



Grande Yellowhead Public School Division

BOARD OF TRUSTEES

A G E N D A

November 20, 2024

Meeting Number 4

OUR VISION

Our Division endeavours to provide each Grande Yellowhead Public School Division (GYPSD) student with the opportunity to fulfill their potential and pursue their dreams.

OUR MISSION

Every GYPSD student will graduate with the knowledge and skills to pursue their post-secondary goals.

OUR PRIORITIES

Student Learning
Teacher, Support Staff, and Leader Excellence
Community Engagement
System Health and Wellness

Public Session: 10:00 AM

Livestream GYPSD Public Board Meetings at:
https://www.youtube.com/channel/UC0YSXQleW7cJiFz_rY2ioQA/featured

For information regarding the Public Board meeting, please contact Dr. Kelly Harding at 780-225-8949 or by email at: kellhard@gypsd.ca.

BOARD OF TRUSTEES REGULAR MEETING

November 20, 2024

Meeting #4, 10 am

A G E N D A

1. CALL TO ORDER

- 1.1. National Anthem
- 1.2. Land Acknowledgement
- 1.3. Announcements
- 1.4. Changes to the Agenda
- 1.5. Approval of the Agenda

2. APPROVAL OF MINUTES

- 2.1. Minutes of Regular Board Meeting of October 23, 2024 ([click here](#))

3. BUSINESS ARISING FROM THE MINUTES

4. DELEGATION / PRESENTATION

- 4.1. ATA Local - None
- 4.2. CUPE Local - None

5. SPOTLIGHT ON STUDENTS – Principal Paula Murphy, École Mountain View Elementary School: *Supporting Teacher Use and Application of the HLAT Assessment*

6. PUBLIC COMMENT PERIOD

7. ACTION ITEMS

- 7.1. Old - None
- 7.2. New
 - 7.2.1. Acceptance of Trustee Resignation ([click here](#))
 - 7.2.2. Audited Financial Statements for the Year Ending August 31, 2024 ([click here](#))
 - 7.2.3. Transfer of Reserves ([click here](#))
 - 7.2.4. Ministerial Approval to Move \$500,00 from Capital to Operations ([click here](#))
 - 7.2.5. Letter Requesting Compensation for Insurance Deductible ([click here](#))
 - 7.2.6. Alberta Education Results Review (AERR) for the 2023/24 School Year ([click here](#))
 - 7.2.7. Advocacy Letter Regarding the Timeline for the Receipt of Grant Funds ([click here](#))

7.2.8. Election Motion – Repeal Former Bylaws ([click here](#))

7.2.9. Election Motion – Resolutions and New Bylaws ([click here](#))

8. BOARD CHAIR REPORT

8.1. Correspondence and Information

8.1.1. PSBC, RCASB, and ASBA FGM Highlights

8.1.2. Search Update for New Superintendent ([click here](#))

9. SUPERINTENDENT REPORT

9.1. Superintendent Report ([click here](#))

RECESS BREAK

10. ADMINISTRATION REPORTS

10.1. Division’s Operations Monthly Report ([click here](#))

10.2. Annual IMR/CMR Report ([click here](#))

10.3. Annual School Councils’ Report for the 2023/24 School Year ([click here](#))

11. TRUSTEE/COMMITTEE REPORTS

11.1. Trustee Connections to [Board Governance Work Plan Calendar](#)

11.2. Board Policy Committee

11.3. Recognition of Employees Committee

11.4. Board Planning Seminar Committee

11.5. Board Negotiations Committee

11.6. Board Representatives:

11.6.1. PSBAA

11.6.2. ASBA Zone 2/3

12. FUTURE BUSINESS

12.1. Meeting Dates

Open to Public:

- December 18, 2024, Public Board Meeting (10 am)

Closed to the Public:

- December 18, 2024, Committee of The Whole Meeting (9 am)

12.2. Notice of Motion

12.3. Future Agenda Items

13. CLOSED SESSION (Land, Legal, Labour)

14. ACTION IN RESPONSE TO CLOSED SESSION

15. ADJOURNMENT

Minutes of the Regular Board of Trustees Meeting of
Grande Yellowhead Public School Division

Meeting Number 3

October 23, 2024 – 10:00 a.m.

Education Services Center, Edson, AB

TRUSTEE ATTENDANCE:

M. Bobilek	Present
S. Caputo, Vice-Chair	Present
F. Fowler	Present
D. Karpluk, Chair	Present
J. Mines	Present
Y. Oshanyk	Absent
J. Pettitt	Present

ADMINISTRATION ATTENDANCE:

Dr. Parsons, Interim Superintendent of Schools
Dr. Harding, Assistant Superintendent – Division Services and Supports
C. Aschenmeier, Assistant Superintendent – Division Services and Supports
M. Auriat, Assistant Superintendent – Human Resources
J. Lin, Secretary-Treasurer
K. Kendall, Assistant Manager of Transportation Services
N. Gilks, Director of Communications and Special Projects
B. Orge, Director of Facilities
K. Brook, Senior Executive Assistant
L. Lee, Director of Information Technology
A. Corser, Director of Inclusion

DELEGATIONS PRESENT:

School Administration/Staff/Students: Jessie Smeall (Music Teacher, École Mountain View School), Kelly MacKay (Grade 6 Teacher, École Mountain View School)

CALL TO ORDER

Chair Karpluk called the meeting to order at 1002 hours.

NATIONAL ANTHEM

LAND ACKNOWLEDGEMENT

ANNOUNCEMENTS

- École Mountain View students will perform songs from the Tri-School Truth and Reconciliation/Orange shirt Day Event in Hinton
- School Bus Safety Week

- Fun Fact: our bus drivers cover 1 million, 400 and 40 thousand kms in one school year – that is equivalent to almost 36 times around earth!
- This Friday is a Professional Development “Data Day” for schools
- The importance of literacy

CHANGES TO THE AGENDA

None.

2024-139

APPROVAL OF THE AGENDA

Trustee Caputo moved that the Board approve the agenda.

Carried

2024-140

APPROVAL OF THE MINUTES

Trustee Karpluk moved that the Board approve the minutes of the Public Board Meeting of September 18, 2024.

Carried

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATION / PRESENTATION

None.

SPOTLIGHT ON STUDENTS

École Mountain View School Grade 6 Class

The Public Board Meeting recessed at 1020 hours.

The Public Board Meeting reconvened

PUBLIC QUESTION PERIOD

None.

ACTION ITEMS

2024-141

Board Letter of Support – Permanent Temporary Housing in Jasper

Trustee Mines moved that the Board of Trustees for Grande Yellowhead Public School Division (GYPSD) moves to direct the administration to send a letter to Minister Nicolaidis expressing appreciation after the recent Alberta Government announcement regarding the provision of temporary housing in Jasper and our continued advocacy for temporary housing for Jasper’s school staff

Carried

2024-142

Board Letter of Support – Northern Rockies Museum

Trustee Caputo moved that the Board of Trustees for Grande Yellowhead Public School Division (GYPSD) moves to direct

administration to send a letter of support for the Northern Rockies Museum of Culture & Heritage to the Town of Hinton.

Carried

2024-143

Insurance Deductible Payment

Trustee Fowler moved that the Board of Trustees approves the transfer of \$500,000 from reserves for the payment of the insurance deductible.

Carried

2024-144

Fund Transfer to Jasper Restoration Contractor

Trustee Fowler moved that the Board of Trustees approves the transfer of \$4,500,000 of provincial funds to the Jasper restoration contractor.

Carried

BOARD CHAIR REPORT

Chair Karpluk Shared:

- Responses to Advocacy Letters
 - SLS Grant Allocation
 - Dual Credit Feedback
- Fulham Area Stakeholder Engagement
- Superintendent Search

SUPERINTENDENT'S REPORT

Interim Superintendent Parsons reported on all the activities he has been leading since the last Public Board meeting on September 18, 2024.

ADMINISTRATION REPORTS

Division Operations: Department Updates

The Board received a presentation from all department heads on the work that was carried out since the last Public Board Meeting on September 18, 2024.

2024/25 Student Enrollment Report

The Board received a report on the September 27th student enrollment for the 2024/2025 school year

Literacy and Numeracy Report

The Board received the annual report describing the Literacy and Numeracy work taking place in Grande Yellowhead Public School Division (GYPSD).

Transportation Operations Report

The board received the annual comprehensive operations report from Assistant Manager Katelynn Kendall.

TRUSTEE REPORTS

Connections to Board Governance Work Plan Calendar

Trustees shared some work they have been doing that connects to the Board's Annual Governance Work Plan Calendar. Some of that work included:

- Trustee Caputo attended the Tri-School Ceremony hosted by Harry Collinge High School on September 27th
- Trustee Mines finished the Indigenous Course at the U of A
- Board Chair Karpluk would like to start posting the Board Package to the Website on Monday

2024-145

Motion to add an Action Item to the Agenda

Trustee Caputo moved that the Board of Trustees add an action item to the Agenda to amend Board Policy 7, Board Operations.

Carried

2024-146

Amendment to Policy 7, Board Operations

Trustee Bobilek moved that the Board amend section 6.5 of Board Policy 7, Board Operations, to say that the Board Packages will be posted to the Division Website at least 24 hours in advance of the Public Board Meeting.

Carried

Board Policy Committee

No Report.

Recognition of Employees Committee

No Report.

Board Planning Seminar Committee

No Report.

Board Negotiations Committee

No Report.

Board Representatives

- **PSBAA – Work Plan Update**
 - PSBAA Fall General Meeting was held on October 16th – 18th
 - There will be a PSBC meeting November 15th-16th
- **ASBA Zone 2/3**
 - Friday October 25th is the Annual ASBA Zone 2/3 Meeting in Edmonton

FUTURE BUSINESS

Meeting Dates

Board – Open to Public
November 20, 2024 Public Board Meeting (10:00 a.m.)

Committees – Closed to Public
November 20, 2024 Committee of the Whole Meeting (9:00 a.m.)

Notice of Motion

Trustee Caputo requested that the Board write an advocacy letter to the Federal Minister of Environment and Climate Change to request a refund of the \$500,000 deductible for the insurance claim to clean and remediate the Jasper schools.

Board Chair Karpluk requested that the Board write an advocacy letter regarding the Funding and Mandatory Screening for Literacy and Numeracy.

Future Agenda Items

None.

2024-147

ADJOURNMENT

Trustee Caputo moved for adjournment at 1423 hours.

Carried

X

Dale Karpluk
Board Chair

X

Jun Lin
Secretary-Treasurer

7.2.1

Action Item November 20, 2024

To: Board of Trustees

From: Dr. Parsons, Superintendent of Schools

Subject: Hinton Trustee Resignation

Originator: Jun Lin, Secretary-Treasurer

RECOMMENDATION

That the Board of Trustees, with regret, accepts the resignation of Yvonne Oshanyk, as Trustee for the Hinton Ward.

REPORT

Governance Connections:

Section 80(1) of the *Education Act* states: "A trustee may resign by submitting the trustee's written resignation to the secretary of the board at the beginning of a meeting of the board, and the trustee ceases to hold office at that time."

Board Policy 7, Section 1.4, *Board Operations*, states:

By-elections may be held as determined by the Board.

1.4.1. During the three (3) year period immediately following a general election, a by-election need not be held if there is only one (1) vacancy on the Board and during the fourth year following a general election, a by-election need not be held unless the number of vacancies on the Board reduced the Board to a number that is less than the quorum of the Board plus one.

Context of the Recommendation:

Administration has received a letter of resignation, from Trustee Oshanyk, for personal reasons.

The details of the letter are personal, and therefore not releasable in the public realm under the Freedom of Information and Protection of Privacy Act.

The vacancy does not require a by-election under the Education Act or current Board Policy 7, due to the upcoming General Election.

Conclusion:

The Board respects and supports Trustee Oshanyk's request to resign.

7.2.2

**Action Item
November 20, 2024**

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: Audited Financial Statements for the Year Ending August 31, 2024
Originator: Jun Lin, Secretary-Treasurer
Resource: Leo Liu, Director of Finance

RECOMMENDATION

That the Board of Trustees approve the Audited Financial Statements for the year ending August 31, 2024, and direct Administration to submit the statements to the Minister of Education.

REPORT

Governance Implications

Review and approval of the Audited Financial Statements is one of the key governance roles of the Board and is set forth under legislation in the *Education Act*. It communicates with key stakeholders the organization's controls and governance over resource allocation to meet Board priorities.

Background

Under Section 139 of the *Education Act*, the Board shall send to the Minister, on or before November 30 in each year, copies of the financial statements, the auditor's report on the financial statements, and the management letter.

In accordance with Section 138 of the *Education Act*, the Board appointed an independent auditor to audit the financial statements. The independent auditors were given full access to the Division's financial records.

The Financial Statements, including the notes, have been prepared in accordance with Generally Accepted Accounting Standards (GAAP) and Canadian Public Sector Accounting Standards (PSAS), and by following the financial statements guidelines and format prescribed by Alberta Education.

The Audit Committee met with the independent auditor, Metrix Group LLP, on November 19, 2024, to review the draft financial statements, and audit findings letter.

Context of the Recommendation

To fulfill its financial management obligations, the management of the Division has maintained internal control systems and accounting procedures to ensure reasonable assurance that:

- The Division's assets are safeguarded.
- The transactions are executed with appropriate authorization.
- The accounting records are accurate to properly reflect the financial transactions.

The Auditor's Report ascertains whether the financial statements fairly represent the Division's financial position and operating results according to GAAP and PSAS.

The Management Letter is a communication between the auditor and the Board respecting the systems of accounting controls and procedures of the Division. The Management Letter does not form part of the audited financial statements but is an internal document intended to highlight improvements in existing systems. This document is also submitted to the Minister of Education along with the audited financial statements and auditor's report.

Conclusion

As the Audit Committee has reviewed the financial statements with the auditor and found them satisfactory for submission to the Board, the Board should approve the audited financial statements and direct the Administration to forward them to the Minister of Education.

After the Board's approval, the Audited Financial Statements are also made available to the public on the Division's website.

7.2.3

**Action Item
November 20, 2024**

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: Transfer of Reserves
Originator: J. Lin, Secretary-Treasurer
Resource: L. Liu, Director of Finance

RECOMMENDATION

That the Board of Trustees approve the transfer of operating and capital reserves for the year ending August 31, 2024, as outlined on:

- Table 1: Operating Reserves Balance August 31, 2024
- Table 2: Capital Reserves Balance August 31, 2024

Summary of the transfer is outlined below:

- Net transfers to/from Operating Reserves equal \$359,699
 - Program Surplus / (Deficit): \$42,808
 - Amortization of Asset Retirement Obligation: \$316,891
 - Transfer to Capital Reserve: \$0
- Net transfers to/from Capital Reserves equal \$151,176
 - Unsupported Amortization: \$702,410
 - Other Contributions: \$11,021
 - Board Funded Tangible Capital Assets: \$(562,255)
 - Transfer from Operating Reserve: \$0

REPORT

Governance Implications

As per Board Policy 2, *Role of the Board*, the Board of Trustees is responsible for fiscal accountability to the provincial government.

Background

The Board's approval is required for the completion of the Audited Financial Statement for the year ending August 31, 2024. Operating Reserves are surplus funds set aside for future operating purposes but may be re-purposed at the Board's discretion. Capital Reserves are surplus funds set aside for future replacement of capital assets; however, repurposing of Capital Reserves requires the Minister of Education's pre-approval.

Context of the Recommendation

Alberta school jurisdictions are allowed to accumulate surplus in the form of operating or capital reserves to meet future operating and capital needs. Accumulated surplus from operations is a key financial health indicator that the Department of Education monitors on a regular basis.

As of August 31, 2024, the accumulated surplus from operations is \$3.3 million. This is composed of

- | | | |
|----|-------------------------|----------------|
| 1. | Operating Reserves: | \$2.04 million |
| 2. | School Generated Funds: | \$1.26 million |

Total accumulated surplus from operations, less school generated funds, is approximately \$2.04 million. This is equivalent to 3.2 per cent of the Division's total annual operating expenses.

The Department of Education examines the reasonability of school boards' accumulated surplus from operations by applying a target range of 1.0 to 4.0 per cent of total annual operating expenses. Based on the operating expense of \$63.5 million in 2023-2024 this would be between \$0.6 and \$2.5 million.

Conclusion

In order to meet future operating and capital obligations, the Board of Trustees should allocate accumulated surplus to operating and capital reserves.

Table 1: Operating Reserves Balance August 31, 2024

Operating Reserves		Balance Aug 31, 2023	Program Surplus/(Deficit)	Amortization of Unsupported Asset Retirement Obligations	Transferred Between Operating Reserves	Transferred To/From Capital Reserves	Balance Aug 31, 2024
A	B	C	D	E	F	G	
(1) Instruction Program:							
(2) General Instruction	\$ 506,362	\$ 573,556	\$ -	\$ (271,598)	\$ -	\$ 808,319	
(3) School Generated Funds ⁽¹⁾	\$ 1,179,724	\$ 81,233	\$ -	\$ -	\$ -	\$ 1,260,957	
(4) School Carry forward (3%)	\$ 940,314	\$ (23,492)	\$ -	\$ -	\$ -	\$ 916,822	
(5) Sub-Total: Instruction	\$ 2,626,400	\$ 631,297	\$ -	\$ (271,598)	\$ -	\$ 2,986,099	
		\$ -					
(6) Operations & Maintenance (O&M) Program:							
(7) General Operations and Maintenance	\$ -	\$ (908,447)	\$ 316,891	\$ 591,556	\$ -	\$ -	
(8) Yellowhead County Land Improvement	\$ 150,000			\$ (46,962)	\$ -	\$ 103,038	
(9) Insurance Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(10) Sub-Total: O&M	\$ 150,000	\$ (908,447)	\$ 316,891	\$ 544,594	\$ -	\$ 103,038	
(11) Transportation							
(12) General Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
(13) Sub-Total: Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
				\$ -			
(14) System Administration Program:							
(15) General System Administration	\$ 106,848	\$ 323,346		\$ (323,346)	\$ -	\$ 106,848	
(16) Election	\$ 60,002	\$ -	\$ -	\$ -	\$ -	\$ 60,002	
(17) Sub-Total: System Administration	\$ 166,850	\$ 323,346	\$ -	\$ (323,346)	\$ -	\$ 166,850	
(18) External Services:							
(19) General	\$ 15,388	\$ 568	\$ -	\$ 3,388	\$ -	\$ 19,344	
(20) Junior Kindergarten	\$ (15,388)	\$ (3,956)	\$ -	\$ -	\$ -	\$ (19,344)	
(21) Sub-Total: External Services	\$ -	\$ (3,388)	\$ -	\$ 3,388	\$ -	\$ -	
Total	\$ 2,943,250	\$ 42,808	\$ 316,891	\$ (46,962)	\$ -	\$ 3,255,987	

Note:

(1) Not included in reserve maximum limit

Table 2: Capital Reserves Balance August 31, 2024

Capital Reserves	Balance Aug 31, 2023	Amortization	Other Contributions	Board funded tangible capital asset additions	Transferred Between Capital Reserves	Transferred to/from Operating Reserves	Balance Aug 31, 2024
A	B	C	D	E	F	G	H
(1) Instruction Program:							
(2) Technology	\$ 234,305	\$ -		\$ (116,374)	\$ -	\$ -	\$ 117,931
(3) Schools (Activity Buses) ⁽¹⁾	\$ 285,015	\$ 40,134		\$ (142,015)	\$ -	\$ -	\$ 183,134
(4) Grand Trunk Second Gym	\$ 3,600,000		\$ -		\$ -	\$ -	\$ 3,600,000
(5) Sub-Total: Instruction	\$ 4,119,320	\$ 40,134	\$ -	\$ (258,389)	\$ -	\$ -	\$ 3,901,065
(6) System Administration Program:							
(7) Administration Building	\$ 42,889	\$ 42,889	\$ -	\$ -	\$ -	\$ -	\$ 85,778
(8) Sub-Total: System Administration:	\$ 42,889	\$ 42,889	\$ -	\$ -	\$ -	\$ -	\$ 85,778
(9) Operations & Maintenance (O&M) Program:							
(10) Major Maintenance of Non-supported Buildings	\$ 469,771	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 469,771
(11) HVAC Upgrades	\$ 364,296	\$ -	\$ -		\$ -	\$ -	\$ 364,296
(12) Maintenance Vehicles ⁽¹⁾	\$ 89,401	\$ 41,290	\$ 10,719	\$ -	\$ -	\$ -	\$ 141,410
(13) Insurance Contingency	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
(14) Future Capital Projects	\$ 2,609,463	\$ 188,631	\$ -	\$ -	\$ -	\$ -	\$ 2,798,094
(15) Sub-Total: O&M	\$ 3,632,931	\$ 229,922	\$ 10,719	\$ -	\$ -	\$ -	\$ 3,873,572
(16) Transportation Program:							
(17) School Buses ⁽¹⁾	\$ 587,453	\$ 389,465	\$ 302	\$ (303,866)	\$ -	\$ -	\$ 673,354
(18) Sub-Total: Transportation	\$ 587,453	\$ 389,465	\$ 302	\$ (303,866)	\$ -	\$ -	\$ 673,354
Total	\$ 8,382,593	\$ 702,410	\$ 11,021	\$ (562,255)	\$ -	\$ -	\$ 8,533,769

7.2.4

**Action Item
November 20, 2024**

To: Board of Trustees
From: Dr. Parsons, Interim Superintendent of Schools
Subject: Transfer of \$500,000 from Capital Reserves to Operating Reserves
Originator: J. Lin, Secretary-Treasurer

RECOMMENDATION

That the Board of Trustees moves to request Alberta Education's ministerial permission to transfer \$500,000 from Capital Reserves to Operating Reserves.

REPORT

Governance Implication:

Moving funds from capital reserves to operating requires Alberta Education's ministerial permission.

Context of the Recommendation:

The July 2024 wildfire in Jasper required the Grande Yellowhead Public School Division to make an insurance claim. The deductible was \$500,000. In addition, Alberta Education, on behalf of the Alberta provincial government, provided the Division with \$4,500,000 million dollars backstop for a total initial payment of \$5,000,000 to the restoration company contracted to clean the schools.

Conclusion:

That the Board of Trustees moves to request Alberta Education's ministerial permission to transfer \$500,000 from Capital Reserves to Operating Reserves.

7.2.5

Action Item
November 20, 2024

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: Letter Requesting Compensation for Insurance Deductible
Originator: S. Caputo, Vice-Chair, Trustee Hinton

RECOMMENDATION

That the Board of Trustees moves to direct administration to send a letter requesting the Federal Minister of Environment and Climate Change, The Honourable Steven Guilbeault, compensate Grande Yellowhead Public School Division the \$500,000 insurance deductible in relation to the July, 2024, Jasper Wild Fire.

REPORT

Governance Implication:

As per Board Policy 2, *Roles of the Board*, political advocacy, identifying issues, and communicating with elected provincial officials is a Board role. The Board values strong working relationships with elected officials in carrying out its stewardship for strong public education and its responsibility to ensure world-class educational experiences for students in Grande Yellowhead Public School Division.

Context:

The Municipality of Jasper was devastated during the July 2024 wildfire that saw more than a third of the town destroyed. While the two GYPSD schools in Jasper were not burned, the schools suffered significant damage from ash, smoke, and toxic particulates. The remediation and restoration work was extensive. GYPSD was required to make an insurance claim – of which the deductible was \$500,000. For a small, rural school division, this is not an insignificant amount. A loss of \$500,000 to our capital reserves will diminish our Board's ability to move forward with certain targeted projects in order to build up our reserve to cover this unexpected draw.

Conclusion:

That the Board of Trustees moves to direct administration to send a letter requesting the Federal Minister of Environment and Climate Change, The Honourable Steven Guilbeault, compensate Grande Yellowhead Public School Division the \$500,000 insurance deductible in relation to the July, 2024, Jasper Wild Fire.

7.2.6

Action Item

November 20, 2024

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: **Alberta Education Results Review (AERR) Submission for 2023/2024**
Originators: C. Aschenmeier and Dr. Harding
Assistant Superintendents, Division Services and Supports
Resource: N. Gilks, Director of Communications and
Special Projects

RECOMMENDATION

That the Board of Trustees approve the 2023/2024 Alberta Education Results Review (AERR) submission.

REPORT

Governance Implications

Student Learning is a Grande Yellowhead Public School Board Priority, and *Accountability for Student Learning* is a specific area of responsibility as outlined in Board Policy 2 – Role of the Board, Section 1. The *Funding Manual for School Authorities* outlines the [requirements of the annual results review submission](#).

Each year, the AERR provides an analysis of the Division's results – an aggregate of GYPSD schools' work – across five assurance domains, and locally identified areas. The aggregated data reflects the specific work occurring at each school through the School Continuous Improvement Plan to inform the Division's Education Plan.

The results review reflects on the successes or gaps from the *previous* school year. The review identifies where the school's focus needs to be in the *current* school year.

Background:

The review and action activities combine in a single school document called the *School Continuous Improvement Plan* or SCIP. The SCIP informs the school's stakeholders what the school's goals are, why, and how they are working together to address them. The SCIP is posted on the school's website by the end of November annually.

Context of the Recommendation

Alberta Education's Assurance Framework identifies five assurance domains that school jurisdictions are responsible for addressing during each school year: *Student Growth and Achievement, Teaching and Leading, Learning Supports, and Governance*. In addition, school divisions identify local measures that reflect the contextual needs of their students.

In late January to mid-February, Alberta Education sends an Assurance Measures Survey to staff, students, and parents, inviting them to provide feedback on their school's work within the five domains. A few months later in May, each school principal gains access to their *Spring* Assurance Report through Alberta Education's Extranet – the report provides a summary of results on most of the measurement areas - but it does not include the Student Growth and Achievement data for PATs and Diploma Exams.

As a new process initiative introduced in August 2023, the school principal begins an analysis of the spring data (including other known data, i.e., kindergarten to Grade 4 numeracy/literacy screen results collected in May and June, and/or HLAT results), and school data, like student attendance prior to the beginning of the new school year, the percentage of Grade 12 students who received entry into a post-secondary certificate, diploma, degree or career training program. Initiating the review process in late August supports every school to identify and strategize an approach to tackle their first constraint as soon as the school year begins.

Upon receipt of the *Fall* Assurance Measures Summary Report, data from the PATs and Diploma Exams is added to the summary. School leaders extend and deepen their analysis of student achievement results in the PATs and Diploma exams with their teachers and make adjustments, as required, to their initial School Continuous Improvement Plan. The SCIP is posted on the school's website by the end of November annually.

The results review process includes:

- a cause analysis *lens* to confirm how and what strategies worked effectively and provide clarity to areas that require specific action or a changed approach.
- sharing the school's results with the school council to invite feedback and input into the focus area(s) for the current school year.
- central division staff review the aggregated data and invite principals to provide commentary on their school's results to reflect on the success of strategies that are working well through implementation and identify areas requiring action.
- creation of the first 90-day action cycle – September through the end of November – for principals to engage their staff around one common goal to address the biggest constraint to student learning and achievement.

- ongoing reflection during and at the end of each 90-day cycle; adjustment to maintain continuous focus on the SCIP goal(s).

The results review process provides insight for adaptation/changes to the Education Plan, which is updated each May, submitted to Alberta Education, and posted publicly for all stakeholders on the GYPSD website.

Conclusion

Once approved by the Board, the 2023/24 Alberta Education Results Review (AERR) for GYPSD will be submitted to Alberta Education and posted on the GYPSD website.

7.2.7

**Action Item
November 20, 2024**

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: Advocacy for Changes to Grant Funding Timelines
Originator: D. Karpluk, Board Chair, Trustee Jasper
Resources: Dr. Harding and C. Aschenmeier, Assistant Superintendents

RECOMMENDATION

That the Board of Trustees moves to direct administration to send a letter to the Minister of Education advocating for changes to Grant Funding Timelines.

REPORT

Governance Implication:

As per Board Policy 2, *Roles of the Board*, advocacy is core board work. Advocating for changes that ensure students have the resources they need to succeed and thrive strengthens student achievement.

Context:

On June 19, 2024, the Board sent a letter to Minister Nicolaidis advocating for a change to how funding for students requiring specialized learning supports and services is determined. As noted in that letter, the rise of students with complex needs requiring supports and services is far exceeding the funding provided through the current Weighted Moving Average formula. In conjunction with how grant allocations are calculated, the timelines for when grant funds are received is problematic.

Schools need predictable funding before the school year begins. As it stands, the release of the Learning Loss grant late into the fall delays the school's ability to hire additional staff – particularly in rural and remote communities where finding additional staff often takes weeks or months. In addition, September is already a very busy month for teachers. Moving the majority of calculating needs to June makes sense: teachers have insight into which students are demonstrating the needed numeracy and literacy skills and which students are at-risk. Receiving the majority of the funds during the summer allows principals to pick up the staff they need before the school year begins, thus minimizing the gap between intervention need and implementation.

Conclusion:

That the Board of Trustees for Grande Yellowhead Public School Division (GYPSD) send a letter to the Minister of Education advocating for changes to Grant Funding Timelines.

7.2.8

**Action Item
November 20, 2024**

To: Board of Trustees

From: Dr. Parsons, Interim Superintendent of Schools

Subject: Repeal Former Election Bylaws

Originator: J. Lin, Secretary Treasurer

Resource: N. Gilks, Director of Communications and Special Projects

RECOMMENDATION

That the Board of Trustees repeal Bylaws 2020-01, 2020-02, and 2020-03.

REPORT

Background:

In order to prepare for the 2025 Trustee election, previous Bylaws need to be repealed for the establishment of new Bylaws in accordance with legislation.

Conclusion

That the Board of Trustees repeal Bylaws 2020-01, 2020-02, and 2020-03.

7.2.9

Action Item

November 20, 2024

To: Board of Trustees
From: Dr. Parsons, Interim Superintendent of Schools
Subject: General Election 2025
Originator: J. Lin, Secretary-Treasurer
N. Gilks, Director of Communications and Special Projects

RECOMMENDATION

In preparation of the General Election to be held on October 20, 2025, it is recommended that the Board of Trustees approve the following:

1. That the Secretary-Treasurer, be appointed as the Returning Officer; and; the Director of Finance, be appointed as the substitute Returning Officer.
2. That Nikki Gilks, Yvonne Furegati, Katelyn Brook, and Michelle Roy serve as Deputy Returning Officers.
3. That the attached bylaws be approved at their first reading.
4. That the attached bylaws be approved at their second reading.
5. That the attached bylaws be approved for third reading at this meeting.
6. That the attached bylaws be approved at their third reading.

REPORT

In preparation for the General Election taking place in October 2025, the first step in the process is to repeal the previous election bylaws. Next, the Board passes new bylaws and resolutions before December 31.

1. Appoint a Returning Officer, substitute Returning Officer, and Deputy Returning Officers.
2. Establish the minimum number of electors required to sign the nomination of a candidate for office.
3. Determine if a deposit is required to accompany the nomination form.
4. Determine if a criminal record check is required to accompany the nomination form.

Context of the Recommendation:

Section 73 of the *Education Act* specifies that all general elections, by-elections, polls and plebiscites are governed by the *Education Act* and the *Local Authorities Election Act*.

Board Procedures Regulation Section 6 outlines that three readings must occur to pass a Bylaw:

- (1) *Every bylaw of a board must have 3 distinct separate readings before the bylaw is passed.*
- (2) *Not more than 2 readings of a bylaw must be given at any one meeting unless the trustees present at the meeting unanimously agree to give the bylaw a 3rd reading.*
- (3) *The first reading of a bylaw must be in full and, if each board member has in the member's possession a written, printed, or electronic copy of the bylaw, the 2nd and 3rd readings may be by title and description only.*

Under the *Local Authorities Election Act* (Election Act):

1. Section 13(1), an elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.
2. Section 13(2), if the elected authority does not appoint a returning officer, the secretary is deemed to have been appointed as the returning officer.
3. Section 13(2.1), an elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.
4. LAEA amendment, Bill 20, effective October 31, 2024, Section 21(1) now states: *An elected authority, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, may require a person seeking to be nominated as a candidate to provide a criminal record check.*
5. Section 27(2) Notwithstanding subsection (1), a city that is a local jurisdiction with a population of at least 10 000 or a board of trustees under the *Education Act* of a local jurisdiction with a population of at least 10 000

may, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, specify the **minimum number of electors** required to sign the **nomination** of a candidate for an office, but that number must be at least five and not more than 100.

6. Section 29(1), an elected authority may, by bylaw passed not fewer than 30 days before nomination day, require that every nomination be accompanied with a **deposit** in the amount fixed in the bylaw.

Conclusion:

Elections are addressed within the *Local Authorities Election Act* and the *Education Act*, and require either a bylaw or board resolution for adherence to specific timelines.

**BYLAW NO. 2024-01
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

A Bylaw of the Grande Yellowhead Public School Division, in the Province of Alberta, relating to the arrangement of the electoral wards and trustee(s) to be elected to each ward.

WHEREAS within Ministerial Order 062/2018, the Board of Trustees (the “Board”) of the School Division provides for the nomination and election of trustees within the School Division by wards.

NOW THEREFORE, in accordance with Section 76 of the *Education Act*, the Board confirms the wards and provides for the nomination and election of trustees in the wards and electoral subdivisions as follows:

- 1) The Board agrees to have the established electoral boundaries remain as follows:
 - Ward 1 – The Yellowhead Ward
 - i. Ward 1 will comprise all those lands within the previous Yellowhead School Division No. 12:
 - Electoral Subdivision #1 – Hinton area
 - i. Townships 45 to 48 inclusive, West of Range 23, West of the 5th Meridian & Townships 49 to 54 inclusive, West of Range 22, West of the 5th Meridian
 - Electoral Subdivision #2 – Edson area
 - i. Those portions of Townships 55 to 57 inclusive, Range 13, West of the 5th Meridian, lying West of the McLeod River
 - ii. That portion of The Yellowhead School Division lying East of the boundary described in Electoral Subdivision No. 1 and West of Range 14, West of the 5th Meridian, Excepting Township 53, Range 14, Sections 1 to 3 inclusive, Sections 10 to 15 inclusive, Sections 22 to 27 inclusive, and Sections 34 to 36 inclusive.
 - Electoral Subdivision #3 – Lobstick area
 - i. That portion of The Yellowhead School Division lies East of the boundary described in Electoral Subdivision No. 2.
 - Ward 2 – The Grande Cache Ward
 - i. Ward 2 will comprise all those lands within the previous Grande Cache School District No. 5258
 - Ward 3 – The Jasper Ward
 - i. Ward 3 will comprise all those lands within the previous Jasper School District No. 3063.

2) WHEREAS Section 78 of the *Education Act* provides that the Minister shall specify for each Board the number of trustees, being no fewer than 3, to be elected to the Board. The Minister may vary the number of trustees to be elected for each school division.

NOW THEREFORE the Board of Trustees of The Grande Yellowhead School Division hereby resolves that the number of trustees to be elected for each ward is as follows:

- Ward 1 – The Yellowhead Ward
 - i. Electoral Subdivision #1 – Hinton area: Two (2) Trustees
 - ii. Electoral Subdivision #2 – Edson area: Two (2) Trustees
 - iii. Electoral Subdivision #3 – Lobstick area: One (1) Trustee
- Ward 2 – The Grande Cache Ward: One (1) Trustee
- Ward 3 – The Jasper Ward: One (1) Trustee

As set out in Section 76, 2 (b) of the *Education Act*, this bylaw does not apply to or affect the composition of the Board until the date of the next general election to which the bylaw applies.

READ THE FIRST THIS 20TH DAY OF NOVEMBER, 2024

Board Chair (sign)

Secretary-Treasurer (sign)

Second Reading

**BYLAW NO. 2024-01
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of The Grande Yellowhead School Division hereby resolves that the number of trustees to be elected for each ward is as follows:

- Ward 1 – The Yellowhead Ward
 - i. Electoral Subdivision #1 – Hinton area: Two (2) Trustees
 - ii. Electoral Subdivision #2 – Edson area: Two (2) Trustees
 - iii. Electoral Subdivision #3 – Lobstick area: One (1) Trustee
- Ward 2 – The Grande Cache Ward: One (1) Trustee
- Ward 3 – The Jasper Ward: One (1) Trustee

READ A SECOND TIME THIS 20TH DAY OF NOVEMBER, 2024

Board Chair (sign)

Secretary-Treasurer (sign)

Action Item: Motion to Approve a Third Reading of **Bylaw 2024-01**

Recommendation: That the Board of Trustees approve the third reading of **Bylaw 2024-01** at this meeting.

Must be a unanimous decision.

Third Reading

**BYLAW NO. 2024-01
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of The Grande Yellowhead School Division hereby resolves that the number of trustees to be elected for each ward is as follows:

- Ward 1 – The Yellowhead Ward
 - i. Electoral Subdivision #1 – Hinton area: Two (2) Trustees
 - ii. Electoral Subdivision #2 – Edson area: Two (2) Trustees
 - iii. Electoral Subdivision #3 – Lobstick area: One (1) Trustee
- Ward 2 – The Grande Cache Ward: One (1) Trustee
- Ward 3 – The Jasper Ward: One (1) Trustee

READ A THIRD AND FINAL TIME THIS 20TH DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

BYLAW NO. 2024 – 02
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION

A Bylaw of the Grande Yellowhead Public School Division, in the
Province of Alberta, relating to the form of nomination for the
General Election.

WHEREAS Section 27(2) of the *Local Authorities Election Act* RSA 2000, Chapter L-21 provides that a city that is a local jurisdiction with a population of at least 10,000 or a board of trustees under the Education Act of a local jurisdiction with a population of at least 10,000 may, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, specify the minimum number of electors required to sign the nomination of a candidate for an office, but that number must be at least 5 and not more than 100.

AND WHEREAS Section 73 of the *Education Act* RSA 2012, Chapter E-0.3 provides for the procedures for general elections and are to be governed by the *Education Act* and the *Local Authorities Election Act*,

AND WHEREAS the Board of Trustees of the Grande Yellowhead Public School Division is desirous to specify the minimum number of electors required to sign the nomination of a candidate for an office

NOW THEREFORE The Board of Trustees of Grande Yellowhead Public School Division enacts that the minimum number of electors required to sign a candidate's nomination be set at **ten (10)**.

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

Second Reading

BYLAW NO. 2024 – 02
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION

The Board of Trustees of Grande Yellowhead Public School Division enacts that the minimum number of electors required to sign a candidate's nomination be set at **ten (10)**.

READ A SECOND TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

Action Item: Motion to Approve a Third Reading of **Bylaw 2024-02**

Recommendation: That the Board of Trustees approve the third reading of **Bylaw 2024-02** at this meeting.

Must be a unanimous decision.

Third Reading

**BYLAW NO. 2024 – 02
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of Grande Yellowhead Public School Division enacts that the minimum number of electors required to sign a candidate's nomination be set at **ten (10)**.

READ A THIRD AND FINAL TIME THIS 20TH DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

**BYLAW NO. 2024 - 03
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

A Bylaw of the Grande Yellowhead Public School Division, in
the Province of Alberta, relating to deposits for the General
Election.

WHEREAS Section 29(1) of the *Local Authorities Election Act* RSA 2000, Chapter L-21 provides that an elected authority may, by bylaw passed not fewer than 30 days before nomination day, require that every nomination be accompanied with a deposit in the amount fixed in the bylaw;

AND WHEREAS Section 73 of the *Education Act* RSA 2012, Chapter E-0.3 provides for the procedures for general elections and are to be governed by the *Education Act* and the *Local Authorities Election Act*;

AND WHEREAS the Board of Trustees of the Grande Yellowhead Public School Division is desirous to establish a required deposits for the General Election.

NOW THEREFORE the Board of Trustees of Grande Yellowhead Public School Division enacts the requirement of a **One-Hundred-Dollar (\$100)** deposit to be accompanied by the nomination papers at the time of filing.

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

Second Reading

**BYLAW NO. 2024 - 03
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of Grande Yellowhead Public School Division enacts the requirement of a **One-Hundred-Dollar (\$100)** deposit to be accompanied by the nomination papers at the time of filing

READ A SECOND TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (sign)

Secretary-Treasurer (sign)

Action Item: Motion to Approve a Third Reading of **Bylaw 2024-03**

Recommendation: That the Board of Trustees approve the third reading of **Bylaw 2024-03** at this meeting.

Must be a unanimous decision.

Third Reading

**BYLAW NO. 2024 - 03
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of Grande Yellowhead Public School Division enacts the requirement of a **One-Hundred-Dollar (\$100)** deposit to be accompanied by the nomination papers at the time of filing.

READ A THIRD AND FINAL TIME THIS 20TH DAY OF NOVEMBER, 2024

Board Chair (sign)

Secretary-Treasurer (sign)

BYLAW NO. 2024 – 04
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION

A Bylaw of the Grande Yellowhead Public School Division, in
the Province of Alberta, relating to the requirement for a
criminal record check for the General Election.

WHEREAS Section 21(1) of the *Local Authorities Election Act* RSA 2000, Chapter L-21 states that an elected authority, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, may require a person seeking to be nominated as a candidate to provide a criminal record check;

AND WHEREAS Section 73 of the *Education Act* RSA 2012, Chapter E-0.3 provides for the procedures for general elections and are to be governed by the *Education Act* and the *Local Authorities Election Act*,

AND WHEREAS the Board of Trustees of the Grande Yellowhead Public School Division is desirous that a person seeking to be nominated as a candidate provide a criminal record check;

NOW THEREFORE The Board of Trustees of Grande Yellowhead Public School Division enacts the requirement that a person seeking to be nominated as a candidate provide a **criminal record check** with the nomination form.

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

Second Reading

BYLAW NO. 2024 – 04
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION

The Board of Trustees of Grande Yellowhead Public School Division enacts the requirement that a person seeking to be nominated as a candidate provide a **criminal record check** with the nomination form.

READ A SECOND TIME THIS 20th DAY OF NOVEMBER, 2024

Board Chair (Sign)

Secretary-Treasurer (Sign)

Action Item: Motion to Approve a Third Reading of **Bylaw 2024-04**

Recommendation: That the Board of Trustees approve the third reading of Bylaw **2024-04** at this meeting.

Must be a unanimous decision.

Third Reading

**BYLAW NO. 2024 – 04
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

The Board of Trustees of Grande Yellowhead Public School Division enacts the requirement that a person seeking to be nominated as a candidate provide a **criminal record check** with the nomination form.

Board Chair (Sign)

Secretary-Treasurer (Sign)

**New
Superintendent
Search Process
Update**

Date/Time	Focus Group	Platform
October 30	Students (Youth Council)	In person, Hinton Harry Collenge High School
November 13, 3:30 pm	Teachers (ATA Local 11 Evergreen Executive)	Virtual Google Meet
November 13 7 pm	Parents (Council of School Councils)	Virtual ZOOM Meet
November 20 1 pm	Support Staff (CUPE 1357 Executive)	In person, Edson Education Services Centre
November 20 4 pm	Senior Leadership Team	In person, Edson Education Services Centre
November 21 10:30 am	School Leaders	In person, Edson Education Services Centre (Offsite principals received a google link to join)

Item # 9

**Administration Report
November 20, 2024**

To: Board of Trustees, Grande Yellowhead Public School Division
From: Dr. Dennis Parsons, Superintendent of Schools/CEO
Subject: **Superintendent Report - October/November 2024**

RECOMMENDATION

That the Board of Trustees receive the Superintendent's Report as information.

REPORT

Governance Connection:

As per **Board Policy 12**, *Role of the Superintendent*, and the *Education Act*, the superintendent of schools is the chief executive officer of the board and chief education officer of the school authority.

Background:

The superintendent provides the board with information, advice, and support required for the fulfillment of its governance role, and reports to the Minister on all matters required of the superintendent as identified in Policy 12, legislation, and the competencies outlined in the *Superintendent Leadership Quality Standard (SLQS)*. *Quality superintendent leadership occurs when the superintendent's ongoing analysis of the context, and the superintendent's decisions about what leadership knowledge and abilities to apply, result in quality school leadership, quality teaching, and optimum learning for all students in the school authority.*

Key Information:

Since arriving in the division on September 15, 2024, and since assuming the position of Superintendent of Schools/CEO on October 1st, 2024 I have engaged with staff members in numerous engagements and activities on behalf of GYPSD. In an effort to bring some semblance of order to my diverse GYPSD activities and work engagements, I will report on my work through the competencies as stipulated within the Superintendent Leadership Quality Standards (SLQS).

Leadership Quality Standard 1 - Building Effective Relationships

As stated in my first superintendent report to the Board, knowing the importance of building effective relationships, we have continued to give **priority to meeting**

students and staff in the schools and in our central office area. For example, on Thursday, October 24, 2024 (the day after our last Board meeting) we began the day with a central office team-building activity organized by Nikki. Later that same morning I traveled to Fulham School to meet with Principal Marshall and one of her staff members for a “seek to understand” meeting. Subsequently, I held a virtual meeting with Principal Jillian Hammer to better understand and clarify challenges she and her staff were encountering at Sheldon Coates school, and later that same day I held a meeting at our central office to look deeper into our GYPSD budget processes. The next day, October 25, I participated in a virtual meeting with Principal Zadderey over a developing concern at Grand Trunk High School.



The following week, October 28 to November 1, saw another round of diverse meetings. From meetings with HR on Monday, to budget meetings involving various staff members on Tuesday, and also on Tuesday, chairing our central office leadership team meeting designed to share work highlights while in the process building team through arriving at common understandings and shared purpose. On Wednesday, October 30, I was honored to meet with our superintendent youth delegates and their teacher advisors at Harry Collinge High School in Hinton. It was invigorating to connect with the students, listen to their ideas, and see how we can best support them in the work they hope to undertake. It is also noteworthy that Mr. Callaghan came to this superintendent youth council meeting and held his first stakeholder engagement session with the assembled youth delegates in building out the desired superintendent profile.



Following the session with our youth delegates, I was able to meet with Principal Scobie on matters pertinent to him and his school. The next day, Thursday, I went to Jasper to specifically meet with Principal Bouchard and subsequently with Principal Crozier seeking to understand how they, their staff, and their students were doing. Following these Jasper discussions, I was better able to capture in a letter to Kindy Joseph, Assistant Deputy Minister, concerns expressed by both principals. On Friday, I was back at the central office, seeking to understand through meetings with senior staff on busing in Grande Cache and with HR regarding issues related to GYPSD processes.

The week of November 4th to November 8, 2024, brought fewer engagements but the engagements were still significant. On Monday, the central office team and I participated in a virtual meeting with school leaders to debrief our GYPSD October Board meeting and to hold a Q&A regarding operational issues. From my perspective, the opportunity to dialogue was valuable and gave insight into a better understanding of various issues and concerns. On Tuesday, November 5 I traveled with several staff members to Calgary to participate in the provincial CASS Leadership conference. This was an opportunity to participate in PD, network with other CASS members, and to dialogue on issues of common concern.

Following our fall break and Remembrance Day, the week of November 12 brought more opportunities to build effective relationships through the work undertaken on behalf of GYPSD. On Tuesday, the senior leadership team and I held our central leadership team meeting where we explored multiple issues. This was followed by a meeting held with Principal Marshall on seeking deeper understanding around Fulham School and the challenges being experienced there. On November 13, 2024, Dr. Harding and I along with other staff members assisted Assistant Superintendent Aschenmeier with her Principal Assessment PL all-day session at our central office. The meetings offered new insights on current assessment challenges across GYPSD. Also, on this day, we completed with Mr. Callaghan two more stakeholder engagement sessions on building out the preferred superintendent candidate profile characteristics. On Thursday, Assistant Superintendent Aschenmeier and I were scheduled to have a meeting with Yellowhead County Councillor, David Russell seeking to understand where we might share common interests and concerns. He unfortunately had to cancel, but the meeting is being rescheduled. Later that same day, with Assistant Superintendent Aschenmeier, I once again attended a Fulham school council meeting seeking to understand their ongoing school-focused discussions.

The various meetings and school tours detailed above made possible a clearer understanding of our strengths and a deeper understanding of our challenges. More importantly, the many school visits and numerous meetings afforded opportunities to meet and speak with our staff and further enabled the all-important steps needed in the process of building effective relationships.

Leadership Quality Standard 2 - Modeling Commitment to Professional Learning

Living out this competency through the office of superintendent means engaging in career-long professional learning and ongoing critical reflection, identifying and acting on research-informed opportunities for enhancing leadership, teaching, and learning.

While recently arriving in GYPSD I have already had conversations with division staff members regarding their professional learning journey and have approved

their research initiatives within our school division. I have seized opportunities to speak with students to encourage and to model commitment to professional learning. One example of this was the opportunity to meet with our superintendent youth delegates and their teacher advisors at Harry Collinge High School in Hinton. It was a golden opportunity to speak with students about their learning goals, to applaud them for putting themselves forward, and to discuss how we can best support them in their learning journey.

Likewise, educators must endeavor to stay current. Therefore, On Tuesday, November 5, several staff members and I traveled to Calgary to participate in the

provincial CASS Leadership conference. This was an opportunity to participate in PD, network with other CASS members, and to dialogue on educational issues of common concern. Following the conference, it was possible to share aspects of the professional learning engagement in Calgary through interactions with members of my senior leadership team. In a similar manner, on November 13, several staff members and I assisted Assistant Superintendent



Aschenmeier with her Principal Assessment Professional Learning session at our central office. This full day session offered new insights and new tools to work with teachers on current assessment challenges across GYPSD, and just as important the day offered a fantastic opportunity to model professional learning. Learning with the potential to impact student achievement on curricular outcomes.

Leadership Quality Standard 3 - Visionary Leadership

Under the competency of Visionary Leadership, a superintendent is expected to, *“engage with the school community in implementing a vision of a preferred future for student success based on common values and beliefs.”*

In my short time with GYPSD, I have spent the majority of my time engaged, as detailed above, meeting people with the goal of seeking to understand the work they do and their vision for student success. In the process, I have used the opportunity to promote across our division a shared understanding of and support for our GYPSD goals, priorities, and strategic initiatives. While there is a desired state, as articulated in the GYPSD Education Plan, we also know, based on our AERR, that work is needed to realize the level of student success we want for our students. To this end, I have given time and space to focusing on “learning is the

work,” on our processes that support learning, on building trust, empowering staff, and on building common understandings across our leadership team. In reality, a strong and vibrant school division is not many different boats going in multiple directions, but rather coming to know and understand we are in a boat we built traveling in an agreed upon direction. Thus, we must be clear on our vision, know our course, and be fastidious in our commitment to committing our time, energy, and resources to achieving it.

Leadership Quality Standard 4 - Leading Learning

Under this competency, *“A superintendent establishes and sustains a learning culture in the school community that promotes ongoing critical reflection on practices, shared responsibilities for student success and continuous improvement.”*

In this, my second report to the Board, I will reiterate with respect to leading learning my belief that the ongoing school visits/tours, the leadership team meetings, the many conversations with staff/students, and the review of processes in support of learning have been geared towards understanding our division, inclusive of our strengths and challenges. With understanding comes an increased ability to support our staff and to help build capacity in our administrators and staff for the purpose of fulfilling their educational roles. One major aspect of our shared learning responsibility, and my responsibility in terms of leading learning, is to ensure that all instruction in our school authority addresses learning outcomes as outlined in Alberta's Program of Studies. To facilitate this work, I have focused on working to promote collegial relations, collaboration, critical thinking, and to make room for innovation in our school community.

In terms of leading and supporting learning, I will reiterate part of the central office team message I shared in my first report:

In speaking to “learning is the work,” Fullan spoke of the consistency-innovation continuum and how it applies to all jobs. He argued, how organizations address their core goals with relentless consistency while getting better and better at what they do (innovation) is the key to organizational success. Therefore, I want to recognize the value, and importance of the work you each do. Collectively, our focus must be on processes that respond to the learning needs of students and on improving classroom instruction.

On behalf of the central leadership team, and in the season of change and gratitude, we recognize our role and responsibility to serve and support you. As partners, our collective purpose is to establish optimal environments for the success and achievement

of all students. In service to this purpose, we are committed to the spirit of collaboration, teamwork, and innovation.

Leadership Quality Standard 5 - Ensuring First Nations, Métis, and Inuit Education for All Students.

Under this competency, a superintendent, *“establishes the structures and provides the resources necessary for the school community to acquire and apply foundational knowledge about First Nations, Metis, and Inuit for the benefit of all students.”*



While I did not establish the structures within GYPSD, in my short tenure I have witnessed that structures are in place to support building out this competency within our division. To this point, I provided several examples in my previous report illustrative of how we are living out this competency within GYPSD. Additionally, the system's willingness and excitement felt in spotlighting President Jessie Smeal and her Hinton students performing indigenous music at the last public Board meeting was simply beautiful. We all took great pride in what

unfolded in front of us and I think it bodes well for our willingness to do the work that still needs to be done.

Leadership Quality Standard 6 - School Authority Operations and Resources

Under this competency, *“a superintendent directs school authority operations and strategically allocates resources in the interest of all students and in alignment with the school authority’s goals and priorities.”*

As stated in my previous report, I have placed priority on getting to know our people and our division. With an increased understanding of our strengths and our challenges, I have started to strategically allocate resources in the interest of all students and in alignment with our school authority’s goals and priorities. The steps taken have manifested in several different ways. For example, in our Jasper schools,



due to the impacts of the fire, it has involved budgetary adjustments in order to live up to our promise of staffing both schools based on projected enrollments and not on actual student count. In another instance, I have taken steps to ensure equity in resource distribution and equity in educational opportunities. Currently, this has translated into budgetary adjustments, additional staffing, and reconfiguration in staffing assignments for one or more schools. Of course, the work detailed in my previous report around Fulham school continues. Additionally, just recently Facilities Director, Mr. Brian Orge, and our facilities team worked completely through Fall break to repair and replace a waterline break at Fulham School.

Leadership in the area of School Authority operations and Resources is obviously ongoing. To this end, I have a great team to help with the work. Over the weeks and months ahead, we will work to fully ensure that GYPSD operations and our resources are aligned and working in the best interest of GYPSD students and staff.

Leadership Quality Standard 7 - Supporting Effective Governance

In my previous report to the Board, I detailed my initial work and the work of senior staff in support of effective board governance. My report spoke of policy work, working with the corporate board through Committee of the Whole (COTW), and through our Public Board Meetings (PBM). It also detailed how governance work involved supporting Chair Karpluk and the corporate board in provincial governance structures and gatherings like ASBA and PSBAA where there is opportunity to interact with the Minister and his staff.

Since that last meeting, the work of supporting effective governance has continued. For example, on the financial side of supporting governance, staff have been working with external auditors to undertake our GYPSD 2023 - 2024 financial audit. Hopefully, the audited report will be presented at our November PBM.

On another front, staff have been investigating the possible governance implications of Municipal Affairs Statutes Amendment Act, 2024/Bill 20. In this regard, we have sought a legal opinion. Similarly, we have school Board elections upcoming next Fall, and staff are already doing the groundwork and preparing the needed motions for consideration by our GYPSD Board of Trustees. Some, or all of these motions, will be debated at our November board meeting. Additionally, on November 15, the work of supporting effective governance resulted in



traveling to Edmonton for a series of back-to-back provincial meetings with PSBC (Nov 15 & 16) and ASBA (Nov. 17, 18, & 19).

In summary, it is easy to see the work of supporting effective governance involves simultaneously working on many fronts by many dedicated staff. The meetings and interactions are crucial to supporting effective governance. I want to thank the Board and my staff for their support. Without their support, this type of groundwork in support of effective governance would not be possible.

**Administrative Report
November 20, 2024**

To: Board of Trustees
 From: Dr. Parsons, Interim Superintendent of Schools
Subject: Division Departments’ Report
 Originator(s): Department Heads

RECOMMENDATION

That the Board of Trustees receive a report on projects, processes, and/or programs carried out by the many Central Office Departments since the last Public Board Meeting as information.


REPORT

Governance Implications:

As per the *Education Act*, school boards delegate the operation of school divisions to superintendents. As part of the assurance process, the Board receives monthly reports on the work carried out in the Division’s departments to meet the Division’s Strategic Plan, legislative requirements, the goals of the Education Plan, and in support of the Board’s four priorities.

Context:

The following is an overview and summary of the work carried out since October 23, 2024, to provide up-to-date information to the Board of Trustees, and identify the anticipated work each department has scheduled in the time leading up to the next Public Board Meeting. The monthly information ensures Trustees can assure stakeholders by acknowledging the ongoing and emergent work of the Division’s departments following each Public Board Meeting.

Department	Completed October 24 – November 19, 2024	Anticipated November 21 – December 18, 2024 
Finance J. Lin/L. Liu	<ul style="list-style-type: none"> ● Year-end and Official Audit ● Jasper Insurance ● 2023-24 budget and carry forward to 2024-25 ● Review and update Q1 2024-25 budget 	<ul style="list-style-type: none"> ● Finalize AFS 2023-24 and submit it to AB ED ● Complete Year-end rollover ● Capital Planning Workshop ● 2024/25 Enrollment Deadline & Checklist

	<ul style="list-style-type: none"> ● Prepare CUPE negotiation 	<ul style="list-style-type: none"> ● 2024-25 Q1 Budget Review
Facilities B. Orge	<ul style="list-style-type: none"> ● Fulham water line break ● Crescent Valley Gym RTU ● Budget review and update ● Classroom door replacement at WestHaven 	<ul style="list-style-type: none"> ● Niton shower room RTU replacement ● RFP for Harry Collinge RTU replacement ● Stages for Christmas concerts ● Capital Planning workshop ● Interior door replacement continues at WestHaven
Technology L. Lee	<ul style="list-style-type: none"> ● Crescent Valley VoIP migration ● Automated User Account Creation Testing ● Vretta Intent Meeting with Principals ● Numeracy Leads Meeting - Carnegie Learning Math Pilot ● School Tech Visits ● Principal Assessment PD (With Learning Services) ● Professional Growth and Employee Evaluations 	<ul style="list-style-type: none"> ● DLT (2 Days) ● Literacy Lead / Tech Meeting Dec 5/24 ● Support first-term digital report card ● Complete Student automated account creation rollout - Staff Account automation testing ● Christmas break network maintenance and upgrades ● PowerSchool SIS upgrades ● 25/26 Online Enrollment -Prep work
Services & Supports C. Aschenmeier	<ul style="list-style-type: none"> ● Superintendent Youth Council meeting ● Alberta Postsecondary Options Project (APOP) meeting ● Principal Outcome Based Assessment PL ● CASS Pre-Conference Course ● CASS Conference ● Annual Education Results Review ● AAC Annual General Meeting ● Virtual Indigenous Pathways Lead Teacher PL ● Leading Reconciliation: A Series for School and System Leaders 	<ul style="list-style-type: none"> ● DLT (2 days) ● AERR Submission to Alberta Education ● Edmonton Regional Consortium planning meeting ● Central Leadership Team meetings ● 2nd Leading Reconciliation: A Series for School and System Leaders ● School visits ~ Holiday concerts

<p>Services & Supports Dr. Harding</p>	<ul style="list-style-type: none"> ● Annual Education Results Review ● Support for New Superintendent Search ● Support for Principal Assessment PL ● November PBM and COTW report preparation ● CASS Pre-conference course facilitation ● CASS Conference ● CASS Women in Leadership: Committee Meeting ● Prep for November Principal DLTS ● Q1 Budgets ● School Support 	<ul style="list-style-type: none"> ● Final CASS CEP course facilitation (third module) ● DLT (2 days) ● Prepare AE documents (AFS, AERR) for public posting on the Division website ● Central Leadership Team meetings ● School visits ~ Holiday concerts ● Ed Plan meeting with Alberta Education ● School Support
<p>Human Resources M. Auriat</p>	<ul style="list-style-type: none"> ● TEBA/ATA Information Report ● PUF Hiring ● Recruitment Planning 	<ul style="list-style-type: none"> ● CUPE Negotiations ● Ongoing recruitment & recruitment fair planning ● ASBOA Business Forum ● Retirement Transition Program, messaging sent out to teaching staff.
<p>Inclusion Services A. Corser</p>	<ul style="list-style-type: none"> ● Educational Assistant (EA) and Inclusion Team PD October 25th ● Staffing/Interviews ● Staff training on Dossier for ISP's 	<ul style="list-style-type: none"> ● Support new LST's with running a WJIV Assessment ● Onboarding and supporting new Behaviour Specialist ● School Support
<p>Transportation Services C. Van Neck</p>	<ul style="list-style-type: none"> ● Employee evaluations ● Transportation Grant ● Staffing for upcoming leave ● Route Assessment reviews ● Q1 Budget Review/ 2023/24 Review ● Charters out of area update 	<ul style="list-style-type: none"> ● Transportation Grant submission ● Edson Christmas Parade ● Driver recruitment and training ● Onboarding and supporting new Temp Transportation Officer
<p>Communications Special Projects N.Gilks</p>	<ul style="list-style-type: none"> ● Q1 Budget Review/ 2023/24 Review ● Employee Recognition Committee ● Support for Various Stakeholder meetings re Superintendent Search 	<ul style="list-style-type: none"> ● Update School Principal and Assistant Principal Profiles ● Update School Info Sheets ● Schools' Xmas Events ● ESC Holiday Events re: Social Committee ● Division Toy Run

	<ul style="list-style-type: none"> ● Election Planning ● Department Profile Updates ● Good News Stories ● Support Completion of 2023/24 AERR ● Department Profile Updates ● Social Media Updates ● Education News Summaries 	<ul style="list-style-type: none"> ● Holiday Advertising ie Radio Messages ● Education News Summaries
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Conclusion:

Division central staff focus on short, mid, and long-range goals as per the Division’s Strategic Plan while also addressing emergent issues. GYPSD department heads are committed to ensuring the Division is well-run, maintained, and innovative. Departments are strategic and responsive to GYPSD stakeholders to provide optimal environments, infrastructures, supports, programs, and services.

10.2

Administrative Report November 20, 2024

To: Board of Trustees
From: Dr. Parsons, Superintendent of Schools
Subject: 2024 - 2025 I.M.R. and C.M.R Plan
Originator: B. Orge, Director, Facility Services

RECOMMENDATION

That the Board receive the 2024 - 2025 Infrastructure Maintenance Renewal (I.M.R) and Capital Maintenance Renewal (C.M.R) Funding Plan, as information.

REPORT

Governance Implications:

The 2023-2024 I.M.R statement of final costs must be submitted to Alberta Education by November 30, 2024.

Background:

I.M.R and C.M.R funds are provided to school boards primarily to upgrade building components to meet health and safety standards, replace failed facility components, or meet municipal requirements.

I.M.R. and C.M.R projects that exceed \$1,000 000 require Ministerial approval. In keeping with the *Agreement on Internal Trade*, all projects over \$200,000 must include a competitive bidding process.

I.M.R. funding is calculated based on the number of FTE students, area of school facilities, age of school facilities, and the non-refundable G.S.T.

C.M.R. funding year is from April 1, 2024, through March 31, 2025. This funding timeline is based on the Alberta Government's fiscal year.

I.M.R. and C.M.R funding received for the past six years:

School Year	I.M.R	C.M.R	Total
2019 – 2020	\$1,630,949	N/A	\$1,630,949
2020 – 2021	\$718,777	\$888,570	\$1,607,347
2021 – 2022	\$711,818	\$771,798	\$1,483,616
2022 – 2023	\$719,551	\$497,082	\$1,216,633
2023 – 2024	\$694,932	\$354,885	\$1,049,817
2024 – 2025	\$686,267	\$877,012	\$1,563,279

The following table is the projected CMR funding.

2025 - 2026	\$800,000
2026 - 2027	\$900,000

Context to the Recommendation:

For the 2024-2025 school year, Grande Yellowhead Public School Division received \$686,267 in I.M.R funding. Funds will be used on projects such as flooring, painting, roofing, and other general maintenance items.

A list of the current I.M.R plan is described in the following table:

2024 -2025 I.M.R. Plan	
Westhaven	Interior door replacement
Fulham	New water Line with parking and landscaping repairs in the spring and summer
All schools	Parking lot repairs and line painting
All Schools	Fencing repairs and replacement
All Schools	Building Management Upgrades
Niton	Gym change room heating unit replacement
Niton	Fire Pump
All Schools	Painting and flooring
All Schools	Concrete sidewalk replacement

Alberta Education requested an additional C.M.R submission from school divisions for 2024-2025. GYPSD included items that would have normally been capitalized in the I.M.R plan.

A total allocation of \$877,012 in C.M.R funding was approved based on the projects described in the following table:

2024 -2025 C.M.R. Plan	
Harry Collinge	Replace 2 heating and ventilation units
Jasper Elementary	LED lighting upgrade/hallways, storage rooms, and exterior; Fire Panel Upgrade
Jasper Elementary	Replacement of gym rooftop unit

Conclusion:

The Facilities Department continues to upgrade schools using I.M.R and C.M.R funding.

10.3

Administrative Report November 20, 2024

To: Board of Trustees

From: Dr. Parsons, Superintendent of Schools

Subject: 2023/24 School Councils' Annual Report

Originator: J. Lin, Secretary-Treasurer

Resource: K. Brook, Senior Executive Assistant

RECOMMENDATION

That the Board of Trustees receive the School Councils' Annual Report for the 2023/24 school year, as information.

REPORT

Governance Implications:

Community Engagement is a Board Priority. Grande Yellowhead Public School Division (GYPSD) is proud of the quality of education provided within the five zones that make up the Division. The Board appreciates all stakeholder voices and values strong relationships with community members to inform its governance and advocacy agendas and gather input on policy direction. GYPSD welcomes input from students, families, and community members.

Background:

School Councils play an important advisory role in Grande Yellowhead Public School Division (GYPSD) schools. Administrative Procedure 110 – *School Councils* provides guidance for schools in relation to school council operations. The role of School Councils and the activities each council pursues vary across GYPSD as it is often dependent upon the interests of the parents/caregivers who get involved in the council and the changing needs of the school (see attachment).

Over the past years, the Board has encouraged the formation and growth of School Councils in the jurisdiction. Strategies to support School Councils include providing each School Council with complimentary membership to the Alberta School Councils' Association (ASCA).

Context:

Principals work with council chairs to co-construct council agendas, supports, and activities that work to enhance the learning environment for students and support input, feedback, and communication with families.

Conclusion:

School Councils share valuable ideas, interests, and concerns with school principals in their advisory role and can be a valuable asset in supporting the school's focus on student learning and the various activities that contribute to safe, welcoming, caring, and respectful learning environments.

School Councils' Annual Reports Summary 2023/24

School	List of Activites	Financials	Dates of Meetings / Minutes
Crescent Valley	Monthly Meetings Papa Johns Hot Lunch Developed New Bylaws Bar Burrito Hot Lunch Bake Sale Fundraiser Fortune House Hot Lunch Cross Country Skiing Basketball trip to Edson Winter Dance Deilmens Spring Fundraiser Kindergarten Grad Grade 7 Grad	Opening Balance September 1, 2023 \$26,894.34 Closing Balance August 31, 2024 \$12,562.52	Sept 25, 2023 Oct 30, 2023 Nov 27, 2023 Dec 18, 2023 Jan 29, 2024 Feb 26, 2024 Mar 18, 2024 Apr 29, 2024 May 27, 2024 Jun 18, 2024 (AGM)
Evansview	Monthly Meetings Hot Lunch Popcorn Fridays Terry Fox Run Bus to Seniors Lodge for Constume Parade Cristmas Concert Christmas Dinner Children's Theatre Crossing Guard Lunch Pancake Breakfast Grouch Ball Fundraiser	Opening Balance September 1, 2023 \$49,256.08 Closing Balance August 31, 2024 \$55,971.05	Sept 19, 2023 Oct 23, 2023 Nov 20, 2023 Jan 22, 2024 Feb 29, 2024 Apr 8, 2024 May 6, 2024
Fulham	Monthly Meetings AGM Elections Cross Country Running Christmas Books Presented to Board Hanging Basket Fundraiser Community Engagement Year End Field Trip	Opening Balance September 1, 2023 \$2,962.88 Closing Balance September 1, 2024 \$4,610.13	Sept 20, 2023 Oct 19, 2023 Nov 20, 2023 Dec 14, 2023 Jan 18, 2024 Feb 12, 2024 Mar 18, 2024 Apr 22, 2024 May 15, 2024 Jun 10, 2024

Grand Trunk	Monthly Meetings School Christmas Dinner Planning School Wide Christmas Dinner at Legion Tour of few Foods lab Grade 6 playground presentation Hot Lunch Community Engagement - Wildwood	No Financials	Sept 14, 2023 Oct 17, 2023 Nov 14, 2023 Jan 23, 2024 Mar 12, 2024 Apr 15, 2024 May 13, 2024
GCCHS	Monthly Meetings	No Financials	Nov 6, 2023 Dec 6, 2023 Feb 15, 2024 May 8, 2024
Harry Collinge	Monthly Meetings Orange Shirt Day Phone Updates Literacy & Numeracy Focus Parent Conferences 90 Day Plan Student Handbook Course Selection Communication Plan 30 Minute Evacuation Plan	Opening Balance September 1, 2023 \$125.71 Closing Balance August 31, 2024 \$125.71	Sept 18, 2023 Oct 23, 2023 Jan 22, 2024 Feb 12, 2024 Mar 18, 2024 Apr 15, 2024 May 13, 2024 Jun 17, 2024
Jasper Elementary	Monthly Meetings Planned Scholastic Book Fair Transit Discussion Flower Basket Fundraiser Mural Discussion Schoolyard green scaping \$500 grant discussion	Opening Balance September 1, 2023 \$29,700.19 Closing Balance August 31, 2024 \$36,677.23	Oct 26, 2023 Nov 23, 2023 Jan 24, 2024 Feb 28, 2024 Apr 17, 2024 May 22, 2024
Jasper Junior/ Senior High	Monthly Meetings Career Talks French Immersion in High School FRIM Survey Results School Goals & Assurance School Budget SCIP Update/School Goals	No Financials	Oct 4, 2023 Nov 8, 2023 Dec 6, 2023 Jan 10, 2024 Feb 14, 2024 Mar 6, 2024 May 8, 2024 Jun 12, 2024

Mary Bergeron	Monthly Meetings Picture Day Classroom fruit bowls Book Fair Club Moo Hot Lunch Snack Shack Purdys fundraiser Gingerbread Houses Free Corn dog lunch Cookie decoration Wydnowski Fundraiser Carnival Themed Dance New Council Elections Carnival Day	Opening Balance (Council Account) September 1, 2023 \$26,905.57 Closing Balance (Council Account) August 31, 2024 \$22,925.14 Opening Balance (Fundraising Account) September 1, 2023 \$64,633.09 Closing Balance (Fundraising Account) August 31, 2024 \$79,135.07	Sept 28, 2023 Oct 19, 2023 Feb 15, 2024 Feb 18, 2024 Mar 21, 2024 Apr 18, 2024 Jun 6, 2024
Mountain View	Monthly Meetings Book Fair Experiential Grants Turkey Luncheon Bonhomme Carnaval FRIM Book Publishing	Opening Balance September 1, 2023 \$8,877.90 Closing Balance June 30, 2024 \$4,143.39	Oct 4, 2023 Nov 8, 2023 Dec 6, 2023 Jan 10, 2024 Feb 14, 2024 Mar 6, 2024 May 8, 2024 Jun 12, 2024
Niton Central	Hot lunch Jr. High Viability Community Engagement Assurance Survey Community Donations	No Financials	Sept 19, 2023 Nov 27, 2023 Feb 12, 2024 Apr 22, 2024
Parkland Composite	No Report/No Council	No Report/No Council	No Report/No Council
Pine Grove	No Report Submitted		
Sheldon Coates	No Report Submitted		
Summitview	2 Monthly Meetings - No Parents Present	Opening Balance September 1, 2023 \$34,391.89 Closing Balance September 1, 2024 \$34,397.93	Oct 18, 2023 Nov 22, 2023

Westhaven	Hot Lunch Snack Program Mother Hubbards Cupboard Halloween Dance Dielemans & Calibri Fundraisers Westhaven School Birthday Movie Night with Santa Bonhomme Carnival Dance Play Program Muffins for Students Fun Run & BBQ Mothers Day Flowers Grade 5 Farewell	Opening Balance August 23, 2023 \$16,044.26 Closing Balance August 23, 2024 \$13,381.35	Sept 11, 2023 Oct 2, 2023 Nov 6, 2023 Dec 4, 2023 Feb 5, 2024 Mar 4, 2024 Apr 8, 2024 May 6, 2024 Jun 3, 2024
Wildwood	No Report/No Council	No Report/No Council	No Report/No Council