



**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on November 23, 2022**

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The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on November 23, 2022**

PRESENT

Mr. Joe Dwyer, Chair
Ms. Irene Gibbons, Vice Chair
Mrs. Cindy Briggs, Trustee
Mrs. Janine Pequin, Trustee
Mrs. Stacey Buga, Trustee
Mrs. Tasha Oatway-McLay, Trustee
Ms. Trish Murray-Elliott, Trustee
Mrs. Shawna Warren, Superintendent
Mr. Jonathan Konrad, Deputy Superintendent, Education Services
Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services
Mrs. Lisa Lacroix, Associate Superintendent, Human Resources
Ms. Shannon Campbell Requa, Director, Education Planning

CALL TO ORDER

The Chair called the meeting to order at 9:00 a.m.

LAND ACKNOWLEDGEMENT

Trustee Stacey Buga read the Land Acknowledgement Statement.

APPROVAL OF AGENDA

#103/2022 – Moved by Ms. Trish Murray-Elliott that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF MINUTES

#104/2022 – Moved by Mrs. Tasha Oatway-McLay that the minutes of the Regular Meeting of October 26, 2022, be approved as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

Audited Financial Statements presentation by Liliana LeVesconte, Associate Superintendent, Corporate Services and Benji Waser, MNP.

REPORTS FROM SENIOR EXECUTIVE

Indigenous Programming Update

Ms. Shannon Campbell Requa, Director, Education Planning, brought forward as information, a memo on Indigenous Programming Update.

Vision

Building on the excellent foundation created in our Division, the evolving vision for Indigenous Education is to **support equity and honor diversity** to create **optimal learning** for all students. Throughout their school experience, students will see themselves, and their culture, honored throughout their learning experiences. Students will feel nurtured and challenged developing a deep sense of belonging and possibility. The Division will exemplify “Ka miyo ohpikihitoyak” (Ka, mee- yo, oh-pee-gee-toe-yuck): raising each other’s children well - growing together in a good way). The work in this area will directly benefit all students in our care.

Ultimately, Sturgeon Public strives towards a reality where all students thrive through high expectations matched with effective support.

Deliverables

Through a balanced approach designed to provide support across the Division, learning spaces are thoughtfully designed to include representation, showcase resiliency, and honor Indigenous ways of learning, knowing, and being.

For the 2022-2023 school year:

- Create and curate comprehensive and age-appropriate Division resources focused and organized by month for ongoing and continuous work (moving away from one-off days);
- Provide professional development opportunities to administrators, educators, beginning teachers, and aspiring leaders;
- Design Division-wide, daily Truth and Reconciliation Week activities designed to promote active engagement and participation;
- Share Division resources with Central Office Staff to grow foundational knowledge across the Division and to build awareness of the ongoing work in schools;
- Design Division-wide, age-appropriate Métis Week resources for all educators.
- Update and maintain a website to organize all resources;
- Maintain and strengthen our relationship and partnership with Alexander First Nation (attending Powwow, Fall Feast, Every Child Matters March, School Leadership Meetings, and Student Success Meetings);
- Deliver Every Child Matters Signs to every school site (with thanks to Lauren Walter for her support);
- Facilitate blanket exercises for all grade 4, 7, and 10 students Division-wide by December 2022;
- Offer facilitation of blanket exercises for the Board of Trustees and Central Office Staff;
- Facilitate outdoor learning experiences, including River Walks and Pioneer Trail North, for students and staff; and
- Ongoing examination of literature and learning materials in schools.

Supporting Equity

Indigenous Education Cohort was established to provide deep learning experiences and provide support to school leads at every school site.

- Clear expectations for the role;
- Teach-to-learn capacity building through sharing at staff meetings and PD days;
- In-school point-person working elbow-to-elbow with staff;
- Experiential learning model – these lead teachers learn through doing;
- Paradigmatic shift within the structure of education to recognize Indigenous knowledge and pedagogy as best practice; and
- Approaching new curriculum implementation from an Indigenous lens.

Honoring Diversity

There is no greater resource for this work than individuals who are willing to work within the system to lead great and lasting change. With this in mind, Sturgeon Public continues to maintain the staffing of Indigenous Professionals.

- Indigenous Education Lead Teacher - Taryn Donald, Teacher
 - Works alongside the Director of Education Planning to engage Indigenous ways of knowing and being throughout the curriculum and professional development work;
 - Facilitate the Indigenous Education Cohort;
 - Creates and curates resources, housed on the Division website, accessible equally to all educators Division-wide;
 - Land-based learning lead. Facilitates River Walks and Pioneer Trail North learning experiences;
 - Provides professional development to Principals & Vice Principals, Learning Coaches, Learning Support Facilitators, aspiring leaders, Beginning Teachers, and Educational Assistants;
 - Provides consultation and coaching to school administrators and lead teachers around working with Indigenous partners, Elders, and knowledge keepers; and
 - Facilitates blanket exercises for all grade 4, 7, and 10 students Division-wide.
- Métis Learning Coach - Jerome Chabot, Teacher
 - Works directly with teachers to provide teachings, coaching, and model lessons;
 - Provides professional development to school leaders and educators;
 - Shares cultural information directly with students and classes; and
 - Creates and curates resources.
- Indigenous Counsellor - Katie Holubowich, Social Worker
 - Plans and supports the implementation of school-wide events and activities;
 - Provides counseling to Indigenous and non-Indigenous students;
 - Creates monthly newsletter communication shared Division-wide; and
 - Provides cultural advisement.

Additionally, Sturgeon Public maintained staffing of an Indigenous Student Success Coach - John Vallière, Teacher

- Works directly with Indigenous students at both high schools to provide academic support and guidance; and
- Meets regularly with teachers and counsellors working towards providing holistic, team-based support.

Mental Health in Schools Pilot Program

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Mental Health in Schools Pilot Program.

In October 2022, Sturgeon Public Schools made an application to participate in the Alberta Governments' Mental Health in Schools Pilot Program. - a two-year project that will assist school authorities and organizations to further support student mental health and well-being. Building on the success of the Wellness Hub and Helping Young People Excel (HYPE) team in Redwater, Sturgeon Public Schools proposed to use this additional funding to improve the mental health and wellness of all students in the communities of Gibbons and Bon Accord.

Sturgeon Public Schools has now received confirmation that the application has been approved for funding in the amount of \$617,000.00. This grant agreement would allow for two years of pilot implementation.

Sturgeon Public Schools Scholarships 2021-2022

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Sturgeon Public Schools Scholarships 2021-2022.

Sturgeon Public School Division graduates are prepared to excel at post-secondary institutions and in their future careers. To aid in financing post-secondary education, Sturgeon Public Schools manages and promotes four local scholarships for students who enrol in a full-time program for post-secondary studies or apprenticeship within 15 months of Graduation.

Sturgeon Public Schools Scholarship

A scholarship of \$1000 will be awarded to all grade 12 students who have attended Sturgeon Public Schools, earned at least 30 Grade 12 credits, and maintained an average of 80% across 25 credits, following published guidelines.

Sturgeon Public Schools Bursary

A bursary of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who exhibit exemplary effort to attain their level of achievement and have strong participation in co and extracurricular activities at school and in the community.

Frank Robinson Memorial Scholarship

The scholarship of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who has met or exceeded specified achievement and enrolment criteria and who is deemed to have provided the greatest amount of support to the school.

Konica Minolta Scholarship

This scholarship of \$250 is awarded to one student from Redwater School, one student from Sturgeon Composite High School, and one student from Sturgeon Learning Centre/Morinville Learning Centre who has demonstrated exemplary work habits and an interest in technology and advancing technology in their education.

Xerox Scholarship

This scholarship of \$250 is awarded to one student from Redwater School and one student from Sturgeon Composite High School who has demonstrated exemplary work habits and an interest in technology and advancing technology in their education. This scholarship will cease to be offered after the 2021 – 2022 school year, as the funding has been used to completion.

For the 2021 – 2022 school year, the following scholarships were awarded by Sturgeon Public Schools:

	<u>Redwater High School</u>	<u>Sturgeon Composite High School</u>	<u>MLC/SLC</u>
Sturgeon Public Schools Scholarship (\$1,000.00 each)	1	16*	1
Sturgeon Public Schools Bursary (\$500.00 each)	1	1	n/a
Frank Robinson Memorial (\$500.00)	1	1	n/a
Konica Minolta Scholarship (\$250.00 each)	1	1	1
Xerox Scholarship	1	1	n/a

The total value of the above-awarded scholarships is \$21,250.00.

*Of these 16 students, 11 students have qualified for the SPS Scholarship, however, 2 have yet to submit their confirmation of enrolment in a post-secondary institution (students have 15 months after high school graduation to enrol in post-secondary). 5 of these students are graduates of the 2020–2021 school year, and claimed their scholarship for the 2021–2022 school year, due to the effects of the COVID-19 Pandemic on student learning.

Supplemental Enrolment Growth Grant

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, a memo on the Supplemental Enrolment Growth Grant.

On August 23, 2022, there was a Release of Updates to the Funding Manual for School Authorities for the 2022/23 School Year.

- A new Supplemental Enrolment Growth Grant that provides additional per-student funding for authority enrolment growth. The amount of this supplement is dependent on the degree of growth.
- Supplemental Enrolment Growth Grant – per FTE
 - Enrolment growth between 2% and 5% - \$1500 per student
 - Enrolment growth greater than 5% - \$3,000 per student

Based on Alberta Education calculation against our frozen count, The Sturgeon Public School Division received \$129,420 as supplemental growth funding, as opposed to \$172,500 as anticipated. At this time, we do not have details on the calculation. These funds offset the already allocated funds in place to mitigate growth pressures in schools.

Communications Report – October and November 2022

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Communications Report for October and November 2022.

Monthly Financial Report – October 2022

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the Monthly Financial Report – October 2022.

Every month, at the Public Meeting of the Board, as stated in Policy 405 - 2.6 – *“The Board shall receive a financial report of budget and year-to-date revenues and expenditures, along with a variance analysis for the previous month.”*

The current preliminary October 2022 surplus is \$193k, as the year-end preparation is nearing completion, and the processing backlog is being eliminated.

When compared to the budget, the actual variances by program:

- Pre-K
 - Revenue is tracking close to budget
 - Expenses are lower than budgeted by 6.5%, mainly due to turnover in staff and a delay in EA hires
- K – 12
 - Revenues are lower than budgeted by 1.7% mainly due to deferred grants not yet posted
 - Expenses are lower than budgeted by 1.0% mainly due to the timing of expenses taking place
- Operations & Maintenance
 - Revenue is lower than anticipated by 1.3% due to Amortizations of deferred capital contributions not being entirely posted yet; this line item will be updated in November 2022
 - Expenses are lower than anticipated by 2.3% mainly due to the timing of expenditures such as snow removal, ground maintenance, and other projects scheduled for spring break
- Transportation Services
 - Revenue is higher than budgeted by 6.1% mainly due to transportation fees being collected at the beginning of the school year
 - Expenses are tracking close to budget
- System Administration
 - Revenue is higher than budgeted by \$99k mainly due to interest earned on our deposit accounts
 - Expenses are lower than budgeted by \$54k mainly due to the timing of expenses such as services and contracts
- External Services
 - Revenues are lower than budgeted due to a delay in receiving secondments reimbursement

- Expenses are lower than budgeted by \$25k due to the timing of contracted services taking place

Monthly IT Report – November 2022

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Monthly IT Report – November 2022.

The Technology Services team has expedited the Network Optimization project for three schools that were identified as focus points for this year:

- Namao
- Ochre Park
- Lilian Schick

Both Namao and Ochre Park schools were fully cutover to their newly designed networks during fall break, well ahead of the original target date of Christmas break.

The cabling for Lilian Schick School was completed during fall break, allowing for completion of the installation for the new network to be during Christmas break rather than the originally scheduled end of Spring Break.

The team has also been focused on developing the depth of the team as new Subject Matter Experts (SME) were required in numerous key areas.

The tools employed by Technology Services, most notably the documentation solution, will assist the team as they are launched into the next era.

2022-2023 Superintendent Discretionary Fund

Mrs. Shawna Warren, Superintendent, brought forward as information, the 2022-2023 Superintendent Discretionary Fund.

As part of the budget process, a certain amount of dollars are allocated annually in a budget section titled “Superintendent Discretionary”. For the 2022-2023 school year, the total budgeted dollar amount allocated in the Superintendent’s Discretion Fund is \$800,000.

The Superintendent’s Discretionary Fund is a dollar amount set aside to support schools with additional staffing requirements that arise after the budget has been approved. At the August 24, 2022, Public Board Meeting, May 2022 to July 2022 Superintendent Discretionary spending was reported which included an additional 3.25 teacher FTE and 1.4 CUPE FTE totaling \$400,830.00.

At the September 28, 2022, Public Board Meeting, the August 31, 2022 – September 21, 2022, Superintendent Discretionary spending was reported which included an additional 1.45 teacher FTE totaling \$150,510.00.

At the October 26, 2022, Public Board Meeting, the September 22 – October 21, 2022, Superintendent Discretionary spending was reported which included an additional 0.8 teacher FTE totaling \$83,040.00.

October 27, 2022 – November 16, 2022, the following additional staffing FTE has been added to schools using Superintendent Discretionary Fund dollars:

- Guthrie School – Error on Resource Planning Tool. Additional Teacher FTE to correct the error retroactively to the beginning of the school year.
- École Morinville Public – Additional CUPE FTE added to support increased enrolment in French Immersion Kindergarten – shared cost between Superintendent Discretionary and the Federal Funding Official Languages Education Program (OLEP) Grant Fund.
- Human Resources – additional GEC FTE added to Human Resources to hire an advisor to alleviate pressures in the department.

November 7, 2022, the Division received \$129,420.00 in Supplemental Enrolment Growth Funding for the 2022-2023 school year.

2022 - 2023 Superintendent Discretionary		2022-2023			
		\$ 800,000			
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
Direct staffing to schools (K- 12)					
<i>Teachers</i>					
Guthrie	0.1	\$ 10,380		Retroactive to August 26, 2022	
Redwater	0.8	\$ 83,040		Monday, Oct 4, 2022	
Gibbons School September 2022	0.12	\$ 12,456		Friday, September 16, 2022	
Redwater School September 2022	0.63	\$ 65,394		Thursday, September 1, 2022	
Gibbons September 2022	0.7	\$ 72,660		Thursday, September 1, 2022	
Gibbons	0.6	\$ 62,280		Tuesday, May 24, 2022	
EMPS	1.0	\$ 103,800		Tuesday, May 31, 2022	
LS	0.5	\$ 46,710		Monday, June 27, 2022	
FWPS	0.2	\$ 20,760		Friday, July 1, 2022	
Guthrie	1.0	\$ 103,800		Tuesday, May 10, 2022	
Total	5.60	\$103,800.00			\$581,280.00
Direct staffing to schools (K- 12)					
<i>CUPE</i>					
EA OLEP	0.184	\$48,700.00	\$8,960.80	Friday, October 14, 2022	
SCHS Office Clerk	1	\$49,200.00	\$49,200.00	Wednesday, May 25, 2022	
LS Library Tech	0.4	\$35,700.00	\$14,280.00	Monday, June 27, 2022	
Total	1.58				\$72,440.80
Other					
Human Resources Advisor	\$0.80		\$55,424.00	14-Oct-22	
Total					\$55,424.00
Total Costs					
					\$709,144.80
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, November 8, 2022	\$129,420.00
Total budget remaining					\$220,275.20

REPORTS FROM TRUSTEES AND STANDING COMMITTEES

CHAIR'S REPORT

A verbal and written report was provided.

Chair Dwyer (Alcomdale/Villeneuve Area)

Chair Dwyer reported that he attended:

- Advocacy Committee Meeting (November 23)
- ASBA PD – Parliamentary Procedures (November 7)
- ASBA Virtual Engagement Session (November 30)
- Audit, Finance, and Human Resources Committee Meeting (November 18)
- Building and Maintenance Committee Meeting (November 9)
- Camilla School Remembrance Day Ceremony (November 4)
- Committee of the Whole Meeting (November 9)
- Joint Transportation Committee Meeting (November 18)

- Policy Committee Meeting (November 23)
- Public Board Meeting (November 23)
- Redwater School Awards Night (November 3)
- Rotary Meetings
- Sturgeon Composite High School Awards Night (November 24)
- Transportation Committee Meeting (November 9)
- Value Scoping Sessions (November 29 & December 1)
- Various Administration Meetings
- Volleyball Final (November 22)

TRUSTEES' REPORTS

Verbal and written reports were provided.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School, School Council and PSS Meeting (November 22)
- Building and Maintenance Committee Meeting (November 9)
- Committee of the Whole Meeting (November 9)
- Joint Use Meeting at Lilian Schick School (November 2)
- Lilian Schick School Remembrance Day Ceremony (November 4)
- Redwater School Awards Night (November 3)
- Transportation Committee Meeting (November 9)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- ASBA Awards, Fall General Meeting and PD (November 20-22)
- ASBA PD – Parliamentary Procedures (November 7)
- ASBA Zone 2/3 (October 28)
- Audit, Finance and Human Resources Committee Meeting (November 18)
- Building and Maintenance Committee Meeting (November 9)
- Camilla School Chef Wars Judging (November 16)
- Committee of the Whole Meeting (November 9)
- École Morinville Public Remembrance Day Ceremony (November 4)
- École Morinville Public, School Council Meeting (November 14)
- Four Winds Public Schools, School Council Meeting (November 17)
- Joint Transportation Committee Meeting (November 18)
- Meeting with Principal Four Winds Public School (November 1)
- Military Living Library (Town of Morinville) with Four Winds Public School and École Morinville Public (November 4)
- Morinville Community Library Focus Group (November 2)
- Public Board Meeting (November 23)
- Redwater School Awards Ceremony (November 3)
- Skills Canada Field Trip with Four Winds Grade 8s (November 1)
- Town of Morinville Traffic Presentation (October 26)
- Transportation Committee Meeting (November 9)
- Virtual Meeting with Principal Sturgeon Public Virtual Academy (November 4)

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- Advocacy Committee Meeting (November 23)
- Audit, Finance and Human Resources Committee Meeting (November 18)
- Committee of the Whole Meeting (November 9)
- Gibbons School, School Council Meeting (November 14)
- Landing Trail School, School Council Meeting (November 17)
- Policy Committee Meeting (November 23)
- Public Board Meeting (November 23)
- Public School Board Council Meeting (November 16-18)
- Regional Meeting (November 2)
- Sturgeon Composite High School Awards Night (November 24)
- Value Scoping Session (November 29)

Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)

Trustee Murray-Elliott reported that she attended:

- Advocacy Committee Meeting (November 23)
- ASBA PD – Parliamentary Procedures (November 7)
- Audit, Finance and Human Resources Committee Meeting (November 18)
- Awards Night, Sturgeon Composite High School (November 24)
- Building and Maintenance Committee Meeting (November 9)
- Committee of the Whole Meeting (November 9)
- Policy Committee Meeting (November 23)
- PSBA Professional Learning (November 17)
- PSBC Council Meeting (November 18)
- PSBC Dinner and Lecture (November 16)
- Public Board Meeting (November 23)
- Remembrance Day Service, Sturgeon Heights School (November 4)
- School Council Meeting, Sturgeon Heights School (November 21)
- School Council Meeting, Sturgeon Composite High School (November 15)
- Transportation Committee Meeting (November 9)
- Value Scoping Session (November 29)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Audit, Finance and Human Resources Committee Meeting (November 18)
- Committee of the Whole Meeting (November 9)
- Guthrie School Remembrance Day Ceremony (November 4)
- Guthrie School, School Council Meeting (November 14)
- Namao School, School Council Meeting (November 21)
- Parliamentary Procedures with Becky Kallal Webinar Video (November 15)
- Public Board Meeting (November 23)
- Public School Board Council Meeting (November 17-18)
- SPVA School Council Meeting (November 15)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- ASBA Fall General Meeting (November 20-22)
- ASBA Speaker's Corner – Parliamentary Procedures (November 7)
- Audit, Finance and Human Resources Committee Meeting (November 18)
- Committee of the Whole Meeting (November 9)
- Ochre Park School Remembrance Day Ceremony (November 4)
- Redwater School Awards Ceremony (November 3)
- Redwater School, School Council Meeting (November 21)
- TEBA Meeting (November 15)
- TEBA Meeting (November 22)
- Transportation Committee Meeting (November 9)

Meeting recessed for a break at 10:36 a.m.

Meeting resumed at 10:41 a.m.

ADVOCACY COMMITTEE

An Advocacy Committee meeting is scheduled for November 23, 2022.

A Student Advisory Committee meeting is scheduled for December 12, 2022.

AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE

The Audit, Finance and Human Resources Committee held a meeting on November 18, 2022. The following is a summary of that meeting:

- The Draft 2021-2022 Audited Financial Statements and Audit results were presented by Liliana LeVesconte and Benji Waser (MNP).

An Audit, Finance and Human Resources Committee meeting is scheduled for December 21, 2022.

BUILDING AND MAINTENANCE COMMITTEE

The Building and Maintenance Committee held a meeting on November 9, 2022. The following is a summary of that meeting:

- Feedback/Follow-up from the previous meeting was provided:
 - Track Field, Bathroom Mirrors and sidewalks at Lilian Schick
 - Snow removal service standards
 - Snow piling at Bon Accord Community School
 - Facilities Services vehicle review
- Modular proposal was presented and information was shared that at the time there was no Modular Program from the Government for the 2023-2024 school year. It was discussed to demolish the 2 moduls at Redwater due to condition and utilization levels, which may require the Board's funds to contain risk. The relocation of one modular from SCHS to FWPS and the possible demolition of 4 moduls at Lilian Schick are subject to further consideration. *The Division has since received information from the Government on*

November 17, 2022, that the Modular Program has been reinstated therefore the Division will submit our requests by December 16. The Division anticipates to receive information on the approval "in early 2023".

- CASA Program, the Division is still waiting to confirm how the program is moving ahead and if funds are available to prepare the infrastructure as needed.
- Morinville Chamber of Commerce – regarding reciprocal use of space; the Town of Morinville may have space available for lease, should we require any. Other events may be housed at SCHS.
- Camilla Civil Work – a meeting was held on November 10, 2022, with the engineering team to evaluate and propose a solution before the end of the year.

A Building and Maintenance Committee meeting is scheduled for December 7, 2022.

POLICY COMMITTEE

A Policy Committee meeting is scheduled for November 23, 2022.

TRANSPORTATION COMMITTEE

The Transportation Committee held a meeting on November 9, 2022. The following is a summary of that meeting:

- Preparation for the November 18, 2022, Joint Transportation Committee meeting. Contractor agenda items were discussed:
 - Fuel Price Contingency
 - Insurance Support
 - Trustee Talks
 - Information Regarding 4.6% Gov't presented the boards
 - Bus passes – parent survey
 - RFP's
 - Protocol when dealing with our drivers
 - Payment Schedule
- The following initiatives were discussed to improve collaboration between the Division and Bus Contractors/Operators and were presented as potential ideas to the Contractors on November 18, 2022:
 - June 30, 2023 – potential to bring in all Contractors/Operators to share 23-24 routes and receive feedback
 - August 2023 – Would there be value in operators driving their route – the Division would pay them. Supporting our high-anxiety students by having them meet the driver and/or get on the bus.
 - Staggered start dates at the beginning of the year
 - Opportunity to discuss pressure points with Contractors in September
- The 2022-2023 Work Plan was discussed to determine the priority of the items listed on the work plan, with the top priorities being routes, fees and cost of business.

The Joint Transportation Committee held a meeting on November 18, 2022. The following is a summary of that meeting:

- There were four operational ideas the Division presented to improve collaboration between the Division and Bus Contractors/Operators
 1. June 30, 2023 – Meet with all Bus contractors/Operators and Transportation Services to discuss 23-24 routes and receive feedback
 - No buses running
 - Contractor/Operators
 - Open Forum
 - Paid day
 2. August 2023 – Suggestion regarding having paid buses drive on their route to reduce anxiety and get to know students
 - New riders
 - Availability and date need to be confirmed
 - Insurance timing for the August start of the school year
 3. Staggered start dates at the beginning of the school year
 4. Opportunities to review pressure points early in the school year.
 - Cunningham is the only contractor not in the association
- The Bus Contractors/Operators brought forth the following questions for discussion
 1. Fuels Price Contingency
 - Feedback is required by Dec. 8
 - GST clarification
 2. Insurance Support
 - Ontario Broker
 - Limited liability coverage
 3. Trustee Talks
 - Correction re. August took place in September 2022
 4. Information regarding 4.6% the Government presented to boards
 - Additional information was shared
 5. Bus passes – parent survey
 - Bus passes are not mandatory
 - To be discussed at the Dec. 7 – Transportation Committee meeting
 6. RFP's
 - RFP needs to be issued in early Spring
 7. Fieldtrips
 - Principals are looking at other bus options

- Association needs to maintain their rates
 - Some insiders are offering less
8. Protocol when dealing with our drivers
- Guidelines are not clear
9. Payment Schedule
- Move it a few days earlier

A Transportation Committee meeting is scheduled for December 7, 2022.

REPORTS FROM SPECIAL COMMITTEES

ALBERTA SCHOOL BOARDS ASSOCIATION REPRESENTATIVE

A verbal report was provided.

PUBLIC SCHOOL BOARDS ASSOCIATION OF ALBERTA REPRESENTATIVE

A verbal report was provided.

NEW BUSINESS

2021-2022 Draft Audited Financial Statements

The Education Act, Part 6: Section 139, specifies that school boards are responsible for preparing financial statements and Section 141 specifies an auditor will provide a report on the financial statements. The Audit, Finance, and Human Resources Committee is required by the Board of Trustees to review financial reporting and compliance with legislation and regulatory requirements.

On Friday, November 18, 2022, the Audit, Finance, and Human Resources Committee reviewed the Draft 2021-2022 Audited Financial Report, presented by MNP, for the year ending August 31, 2022. The auditors provided an unqualified report. The statements present fairly, in all material aspects the financial position of The Sturgeon Public School Division. After discussion with administration and the external auditors, the Committee recommended that the Board of Trustees approve The Sturgeon Public School Division's Audited Financial Statements for the fiscal year ending August 31, 2022, at the Public Board Meeting on November 23, 2022. The attached report supports these fiscal responsibilities and provincial reporting requirements.

The Sturgeon Public School Division ended the fiscal year with an operating surplus of \$3,239,894, before allocations to Tangible Capital Assets (1,595,072) and Reserve (\$750,000), or a net increase to the unrestricted surplus of \$1,154,555. Revenue for the year was \$76,672,050 while operating expenses were \$73,432,156.

#105/2022 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve the 2021-2022 Audited Financial Statements for the year ending August 31, 2022, as presented at the November 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Draft Sturgeon Public Schools Annual Education Results Report (AERR) – November 2022

In the past, the Education Plan and the Annual Education Results Report (AERR) were combined into one report. Alberta Education has directed that the two documents be separated; the Education Plan is reviewed and approved in May, and the AERR is reviewed and approved in November. The Division's Education Plan articulates the Board's approved outcomes, measures, and strategies to meet Board priorities. Using key insights from the Annual Education Results Report (AERR), the Division's Education plan directs the work in schools and at the system level.

The Division's Annual Education Results Report (AERR) provides information on results for all required provincial measures and Sturgeon Public Schools' local measures. Division results for 2019/2020 and 2020/2021 Provincial Achievement Tests and Diploma exams are not available to report, and the Diploma Exam results for 2021/2022 only include June results, as no Diplomas were written in January. An overview of the Division's financial results, once approved, will be included in the AERR.

#106/2022 – Moved by Mrs. Janine Pequin that the Board of Trustees approve the Sturgeon Public Schools Annual Education Results Report (AERR).

CARRIED UNANIMOUSLY

School Presentations – January 2023

Student learning and achievement are foundational to the work of a school division. Achieving success for all students is dependent on common agreement and understanding around shared responsibility and transparency. To this end, it would benefit the Board of Trustees and school leadership to be provided the opportunity to enter into conversations relative to student achievement, success, and programming.

Administration is recommending the following presentation schedule for January 2023.

Monday, January 16, 2023	
9:30 am – 10:00 am	Bon Accord Community School/ Legal Public School
10:00 am – 10:45 am	Sturgeon Heights School
10:45 am – 11:15 am	Lilian Schick School
11:15 am – 11:30 am	<i>Wellness Break (15 minutes)</i>
11:30 am – 12:00 pm	Sturgeon Public Virtual Academy
12:00 pm – 12:30 pm	Learning Centres
12:30 pm – 1:00 pm	École Morinville Public
1:00 pm – 1:30 pm	<i>Lunch (30 minutes)</i>
1:30 pm – 2:15 pm	Sturgeon Composite High School
2:15 pm – 3:00 pm	Redwater School

Monday, January 30, 2023	
9:30 am – 10:00 am	Ochre Park School
10:00 am – 10:45 am	Four Winds Public School
10:45 am – 11:00 am	<i>Wellness Break (15 minutes)</i>
11:00 am – 11:30 am	Landing Trail School
11:30 am – 12:30 pm	Camilla/Colony School
12:30 pm – 1:00 pm	Oak Hill School
1:00 pm – 1:30 pm	<i>Lunch (30 minutes)</i>
1:30 pm – 2:15 pm	Guthrie School
2:15 pm – 2:45 pm	Namao School
2:45 pm – 3:15 pm	Gibbons School

#107/2022 – Moved by Ms. Trish Murray-Elliott that the Board of Trustees approve the draft schedule for School Presentations to the Board as presented at the November 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NOTICES OF MOTION

There were no Notices of Motion.

INFORMATION

COMMENT & QUESTION PERIOD

ATA

No verbal report was provided.

CUPE

No verbal report was provided.

COMMUNITY MEMBERS

No questions were noted from community members.

MEDIA

Not in attendance.

REQUESTS FOR INFORMATION

IN CAMERA

#108/2022 – 12:09 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

In camera recessed for lunch at 12:09 p.m.

In camera meeting resumed at 12:24 p.m.

#109/2022 – 1:07 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

ADJOURNMENT

Trustee Tasha Oatway-McLay adjourned the meeting at 1:07 p.m.

Chair

Date

Associate Superintendent,
Corporate Services