



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, May 25, 2022
Time: 2:00 PM
Location: Boardroom

Attendance

Trustees Present: H. Bilton (2:20 p.m.) S, Cooper, M. Copley, S. Cooper, G. Kerr, D. Hutchison (2:20 p.m.), K. Kemmere, T. Leslie, J. Swainson, L. Wagers

Staff Present: S. Bexon - Communications Officer, S. Russell - Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Westwood - Administrative Assistant/Recording Secretary, J. Heidt - Administrative Assistant/Recording Secretary

Call to Order

Vice Chair M. Copley called the meeting to order at 2:07 p.m.

Land Acknowledgement • Treaty 7

Trustee H. Bilton opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Addition to agenda: Invitations to Meetings for 2023

Resolution # 20220525001BOT

Moved By: S. Cooper

Motion to approve the agenda as amended.

Carried

Minutes Approval

Resolution # 20220525002BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the minutes on the 2022 May 11 Board of Trustees Meeting.

Carried

New Business

Presentation of the 2022/2023 Budget

Treasurer S. Kaiser joined the meeting to present the 2022/2023 Budget.

The 2022/2023 Chinook's Edge School Division (CESD) budget has an operating deficiency of \$4,187,234. With net amortization of \$1.53 million, and capital purchases of \$1.258 million, division operating reserves are expected to decline by \$3.9 million and division capital reserves expected to increase by \$38,527.

The budget is based on a number of key budget assumptions. The assumptions are based on the best information available at the time the budget was prepared. If, during the course of the year, the actual results differ from the budget assumptions, we may need to make some course corrections to comply with the government's restrictions on use of reserves or we may need to make a request to the Minister to use additional reserves. Some of the key budget assumptions are:

1. Alberta Education funding is as indicated to Chinook's Edge in March 2022.
2. Transportation, Operations and Maintenance, and Inclusive Education funding will be spent in their respective areas. Investment income in excess of amounts that are required to be allocated to Infrastructure Maintenance and Renewal, scholarships and endowments, capital projects, and school generated funds, will be allocated to Instruction. Excess interest is estimated at \$85,000. In addition to the operating grants and fees, an additional \$136,000 was allocated to the Transportation operating budget and for bus purchases. In addition, fees of \$934,100 are needed to balance the Transportation budget.

3. Compensation:

- Certificated salaries include an estimate for grid movement, ASEBP rate increases, a CPP rate increase, and for the yet to be negotiated ATA Collective Agreement. This amount could vary depending on the results of central bargaining, local bargaining, the number of retirements, and the number of new teachers hired.
- Support staff budgets include an estimate for grid movement, ASEBP rate increase, and a CPP rate increase and Board approved grid increases.

4. Board governance and system administration expenses are expected to remain within the \$4,106,255 provided for administration. Total system administration includes the government's contribution to ATRF and the amortization of capital assets.

Financial Summary

Revenue, Expenses and Accumulated Reserve Projections 2022/2023

Revenue	\$128,354,292
Expenses	\$132,541,526
Excess of revenue over expenses for the year	(4,187,234)
Net non-cash amortization	\$1,543,357
Operating funds used for capital purposes	0
Estimated accumulated operating, capital and unrestricted	
Beginning of year	\$8,124,462
End of year	\$4,175,058

RAWG Allocations

RAWG allocated 567.0592 FTE teachers (545.1803 FTE at this time last year), with another possible 3.3156 FTE (3.3156 FTE at this time last year) teachers to be added in the fall once actual enrolments and class sizes are known, for an estimated total of 570.3748 FTE (548.4959 FTE at this time last year) teachers in the schools in the fall. The teacher at Equinox is funded using institutional grants.

Significant Business and Financial Risks

The Division's primary source of revenue is from the Alberta Government, which means that our viability and sustainability is largely dependent on this funding.

For the remainder of 2021/2022 and into 2022/2023, there is a risk of unforeseen changes to our expenses due to Covid and chain supply issues. As a result of Bill 5, operating reserves can only be used with prior approval of the Minister. If, during 2022/2023, the division needs to spend more than budgeted, or make adjustments due

to funding changes, without offsetting savings resulting from modified program delivery, the Division will have to make mid-year spending adjustments or will need to request approval from the Minister to spend additional reserves.

The budget includes using an estimated \$4.2 million in reserves.

Discuss the 2022/2023 Budget In Camera

Resolution # 20220525003BOT

Moved By: S. Cooper

Motion to move In Camera at 3:33 p.m.

Carried

Resolution # 20220525004BOT

Moved By: G. Kerr

Motion to return to the regular meeting at 3:47 p.m.

Carried

Trustee L. Wagers left the meeting at 3:45 p.m.

Approval of the 2022/2023 Budget

Resolution # 20220525005BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees approve the budget for the 2022/2023 school year as presented.

Carried

Approval of the Three Year Education Plan (2021-2024)

Associate Superintendent System Services K. Barber joined the meeting to present the 2021-2024 Three Year Education Plan and highlighted the this is year two of the plan.

Results Analysis

As Chinook's Edge School Division moves to the Assurance Model, particular focus was placed on stakeholder feedback. This feedback, along with provincial and division measures, assisted us in identifying the following priority areas as reflected in the one page summary document.

1. Learning gaps emerged as a result of disruption during the pandemic. Diagnostic testing identified that students were experiencing reduced achievement, particularly in the academic areas of literacy and numeracy. While these gaps were most pronounced in the early years (grades one to three), teachers at all grade levels noted challenges to student learning.
2. Social emotional well-being was a priority with all of our stakeholders. Not only were students experiencing the result of isolation and pandemic challenges, but staff members also noted feelings of fragility and being overwhelmed.
3. Concerns around new curriculum implementation were expressed by parents and staff members. Both content and timeline were identified as challenges.
4. A decreasing trend in parental involvement is developing as depicted in the Alberta Education Assurance Measures and from parental feedback at school council meetings and Parents Matter sessions.

Implementation Plan

Chinook's Edge school based administration as well as division office leaders are acutely aware of the balance regarding responsibility to our students and moving at a pace our staff members can manage. It is clear that students cannot wait for academic interventions and universal support of social emotional needs. Simultaneously, staff members are implementing new curriculum and working to diagnose learning gaps and student supports.

In an effort to support the work occurring in our schools, Chinook's Edge has shifted to a division calendar that supports the collaborative response process by identifying a professional learning day for staff members every four to six weeks. These days will allow schools to access division-led professional development, support collaborative opportunities between schools, and create the opportunity for schools to conduct student support meetings.

The Year at a Glance calendar identifies monthly administrative meetings where school leaders will be apprised of next steps regarding new curriculum implementation,

diagnostic assessments, and creation of division resources at every level to support teachers in the classroom. The Central Office Leadership Team convenes quarterly to review progress of division goals and chart next steps. Monthly instructional leadership visits allow for connection between school based and division leaders as data is examined and intervention strategies are considered. Information regarding progress and feedback is gathered from the Board of Trustees as well as all stakeholders at regular intervals over the course of the school year. The professional learning calendar ensures coordination of dates.

Resolution # 20220525006BOT

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees approve the CESD Three Year Education Plan as presented.

Carried

Minister of Education Program Unit Funding Letter

Trustees reviewed a draft letter to the Honourable Adriana LaGrange, Minister of Education regarding Program Unit Funding (PUF).

Invitations to Meetings for 2022/2023

Trustees discussed options for meeting days for 2023. This decision will be made by December 2022.

Adjournment

Resolution # 20220525007BOT

Moved By: D. Hutchison

Motion to adjourn the meeting at 4:07 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary