allows for investigation of potential careers through the myBlueprint site.

Growth Area: We have a significant number of students that do not choose grade 10 programming and instead choose the world of work early. With our current promotion of careers and potential opportunities through the Collegiate, we anticipate seeing greater numbers of students choosing high school programming as they become more exposed to accessible opportunities.

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 29, 2023, as presented.

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 29, 2023**

ATTENDANCE

Board Members Present:

Mr. Marc Beland, Board Chair
Mr. Tim Driedger, Board Vice Chair
Mr. Dale Lederer
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
Mrs. Karen Smith, Associate Superintendent
Mrs. Natalie Morris, Associate Superintendent
Mr. Bruce Harder, Director of Essential Services
Mr. Gilbert Morris, Supervisor of Learning
Mrs. Sharon McLean, Supervisor of Learning
Mrs. Darlene Bergen, Executive Assistant
Mrs. Chandra Tincombe, Public Engagement Coordinator

Guests:

Mrs. Wendy Morri, Principal – SHES
Mr. Cory Boudreau, Principal – SNCS
Mrs. Candice Scott, Assistant Principal – SNCS
Lauren Gallant, Student - LCPS

ATA Representative:

Mr. Fred Kirby, President

Board Chairman, Marc Beland, called the meeting to order at 11:03 a.m.

23-11-17089
IN-CAMERA

Dale Lederer moved that the Board of Trustees go in-camera at 11:03 a.m.

CARRIED

LCPS Student Lauren Gallant shared her recent experience as a member of the 2023-2024 Alberta Minister's Youth Council.

23-11-17090
REVERT TO PUBLIC
MEETING

Amanda Paul moved that the Board of Trustees move out of in camera at 2:31 p.m.

CARRIED

Mr. John Zacharias left the meeting at 2:32 p.m.

23-11-17091
FOCUS ON STUDENT
ACHIEVEMENT –
SAND HILLS
ELEMENTARY
SCHOOL

Report found in the November 29, 2023, Regular Board Meeting Package.

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

CARRIED

23-11-17092
FOCUS ON STUDENT
ACHIEVEMENT –
SPIRIT OF THE
NORTH COMMUNITY
SCHOOL

Report found in the November 29, 2023, Regular Board Meeting Package.

Shane Lloyd moved that the Board of Trustees accept the Focus on Student Achievement – Spirit of the North Community School Report.

CARRIED

23-11-17093
APPROVAL OF
AGENDA

Dale Lederer moved that the Board of Trustees approve the agenda with the following additional item:

1. Locally Developed Courses

CARRIED

23-11-17094
APPROVAL OF
MINUTES

Tim Driedger moved that the Board of Trustees approve the Minutes of the Regular Board Meeting held October 18, 2023, as presented.

CARRIED

23-11-17095
APPROVAL OF
MINUTES

Linda Kowal moved that the Board of Trustees approve the Minutes of the Organizational Board Meeting held October 18, 2023, as presented.

CARRIED

BOARD
COMMUNICATIONS

None shared.

TRUSTEE SHARING
ON PD/COMMITTEES

Trustees Henry Goertzen, John Zacharias, Dale Lederer and Superintendent Mike McMann attended the ASBA Fall General Meeting. The MLA Breakfast was well attended with a lot of MLA's in attendance including the Premier and Minister of Education.

**MONITORING
REPORTS**

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 29, 2023**

- 23-11-17096
SUPERINTENDENT'S
REPORT
- Report found in the November 29, 2023, Regular Board Meeting Package.
- Amanda Paul moved that the Board of Trustees accept the Superintendent's Report as information.
- CARRIED
- 23-11-17097
FINANCE REPORT
- Report found in the November 29, 2023, Regular Board Meeting Package.
- Benjamin Friesen moved that the Board of Trustees accept the Finance Report as of October 31, 2023.
- CARRIED
- 23-11-17098
2022-2023 AUDITED
FINANCIAL
STATEMENT
- Chris Cholak of MNP presented the Audited Financial Statement for the year ending August 31, 2023, to the Board of Trustees.
- Amanda Paul moved that the Board of Trustees approve the Audited Financial Statement for the year ending August 31, 2023.
- CARRIED
- 23-11-17099
ESSENTIAL
SERVICES
ACCOUNTABILITY
REPORT
- Henry Goertzen moved that the Board of Trustees accept the Essential Services Accountability Report.
- CARRIED
- 23-11-17100
ANNUAL EDUCATION
RESULTS REPORT
- Benjamin Friesen moved that the Board of Trustees approve the 2022-2023 Annual Education Results Report.
- CARRIED
- OTHER BUSINESS**
- 23-11-17101
DRAFT BOARD
POLICY 1.9 VALUES
- Dale Lederer moved that the Board of Trustees give first reading to Board Policy 1.9 Values.
- CARRIED
- 23-11-17102
ACCUMULATED
SURPLUS OF
OPERATIONS
- Tim Driedger moved that the Board of Trustees direct Administration to send a request to Alberta Education requesting approval to carryover existing Accumulated Surplus of Operations into 2023-2024.
- CARRIED

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 29, 2023**

**23-11-17103
LOCALLY
DEVELOPED
COURSES**

Benjamin Friesen 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
Applied Graphic Arts 15	3 Credits (2023-2027)	LDC1857	2024-2025	2024-09-02	2026-2027
Applied Graphic Arts 15	5 Credits (2023-2027)	LDC1857	2024-2025	2024-09-02	2026-2027
Applied Graphic Arts 25	3 Credits (2023-2027)	LDC2857	2024-2025	2024-09-02	2026-2027
Applied Graphic Arts 25	5 Credits (2023-2027)	LDC2857	2024-2025	2024-09-02	2026-2027
Applied Graphic Arts 35	3 Credits (2023-2027)	LDC3857	2024-2025	2024-09-02	2026-2027
Applied Graphic Arts 35	5 Credits (2023-2027)	LDC3857	2024-2025	2024-09-02	2026-2027
Astronomy 15	3 Credits (2022-2026)	LDC1947	2024-2025	2024-09-02	2025-2026
Astronomy 25	3 Credits (2022-2026)	LDC2947	2024-2025	2024-09-02	2025-2026
Astronomy 35	3 Credits (2022-2026)	LDC3947	2024-2025	2024-09-02	2025-2026
Audio 15	3 Credits (2023-2027)	LDC1471	2024-2025	2024-09-02	2026-2027
Audio 15	5 Credits (2023-2027)	LDC1471	2024-2025	2024-09-02	2026-2027
Audio 25	3 Credits (2023-2027)	LDC2471	2024-2025	2024-09-02	2026-2027
Audio 25	5 Credits (2023-2027)	LDC2471	2024-2025	2024-09-02	2026-2027
Audio 35	3 Credits (2023-2027)	LDC3471	2024-2025	2024-09-02	2026-2027
Audio 35	5 Credits (2023-2027)	LDC3471	2024-2025	2024-09-02	2026-2027
Autobody Repair 15	5 Credits (2023-2027)	LDC1869	2024-2025	2024-09-02	2026-2027
Autobody Repair 25	5 Credits (2023-2027)	LDC2869	2024-2025	2024-09-02	2026-2027
Autobody Repair 35	5 Credits (2023-2027)	LDC3869	2024-2025	2024-09-02	2026-2027
Aviation - Flight 15	3 Credits (2023-2027)	LDC1351	2024-2025	2024-09-02	2026-2027
Aviation - Flight 25	3 Credits (2023-2027)	LDC2351	2024-2025	2024-09-02	2026-2027
Aviation - Flight 35	3 Credits (2023-2027)	LDC3841	2024-2025	2024-09-02	2026-2027
Aviation - Navigation Aids 15	3 Credits (2019-2024)	LDC1346	2023-2024	2024-01-29	2023-2024
Aviation - Structures 25	3 Credits (2022-2026)	LDC2341	2024-2025	2024-09-02	2025-2026
Aviation - Structures 35	3 Credits (2022-2026)	LDC3341	2024-2025	2024-09-02	2025-2026
Biomedical Studies 25	5 Credits (2023-2027)	LDC2421	2024-2025	2024-09-02	2026-2027
Broadcast Video 15	5 Credits (2020-2024)	LDC1786	2023-2024	2024-01-29	2023-2024
Broadcast Video 25	5 Credits (2020-2024)	LDC2786	2023-2024	2024-01-29	2023-2024
Broadcast Video 35	5 Credits (2020-2024)	LDC3786	2023-2024	2024-01-29	2023-2024
Building Communities of Hope 15	3 Credits (2020-2024)	LDC1078	2023-2024	2024-01-29	2023-2024
Building Communities of Hope 25	3 Credits (2020-2024)	LDC2076	2023-2024	2024-01-29	2023-2024
Building Communities of Hope 35	3 Credits (2020-2024)	LDC3177	2023-2024	2024-01-29	2023-2024
Business Problem Solving 15	5 Credits (2020-2024)	LDC1111	2023-2024	2024-01-01	2023-2024
Cake Decorating 15	3 Credits (2023-2027)	LDC1620	2024-2025	2024-09-02	2026-2027
Cake Decorating 25	3 Credits (2023-2027)	LDC2620	2024-2025	2024-09-02	2026-2027
Cybersecurity 15	5 Credits (2021-2025)	LDC1224	2024-2025	2024-09-02	2024-2025

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 29, 2023**

Data Visualization 15	5 Credits (2021-2025)	LDC1218	2024-2025	2024-09-02	2024-2025
Developing Personal Integrity 15	5 Credits (2021-2025)	LDC1795	2024-2025	2024-09-02	2024-2025
Developing Personal Integrity 25	5 Credits (2021-2025)	LDC2795	2024-2025	2024-09-02	2024-2025
Developing Personal Integrity 35	5 Credits (2021-2025)	LDC3795	2024-2025	2024-09-02	2024-2025
Developing Personal Value 15	5 Credits (2021-2026)	LDC1819	2024-2025	2024-09-02	2025-2026
Developing Personal Value 25	5 Credits (2021-2026)	LDC2819	2024-2025	2024-09-02	2025-2026
Developing Personal Value 35	5 Credits (2021-2026)	LDC3819	2024-2025	2024-09-02	2025-2026
Directing 25	5 Credits (1998-2024)	LDC2468	2023-2024	2024-01-29	2023-2024
Directing 35	5 Credits (1998-2024)	LDC3468	2023-2024	2024-01-29	2023-2024
Drawing 15	5 Credits (2022-2026)	LDC1859	2024-2025	2024-09-02	2025-2026
Drawing 25	5 Credits (2022-2026)	LDC2859	2024-2025	2024-09-02	2025-2026
Drawing 35	5 Credits (2022-2026)	LDC3859	2024-2025	2024-09-02	2025-2026
Engineering and Design 15	5 Credits (2020-2024)	LDC1147	2023-2024	2024-01-01	2023-2024
Global Economics 35	3 Credits (2021-2025)	LDC3273	2024-2025	2024-09-02	2024-2025
Global Health 15	5 Credits (2023-2027)	LDC1130	2024-2025	2024-09-02	2026-2027
Global Perspectives 25	5 Credits (2022-2026)	LDC2207	2024-2025	2024-09-02	2025-2026
Global Perspectives 35	5 Credits (2022-2026)	LDC3207	2024-2025	2024-09-02	2025-2026
Intercultural Studies 15	3 Credits (2022-2026)	LDC1502	2024-2025	2024-09-02	2025-2026
Introduction to Artificial Intelligence 15	5 Credits (2023-2027)	LDC1026	2024-2025	2024-09-02	2026-2027
Introduction to Legal Thinking 15	5 Credits (2020-2024)	LDC1144	2023-2024	2024-01-01	2023-2024
Introduction to System Scaffolding 15	3 Credits (2021-2025)	LDC1007	2024-2025	2024-09-02	2024-2025
Life Skills 15	5 Credits (2023-2027)	LDC1928	2024-2025	2024-09-02	2026-2027
Linear Algebra 25	5 Credits (2023-2027)	LDC2012	2024-2025	2024-09-02	2026-2027
Medical Problem Solving 1 35	5 Credits (2023-2027)	LDC3144	2024-2025	2024-09-02	2026-2027
Medicine Wheel 15	3 Credits (2021-2025)	LDC1172	2024-2025	2024-09-02	2024-2025
Mental Health Literacy 15	3 Credits (2019-2024)	LDC1027	2023-2024	2024-01-01	2023-2024
Painting 15	5 Credits (2023-2027)	LDC1871	2024-2025	2024-09-02	2026-2027
Painting 25	5 Credits (2023-2027)	LDC2871	2024-2025	2024-09-02	2026-2027
Painting 35	5 Credits (2023-2027)	LDC3871	2024-2025	2024-09-02	2026-2027
Parenting - Toddler Years 15	3 Credits (2020-2024)	LDC1082	2023-2024	2024-01-29	2023-2024
Performing Arts 15	3 Credits (2023-2027)	LDC1944	2024-2025	2024-09-02	2026-2027
Performing Arts 15	5 Credits (2023-2027)	LDC1944	2024-2025	2024-09-02	2026-2027
Performing Arts 25	3 Credits (2023-2027)	LDC2944	2024-2025	2024-09-02	2026-2027
Performing Arts 25	5 Credits (2023-2027)	LDC2944	2024-2025	2024-09-02	2026-2027
Performing Arts 35	3 Credits (2023-2027)	LDC3944	2024-2025	2024-09-02	2026-2027
Performing Arts 35	5 Credits (2023-2027)	LDC3944	2024-2025	2024-09-02	2026-2027
Personal and Professional Skills 25	3 Credits (2021-2025)	LDC2411	2024-2025	2024-09-02	2024-2025
Personal and Professional Skills 35	3 Credits (2021-2025)	LDC3411	2024-2025	2024-09-02	2024-2025

**FORT VERMILION SCHOOL DIVISION
MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 29, 2023**

Portfolio Art 35	3 Credits (2023-2027)	LDC3158	2024-2025	2024-09-02	2026-2027
Portfolio Art 35	5 Credits (2023-2027)	LDC3158	2024-2025	2024-09-02	2026-2027
Prenatal 15	3 Credits (2023-2027)	LDC1145	2024-2025	2024-09-02	2026-2027
Preparation for Parenting 35	3 Credits (2023-2027)	LDC3170	2024-2025	2024-09-02	2026-2027
Preparation for Parenting 35	5 Credits (2023-2027)	LDC3170	2024-2025	2024-09-02	2026-2027
Scientific Research 35	3 Credits (2022-2026)	LDC3140	2024-2025	2024-09-02	2025-2026
Social Emotional Wellbeing 15	3 Credits (2021-2026)	LDC1176	2024-2025	2024-09-02	2025-2026
Social Skills 15	5 Credits (2016-2024)	LDC1005	2023-2024	2024-01-29	2023-2024
Student-Centered Learning 15	3 Credits (2023-2027)	LDC1234	2024-2025	2024-09-02	2026-2027
Study of Well-Being 15	3 Credits (2022-2026)	LDC1177	2024-2025	2024-09-02	2025-2026
Surviving Financially as an Adult 25	5 Credits (2021-2025)	LDC2220	2024-2025	2024-09-02	2024-2025
Technical Theatre 15	3 Credits (2022-2026)	LDC1987	2024-2025	2024-09-02	2025-2026
Technical Theatre 15	5 Credits (2022-2026)	LDC1987	2024-2025	2024-09-02	2025-2026
Technical Theatre 25	3 Credits (2022-2026)	LDC2987	2024-2025	2024-09-02	2025-2026
Technical Theatre 25	5 Credits (2022-2026)	LDC2987	2024-2025	2024-09-02	2025-2026
Technical Theatre 35	3 Credits (2022-2026)	LDC3987	2024-2025	2024-09-02	2025-2026
Technical Theatre 35	5 Credits (2022-2026)	LDC3987	2024-2025	2024-09-02	2025-2026
Understanding Video Games 15	5 Credits (2021-2025)	LDC1008	2024-2025	2024-09-02	2024-2025
Working with Three-dimensional Data 15	5 Credits (2021-2025)	LDC1157	2024-2025	2024-09-02	2024-2025
Working with Three-dimensional Data 25	5 Credits (2021-2025)	LDC2157	2024-2025	2024-09-02	2024-2025
Working with Three-dimensional Data 35	5 Credits (2021-2025)	LDC3157	2024-2025	2024-09-02	2024-2025
iOS App Design 15	5 Credits (2023-2027)	LDC1129	2024-2025	2024-09-02	2026-2027

CARRIED

23-11-17104
ADJOURNMENT

Marc Beland moved that the Board of Trustees adjourn the meeting at 4:14 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 2024

- Update on the Collegiate
- ECS Oral Language Screener
- Community Consultation Data
- Mechanical Issues
- St. Mary's Update
- Amazing Mechanics

MONITORING REPORTS

RE: FINANCE REPORT

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

Fort Vermilion School Division

YEAR-TO-DATE REVENUE & EXPENSES

	Budget 2023-2024	December, 2023	Year to Date	Percentage
OPERATIONS (SUMMARY)				4 of 12 months
Revenues				33.33%
Alberta Education	\$50,579,084	\$4,376,024	\$16,986,325	33.58%
Other - Government of Alberta	\$57,222	\$0	\$0	0.00%
Federal Government and First Nations	\$6,067,849	\$604,066	\$2,411,635	39.74%
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	\$6,580	\$34,726	34.73%
Other sales and services	\$1,054,718	\$17,626	\$258,665	24.52%
Investment income	\$275,000	\$38,155	\$107,738	39.18%
Gifts and donation	\$0	\$200	\$77,073	0.00%
Rental of facilities	\$325,000	\$34,624	\$138,846	42.72%
Fundraising	\$750,000	\$38,466	\$171,250	22.83%
Gain on disposal of capital assets	\$0	\$0	\$0	0.00%
Other revenue	\$0	\$0	\$0	0.00%
Total revenues	\$59,208,873	\$5,115,741	\$20,186,258	34.09%
Expenses By Program				
Instruction - ECS	\$1,628,235	\$116,997	\$516,065	31.69%
Instruction - Grade 1-12	\$41,134,491	\$3,745,086	\$14,930,352	36.30%
Plant operations and maintenance	\$8,613,375	\$736,233	\$2,468,035	28.65%
Transportation	\$4,325,965	\$400,821	\$1,505,363	34.80%
Board & system administration	\$2,308,824	\$249,396	\$886,071	38.38%
External services	\$1,197,983	\$114,484	\$457,806	38.21%
Total expenses	\$59,208,873	\$5,363,017	\$20,763,692	35.07%
<i>Annual Surplus (Deficit)</i>	<i>\$0</i>	<i>(\$247,276)</i>	<i>(\$577,434)</i>	
Expenses by Object				
Certificated salaries & wages	\$21,546,359	\$1,837,337	\$7,339,339	34.06%
Certificated benefits	\$4,849,294	\$357,978	\$1,510,567	31.15%
Non-certificated salaries & wages	\$13,579,706	\$1,375,810	\$5,233,491	38.54%
Non-certificated benefits	\$3,186,660	\$276,123	\$1,071,628	33.63%
Services, contracts and supplies	\$12,355,738	\$1,214,930	\$4,405,315	35.65%
Amortization expense	\$3,588,519	\$300,839	\$1,203,352	33.53%
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	\$5,363,017	\$20,763,692	35.07%

**FORT VERMILION SCHOOL DIVISION
BOARD REPORT ON RECEIPTS
FISCAL YEAR 2023 - 2024
November 30, 2023**

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

Line No.	DESCRIPTION	BUDGET 2023/24	YEAR TO DATE RECEIPTS 2023/24	BALANCE	% RECEIVED
1	ALBERTA EDUCATION				
2	School Jurisdiction Base Funding	20,850,454	5,251,151	(15,599,303)	25.18%
3	Differential Cost Funding	16,173,108	4,043,859	(12,129,249)	25.00%
4	Transportation Funding	3,179,236	734,946	(2,444,290)	23.12%
5	Operations and Maintenance Funding	3,774,514	830,594	(2,943,920)	22.01%
6	Other AB Education Funding	4,227,162	1,674,377	(2,552,785)	39.61%
7	TOTAL - AB EDUCATION	48,204,474	12,534,926	(35,669,548)	26.00%
8	Other Provincial Government	57,222	14,305	(42,917)	25.00%
9	First Nations - FVSD	6,067,849	1,274,879	(4,792,970)	21.01%
10	Other Revenue	2,504,718	589,960	(1,914,758)	23.55%
11	Capital allocations	2,374,610	599,053	(1,775,557)	25.23%
12	Debenture Interest	-	-	-	0.00%
13	TOTALS	59,208,873	15,013,123	(44,195,750)	25.36%
14	NOTES:				

4 - Transportation Funding - Funding application fell short \$238,277 of budgeted amount

6 - Other AB Education Funding - Learning Disruptions, Low Incidence unbudgeted and fully recieved Funding Fully Received

STATEMENTS OF FINANCIAL POSITION
As at November 30, 2023 (in dollars)

	August 31	
	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents	\$8,357,373	\$6,641,430
Accounts receivable (net after allowances)	\$4,767,703	\$2,435,022
Portfolio investments	\$0	\$0
Other financial assets	\$0	\$0
Total financial assets	\$13,125,076	\$9,076,452
LIABILITIES		
Bank indebtedness	\$0	\$0
Accounts payable and accrued liabilities	\$5,120,253	\$3,731,012
Deferred revenue	\$59,545,297	\$53,868,208
Employee future benefit liabilities	\$88,213	\$88,213
Asset retirement obligation	\$3,190,679	\$3,190,679
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	\$67,944,442	\$60,878,112
Net financial assets (debt)	(\$54,819,366)	(\$51,801,660)
NON-FINANCIAL ASSETS		
Tangible capital assets		
Land	\$943,630	\$943,630
Construction in progress	\$15,192,691	\$12,219,851
Buildings	\$122,121,172	
Less: Accumulated amortization	(\$67,746,430)	\$54,602,154
Equipment	\$4,264,481	
Less: Accumulated amortization	(\$3,370,172)	\$894,309
Vehicles	\$10,002,573	
Less: Accumulated amortization	(\$6,062,588)	\$3,939,985
Computer Equipment	\$1,360,501	
Less: Accumulated amortization	(\$1,323,148)	\$37,353
Total tangible capital assets	\$75,382,710	\$72,727,881
Prepaid expenses	\$844,654	\$811,935
Other non-financial assets	\$0	\$0
Total non-financial assets	\$76,227,364	\$73,539,816
Accumulated surplus	\$21,407,998	\$21,738,156
Accumulating surplus / (deficit) is comprised of:		
Accumulated operating surplus (deficit)	\$21,407,998	\$21,738,156
Accumulated rereasurement gains (losses)	\$0	\$0
	\$21,407,998	\$21,738,156
Contractual obligations		
Contingent liabilities		

STATEMENTS OF OPERATIONS
For the period Ended November 30, 2023 (in dollars)

	Budget 2024	Actual 2024	Actual 2023
REVENUES			
Alberta Education	\$50,579,084	\$12,595,996	\$50,914,097
Other - Government of Alberta	\$57,222	\$14,305	\$57,222
Federal Government and First Nations	\$6,067,849	\$1,807,569	\$5,645,600
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	\$28,146	\$101,401
Other sales and services	\$1,054,718	\$241,039	\$1,306,003
Investment income	\$275,000	\$69,583	\$554,201
Gifts and donations	\$0	\$76,873	\$7,415
Rental of facilities	\$325,000	\$104,222	\$364,757
Fundraising	\$750,000	\$132,784	\$594,442
Gains (losses) on disposal of capital assets	\$0	\$0	\$39,713
Other revenue	\$0	\$0	\$0
Total revenues	\$59,208,873	\$15,070,517	\$59,584,851
EXPENSES			
Instruction - ECS	\$1,628,235	\$399,068	\$1,400,897
Instruction - Grade 1 - 12	\$41,134,491	\$11,185,266	\$40,890,547
Plant operations and maintenance	\$8,613,375	\$1,731,802	\$8,205,136
Transportation	\$4,325,965	\$1,104,542	\$4,185,657
Administration	\$2,308,824	\$636,675	\$2,665,768
External services	\$1,197,983	\$343,322	\$1,107,478
Total expenses	\$59,208,873	\$15,400,675	\$58,455,483
Operating surplus (deficit)	\$0	(\$330,158)	\$1,129,368

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended November 30, 2023 (in dollars)

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
for the period Ended November 30, 2023 (in dollars)

	ACCUMULATED SURPLUS	ACCUMULATED RE-MEASUREMENT 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, 2023	\$21,738,156	\$0	\$21,738,158	\$16,011,978	\$0	\$0	\$4,191,646	\$1,534,534	\$3,883,528	\$354,196	\$0	\$362,516	\$0	\$188,528	\$0	\$629,294	\$308,120	
Prior period adjustments:																		
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Adjusted Balance, Aug. 31, 2023	\$21,738,156	\$0	\$21,738,158	\$16,011,978	\$0	\$0	\$4,191,646	\$1,534,534	\$3,883,528	\$354,196	\$0	\$362,516	\$0	\$188,528	\$0	\$629,294	\$308,120	
Operating surplus (deficit)	(\$330,158)		(\$330,158)			(\$330,158)												
Board funded tangible capital asset additions				\$817,993		(\$817,993)	\$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			(\$902,513)		\$902,513												
Capital revenue recognized	\$0			\$599,053		(\$599,053)												
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					\$644,891	(\$644,891)	(\$644,891)		\$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, 2023	\$21,407,998	\$0	\$21,407,998	\$16,326,509	\$0	\$0	\$3,546,855	\$1,534,534	\$3,238,835	\$354,196	\$0	\$362,516	\$0	\$188,528	\$0	\$629,294	\$308,120	

SCHEDULE OF PROGRAM OPERATIONS
for the period Ended November 30, 2023 (in dollars)

REVENUES	2024							2023
	Instruction ECS	Instruction Gr 1 -12	Plant Operations and Maintenance	Transportation	Board & System Administration	External Services	TOTAL	TOTAL
(1) Alberta Education	\$353,523	\$9,353,967	\$1,447,109	\$794,491	\$646,907	\$0	\$12,595,996	\$50,914,097
(2) Other - Government of Alberta	\$0	\$14,305	\$0	\$0	\$0	\$0	\$14,305	\$57,222
(3) Federal Government and First Nations	\$104,578	\$1,088,121	\$134,207	\$111,502	\$25,839	\$343,322	\$1,807,569	\$5,645,600
(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	\$23,204	\$0	\$4,942	\$0	\$0	\$28,146	\$101,401
(9) Other sales and services	\$0	\$74,153	\$0	\$166,886	\$0	\$0	\$241,039	\$1,306,003
(10) Investment income	\$0	\$69,583	\$0	\$0	\$0	\$0	\$69,583	\$554,201
(11) Gifts and donations	\$0	\$76,873	\$0	\$0	\$0	\$0	\$76,873	\$7,415
(12) Rental of facilities	\$0	\$0	\$104,222	\$0	\$0	\$0	\$104,222	\$364,757
(13) Fundraising	\$0	\$132,784	\$0	\$0	\$0	\$0	\$132,784	\$594,442
(14) Gains on disposal of tangible capital assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,713
(15) Other revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(16) TOTAL REVENUES	\$458,101	\$10,832,989	\$1,685,538	\$1,077,821	\$672,746	\$343,322	\$15,070,517	\$59,584,851
EXPENSES								
(17) Certificated salaries	\$245,303	\$4,966,919	\$0	\$0	\$101,339	\$188,441	\$5,502,002	\$21,148,308
(18) Certificated benefits	\$33,680	\$1,090,940	\$0	\$0	\$10,766	\$17,203	\$1,152,589	\$4,833,493
(19) Non-certificated salaries and wages	\$101,093	\$2,392,275	\$475,775	\$547,161	\$263,650	\$77,727	\$3,857,681	\$13,036,329
(20) Non-certificated benefits	\$17,940	\$501,133	\$83,037	\$126,568	\$54,311	\$12,516	\$795,505	\$2,767,208
(21) SUB - TOTAL	\$398,016	\$8,951,267	\$558,812	\$673,729	\$430,066	\$295,887	\$11,307,777	\$41,785,338
(22) Services, contracts and supplies	\$1,052	\$2,193,172	\$478,693	\$276,081	\$193,952	\$47,435	\$3,190,385	\$13,429,030
(23) Amortization of supported tangible capital assets	\$0	\$0	\$599,053	\$0	\$0	\$0	\$599,053	\$2,067,205
(24) Amortization of unsupported tangible capital assets	\$0	\$40,827	\$95,244	\$154,732	\$12,657	\$0	\$303,460	\$1,011,040
(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	\$162,870
(29) Other expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(30) TOTAL EXPENSES	\$399,068	\$11,185,266	\$1,731,802	\$1,104,542	\$636,675	\$343,322	\$15,400,675	\$58,455,483
(31) OPERATING SURPLUS (DEFICIT)	\$59,033	(\$352,277)	(\$46,264)	(\$26,721)	\$36,071	(\$0)	(\$330,158)	\$1,129,368

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, 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 2023-2024 budget process, the Board approved the following highlights and assumptions:

1. The Division is presenting a balanced budget. This budget represents the division accessing \$586,091 of Accumulated Operating Surplus “reserves”.
2. FVSD Enrolment at September 29, 2023 (2022/23):
 - Grades 1 to 12 = 3,026 (2,984)
 - ECS = 310 (278)
 - Homeschool = 585 (468)
 - UHRS = 63 (64)
3. Enrolment increase for FVSD schools in grades ECS to 12 as an FTE (Full Time Equivalent) is 90 students. This is primarily due to an increase of 50 high school students and 33 more Home Education students.

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 2021/22 the “provincial average” of all jurisdictions was 12.52 days of operation in AOS. The average of the boards in Alberta that have a similar enrolment to us was 17.61 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 \$2,338,219 (10 days over 250 days times \$58,455,483 - 2022/23 expenses). At the end of the 2022/23 school year there was an accumulated operating reserve of \$3,439,594 (not including SGF and External) or 14.71 days of operations.

For the period ending November 30, 2023 the Fort Vermilion School Division AOS is 11.02 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	\$1,800,000
Purchases to Date	\$617,993
Remaining Purchases	\$1,182,007

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 2022/23 school year had \$0 of unrestricted net assets. *Unrestricted net assets as of November 30, 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, 2023 and November 30, 2023.

The end of November 30, 2023 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	2022	2023	2024	Budget
BHCS	16,585	7,109	28%	313,500
BHPS	19,816	12,367	27%	436,451
FMCS	15,821	(15,429)	30%	634,737
SMCS/FVPS	(14,220)	5,912	27%	517,517
HLPS	35,346	50,684	33%	791,467
HCCS	12,816	11,244	25%	421,768
LCPS	30,247	53,121	30%	554,247
RLKS	68,925	23,636	28%	281,793
RVCS	23,754	20,798	29%	335,752
RLNS	4,423	17,124	31%	359,075
SHES	25,289	1,020	28%	540,847
SNCS	12,694	8,741	28%	433,261
Pathways	17,242	18,794	37%	285,031

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 at November 30, 2023 the balances are as follows:

<u>Sites</u>	<u>Funds Allocated</u>
Operations & Maintenance	362,516
Transportation	629,294
School Based	354,196
Board & System Admin	188,528
Total	1,534,534

Quarterly Expenditure Report

See November 30, 2023 Financial Report for the Public Board Meeting.

Additional Governance Implications (if any)

At this point we have spent 26.01% overall (3/12 months of school year or 25%) of all current divisional budgets to date.

- *November 30, 2023 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 2022-23 Fundraising Report is attached.

Submitted by Norman Buhler, Associate Superintendent of Finance.

RECOMMENDATION: _____ moved that the Board
of Trustees accept the 2022-23 Fundraising Report.

OTHER BUSINESS

RE: DRAFT POLICY 1.9 VALUES

Foundations and Direction Policy 1.9 Values has been developed to reflect discussions by the Board of Trustees. First reading was received on November 29, 2023.

Submitted by Michael McMann, Superintendent.

RECOMMENDATION: _____ moved that the Board of Trustees give second reading to Board Policy 1.9 Values.



FORT VERMILION SCHOOL DIVISION

BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

1.9 VALUES

1.9.1 Relationships are built upon the foundational elements of honesty, trust, and integrity.

- Honesty forms the basis of open communication by being truthful and transparent with each other in a relationship.
- Trust is built upon the belief in the reliability, truth, and capabilities of the other person, fostering confidence and dependence.
- Integrity guides the moral compass, ensuring consistency in actions and adherence to ethical principles, establishing a solid and reliable foundation in the relationship.

1.9.2 Innovation is the process of introducing novel, creative solutions, or advancements by fostering collaboration, embracing a growth mindset, and prioritizing inclusivity for collective success and continuous growth.

It involves:

- **Collaboration:** Working together and combining diverse perspectives, skills, and knowledge to create new and groundbreaking ideas or products.
- **Success:** Achieving positive outcomes, either in the form of new solutions, improvements, or transformative ideas that address needs and create value.
- **Inclusivity:** Welcoming and integrating diverse voices, backgrounds, and perspectives, ensuring that all individuals are heard and respected, which often leads to a wider range of innovative ideas.
- **Growth Mindset:** Embracing an attitude that perceives challenges as opportunities, encourages learning from failures, and values continuous improvement, fostering an environment conducive to innovation.

Date adopted:

Date revised:



FORT VERMILION SCHOOL DIVISION

BOARD POLICIES

1.0 FOUNDATIONS AND DIRECTION

- 1.9.3 A community is a collective network bound by shared values and experiences, where individuals, akin to a family, come together, relying on faith and guided by the principle of parental choice to nurture and support one another.
- Family: Within a community, individuals often establish close-knit relationships, mirroring the dynamics of a family, where support, care, and interdependence are fostered.
 - Faith: Faith, in this context, represents shared beliefs, values, or common goals that serve as a unifying force, guiding and shaping the community's principles and actions.
 - Parental Choice: It refers to the ability of parents or caregivers to make decisions that impact their family and community, contributing to the collective environment in which individuals grow and develop.
- 1.9.4 Humanity embodies the collective spirit of altruism, which is the selfless concern for the well-being of others. It's a fundamental quality that defines the compassionate, kind, and empathetic nature of people toward one another, striving to alleviate suffering and promote the welfare of others without expecting personal gain or reward. In essence, altruism is a cornerstone of humanity, representing the capacity for individuals to act with generosity, empathy, and a sense of interconnectedness with the broader human community.

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