



**BOARD OF TRUSTEES
ELK ISLAND PUBLIC SCHOOLS**

REGULAR
SESSION

THURSDAY, OCTOBER 15, 2020

Board Room
Central Services
Administration Building

AGENDA

Mission Statement: To provide high-quality, student-centred education that builds strong, healthy communities.

- 9:00 am 1. **CALL TO ORDER** T. Boymook
2. **IN CAMERA SESSION**
- 10:00 am 3. **AMENDMENTS TO AGENDA / ADOPTION OF AGENDA**
4. **APPROVAL OF MINUTES**
4.1 Board Meeting – Sept. 24, 2020 (encl.)
5. **CHAIR REPORT** T. Boymook
5.1 World Teachers' Day – Oct. 5, 2020 (verbal)
5.2 Committee of School Councils (COSC) – Oct. 7, 2020
6. **SUPERINTENDENT REPORT** M. Liguori
6.1 Andrew School Committee Meeting – Oct. 14, 2020 (verbal)
7. **COMMENTS FROM THE PUBLIC AND STAFF
GROUP REPRESENTATIVES**
- ASSOCIATION/LOCAL REPORTS**
8. **ASBA ZONE 2/3 REPORTS** H. Wall
Meeting held Sept. 25, 2020 (verbal)
9. **ATA LOCAL REPORT** D. Zielke
(verbal)
- BUSINESS ARISING FROM PREVIOUS MEETING**
- NEW BUSINESS**
10. **BUSINESS ARISING FROM IN CAMERA**
11. **BYLAW NO. 007/20 – THE ESTABLISHMENT OF
WARDS AND ELECTORAL SUBDIVISIONS** M. Liguori/C. Cole
(encl.)
12. **MODULAR CLASSROOM REQUEST 2021-22** M. Liguori/B. Dragon

(encl.)

COMMITTEE REPORT

13. **POLICY COMMITTEE** R. Footz
Meeting held Oct. 13, 2020 (verbal)

REPORTS FOR INFORMATION

14. **UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2019** M. Liguori/C. Cole
TO AUG. 31, 2020 (encl.)
15. **UNAUDITED ACCUMULATED SURPLUS AT AUG. 31, 2020** M. Liguori/C. Cole
(encl.)
16. **ENROLMENT REPORT** M. Liguori/C. Cole
(encl.)
17. **TRUSTEES' REPORTS/NOTICES OF MOTIONS/REQUESTS** (verbal)
FOR INFORMATION

ADJOURNMENT

RECOMMENDATIONS TO OCT. 15, 2020 BOARD OF TRUSTEES

2. That the Board meet In Camera.
That the Board revert to Regular Session.
3. That the Agenda be adopted as amended or as circulated.
- 4.1. That the Board of Trustees approve the Minutes of Sept. 24, 2020 Board Meeting as amended or as circulated.
5. That the Board of Trustees receive for information the Chair report.
6. That the Board of Trustees receive for information the Superintendent report.
7. *Comments from the Public and Staff Group Representatives*
8. That the Board of Trustees receive the report from the representative of the ASBA Zone 2/3 for information.
9. That the Board of Trustees receive the report from the representative of the ATA Local #28 for information.
10. *Business Arising from In Camera.*
11. Three readings of Bylaw No. 007/20 – The Establishment of Wards and Electoral Subdivisions
Reading #1: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given first reading”** The first reading must be read in full and then:

Reading #2: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given second reading”** and then if all trustees at the meeting are in unanimous agreement with Reading #1 and #2:

Reading #3: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given third reading”**

That Appendix A of Board Policy 7, Board Operations, Bylaw No. 005/17 be replaced with Bylaw No. 007/20.

12. That the Board of Trustees direct administration to request funding to relocate four modular classrooms to SouthPointe School—two from Pine Street Elementary and two from École Campbelltown.
13. That the Board of Trustees receive for information the report from the Policy Committee meeting held Oct. 13, 2020.
14. That the Board of Trustees receive for information the Unaudited Financial Report for the period Sept. 1, 2019 to Aug. 31, 2020 for Elk Island Public Schools.
15. That the Board of Trustees receive for information the Unaudited Accumulated Surplus at Aug. 31, 2020.
16. That the Board of Trustees receive for information the Enrolment Report for the 2020-21 school year for Elk Island Public Schools.



BOARD MEETING MINUTES

September 24, 2020

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, September 24, 2020, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Trina Boymook calling the meeting to order at 9:04 a.m.

BOARD MEMBERS PRESENT

On site:

T. Boymook, Board Chair
C. Holowaychuk, Vice-Chair
R. Footz
D. Irwin
A. Hubick
J. Seutter
H. Stadnick
H. Wall

Via video conference:

S. Gordon

ADMINISTRATION PRESENT

M. Liguori, Superintendent
S. Stoddard, Associate Superintendent, Supports for Students
B. Billey, Associate Superintendent, Human Resources
C. von Tettenborn, Director, Financial Services
L. McNabb, Director, Communication Services
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

Meeting called to order at 9:04 a.m. with all trustees noted above in attendance.

IN CAMERA SESSION

159/2020 | Trustee Wall moved: That the Board meet in camera (9:04 a.m.).

CARRIED UNANIMOUSLY

160/2020 | Trustee Irwin moved: That the Board revert to regular session (9:36 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 9:36 a.m. and reconvened at 10:00 a.m. with all trustees noted above in attendance.

Board Chair Boymook called the Public Meeting to order at 10:00 a.m.

TREATY 6 ACKNOWLEDGMENT

Board Chair Boymook called the meeting to order and acknowledged with respect the history, spirituality, and culture and languages of the First Nations people with whom Treaty 6 was signed, the territory wherein EIPS resides. We acknowledge our responsibility as Treaty members. We also honour the heritage and gifts of the Métis people.

AGENDA

Board Chair Boymook called for additions or deletions to the Agenda.

161/2020 | Trustee Hubick moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Boymook called for confirmation of the Aug. 27, 2020 Board Meeting Minutes.

162/2020 | Trustee Seutter moved: That the Board of Trustees approve the Minutes of Aug. 27, 2020 Board Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Boymook called for confirmation of the Aug. 27, 2020 Board Organizational Meeting Minutes.

163/2020 | Vice-Chair Holowaychuk moved: That the Board of Trustees approve the Minutes of Aug. 27, 2020 Board Organizational Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Boymook called for confirmation of the Sept. 16, 2020 Board Special Meeting Minutes.

164/2020 | Trustee Irwin moved: That the Board of Trustees approve the Minutes of Sept. 16, 2020 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

CHAIR REPORT

Board Chair Boymook presented the Chair's report.

165/2020 | Board Chair Boymook moved: That the Board of Trustees receive the Chair's report for information.

CARRIED UNANIMOUSLY

SUPERINTENDENT REPORT

Superintendent Liguori presented the Superintendent's report.

166/2020 | Trustee Stadnick moved: That the Board of Trustees receive the Superintendent's report for information.

CARRIED UNANIMOUSLY

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

No comments, presentations and delegations were presented.

Association and Local Reports

ATA LOCAL REPORT

Board Chair Boymook welcomed ATA representative D. Zielke. Representative Zielke presented the Local ATA report to the Board.

167/2020 | Trustee Footz moved: That the Board of Trustees receive the report from the representative of the ATA Local #28 for information.

CARRIED UNANIMOUSLY

Business Arising from Previous Meeting

No business arising from the previous meeting.

New Business

BUSINESS ARISING FROM IN CAMERA

No business arising from in camera.

BOARD COMMITTEE REPRESENTATIVES LIST 2020-21

Board Chair Boymook presented to the Board the 2020-21 Board Committee Representatives list for approval.

168/2020 | Trustee Wall moved: That the Board of Trustees approve the 2020-21 Board Committee Representatives list, as presented.

CARRIED UNANIMOUSLY

ACTING CHAIR SCHEDULE 2020-21

Board Chair Boymook presented to the Board the 2020-21 Acting Chair Schedule for approval.

169/2020 | Trustee Irwin moved: That the Board of Trustees approve the 2020-21 schedule for the position of Acting Chair to serve in the absence of the Chair and Vice-Chair, as presented.

CARRIED UNANIMOUSLY

BOARD SELF-EVALUATION

Board Chair Boymook shared the process used for the 2019-20 Board Self-Evaluation and noted the report was received on Sept. 3, 2020.

170/2020 | Trustee Wall moved: That the Board of Trustees approve the Board Self-Evaluation Report as developed on Sept. 3, 2020, and THAT the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring them forward for Board consideration as deemed appropriate.

CARRIED UNANIMOUSLY

TRUSTEE REMUNERATION 2020-21

Director von Tettenborn shared with the Board the Trustee Remuneration for 2020-21 for approval.

171/2020 | Trustee Footz moved: That the Board of Trustees approve the trustees' remuneration for the 2020-21 year remain the same as the prior year.

CARRIED UNANIMOUSLY

READ IN WEEK 2020

Associate Superintendent Stoddard presented to the Board information on this year's READ IN Week 2020, October 5 to 9, 2020. The theme of this year's event is: **Read Around the World**. Students are encouraged to celebrate by joining a virtual book club, treasuring that new book smell, or telling their friend about their latest great read.

Board Chair Boymook read and signed the READ IN Week 2020 Resolution:

WHEREAS READ IN Week recognizes that reading is important for the development of the intellectual, emotional, and social facets of the individual;

WHEREAS reading opens doors to discovery and provides unlimited opportunities for adventure, enjoyment and learning for people of all ages;

WHEREAS literacy is crucial for community development and economic progress;

WHEREAS the Elk Island Public School Board is proud to celebrate learning and life-long education;

Therefore, be it resolved THAT the Elk Island Public School Board supports READ IN Week, October 5 to 9, 2020, and encourages related activities with the schools.

172/2020 | Board Chair Boymook moved: That the Elk Island Public School Board supports READ IN Week October 5 to 9, 2020, and encourages related activities with the schools.

CARRIED UNANIMOUSLY

REMOVAL OF WYE SCHOOL FROM ALBERTA EDUCATION SCHOOL AUTHORITY LIST

Superintendent Liguori presented to the Board a recommendation to remove Wye School from Alberta Education School Authority list.

173/2020 | Trustee Wall moved: That the Board of Trustees approve a motion to remove Wye School from Alberta Education School Authority list, effective Sept. 1, 2020.

CARRIED UNANIMOUSLY

Committee Reports

No committee reports were presented.

Reports for Information

No reports for information were presented.

Trustees' Report, Notices of Motion and Request for Information

Reports by trustees were presented.

ADJOURNMENT

Board Chair Boymook declared the meeting adjourned at 10:30 a.m.

Trina Boymook, Board Chair

Mark Liguori, Superintendent



RECOMMENDATION REPORT

DATE: Oct. 15, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: Bylaw No. 007/20 – The Establishment of Wards and Electoral Subdivisions

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Tanya Borchers, Executive Assistant

REFERENCE: *Education Act*
Board Procedures Regulation 82/2019
Policy 7: Board Operations
Local Authorities Election Act

EIPS PRIORITY: Enhance public education through effective engagement.

EIPS GOAL: Engaged and effective governance.

EIPS OUTCOME: The Division is committed to engagement and advocacy to enhance public education.

RECOMMENDATION:

Three readings of Bylaw No. 007/20 – The Establishment of Wards and Electoral Subdivisions

Reading #1: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given first reading”** The first reading must be read in full and then:

Reading #2: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given second reading”** and then if all trustees at the meeting are in unanimous agreement with Reading #1 and #2:

Reading #3: **“That bylaw No. 007/20 which relates to the establishment of wards and electoral subdivisions of The Board of Trustees of Elk Island Public Schools be given third reading”**

That Appendix A of Board Policy 7, Board Operations, Bylaw No. 005/17 be replaced with Bylaw No. 007/20.



RECOMMENDATION REPORT

BACKGROUND:

Pursuant to section 76 of the *Education Act*, a board shall provide a copy of the bylaws passed to the Minister of Education before December 31 in the year prior to an election year. Administration reviewed Bylaw 005/17 and proposes the following amendments:

1. An update to the corporate name from The Board of Trustees of Elk Island Public Schools Regional Division No. 14 to The Board of Trustees of Elk Island Public Schools (Ministerial Order #008/2020); and
2. An update to reference the *Education Act*.
3. Repeal Bylaw 005/17. Consistent with prior years, it is much cleaner to approve a new bylaw than create amendments.

There are no other changes (no changes to wards and electoral subdivisions). Attachment 1 demonstrates the proposed changes on Bylaw 005/17. Attachment 2 is the new proposed Bylaw 007/20.

In accordance with the Board Procedures Regulation 82/2019, section 6, Readings of bylaws:

- (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 read 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 in title and description only.*

Appendix A to Board Policy 7: Board Operations, is the bylaw on The Establishment of Wards and Electoral Subdivisions. We have also included a recommendation to replace Appendix A.

Appendix B to Board Policy 7: Board Operations, is the jurisdiction map. As there are no changes to this, there is no need to replace the map.

COMMUNICATION PLAN:

Bylaw No. 007/20 will be posted to the website and submitted to the Minister of Education prior to Dec. 31, 2020.

ATTACHMENTS:

1. Bylaw No. 005/17 (marked)
2. Bylaw No. 007/20 (unmarked)

BYLAW NO. 0057/1720

A BYLAW OF
THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION NO. 14
RELATING TO
THE ESTABLISHMENT OF WARDS AND ELECTORAL SUBDIVISIONS
OF
THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION NO. 14

PURSUANT TO THE REGIONAL AGREEMENT AND SUBSEQUENT ORDERS IN COUNCIL NOS. 579/94 and 692/94 and MINISTERIAL ORDERS 082/94, 164/94, 165/94, 166/94 and 167/94.

AND WHEREAS STRATHCONA COUNTY (hereinafter called “the County”) and the LAMONT COUNTY (hereinafter collectively called “the Participating Boards”) entered into a Regional Agreement (hereinafter called the “Regional Agreement”) to form a Regional Division to be called the ELK ISLAND REGIONAL DIVISION (hereinafter called the “Regional Division”).

AND WHEREAS the Regional Agreement provides for the establishment of the Regional Division and the inclusion of the area comprising the County and the CITY OF FORT SASKATCHEWAN in the Regional Division.

AND WHEREAS Ministerial Order 082/94 established the Elk Island Regional Division No. 14 effective January 1, 1995.

AND WHEREAS Order in Council 579/94 repealed Ministerial Order No. 082/94 and, established the GREATER ELK ISLAND REGIONAL DIVISION NO. 14. Order in Council 579/94 established a portion of the County of Minburn No. 27 as a ward of the Regional Division, specified the number of trustees to be elected to the Board of Trustees for each Ward and the electoral subdivisions.

AND WHEREAS Order in Council 692/94 amended Order in Council 579/94 to change the name of the Greater Elk Island Regional Division No. 14 to the ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION NO. 14 effective January 1, 1995.

AND WHEREAS the Minister of Education, by Ministerial Orders 164/94, 165/94, 166/94 and 167/94, realigned the boundaries of a number of public school districts located in the COUNTY OF MINBURN NO. 27 to have the named areas included in the portion of the County of Minburn No. 27 Ward in Elk Island Public Schools Regional Division No. 14.

AND WHEREAS Ministerial Order 034/2019 continued the Elk Island Public Schools Regional Division No. 14 as THE ELK ISLAND SCHOOL DIVISION and the Board of Trustees

of Elk Island Public Schools Regional Division No. 14 as THE BOARD OF TRUSTEES OF ELK ISLAND SCHOOL DIVISION effective September 1, 2019.

AND WHEREAS Ministerial Order 008/2020 approved a change in the corporate name of the Board of Trustees of Elk Island School Division to THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS effective January 21, 2020.

NOW THEREFORE, in accordance with s. ~~262(5)76~~ of the *School Education Act*, the THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS ~~Board of Trustees~~ (hereinafter called the "Board") ~~of ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION NO. 14~~, enacts as follows:

- (1) Effective with the general election in October ~~2017~~2021, the number of trustees to be elected to the Board for each Ward shall be
 - (a) one trustee for the County of Minburn No. 27 Ward;
 - (b) one trustee for the Lamont County Ward; and
 - (c) seven trustees from the Strathcona County Ward
- (2) The election of the trustee for the County of Minburn No. 27 Ward shall be by the general vote of the electors;
- (3) The election of the trustee for the Lamont County Ward shall be by the general vote of the electors;
- (4) The election of trustees in the Strathcona County Ward shall be by electoral subdivisions as follows:
 - (a) Electoral Subdivision #1 shall be comprised of all the lands lying within the corporate limits of the City of Fort Saskatchewan;
 - (i) Two (2) trustees shall be elected from Electoral Subdivision #1.
 - (b) Electoral Subdivision #2 shall be comprised of all Strathcona County municipal lands lying within the urban ward boundaries described in Strathcona County's Municipal Ward Boundaries & Council Composition Bylaw 22-2016 as shown on Enclosure 1.
 - (i) Three (3) trustees shall be elected from Electoral Subdivision #2.
 - (c) Electoral Subdivision #3 shall be comprised of all Strathcona County municipal lands lying north of Secondary Highway 630 (Wye Road) excluding the lands within the urban ward boundaries described in Strathcona County's Municipal Ward Boundaries & Council Composition Bylaw 22-2016 as shown on Enclosure 1.
 - (i) One (1) trustee shall be elected from Electoral Subdivision #3.
 - (d) Electoral Subdivision #4 shall be comprised of all Strathcona County municipal lands lying south of Secondary Highway 630 (Wye Road) excluding the lands

within the urban ward boundaries described in Strathcona County's Municipal Ward Boundaries and Council Composition Bylaw 22-2016 as shown in Enclosure 1.

(i) One (1) trustee shall be elected from Electoral Subdivision #4.

UPON third reading of Bylaw 007-2020, Bylaw 005-2017 is hereby repealed.

READ A FIRST TIME this _____ day of _____, 2020.

READ A SECOND TIME this _____ day of _____, 2020.

READ A THIRD TIME this _____ day of _____, 2020.

Board Chair

Secretary-Treasurer

BYLAW NO. 007/20

A BYLAW OF
THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS
RELATING TO
THE ESTABLISHMENT OF WARDS AND ELECTORAL SUBDIVISIONS
OF
THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS

PURSUANT TO THE REGIONAL AGREEMENT AND SUBSEQUENT ORDERS IN COUNCIL NOS. 579/94 and 692/94 and MINISTERIAL ORDERS 082/94, 164/94, 165/94, 166/94 and 167/94.

AND WHEREAS STRATHCONA COUNTY (hereinafter called “the County”) and the LAMONT COUNTY (hereinafter collectively called “the Participating Boards”) entered into a Regional Agreement (hereinafter called the “Regional Agreement”) to form a Regional Division to be called the ELK ISLAND REGIONAL DIVISION (hereinafter called the “Regional Division”).

AND WHEREAS the Regional Agreement provides for the establishment of the Regional Division and the inclusion of the area comprising the County and the CITY OF FORT SASKATCHEWAN in the Regional Division.

AND WHEREAS Ministerial Order 082/94 established the Elk Island Regional Division No. 14 effective January 1, 1995.

AND WHEREAS Order in Council 579/94 repealed Ministerial Order No. 082/94 and, established the GREATER ELK ISLAND REGIONAL DIVISION NO. 14. Order in Council 579/94 established a portion of the County of Minburn No. 27 as a ward of the Regional Division, specified the number of trustees to be elected to the Board of Trustees for each Ward and the electoral subdivisions.

AND WHEREAS Order in Council 692/94 amended Order in Council 579/94 to change the name of the Greater Elk Island Regional Division No. 14 to the ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION NO. 14 effective January 1, 1995.

AND WHEREAS the Minister of Education, by Ministerial Orders 164/94, 165/94, 166/94 and 167/94, realigned the boundaries of a number of public school districts located in the COUNTY OF MINBURN NO. 27 to have the named areas included in the portion of the County of Minburn No. 27 Ward in Elk Island Public Schools Regional Division No. 14.

AND WHEREAS Ministerial Order 034/2019 continued the Elk Island Public Schools Regional Division No. 14 as THE ELK ISLAND SCHOOL DIVISION and the Board of Trustees of Elk Island Public Schools Regional Division No. 14 as THE BOARD OF TRUSTEES OF ELK ISLAND SCHOOL DIVISION effective September 1, 2019.

AND WHEREAS Ministerial Order 008/2020 approved a change in the corporate name of the Board of Trustees of Elk Island School Division to THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS effective January 21, 2020.

NOW THEREFORE, in accordance with s. 76 of the *Education Act*, the THE BOARD OF TRUSTEES OF ELK ISLAND PUBLIC SCHOOLS (hereinafter called the "Board"), enacts as follows:

- (1) Effective with the general election in October 2021, the number of trustees to be elected to the Board for each Ward shall be
 - (a) one trustee for the County of Minburn No. 27 Ward;
 - (b) one trustee for the Lamont County Ward; and
 - (c) seven trustees from the Strathcona County Ward
- (2) The election of the trustee for the County of Minburn No. 27 Ward shall be by the general vote of the electors;
- (3) The election of the trustee for the Lamont County Ward shall be by the general vote of the electors;
- (4) The election of trustees in the Strathcona County Ward shall be by electoral subdivisions as follows:
 - (a) Electoral Subdivision #1 shall be comprised of all the lands lying within the corporate limits of the City of Fort Saskatchewan.
 - (i) Two (2) trustees shall be elected from Electoral Subdivision #1.
 - (b) Electoral Subdivision #2 shall be comprised of all Strathcona County municipal lands lying within the urban ward boundaries described in Strathcona County's Municipal Ward Boundaries & Council Composition Bylaw 22-2016 as shown on Enclosure 1.
 - (i) Three (3) trustees shall be elected from Electoral Subdivision #2.
 - (c) Electoral Subdivision #3 shall be comprised of all Strathcona County municipal lands lying north of Secondary Highway 630 (Wye Road) excluding the lands within the urban ward boundaries described in Strathcona County's Municipal Ward Boundaries & Council Composition Bylaw 22-2016 as shown on Enclosure 1.
 - (i) One (1) trustee shall be elected from Electoral Subdivision #3.

- (d) Electoral Subdivision #4 shall be comprised of all Strathcona County municipal lands lying south of Secondary Highway 630 (Wye Road) excluding the lands within the urban ward boundaries described in Strathcona County’s Municipal Ward Boundaries and Council Composition Bylaw 22-2016 as shown in Enclosure 1.
 - (i) One (1) trustee shall be elected from Electoral Subdivision #4.

UPON third reading of Bylaw 007-2020, Bylaw 005-2017 is hereby repealed.

READ A FIRST TIME this _____ day of _____, 2020.

READ A SECOND TIME this _____ day of _____, 2020.

READ A THIRD TIME this _____ day of _____, 2020.

Board Chair

Secretary-Treasurer



RECOMMENDATION REPORT

DATE: Oct. 15, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: 2021-22 Modular Classroom Plan

ORIGINATOR: Calvin Wait, Director, Facility Services

RESOURCE STAFF: Brent Dragon, Planner, Facility Services
Robert Derech, Assistant Director, Facility Services
Rick Siebenga, Project Manager, Facility Services
Ryan Morison, Project Manager, Facility Services
Cathie Pratt, Project Assistant, Facility Services
Andree Chiasson, Administrative Assistant, Facility Services
Corrie Fletcher, Communication Specialist, Communication Services

REFERENCE: *Alberta Education's School Capital Manual*
Section 10, Modular Classroom Program

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, management and investment in Division infrastructure.

RECOMMENDATION:

That the Board of Trustees direct administration to request funding to relocate four modular classrooms to SouthPointe School--two from Pine Street Elementary and two from École Campbelltown.

BACKGROUND:

Elk Island Public Schools (EIPS) 2020-21 Modular Classroom Plan outlines the Division's highest priorities for modular classroom requests. Modular classrooms are standard classroom units built centrally and distributed to schools to ease enrolment pressures in high-growth areas. Modular classrooms are funded through Section 10, "Modular Classroom Program" of the *School Capital Manual, March 2015* (see Appendix A).

Every year, requests for modular classrooms—for the following school year—are due by November 1. Alberta Education then reviews and considers each division's modular submission. Modular classrooms are requested under three categories: new or replacement units, relocation of existing units and the demolition of ageing units. Typically, Alberta Education provides funding for new modular classrooms and relocating modular classrooms when enrolment pressures at a school are projected to exceed and remain above 100 per cent utilization. Funding for demolishing modular classrooms is usually granted by Alberta Education if health and safety issues are identified. Alberta Education also considers enrolment pressures within the context of the



RECOMMENDATION REPORT

surrounding schools. For this reason, EIPS evaluates modular classroom needs at the school level and considers enrolment and space requirements at the sector level when developing its modular classroom request.

The purpose of the 2020-21 Modular Classroom Plan is to accommodate short-term enrolment pressures and provide alternative options to ensure students have access to high-quality learning spaces. Modular classrooms are flexible infrastructure and should be deployed to meet short-term enrolment issues across the Division.

COMMUNICATION PLAN:

The following communication will occur if/when the recommendation is approved:

1. A completed modular classroom program request form will be submitted to Alberta Education for approval.
2. If/when Alberta Education approves the request(s):
 - a. the applicable school administrator(s) will be advised of the approval and provided with approximate delivery dates.
 - b. A prep sheet will be prepared for Alberta Infrastructure that includes an estimate of the unit cost, school site plan and work plan.

ATTACHMENT(S):

1. 2021-22 Modular Classroom Plan
2. Appendix A: Section 10, "Modular Classroom Program," *School Capital Manual, March 2015*
3. Appendix B: Modular Classrooms by School by Sector

CC:



2021-22 Modular Classroom Plan

Oct. 15, 2020

1.0 Background

Elk Island Public Schools (EIPS) 2020-21 Modular Classroom Plan outlines the Division's highest priorities for modular classroom requests. Modular classrooms are standard classroom units built centrally and distributed to schools to ease enrolment pressures in high-growth areas. Modular classrooms are funded through Section 10, "Modular Classroom Program" of the *School Capital Manual, March 2015* (see Appendix A).

Every year, requests for modular classrooms—for the following school year—are due by November 1. Alberta Education then reviews and considers each division's modular submission using three categories: new or replacement units, relocation of existing units and the demolition of ageing units. Typically, Alberta Education provides funding for new modular classrooms and relocating modular classrooms when enrolment pressures at a school are projected to exceed 100 per cent utilization. Funding for demolishing modular classrooms is usually granted by Alberta Education if health and safety issues are identified. Alberta Education also considers enrolment pressures within the context of the surrounding schools. For this reason, EIPS evaluates modular classroom needs at the school level and considers enrolment and space requirements at the sector level when developing its modular classroom request.

The purpose of the 2020-21 Modular Classroom Plan is to accommodate short-term enrolment pressures and provide alternative options to ensure students have access to high-quality learning spaces. Modular classrooms are flexible infrastructure and should be deployed to meet short-term enrolment issues across the Division.

Table 1: Modular Classroom Program submissions to Alberta Education over the last four years.

Plan Year	Receiving School	Donor School	Number Requested	Request Type	Approved
2020-21	SouthPointe School	Wye Elementary	1	Relocation	Yes*
	SouthPointe School	Pine Street	2	Relocation	No
	SouthPointe School	École Campbelltown	2	Relocation	No
2019-20	Ardrossan Junior Senior High		2	Demolition	Yes**
	Uncas Elementary		1	Demolition	Yes
	SouthPointe School		4	New	No
	École Campbelltown		1	Replacement	Yes
2018-19	SouthPointe School		4	New	No
	Fort Saskatchewan Christian		1	New	Yes
	Ministik School		3	Demolition	Yes
2017-18	Mills Haven Elementary		2	New	Yes
	Ministik School		3	Replacement	No
	Wes Hosford Elementary		8	Replacement	Yes

*Approval granted for the demolition of two modular classrooms at Ardrossan Junior Senior High. The remaining four modular classrooms were demolished using Infrastructure Maintenance and Renewal (IMR) funding.

**Relocation funded as part of the Wye Elementary demolition

Table 1 demonstrates funding for modular classroom has not kept pace with the Division needs. In June 2019, the Board of Trustees approved an expenditure of \$300,000 from the Division's unallocated reserves to fund the relocation of three modular classrooms from Mundare School to SouthPointe School. When SouthPointe School opened in 2017, it had four modular classrooms at a capacity of 556 student spaces. With the additional three modular classrooms from Mundare School, the student capacity increased to 597 at SouthPointe School. In 2019-20, EIPS completed the relocated one modular classroom to SouthPointe School from Wye Elementary raising the net capacity to 645 student spaces. To accommodate the school's intended buildout capacity, of 800

student spaces, an additional eight modular classrooms are required. Recent conversations with the City of Fort Saskatchewan confirmed SouthPointe School can accommodate a total of 16 modular classrooms.

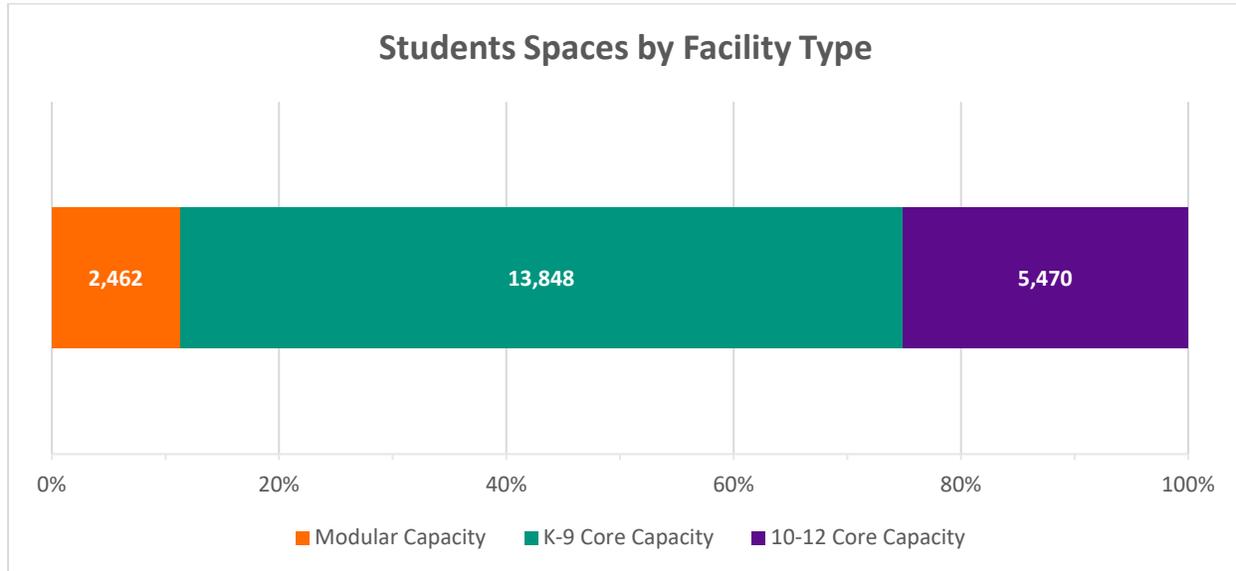
Overall, EIPS has 118 modular classrooms located at 18 school facilities. It's important to note, four modular classrooms—two at Westboro Elementary and two at Uncas Elementary—are exempt from instructional area calculations because they are leased for child care and daycare services.

Table 2 provides a breakdown of the number of modular classrooms, the average age and the total student capacity of the modular classrooms at each school. The table also categorizes modular classrooms by instructional and non-instructional.

Schools	Number of Modular Classrooms	Average Age	Total Student Capacity
Instructional	114	14	2,462
Ardrossan Elementary	10	3	212
Clover Bar Junior High	2	11	42
École Campbelltown	10	7	213
F.R. Haythorne Junior High	2	19	44
Fort Saskatchewan Christian	3	5	60
Fort Saskatchewan Elementary	7	8	158
Fultonvale Elementary Junior High	13	6	283
Glen Allan Elementary	4	30	88
James Mowat Elementary	9	37	226
Lakeland Ridge	6	12	132
Mills Haven Elementary	4	4	88
Pine Street Elementary	4	10	88
SouthPointe School	8	5	167
Uncas Elementary	1	42	21
Wes Hosford Elementary	13	6	262
Win Ferguson Elementary	12	30	252
Woodbridge Farms Elementary	6	39	126
Non-Instructional	4	44	80
Uncas Elementary	2	42	42
Westboro Elementary	2	45	38
Grand Total	118	15	2,542

The average age of modular classrooms across the Division has decreased to 15 years from 19 years because of the demolition of eight modular classrooms at Wye Elementary. While the decrease in average age represents a positive direction, the data in Table 2 indicates many schools have old modular classrooms that are well beyond their anticipated lifecycle of 25 years. Table 2 also illustrates modular classrooms account for 2,462 student spaces across the Division. See Appendix B for detailed breakdown of modular classrooms by school by sector has been.

EIPS has a total capacity of 21,780 student spaces. As shown in the figure below modular classrooms account for 12 per cent of the Division's total capacity. The management and effective use of these spaces are vital to accommodating students over the short and medium term.



The above figure represents the proportion of student spaces categorized by facility type.

- Modular capacity accounts for the 114 modular classrooms identified as instructional space in the 2019-20 Area Capacity and Utilization Report (ACU).
- Kindergarten to Grade 9 core capacity accounts for all kindergarten to Grade 9 student spaces in core infrastructure.
- Grades 10 to 12 core capacity accounts for all Grade 10 to Grade 12 student spaces in core infrastructure.

NOTE: The data includes Fort Saskatchewan Christian and excludes Strathcona Christian Elementary and Strathcona Christian Academy.

2.0 Determination of Need

Conversations with Alberta Education indicated funding for new modular classrooms and the relocation of modular classrooms occurs when enrolment pressures at a school are projected to exceed 100 per cent utilization. Funding for the demolishing modular classrooms is usually granted by Alberta Education if health and safety issues. Alberta Education also considers enrolment pressures within the context of the surrounding schools. For this reason, EIPS evaluates modular classroom needs at the school level and considers enrolment and space requirements at the sector level when developing all modular classroom requests.

The foundation of the analysis focused on a review of the 2019-20 Area Capacity and Utilization Report, which looks at 35 of the Division's 43 schools—colony schools, Strathcona Christian Academy Elementary, Strathcona Christian Academy Secondary, Next Step and Elk Island Youth Ranch Learning Centre are not considered. In developing this report historical utilization rates and enrolment projections were reviewed for all 35 schools. Of the 35 schools, 13 had utilization rates at or above 80 per cent. Enrolment projections and the outcomes of the 2020-21 Modular Classroom Plan support the inclusion of SouthPointe School.

Table 3 outlines the official and projected utilization rates for the 13 schools with utilization Rates above 80 per cent in the 2019-20 ACU report and SouthPointe School. The table also estimates each school's utilization for the next five years. Estimated utilization rates are based on adjusted enrolment projections. The net capacity of schools is adjusted to reflect the 2019-20 summer modular projects.

2020-21 OEL Boundary Status	Baragar School Name	2019-20 Official Net Capacity	2019-20 Official Utilization	Estimated Utilization				
				2020-21	2021-22	2022-23	2023-24	2024-25
Closed	SouthPointe School*	624	77%	89%	96%	108%	117%	124%
Open	Mills Haven Elementary	523	80%	80%	82%	85%	88%	94%
Open	Sherwood Heights Junior High	777	80%	84%	87%	88%	84%	84%
Open	Brentwood Elementary	561	83%	81%	81%	81%	79%	77%
Open	Wes Hosford Elementary	496	87%	83%	80%	72%	68%	64%
Open	Ardrossan Elementary	621	87%	88%	88%	87%	86%	85%
Closed	James Mowat Elementary	419	89%	91%	94%	94%	100%	99%
Closed	Win Ferguson Elementary	471	92%	92%	90%	87%	85%	84%
Closed	Lakeland Ridge	856	92%	92%	90%	86%	79%	75%
Open	École Campbelltown	559	92%	67%	67%	67%	67%	66%
Closed	F.R. Haythorne Junior High	735	92%	91%	89%	90%	87%	85%
Closed	Davidson Creek Elementary	594	94%	96%	100%	102%	103%	104%
Open	Fort Saskatchewan Christian	424	95%	99%	101%	102%	101%	102%
Closed	Ardrossan Junior Senior High	863	101%	100%	97%	103%	108%	106%

*Estimated utilization rates for SouthPointe School are based on an unofficial net capacity of 645. The increase is because of the relocation of one modular classroom to SouthPointe School from Wye Elementary.

Enrolment projections for six facilities indicate an overall declining enrolment. These schools include Brentwood Elementary, Wes Hosford Elementary, Win Ferguson Elementary, Lakeland Ridge, École Campbelltown and F.R. Haythorne Junior High. It is anticipated Ardrossan Elementary and Sherwood Heights Junior High will have immediate enrolment increases, followed by a continued enrolment decline. No additional modular classrooms are required for these schools to accommodate their anticipated enrolment for the 2021-22 school year.

While additional modular classrooms are not required at Win Ferguson Elementary, the average age of the 12 modular classrooms is 30 years. A hazardous material assessment was completed on the eight of the 12 modular classrooms that exceed the 25-year life expectancy. These modular classrooms were assessed for hazardous building materials. No immediate concerns were identified. Since the modular classrooms at Win Ferguson Elementary account for nearly half of the school's capacity ensuring the modular classrooms are in working condition is critical to supporting the enrolment pressures within Sector 3 schools. Further structural assessments of the modular classrooms completed by Facilities Services staff have identified no additional concerns.

The enrolment at the remaining six facilities is anticipated to trend upwards for the duration of the five-year window.

Mills Haven Elementary is anticipated to rise to 94 per cent utilization by the 2024-25 school year—up from 80 per cent in 2019-20. The overall increase at Mills Haven Elementary is significant, and enrolment should be monitored. However, current projections do not indicate the need for additional modular classrooms for the 2021-22 school year. The four modular classrooms at Mills Haven Elementary are in good condition with two constructed in 2016 and two in 2017.

James Mowat Elementary is anticipated to reach 100 per cent utilization by 2023-24 school year and remaining near full capacity for the 2024-25 school year. The average age of the school's nine modular classrooms is 37 years. EIPS conducted a hazardous material assessment on eight modular classrooms to identify areas of significant concern. There was one concern identified that required immediate action – which has since been addressed. The modular classrooms at James Mowat Elementary account for nearly half of the school's capacity. As such, EIPS plans to conduct further assessment of the structural components to identify any additional concerns.

Davidson Creek Elementary is expected to gradually increase in enrolment, rising to a 104 per cent utilization by the 2024-25 school year—the school's current utilization is at 94 per cent. The boundary for Davidson Creek Elementary was closed for the 2020-21 school year. The Division will continue to monitor the enrolment pressure going forward. Further action may be required if the enrolment pattern continues to trend upward or unforeseen increases to the entry grade occur. A utilization of 104 per cent amounts to an adjusted enrolment of 617 students, or approximately 23 students above the school's capacity.

Fort Saskatchewan Christian School is expected to achieve a utilization rate of 99 per cent during the 2021-22 school year. Enrolment limitations are in place to ensure the school does not become oversubscribed. Fort Saskatchewan Christian School has three 2015 modular classrooms on site. These modular classrooms are in good condition.

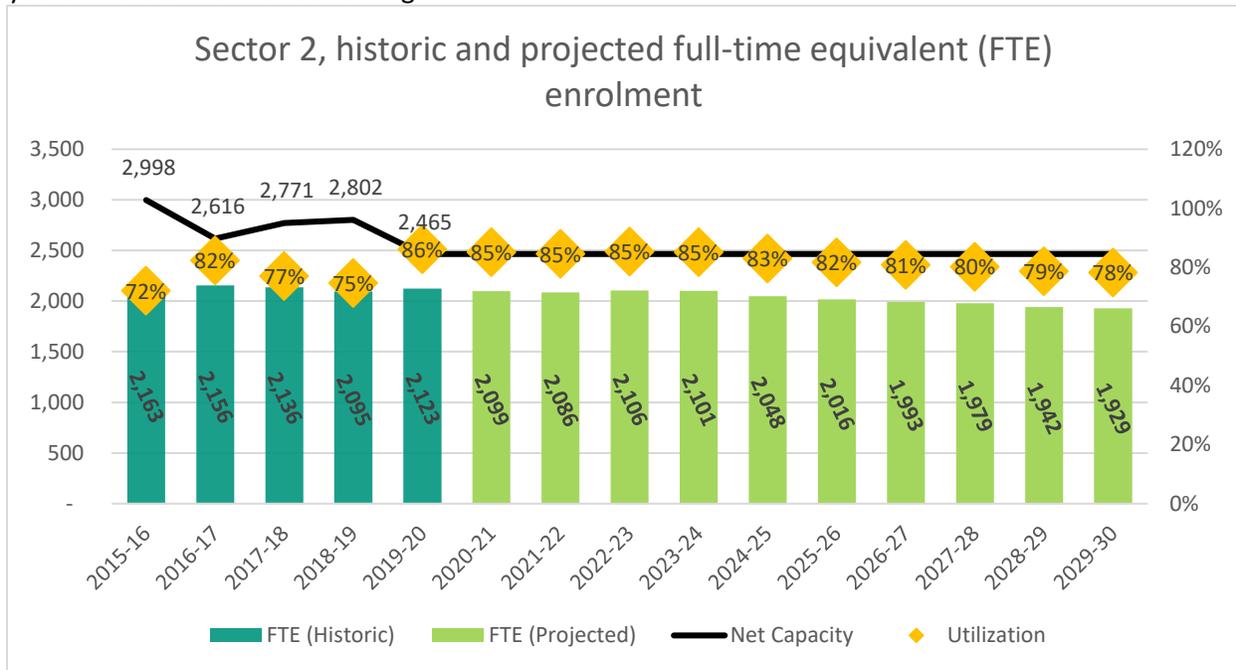
Ardrossan Junior Senior High is the Division's only facility with a utilization rate exceeding 100 per cent. In the 2018-19 school year, six modular classrooms were demolished, resulting in a significant drop in available capacity. As a result, EIPS has closed the school's boundary for the 2020-21 school year. Enrolment projections indicate variable enrolment over the five-years period. It is anticipated the facility will achieve a 108 per cent utilization rate by 2023-24.

Southpoint School currently has a utilization rate below 80 per cent. The facility has maintained a closed boundary since opening in 2017. Enrolment projections indicated by 2022-23, the school will achieve a utilization rate of 108 per cent—a year earlier than Ardrossan Junior Senior High. SouthPointe School can add eight additional modular classrooms to reach the school's full buildout capacity of 800 student spaces.

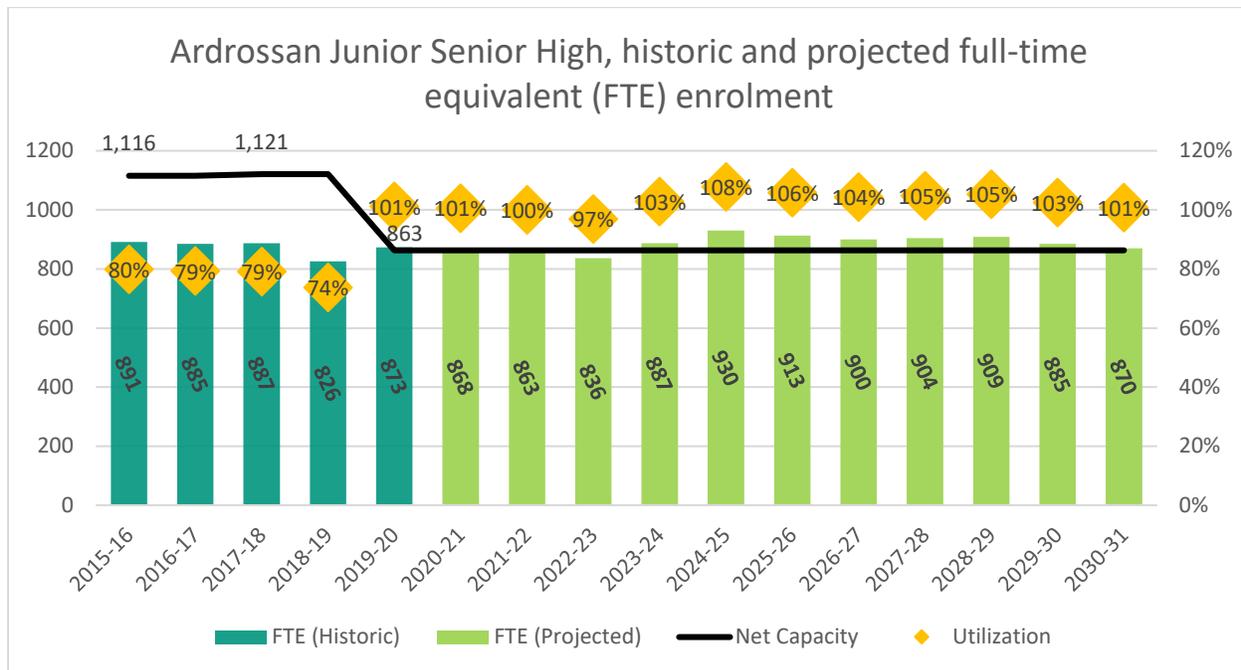
Further analysis is required at both Ardrossan Junior Senior High and SouthPointe School to identify any alternative enrolment mitigation strategies.

3.0 Needs Analysis

Analysis of Ardrossan Junior Senior High



Sector 2 is anticipated to have 379 excess student spaces for the 2021-22 school year. Furthermore, enrolment projections indicate a decline in the overall utilization within the sector.



The enrolment at Ardrossan Junior Senior High is expected to maintain a utilization above 100 per cent for the 2021-22 school year. Current enrolment projections indicate the school will reach a maximum utilization rate of 108 per cent in 2024-25.

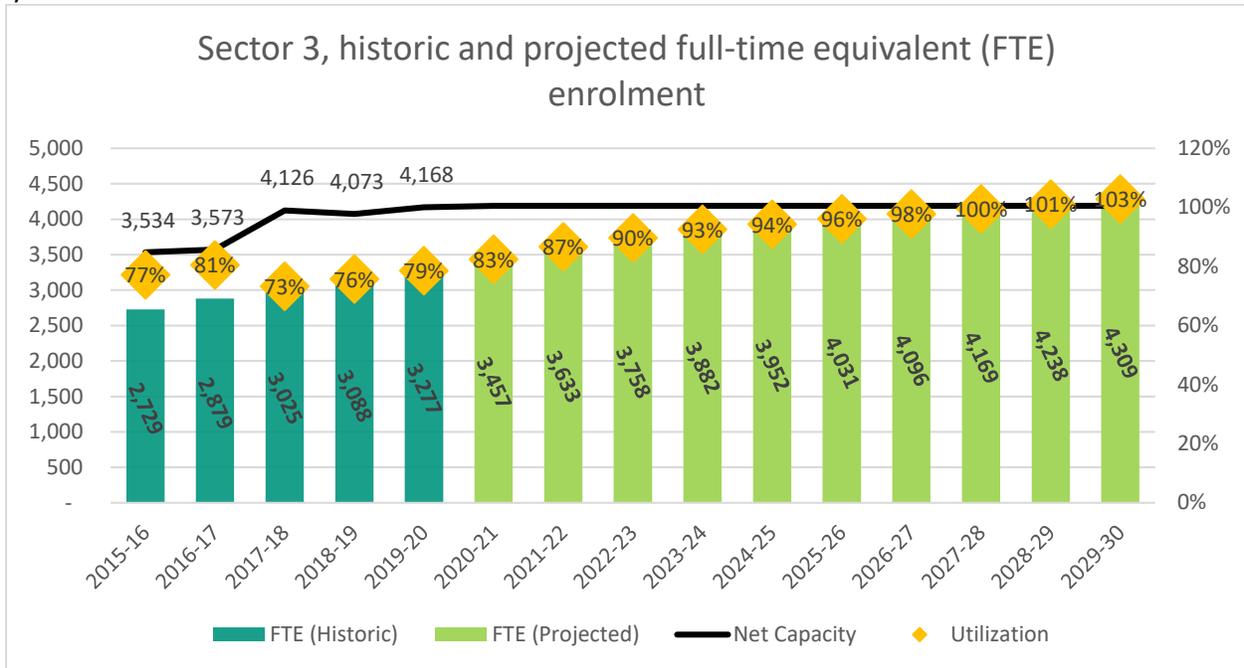
Table 4 provides an overview of where students attending Ardrossan Junior Senior High come from.

2019-20 Enrolment Breakdown	Grade	In Catchment	Out of Catchment	Out of Division
Regular	7	121	8	
	8	71	7	7
	9	77	13	2
	10	80	16	4
	11	76	8	2
	12	73	17	2
Total		498	69	17
French Immersion	7	37	25	1
	8	22	2	1
	9	26	16	1
	10	52		3
	11	44	1	3
	12	44		1
Total		225	44	10

In the 2019-20 school year, the out-of-catchment and out-of-Division enrolment at Ardrossan Junior Senior High accounts for 16 per cent of the school's enrolment, or 140 students. By closing the entry grade at Ardrossan Junior Senior High, the out-of-catchment enrolment is anticipated to decline.

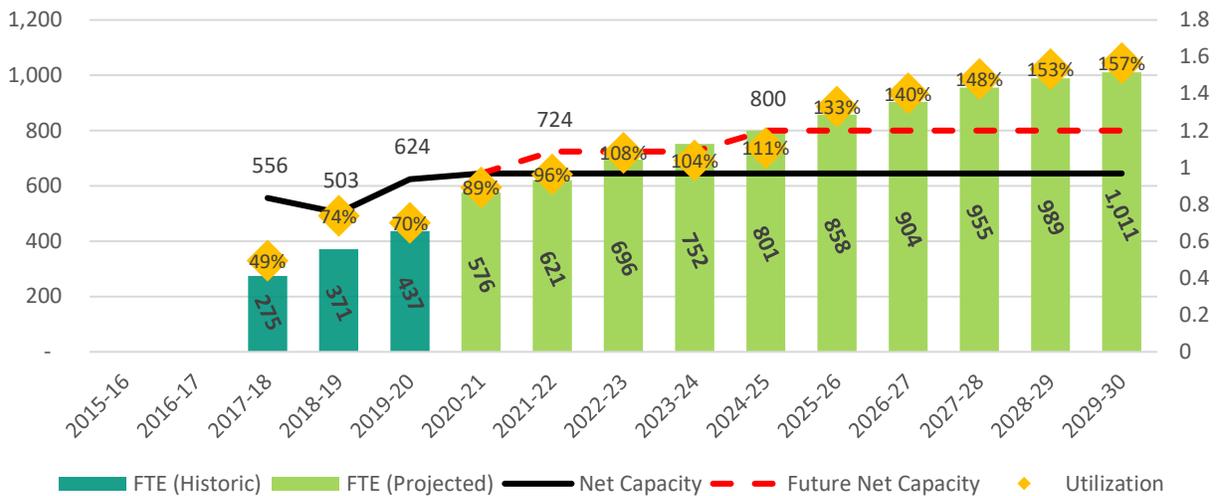
Based on current enrolment projection and the closed boundary at Ardrossan Junior Senior High, EIPS recommends monitoring the school's enrolment beyond the 2021-22 school year.

Analysis of SouthPointe School



Sector 3 is anticipated to experience significant enrolment pressure over the duration of the next 10 years. By 2023-24, the sector will surpass a 92 per cent utilization rate and continue to reach 100 per cent by 2027-28.

SouthPointe School, historic and projected full-time equivalent (FTE) enrolment



SouthPointe School is anticipated to have a 96 per cent utilization rate for the 2021-22 school year, if additional modular classrooms are not provided. By 2022-23, the utilization rate is projected to reach 108 per cent. However, if the four modular classrooms are provided, SouthPointe School can accommodate the anticipated student population until 2023-24, at which point additional capacity is needed. Under the current projections, SouthPointe Schools will be oversubscribed by the 2024-25 school year, regardless of the excess capacity provided through modular classrooms. In fact, all of Sector 3 will have a 94 per cent utilization rate—leaving only 250 available student spaces across all eight Sector 3 facilities.

Table 5 provides an overview of where students attending SouthPointe School come from.

2019-20 Enrolment Breakdown	Grade	In Catchment	Out of Catchment	Out of Division
Regular	Kindergarten	73	2	
	1	68	2	
	2	53	2	
	3	57	2	
	4	49	1	1
	5	50		
	6	48	4	
	7	26	1	
	8	33	20	
Total		457	34	1

In the 2019-20 school year, the out-of-catchment and out-of-Division enrolment at SouthPointe school account for eight per cent of the school's enrolment, or 35 students—20 of whom were in Grade 8. The number of students entering Southpoint School in Kindergarten remains higher than the number of students in the higher grades, which results in increasing enrolments.

Based on the current enrolment projection of SouthPointe School, Sector 3 as a whole and the limited ability of enrolment mitigation mechanism to reduce the enrolment pressure at Southpointe School. It's possible to relocated modular classrooms from Sector 1 or Sector 2 without a significant impact on the sectors' long-term ability to accommodate students. For this reason, administration is recommending the relocation of four modular classrooms to SouthPointe School.

4.0 Development of Options

To address the need for modular classrooms at SouthPointe School, EIPS must consider the type of modular classroom required and if a relocation is feasible. There are three types of modular classrooms units:

- A-Type – includes a corridor;
- B-Type – does not include a corridor; and
- a washroom unit – available for both an A-Type and B-Type.

Each modular classroom type is also available in heavy-duty construction. Modular classrooms can be attached directly to a school or attached to a school using a connecting link. The cost of a connecting link is the responsibility of the Division.

SouthPointe School was designed to accommodate 16 modular classrooms of various design types. There are currently eight modular classrooms on-site leaving room for an additional eight. The modular classrooms selected for relocation must consider the donor school's future enrolment and modular type to minimize conflict at the receiving school. The three modular classrooms relocated to SouthPointe School from Mundare School were A-Type units. In addition, the modular classroom relocated to SouthPointe School from Wye Elementary was an A-Type unit. As such, SouthPointe School requires four B-Type units to join the relocated modular classrooms from Mundare School and Wye Elementary. The remaining four units are planned for along the gym and should be A-Type units.

4.1 Summary of Options

Option 1

- Two modular classrooms from Pine Street Elementary
- Two modular classrooms from École Campbelltown

Option 2

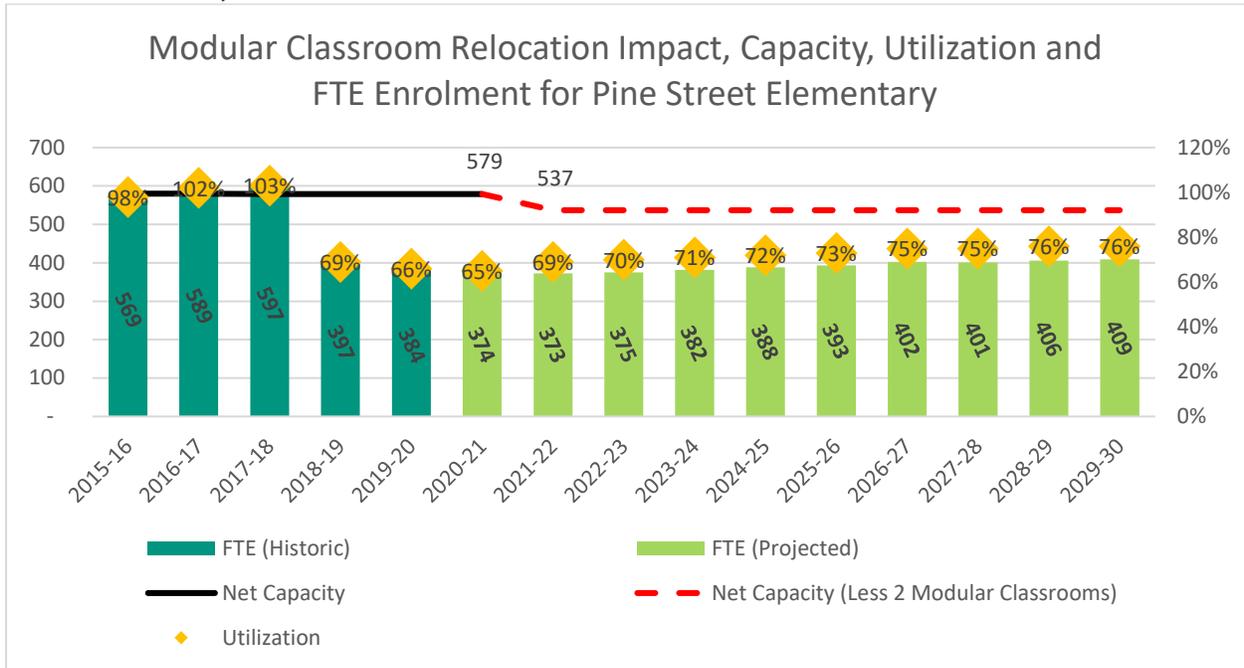
- Four modular classrooms from École Campbelltown

Option 3

- Four modular classrooms from Fultonvale Elementary Junior High

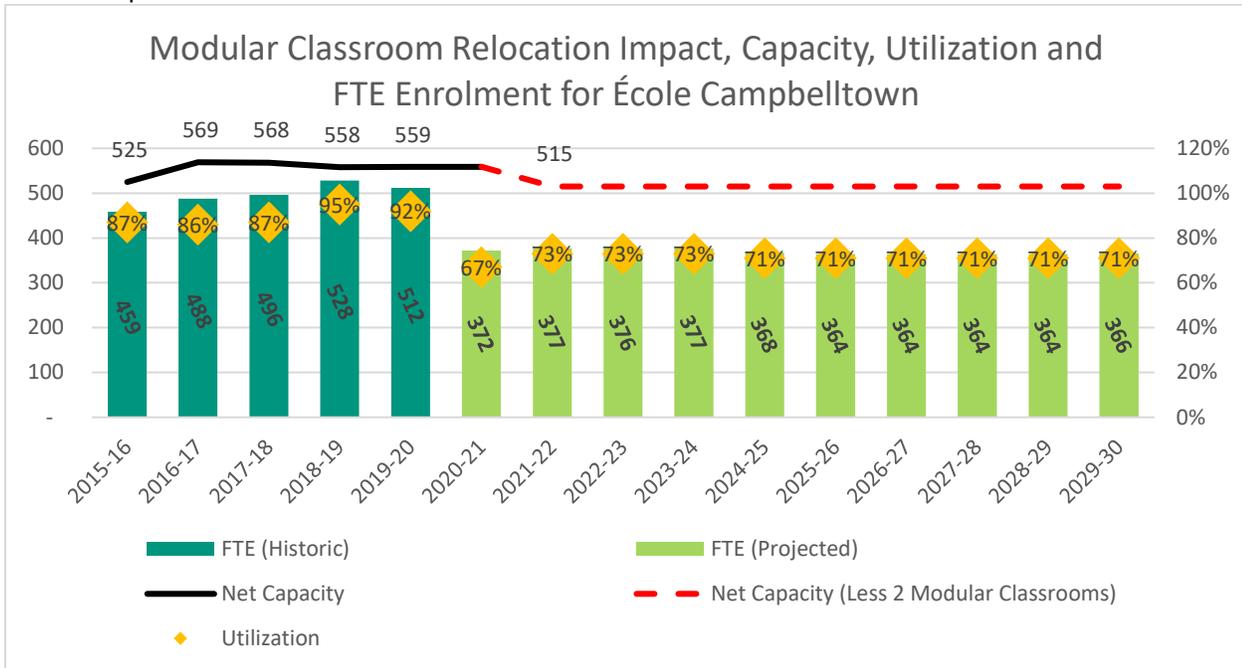
Option 1

Pine Street Elementary



Should two modular classrooms be removed from Pine Street Elementary, the school would experience a maximum utilization of 76 per cent between 2028-29 and 2029-30. If the two modular classrooms are removed, the school would have a net capacity of 537 student spaces. Under current conditions, enrolment projections indicate the school would maintain or exceed 128 empty student spaces throughout the 10-year horizon. Anticipated enrolment from the Hillshire development is incorporated into the enrolment projection. In conversations with the developers, EIPS assumes a 15-year construction period with an absorption rate of 40 units to 50 units per year.

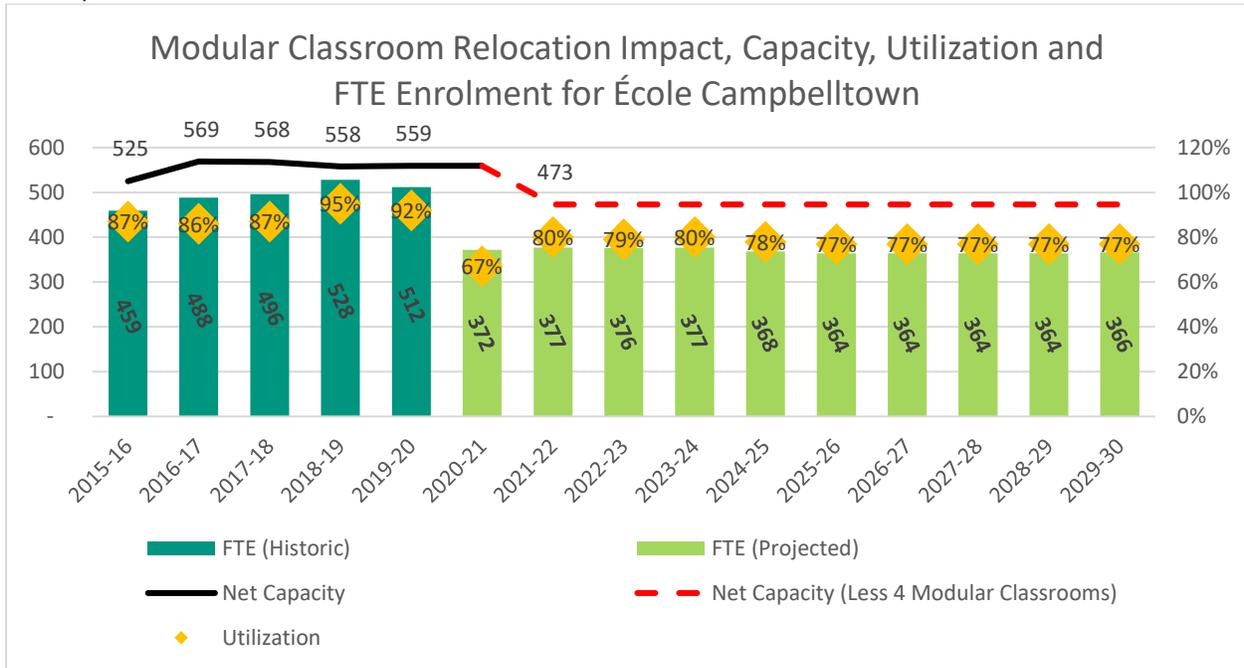
École Campbelltown



Should two modular classrooms be removed from École Campbelltown, the school would experience a maximum utilization of 73 per cent between 2021-22 and 2023-24. If the two modular classrooms are removed, the school would have a net capacity of 515 student spaces. Under current conditions, enrolment projections indicate the school would maintain a minimum of 138 empty student spaces throughout the 10-year horizon.

Option 2

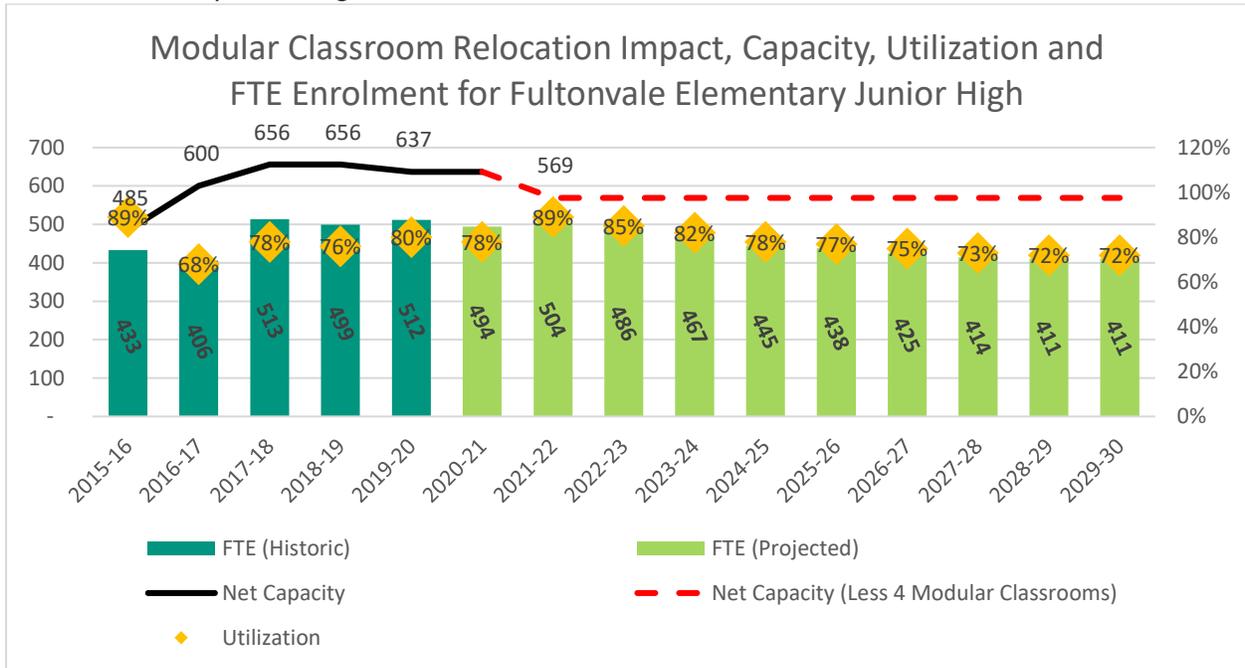
École Campbelltown



Should four modular classrooms be removed from École Campbelltown, the school would experience a maximum utilization of 80 per cent between 2021-22 and 2023-24. If the four modular classrooms are removed, the school would have a net capacity of 473 student spaces. Under current conditions, enrolment projections indicate the school would maintain a minimum of 96 empty student spaces throughout the 10-year horizon.

Option 2

Fultonvale Elementary Junior High



Should four modular classrooms be removed from Fultonvale Elementary Junior High, the school would experience a maximum utilization of 89 per cent in 2021-22. Under current conditions, enrolment projections indicate the school would maintain or exceed 64 empty student spaces throughout the 10-year horizon.

- In urban areas, school jurisdictions must identify an entire school for designation as a Special Needs, K&E or ESL School.
- In rural areas, school jurisdictions must identify a separate wing of a school as a Special Needs, K&E or ESL school.
- School jurisdictions may apply to Education to have a school or portion of a school (rural areas only) designated as a Special Needs, K&E or ESL School.

Education, in consultation with Infrastructure, will review the designation application. Infrastructure will also review the proposed facility to determine its ability to accommodate these programs. If the application and facility are acceptable, a school (urban location) or separate wing of a school (rural location) will be designated as a Special Needs, K&E or ESL school.

The Student Allowance Factors for these schools are 3.0 for students with severe disabilities and 1.5 for students with mild/moderate disabilities, K&E and ESL students.

The enrolment of the designated school or wing of a school will be included in the calculation of a jurisdiction's utilization rate, but will be excluded from a geographic sector utilization rate.

Annual Updates and Review Process

Each year school jurisdictions will be required to send updates to the Instructional Area Forms (Form 18) for each of their schools. This should include any changes to the instructional area (i.e., through the addition or removal of modulars), and any changes to the exempt space. In addition, for any new schools, jurisdictions are required to submit a new Instructional Area Form, as well as the small scale plans and data sheets to edc.cpdata@gov.ab.ca for review.

Each year school jurisdictions will be sent Area, Capacity, Utilization (ACU) reports with detailed information on each of their schools. These include information on gross area, instructional area, rated areas, adjusted enrolment, capacity (based on the Instructional Area form), and utilization rates. Utilization rates are provided for each individual school, for the jurisdiction overall, for open schools in the jurisdiction and for closed schools in the jurisdiction. Combined utilization rates do not include outreach facilities. If a jurisdiction identifies errors or omissions with the information on the ACU reports, they should contact Education, Capital Planning by email at edc.cpdata@gov.ab.ca to request a review. The email should include a detailed description of the concerns. If the concerns are related to capacity, the small scale plan and instructional area form along with room numbers, the room purpose, and a clear explanation of the issue or concern, should be included.

Education and Infrastructure will review the request and provide a response to the jurisdiction. In some cases the jurisdiction may be required to provide additional information.

10. Modular Classroom Program

Modular Classrooms are standard classroom units built at a central location and transported to schools across Alberta.

Funding is provided for modular classrooms to ease enrolment pressures in communities where school jurisdictions are experiencing high student enrolment growth. Modular classrooms are provided to address increases in enrolments and may be removed as enrolment declines. Funding may also be provided for new modular classrooms to replace older portable classrooms where there are demonstrated health and safety concerns.

The modular classroom program does not apply to modular classrooms that are part of a new or replacement school or a modernization capital project. Additionally this program does not include modular classrooms for decanting.

Modular classroom units meet specifications that ensure significantly improved heating and ventilation, soundproofing, resistance to mold, ease of serviceability and several other factors that differentiate them from the older portable classroom units located at schools throughout the province. The Government of Alberta plans to replace all of the older portable units with modular classrooms as funding becomes available for evergreening.

Modular classroom units can be requested each year in early November through the Modular Submission Process.

Infrastructure has developed plans and specifications for modular classrooms that are used in the manufacturing of all classroom units. School jurisdictions are expected to use only modular classrooms built to government specifications. If the school jurisdiction wishes to use a different plan, it must submit its equivalent plans to the Ministers of Education and Infrastructure for review and approval. Drawings and specifications for modular classrooms are available from the Infrastructure Learning Facilities Branch.

Jurisdictions who wish to purchase modular classrooms outside of the modular classroom program may do so under the GOA's current contract or through their own contractor. Should the jurisdiction choose to use their own contractor they must follow all contracting and tendering requirements.

If a P3 school is fully built out to its approved capacity and the jurisdiction wishes to add additional modular classrooms this will be outside of the P3 contract and will require the jurisdictions to cover 100% of the cost to procure and set-up the modular unit. Jurisdictions should consult with their Education Senior Manager in Capital Planning as there will be implications to the DBFM agreement.

10.1 Modular Classroom Links

Modular classrooms can be attached directly to a school, attached to a school using a connecting link, or remain a freestanding unit (i.e., not attached to the main school structure). A connecting link is the connecting corridor used to attach the modular classrooms to the permanent building.

The width of the modular connecting link can be adjusted to meet site conditions. A standard modular connecting link is available and has been designed to be used in conjunction with the standard modular classrooms and uses the same materials and finishes. The ends of the modular connecting links:

- are open ended to allow connection to the school building and modular classrooms;
- have double doors on one sidewall; and
- have windows on the opposite sidewall.

School jurisdictions are expected to use the standard modular connecting link, instead of site built, wood frame construction connecting links, wherever possible. If a site built, wood frame constructed link is deemed necessary, it should be no larger than is necessary to provide

sufficient setback from the permanent structure to meet the Alberta Building Code requirements for fire separation.

10.2 Procedures for the Modular Classroom Program

Each year, in October, Alberta Education requests jurisdictions to submit their requirements for modular units and the relocation of existing modular classrooms or free-standing portable classrooms to address enrolment pressures, health and safety issues and evergreening. Jurisdictions are required to complete forms as part of the application process (see Form 9 in Appendices and online at <http://education.alberta.ca/departement/ipr/capitalplanning/infrastructureresources.aspx>).

The submissions are due to Alberta Education by November 1st of each year and will include a prioritized list of requested units that identifies the number of units required, the school(s) to which the units are to be allocated and other necessary information as outlined in the forms.

Upon approval of new modular classrooms, jurisdictions will appoint a consultant and design team. Boards are required to submit a site plan and cost sheet to Infrastructure and Education for review and approval. Upon receipt of the completed prep sheets the jurisdiction will receive 90 per cent of the provincial funding.

Once approved, Infrastructure will order the units(s) from the manufacturer and advise the jurisdiction to proceed with the development of a pre-tender package, which includes drawings, specifications, and a cost estimate, for the delivery and set up of the modular units.

Jurisdictions must submit the pre-tender package with a letter requesting permission to tender to Infrastructure for review. Bids that are greater than \$200,000 will require approval from the Contract Review Committee (CRC) prior to the jurisdiction entering into a contract for set-up and delivery.

Jurisdictions must ensure that they are following all relevant contract legislation and requirements, including the New West Partnership Trade Agreement and the *School Building and Tendering Regulation*.

After jurisdictions award the contract, the jurisdiction or the contractor must apply for a development and building permit(s). It is suggested that jurisdictions hand over the modular site to an installation and works contractor and commence site work at least two months prior to the opening of the modular classrooms. Jurisdictions need to coordinate delivery of modular units to meet this two month recommendation.

Jurisdictions are to provide confirmation to Alberta Infrastructure when modular space is operational, and supply project plans to ensure that school capacity information is updated.

The funding allocation for furniture and equipment for new modular units is \$12,000 per unit and the allowable consultants fees are up to a maximum of 12.58 per cent of the delivery, set-up and link project costs (excludes purchase of the unit and F&E).

If the school jurisdiction has not ordered the approved modular classrooms within six months of the approval date, the approval and all associated funding may be rescinded and the modular classrooms reallocated to the next highest provincial priority.

Jurisdictions are required to submit their Statement of Final Costs (SFC) for all modular projects within six months of the completion of the installation and set-up. The statement of final costs is reviewed by Infrastructure and Education. Once the SFC has been approved the provincial portion of the actual expenditures up to the remaining 10 per cent will be forwarded to the jurisdiction.

10.3 Relocation of Portables/Modular Classrooms

Funding may be available for the relocation of portables and modular classrooms from an existing school (donor school) to another school (receiver school) for the purpose of easing enrolment pressures at the receiver school. Modular relocation requests should be submitted through the annual Modular Submission Process.

Request for approval for the relocation of modular classrooms is similar to requesting new units. See Form 10 in Appendices and online at <http://education.alberta.ca/departement/ipr/capitalplanning/infrastructureresources.aspx>) for details of the specific information required for the submissions.

Upon approval of modular relocations, boards will be required to submit a site plan and relocation cost sheet to Infrastructure for review. Once approved, Infrastructure will advise the jurisdiction to proceed with the development of a pre-tender package, which includes drawings, specifications, and an updated cost estimate, for the set-up and delivery of the units.

Jurisdictions must submit the pre-tender package with a letter requesting permission to tender to Infrastructure for review. Bids that are greater than \$200,000 will require approval from the CRC prior to the board entering into a contract for set-up and delivery. There is no furniture and equipment allocation for modular relocations and the consultants' fees are to a maximum of 12.58 per cent of the delivery, set-up and link project costs.

Jurisdictions must ensure that they are following all relevant contract legislation and requirements, including the New West Partnership Trade Agreement and the *School Building and Tendering Regulation*.

If the school jurisdiction has not completed the approved modular move within six months of the approval date, the approval and all associated funding may be rescinded.

Jurisdictions are required to submit their Statement of Final Costs (SFC) for all modular relocation projects within six months of the delivery of the unit to its new location. The statement of final costs is reviewed by Infrastructure and Alberta prior to the release of the final 10 per cent of funds.

10.4 Declaration of Surplus Modular Classrooms

When a jurisdiction finds that they have a modular classroom that is no longer needed to accommodate the instructional needs of students, they are to advise Education of the surplus unit(s) through the completion and submission of the Declaration of Surplus Modular Classrooms Form. See Form 16 in the Appendices and online at <http://www.education.alberta.ca/departement/ipr/capitalplanning/infrastructureresources.aspx>

Appendix B
Modular Classrooms by School by Sector

School	Identification Number (T#)	Construction Year	Gross Area	Student Capacity
Sector 1 Sherwood Park	Grand Total	53	5140.27	1083
École Campbelltown	Total	10	1136.48	213
	T7907	2019	113.83	20
	T3688	2004	123.85	21
	T5588	2010	136.4	21
	T6009	2004	123.85	23
	T7443	2016	526.35	23
	T7466	2016		21
	T7467	2016		21
	T7468	2016		21
	T7469	2016		21
T7471	2016	112.2		21
Clover Bar Junior High	Total	2	170.9	42
	T5550	2009	170.9	21
	T5551	2009		21
F.R. Haythorne Junior High	Total	2	199.5	44
	T3682	2001	199.5	22
	T3683	2001		22
Glen Allan Elementary	Total	4	421.65	88
	T3702	1977	204.38	23
	T3703	1977		23
	T3704	2003	217.27	21
	T3705	2003		21
Lakeland Ridge	Total	6	654	132
	T1140	2007	452	22
	T1141	2007		22
	T1142	2007		22
	T1143	2007		22
	T1637	2010	202	22
	T1638	2010		22
Mills Haven Elementary	Total	4	311.1	88
	T7451	2016	311.1	22
	T7452	2016		22
	T7658	2017		22
	T7659	2017		22
Pine Street Elementary	Total	4	313.2	88
	T3689	2004	313.2	23
	T6012	2004		23
	T6708	2016		21
	T6709	2016		21

Appendix B
Modular Classrooms by School by Sector

School	Identification Number (T#)	Construction Year	Gross Area	Student Capacity
Westboro Elementary	Total	2	209.5	0
	T3690*	1975		19
	T3691*	1975	209.5	19
Wes Hosford Elementary	Total	13	1284.14	262
	T3714	2003	392.3	19
	T3715	2003		19
	T5710	2012		19
	T6439	2015		19
	T6716	2015		19
	T7666	2017	111.48	19
	T7667	2017	111.48	19
	T7668	2017	111.48	19
	T7669	2017	111.48	23
	T7670	2017	111.48	23
	T7671	2017	111.48	22
	T7672	2017	111.48	21
	T7673	2017	111.48	21
Woodbridge Farms Elementary	Total	6	439.8	126
	T3727	1981	439.8	21
	T3728	1981		21
	T3729	1981		21
	T3730	1981		21
	T3731	1981		21
	T3732	1981		21

* Modular Classrooms excluded from Instructional Area Calculations

Appendix B
Modular Classrooms by School by Sector

School	Identification Number (T#)	Construction Year	Gross Area	Student Capacity
Sector 2 Strathcona County	Grand Total	26	2930.3	516.00
Ardrossan Elementary	Total	10	1114.8	212
	T7587	2017	111.48	22
	T7588	2017	111.48	22
	T7589	2017	111.48	21
	T7590	2017	111.48	21
	T7591	2017	111.48	21
	T7592	2017	111.48	21
	T7593	2017	111.48	21
	T7594	2017	111.48	21
	T7595	2017	111.48	21
T7596	2017	111.48	21	
Fultonvale Elementary Junior High	Total	13	1461.5	283
	T6205	2013	730.9	22
	T6206	2013		22
	T6207	2013		22
	T6208	2013		21
	T6209	2013		22
	T6210	2013		22
	T6417	2015	613.3	22
	T6418	2015		22
	T6419	2015		21
	T6420	2015		22
	T6421	2015		22
	T6422	2015		21
	T7690	2017		117.3
Uncas Elementary	Total	3	354	21
	T3668*	1978	118	21
	T3670	1978	118	21
	T3671*	1978	118	21

* Modular Classrooms excluded from Instructional Area Calculations

Appendix B
Modular Classrooms by School by Sector

School	Identification Number (T#)	Construction Year	Gross Area	Student Capacity
Sector 3 Fort Saskatchewan	Grand Total	39		863
Fort Saskatchewan Christian School	Total	3	369.6	60
	T7196	2015	123.2	20
	T7197	2015	123.2	20
	T7198	2015	123.2	20
Fort Saskatchewan Elementary	Total	7	776.4	158
	T1513	2010	415	23
	T1514	2010		23
	T1515	2010		23
	T1516	2010		22
	T6438	2015	115	23
	T6690	2016	123.2	22
	T6715	2016	123.2	22
James Mowat Elementary	Total	9	1024.1	226
	T3733	1976	221.1	21
	T3734	1976		22
	T3735	1981		24
	T3736	1981	677	24
	T3737	1981		24
	T3738	1981		30
	T3739	1981		30
	T3740	1981		30
	T5711	2012		126
SouthPointe School	Total	8	896.48	167
	T6125	2013	348	20
	T6126	2013		20
	T6127	2013		20
	T7170	2016	437	22
	T7171	2016		20
	T7172	2016		22
	T7173	2016		22
	T6639	2015	111.48	21
Win Ferguson Elementary	Total	12	1280.3	252
	T3672	1978	386.6	21
	T3673	1978		21
	T3674	1978		21
	T3675	1978		21
	T3676	1979	391.1	21
	T3677	1979		21
	T3678	1979		21
	T3679	1979		21
	T6275	2013	231.6	21
	T6276	2013		21
	T6640	2015	117	21
	T7446	2016	154	21

Sector 4 Lamont County has no modular classrooms
Sector 5 County of Minburn has no modular classrooms



INFORMATION REPORT

DATE: October 15, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: Unaudited Financial Report for Sept. 1, 2019 to Aug. 31, 2020

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Leah Lewis, Director, Financial Services
Sandy Vallee, Accountant, Financial Services

REFERENCE: Policy 2, Role of the Board

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing, and investment in EIPS infrastructure.

ISSUE:

That the Board of Trustees receive for information the Unaudited Financial Report for the period Sept. 1, 2019 to Aug. 31, 2020 for Elk Island Public Schools.

BACKGROUND:

Policy 2, Role of the Board, Section 8, Fiscal Accountability, establishes that the Board of Trustees will monitor the fiscal management of EIPS through receipt of quarterly variance analysis.

CURRENT SITUATION OR KEY POINT:

Financial Services has prepared an unaudited financial report for the twelve-month period ended Aug. 31, 2020. This report compares current results to the fall budget. Notes are provided for variances exceeding five per cent of budget and \$75,000.

For the year ended Aug. 31, 2020, EIPS has an overall deficit of \$1,483,000. Revenue and expense variances are detailed in the Fourth Quarter Report 2019-20.

ATTACHMENT:

1. Fourth Quarter Report 2019-20



Your Future in **MIND** ●

ELK ISLAND PUBLIC SCHOOLS

**Fourth
Quarter
Report**

2019-20

This document includes the Financial Statements of Elk Island Public Schools for the period September 1, 2019 to August 31, 2020 and variance notes to these statements.

**Report to the
Board of Trustees**

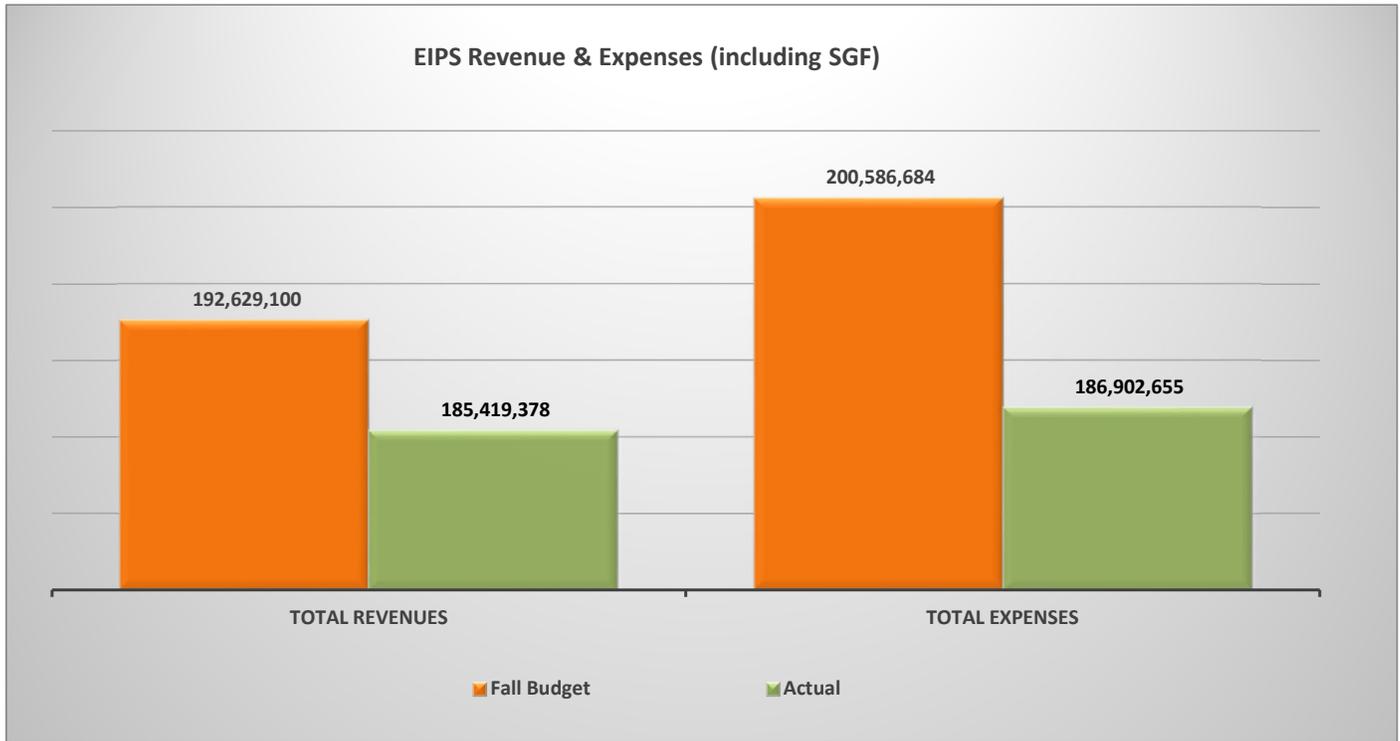
October 15, 2020

This information has not been audited.

Elk Island Public Schools
Highlights
For The Year Ended August 31, 2020

CURRENT RESULTS	
\$1,483,000 DEFICIT	
<i>\$7,958,000 deficit budgeted for year end, resulting in:</i>	
\$6,475,000 Variance	
The variance is comprised of:	
Revenue less than budget	\$ (4,394,000)
Spending less than budget	
Schools	\$ 4,854,000
Central Services	\$ 4,587,000
IMR	\$ 1,128,000
School Generated Funds Surplus	\$ <u>300,000</u>
Year to Date Variance	\$ <u>6,475,000</u>
<i>Fourth Quarter Results for Prior Year 2018-19:</i>	
<i>\$877,000 deficit</i>	
<i>\$3,394,000 budget variance</i>	

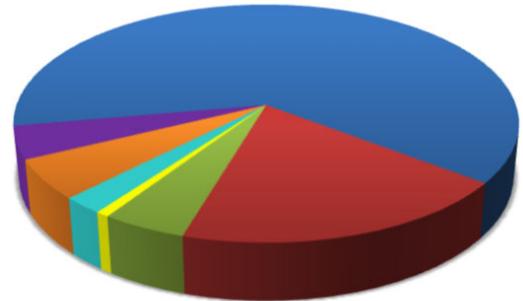
<p>REVENUES ARE</p> <p>2% ↓ \$4,394,000</p> <p>below Budget <i>(excluding School Generated Funds)</i></p>	<p>EXPENSES ARE</p> <p>5% ↓ \$10,568,000</p> <p>below Budget <i>(excluding School Generated Funds)</i></p>
<p>The COVID-19 pandemic and resulting closure of in-school classes had a significant impact on EIPS. Provincial funding was reduced by \$2.36M in base instruction funding, as well as \$1.25M in transportation funding. In terms of expenses, school and department activities have been impacted drastically, with services being modified, reduced, or eliminated across every facet of EIPS's operations.</p>	
<p>Infrastructure Maintenance and Renewal spending is \$1,128,000 below budget, as EIPS focused on completing Capital Maintenance Renewal (CMR) projects, as this grant had a stricter timeframe for spending. IMR grant revenue is recognized to match expenses as they are incurred.</p>	



Elk Island Public Schools
Revenue & Expense Analysis (excluding SGF)
For The Year Ended August 31, 2020

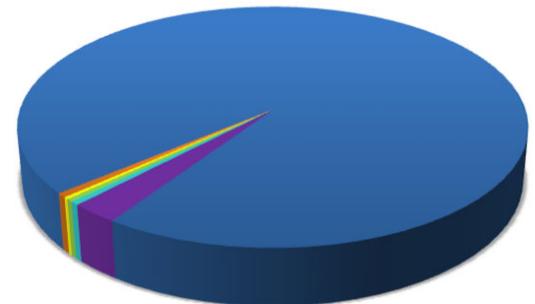
Revenues by Object

	\$	%
Base Funding	114,238,954	63.2%
Differential Cost Funding	34,632,011	19.2%
Transportation	8,540,992	4.7%
IMR	1,345,986	0.7%
Other AB ED	4,165,286	2.3%
Teacher Pensions	9,764,734	5.4%
Other (not AB ED)	8,049,410	4.5%
\$	180,737,373	100.0%



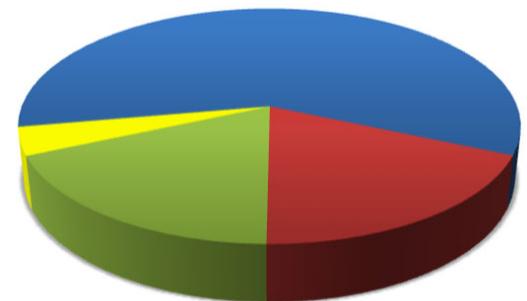
Revenues by Source

	\$	%
Alberta Education	172,687,963	95.5%
Alberta Infrastructure	4,913,906	2.7%
Other Govt of Alberta	880,111	0.5%
Fees	726,478	0.4%
Sales and Services	490,512	0.3%
Other	1,038,403	0.6%
\$	180,737,373	100.0%



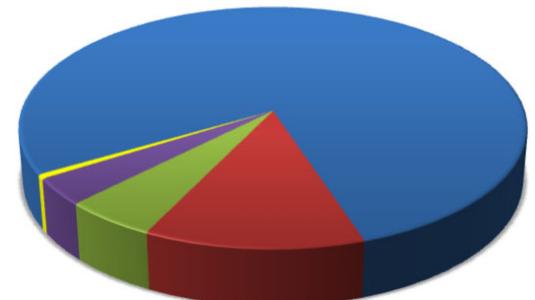
Expenses by Object

	\$	%
Certificated Salaries & Benefits	108,304,332	59.4%
Classified Salaries & Benefits	33,985,485	18.6%
Services, Contracts & Supplies	33,216,386	18.2%
Capital & Debt Services	7,014,490	3.8%
\$	182,520,693	100.0%



Expenses by Program

	\$	%
Instruction (excluding SGF)	142,780,055	78.2%
Plant Operations & Maintenance	22,562,781	12.3%
Transportation	9,584,645	5.3%
Board and System Administration	6,575,069	3.6%
External Services	1,018,143	0.6%
\$	182,520,693	100.0%



Elk Island Public Schools
Statement of Revenues and Expenses
For The Year Ended August 31, 2020

	Spring Budget	Fall Budget	Actual	Variance
OPERATIONS				
Alberta Education	\$ 183,658,716	\$ 176,615,202	\$ 172,687,963	\$ (3,927,239)
Alberta Infrastructure	-	4,931,362	4,913,906	(17,456)
Other Government of Alberta	1,690,029	884,938	880,111	(4,827)
Other Alberta School Authorities	155,684	155,684	107,620	(48,064)
Fees	1,089,000	1,103,000	726,478	(376,522)
Other Sales and Services	466,703	527,609	490,512	(37,097)
Investment Income	325,000	299,000	378,676	79,676
Gifts and Donations	404,820	377,082	355,608	(21,474)
Rental of Facilities	240,857	237,458	196,499	(40,959)
Revenues	<u>188,030,809</u>	<u>185,131,335</u>	<u>180,737,373</u>	<u>(4,393,962)</u>
Certificated Salaries & Benefits	109,328,464	109,775,250	108,304,332	1,470,918
Classified Salaries & Benefits	37,426,182	38,544,804	33,985,485	4,559,319
Services, Contracts & Supplies	35,601,940	37,608,091	33,216,386	4,391,705
Capital & Debt Services	7,207,091	7,160,774	7,014,490	146,284
Expenses	<u>189,563,677</u>	<u>193,088,919</u>	<u>182,520,693</u>	<u>10,568,226</u>
Operations Surplus/(Deficit)	<u>\$ (1,532,868)</u>	<u>\$ (7,957,584)</u>	<u>\$ (1,783,320)</u>	<u>\$ 6,174,264</u>
SCHOOL GENERATED FUNDS (SGF)				
Revenues	7,527,117	7,497,765	4,682,005	(2,815,760)
Expenses	7,527,117	7,497,765	4,381,962	3,115,803
SGF Surplus/(Deficit)	<u>-</u>	<u>-</u>	<u>300,043</u>	<u>300,043</u>
TOTAL SURPLUS/(DEFICIT)	<u>(1,532,868)</u>	<u>(7,957,584)</u>	<u>(1,483,277)</u>	<u>6,474,307</u>
Transfer (to) from Reserves - Operations	1,532,868	7,957,584	1,783,320	6,174,264
Transfer (to) from Reserves - SGF	-	-	(300,043)	300,043
NET FINANCIAL POSITION	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

EXPENSES BY DECISION UNIT				
Schools (Pages 7 and 8)	\$ 132,451,963	\$ 134,591,814	\$ 129,737,624	\$ 4,854,190
Central Services (Page 10)	57,111,714	58,497,105	52,783,069	5,714,036
	189,563,677	193,088,919	182,520,693	10,568,226
School Generated Funds (SGF)	7,527,117	7,497,765	4,381,962	3,115,803
	<u>\$ 197,090,794</u>	<u>\$ 200,586,684</u>	<u>\$ 186,902,655</u>	<u>\$ 13,684,029</u>

EXPENSES BY PROGRAM				
Instruction (excluding SGF)	\$ 147,155,961	\$ 149,438,768	\$ 142,780,055	\$ 6,658,713
Operations & Maintenance	23,999,514	24,699,063	22,562,781	2,136,282
Transportation	11,050,285	11,398,444	9,584,645	1,813,799
Board and System Administration	6,548,850	6,617,377	6,575,069	42,308
External Services	809,067	935,267	1,018,143	(82,876)
	189,563,677	193,088,919	182,520,693	10,568,226
School Generated Funds (SGF)	7,527,117	7,497,765	4,381,962	3,115,803
	<u>\$ 197,090,794</u>	<u>\$ 200,586,684</u>	<u>\$ 186,902,655</u>	<u>\$ 13,684,029</u>

Elk Island Public Schools
Statement of Revenues (excluding SGF)
For The Year Ended August 31, 2020

	Fall Budget	Actual	Variance (\$)	Variance (%)	Note Reference
ALBERTA EDUCATION					
Base Funding					
Early Childhood Services	\$ 4,801,106	\$ 4,794,536	\$ (6,570)	(0%)	
Base Instruction (Gr 1-9)	79,699,914	79,592,355	(107,559)	(0%)	
Base Instruction (Gr 10-12)	28,905,385	29,589,795	684,410	2%	A
Base Instruction Reduction	-	(2,361,395)	(2,361,395)	(100%)	B
Home Education	33,416	32,581	(835)	(2%)	
One-Time Transition Funding	3,369,800	3,391,318	21,518	1%	
System Administration Reduction	(800,236)	(800,236)	-	-	
	<u>116,009,385</u>	<u>114,238,954</u>	<u>(1,770,431)</u>	<u>(2%)</u>	
Differential Cost Funding					
Plant Operations & Maintenance	13,322,622	13,322,622	-	-	
Inclusive Education	10,261,631	10,280,600	18,969	0%	
Program Unit Funding	5,681,142	5,681,143	1	0%	
Equity of Opportunity	1,914,203	1,918,343	4,140	0%	
Socio-Economic Status	1,374,189	1,377,694	3,505	0%	
Small School by Necessity	172,928	160,816	(12,112)	(7%)	
First Nations, Métis and Inuit	1,280,006	1,280,006	-	-	
English as a Second Language	385,828	398,786	12,958	3%	
Outreach Programs	188,918	188,918	-	-	
Hutterite Colony Funding	23,083	23,083	-	-	
	<u>34,604,550</u>	<u>34,632,011</u>	<u>27,461</u>	<u>-</u>	
Transportation Funding	9,805,125	8,540,992	(1,264,133)	(13%)	C
Infrastructure Maintenance and Renewal	2,474,316	1,345,986	(1,128,330)	(46%)	D
Other					
Regional Collaborative Service Delivery	1,105,594	1,194,898	89,304	8%	E
Lease Support	651,746	651,746	-	-	
Secondments	1,118,152	1,118,152	-	-	
SuperNet	393,600	398,271	4,671	1%	
Institutional Programs	365,565	355,114	(10,451)	(3%)	
French Language Funding	126,895	113,800	(13,095)	(10%)	
CTS Bridge to Certification	74,251	3,890	(70,361)	(95%)	
Odyssey Languages Assistant Program	41,667	64,250	22,583	54%	
School Nutrition Program	166,000	166,000	-	-	
Dual Credit Programming	52,035	30,937	(21,098)	(41%)	
LAPP Adjustment	(208,000)	(208,392)	(392)	0%	
	<u>3,887,505</u>	<u>3,888,666</u>	<u>1,161</u>	<u>0%</u>	
Supported Amortization	334,321	276,620	(57,701)	(17%)	
Teacher Pensions	9,500,000	9,764,734	264,734	3%	
TOTAL ALBERTA EDUCATION	<u>176,615,202</u>	<u>172,687,963</u>	<u>(3,927,239)</u>	<u>(2%)</u>	
Alberta Infrastructure	4,931,362	4,913,906	(17,456)	(0%)	
Other Government of Alberta	884,938	880,111	(4,827)	(1%)	
Other Alberta School Authorities	155,684	107,620	(48,064)	(31%)	
Fees	1,103,000	726,478	(376,522)	(34%)	F
Other Sales and Services	527,609	490,512	(37,097)	(7%)	
Investment Income	299,000	378,676	79,676	27%	G
Gifts and Donations	377,082	355,608	(21,474)	(6%)	
Rental of Facilities	237,458	196,499	(40,959)	(17%)	
	<u>8,516,133</u>	<u>8,049,410</u>	<u>(466,723)</u>	<u>(5%)</u>	
TOTAL REVENUES	<u>\$ 185,131,335</u>	<u>\$ 180,737,373</u>	<u>\$ (4,393,962)</u>	<u>(2%)</u>	

**Elk Island Public Schools
Revenue Notes
For The Year Ended August 31, 2020**

A. Base Funding – Base Instruction (Gr 10-12)

Actual revenue for Credit Enrolment Units were greater than budget, most notably at Salisbury Composite High and Outreach sites.

B. Base Funding – Base Instruction Reduction

As a result of the pandemic and subsequent cancellation of in-school classes, Alberta Education reduced base instruction funding from EIPS’s original entitlement.

C. Transportation Funding

As a result of the pandemic and subsequent cancellation of in-school classes, Alberta Education reduced transportation funding from the EIPS’s original entitlement.

D. Infrastructure Maintenance Renewal (IMR)

Revenue has been recognized to match IMR project expenses incurred to August 31, 2020. The revenue variance is offset by an equal variance in expenses, resulting in no impact to the bottom line.

IMR projects are classified as either operating or capital, as per accounting standards. Revenue and expenses for operating IMR projects are recorded in EIPS’s statements the year the project is undertaken. Capital IMR projects are recorded in EIPS’s statements slowly over a number of years.

IMR operating and capital spending was lower than budget due to the new Capital Maintenance and Renewal (CMR) funding of \$3.9M approved in May 2020. CMR capital projects took precedence over IMR projects as the CMR funding had more restricted spending timelines set by the province.

Details on spending on operating and capital IMR projects and CMR capital projects are included in the tables below:

IMR	Fall Budget	Actuals	Variance
Operating Projects	\$ 2,474,316	\$ 1,345,986	\$ (1,128,330)
Capital Projects	3,478,416	1,883,158	(1,595,258)
Total IMR Projects	\$ 5,952,732	\$ 3,229,144	\$ 2,723,588

CMR	May 2020 Funding	Actuals	Variance
Capital Projects	\$ 3,900,000	\$ 2,107,448	\$ (1,792,552)

E. Other – Regional Collaborative Service Delivery (RCSD)

Additional billing was granted to cover costs associated with the closing of the program at the end of the 2019-20 school year.

F. Fees

As a result of the pandemic and subsequent cancellation of in-school classes, transportation services were no longer being provided by EIPS as of mid-March. As a result, the annual transportation fees paid by parents were not fully recognized as revenue and are therefore below budget.

G. Investment Income

Interest earned on the bank account was higher than budgeted as the overall balance in the bank account was greater than originally projected.

There was also less interest paid out to trust funds and Infrastructure Maintenance and Renewal funds.

Elk Island Public Schools
Detailed Expenditures - Schools (Page 1)
For The Year Ended August 31, 2020

	Fall Budget	Actual	Variance (\$)	Variance (%)	<i>Note Reference</i>
Sector 1 - Sherwood Park					
Bev Facey Community High	\$ 7,224,886	\$ 7,223,321	\$ 1,565	0%	
Brentwood Elementary	3,100,051	3,070,353	29,698	1%	
Clover Bar Junior High	2,438,652	2,391,597	47,055	2%	
Davidson Creek Elementary	3,374,625	3,293,330	81,295	2%	
École Campbelltown	3,174,702	3,121,525	53,177	2%	
F.R. Haythorne Junior High	4,154,796	4,161,807	(7,011)	(0%)	
Glen Allan Elementary	2,490,795	2,481,439	9,356	0%	
Lakeland Ridge	4,530,752	4,513,868	16,884	0%	
Mills Haven Elementary	2,914,816	2,852,268	62,548	2%	
Pine Street Elementary	2,773,394	2,729,773	43,621	2%	
Salisbury Composite High	6,983,338	7,123,675	(140,337)	(2%)	
Sherwood Heights Junior High	3,586,020	3,563,430	22,590	1%	
Strathcona Christian Academy Elementary	3,495,479	3,448,677	46,802	1%	
Strathcona Christian Academy Secondary	3,771,199	3,727,900	43,299	1%	
Wes Hosford Elementary	2,820,170	2,795,083	25,087	1%	
Westboro Elementary	2,822,940	2,772,321	50,619	2%	
Woodbridge Farms Elementary	2,363,740	2,340,301	23,439	1%	
	<u>62,020,355</u>	<u>61,610,668</u>	<u>409,687</u>	<u>1%</u>	
Sector 2 - Strathcona County					
Ardrossan Elementary	3,341,586	3,286,810	54,776	2%	
Ardrossan Junior Senior High	4,986,845	4,960,390	26,455	1%	
Fultonvale Elementary Junior High	3,111,604	3,086,380	25,224	1%	
Uncas Elementary	1,449,004	1,388,128	60,876	4%	
Wye Elementary	2,320,203	2,287,753	32,450	1%	
	<u>15,209,242</u>	<u>15,009,461</u>	<u>199,781</u>	<u>1%</u>	
Sector 3 - Fort Saskatchewan					
Castle (Scotford Colony)	193,812	191,066	2,746	1%	
École Parc Élémentaire	2,259,221	2,234,905	24,316	1%	
Fort Saskatchewan Christian	2,715,974	2,692,531	23,443	1%	
Fort Saskatchewan Elementary	2,411,788	2,375,117	36,671	2%	
Fort Saskatchewan High	3,062,235	3,037,738	24,497	1%	
James Mowat Elementary	2,458,936	2,428,111	30,825	1%	
Rudolph Hennig Junior High	3,019,669	2,986,121	33,548	1%	
SouthPointe School	3,177,836	3,142,390	35,446	1%	
Win Ferguson Elementary	2,794,471	2,665,769	128,702	5%	
	<u>22,093,942</u>	<u>21,753,748</u>	<u>340,194</u>	<u>2%</u>	
Sector 4 - Lamont County					
Andrew School	932,592	911,322	21,270	2%	
Bruderheim School	1,164,593	1,148,677	15,916	1%	
Lamont Elementary	2,368,719	2,338,500	30,219	1%	
Lamont High	2,260,646	2,252,294	8,352	0%	
Mundare School	1,421,438	1,380,082	41,356	3%	
	<u>8,147,988</u>	<u>8,030,875</u>	<u>117,113</u>	<u>1%</u>	
Sector 5 - County of Minburn					
A.L. Horton Elementary	2,363,304	2,341,011	22,293	1%	
Pleasant Ridge Colony	92,584	91,105	1,479	2%	
Vegreville Composite High	2,817,920	2,766,716	51,204	2%	
	<u>5,273,808</u>	<u>5,198,832</u>	<u>74,976</u>	<u>1%</u>	

Elk Island Public Schools
Detailed Expenditures - Schools (Page 2)
For The Year Ended August 31, 2020

	Fall Budget	Actual	Variance (\$)	Variance (%)	<i>Note Reference</i>
Supports For Students - Schools					
Early Learning	2,835,499	2,863,299	(27,800)	(1%)	
Mental Health Capacity Building	225,061	218,468	6,593	3%	
Regional Collaborative Service Delivery	1,047,277	1,136,750	(89,473)	(9%)	A
Specialized Supports	362,908	312,486	50,422	14%	
School Nutrition Program	166,000	166,000	-	-	
Partners 4 Science	164,284	142,214	22,070	13%	
	<u>4,801,029</u>	<u>4,839,217</u>	<u>(38,188)</u>	<u>(1%)</u>	
Other					
Elk Island Youth Ranch Learning Centre	340,807	335,646	5,161	2%	
Next Step Continuing Education - Credit	500,265	505,656	(5,391)	(1%)	
Next Step Home Education/Centre for Education	145,357	119,400	25,957	18%	
Next Step Outreach	2,277,028	2,257,251	19,777	1%	
Ardrossan Elementary - Replacement	5,637	4,895	742	13%	
Davidson Creek Elementary- Start Up	30,944	(3,312)	34,256	111%	
Heritage Hills Elementary - Start Up	335,717	308,220	27,497	8%	
Other School Allocations	(73,541)	(402,044)	328,503	(447%)	B
Standard Cost Conversion	600,000	354,159	245,841	41%	C
Teacher Pensions	9,027,200	9,278,759	(251,559)	(3%)	
Closure Adjustment	3,856,036	536,193	3,319,843	86%	D
	<u>17,045,450</u>	<u>13,294,823</u>	<u>3,750,627</u>	<u>22%</u>	
Total School Sites	<u><u>\$ 134,591,814</u></u>	<u><u>\$ 129,737,624</u></u>	<u><u>\$ 4,854,190</u></u>	<u><u>4%</u></u>	

**Elk Island Public Schools
Expense Notes – Schools
For The Year Ended August 31, 2020**

A. Supports for Students (Schools) – Regional Collaborative Service Delivery

Expenses are above year to date budget as additional funding was available with the closing of the RCSD program. This expense variance is offset by a revenue variance, resulting in no impact to our bottom line.

B. Other – Other School Allocations

Expenses are below budget as a result of unallocated contingency funding, unadjusted revenue increases, and a reduction in the year-end salary expense accrual as compared to prior year.

C. Other – Standard Cost Conversion

This is comprised of the net conversion between standard costs and actual salaries charged to schools.

D. Other – Closure Adjustment

The closure adjustment budget includes allocations removed from individual school budgets, as a way of addressing the Alberta Education funding reduction (in response to in-school classes being cancelled for the remainder of the 2019-20 school year). These allocation reductions include amounts originally budgeted for staff who were temporarily laid off, as well as substitute teacher costs.

Expenses recorded here are benefit costs for classified staff during the period they were temporarily laid off.

Elk Island Public Schools
Detailed Expenditures - Central Services
For The Year Ended August 31, 2020

	Fall Budget	Actual	Variance (\$)	Variance (%)	Note Reference
Governance					
Board of Trustees	\$ 501,931	\$ 499,707	\$ 2,224	0%	
Education Executive					
Superintendent	769,461	671,167	98,294	13%	A
Communications	544,902	518,379	26,523	5%	
Election	-	100,000	(100,000)	100%	B
	<u>1,314,363</u>	<u>1,289,546</u>	<u>24,817</u>	<u>2%</u>	
Supports For Students - Central					
Associate Superintendent	1,239,741	849,092	390,649	32%	C
Elementary Education	988,325	908,346	79,979	8%	D
Secondary Education	987,137	899,384	87,753	9%	E
Specialized Supports	1,502,041	1,426,313	75,728	5%	
	<u>4,717,244</u>	<u>4,083,135</u>	<u>634,109</u>	<u>13%</u>	
Human Resources					
Associate Superintendent	2,501,784	2,371,540	130,244	5%	
Staff Relations & Training	820,421	602,585	217,836	27%	F
Recruitment & Staffing	2,786,222	2,265,836	520,386	19%	G
	<u>6,108,427</u>	<u>5,239,961</u>	<u>868,466</u>	<u>14%</u>	
Business Services					
Secretary-Treasurer	731,205	705,503	25,702	4%	
Financial Services	1,746,408	1,678,121	68,287	4%	
	<u>2,477,613</u>	<u>2,383,624</u>	<u>93,989</u>	<u>4%</u>	
Facility Services					
Facilities	16,556,794	15,801,035	755,759	5%	
Infrastructure Maintenance and Renewal	2,474,316	1,345,986	1,128,330	46%	H
	<u>19,031,110</u>	<u>17,147,021</u>	<u>1,884,089</u>	<u>10%</u>	
Information Technologies	5,329,410	5,283,864	45,546	1%	
Student Transportation	10,088,540	9,533,819	554,721	5%	
Next Step Continuing Education - Non-Credit	422,447	295,628	126,819	30%	I
Fiscal Services					
Capital and Debt Services	6,764,417	6,530,818	233,599	3%	
Teacher Pensions	472,800	485,975	(13,175)	(3%)	
Closure Adjustment	1,288,027	-	1,288,027	100%	J
Other Central Allocations	(19,224)	9,971	(29,195)	152%	
	<u>8,506,020</u>	<u>7,026,764</u>	<u>1,479,256</u>	<u>17%</u>	
TOTAL CENTRAL SERVICES	<u>\$ 58,497,105</u>	<u>\$ 52,783,069</u>	<u>\$ 5,714,036</u>	<u>10%</u>	

**Elk Island Public Schools
Expense Notes – Central Services
For The Year Ended August 31, 2020**

A. Education Executive – Superintendent

Expenses are below year to date budget as funds allocated to support emergent school and department requirements have not been fully accessed. Funds allocated for the leadership workshop and planning programs were underspent as activities had to be cancelled due to COVID. As the planning program is an internally restricted program, the related surplus will be carried forward to support strategic planning.

B. Education Executive – Corporate Secretary – Election

Election expenses are being accrued annually to support expected costs of the next board election (expected to be spent in 2021).

C. Supports for Students (Central) – Associate Superintendent

Expenses are below year to date budget within the First Nations Métis Inuit program due to school closures. As these are internally restricted funds and work in this area is ongoing, the surplus will be carried forward to support FNMI initiatives in the 2020-21 school year.

D. Supports for Students (Central) – Elementary Education

Expenses are below year to date budget due to specific efforts to conserve funds for expected 2020-21 curriculum costs as well as cancellation of events due to COVID. As funds for curriculum are internally restricted, the surplus in this program will be carried forward to support curriculum-related activities in the 2020-21 school year.

E. Supports for Students (Central) – Secondary Education

Expenses are below year to date budget as events were cancelled due to COVID. Dual Credit Programming funds have been spent to purchase equipment for BFH and VJS and remaining unspent funds will be carried forward to provide additional support in 2020-21.

F. Human Resources – Staff Relations & Training

Expenses are below year to date budget as physical distancing requirements legislated in response to the pandemic has resulted in EIPS professional development programming either being moved to an online (and therefore less costly) platform, rescheduled for next year, or cancelled outright.

In addition, the move to a new Enterprise Resource Planning software has lowered the costs associated with the Files Digitization project, which was completed in July.

Lower costs have also been noted in the Health Recovery, Employee Assistance, and Long Term Disability programs, which may be due partially to the pandemic, but also to the additional support available since the changeover to Alberta School Employee Benefit Plan last fall.

The CTF Bridge to Certification program is utilized to support staff earning their certification. The surplus remaining will be carried forward to provide mentorship training for staff in the program.

G. Human Resources – Recruitment & Staffing

Expenses are below year to date budget as the pandemic has curtailed the usual recruitment and staffing activities, as well as reduced costs for substitutes. Expenses related to administrative transfers are also below budget as limited transfers were required for the 2019-20 school year.

H. Facility Services – Infrastructure Maintenance & Renewal (IMR)

Revenue has been recognized to match IMR project expenses incurred to August 31, 2020. The expense variance in IMR is offset by an equal variance in revenue, resulting in no impact to the bottom line.

IMR projects are classified as either operating or capital, as per accounting standards. Revenue and expenses for operating IMR projects are recorded in EIPS's statements the year the project is undertaken. Capital IMR projects are recorded in EIPS's statements slowly over a number of years.

IMR operating and capital spending was lower than budget due to the new Capital Maintenance and Renewal (CMR) funding of \$3.9M approved in May 2020. CMR capital projects took precedence over IMR projects as the CMR funding had more restricted spending timelines set by the province.

Details on spending on operating and capital IMR projects and CMR capital projects are included in the tables below:

IMR	Fall Budget	Actuals	Variance
Operating Projects	\$ 2,474,316	\$ 1,345,986	\$ (1,128,330)
Capital Projects	3,478,416	1,883,158	(1,595,258)
Total IMR Projects	\$ 5,952,732	\$ 3,229,144	\$ 2,723,588

CMR	May 2020 Funding	Actuals	Variance
Capital Projects	\$ 3,900,000	\$ 2,107,448	\$ (1,792,552)

I. Next Step Continuing Education – Non-Credit

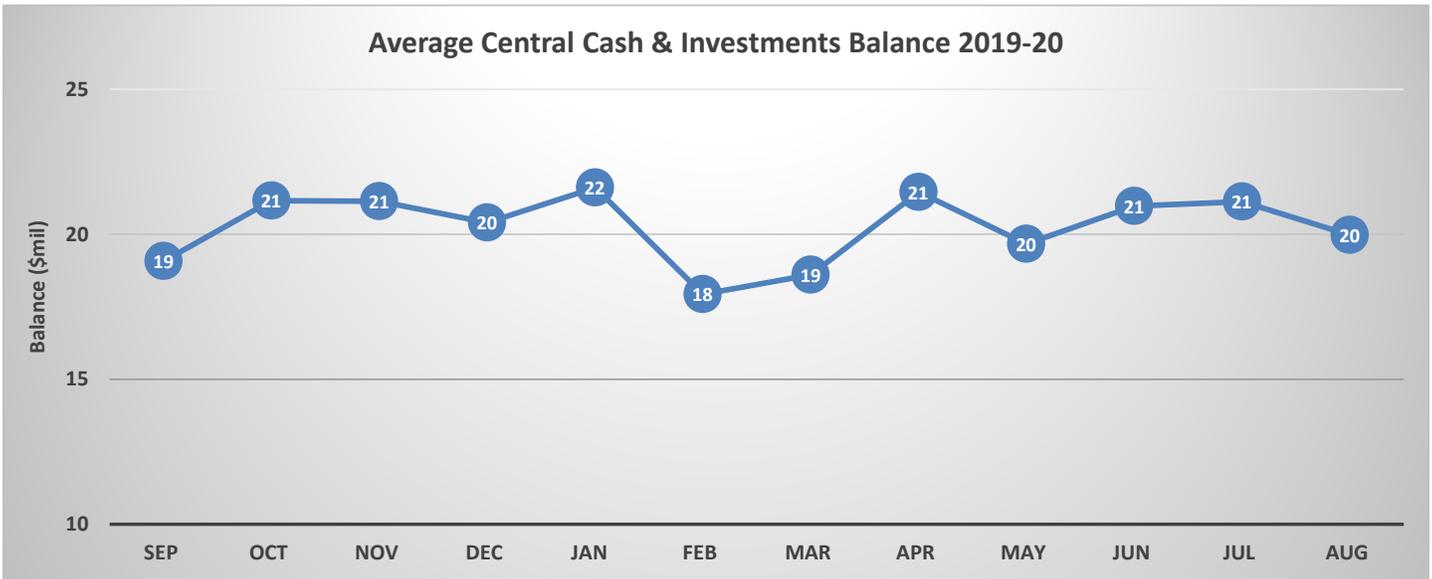
Expenses are below budget as non-credit courses and camps were cancelled after April 2020 due to the pandemic.

J. Fiscal Services – Closure Adjustment

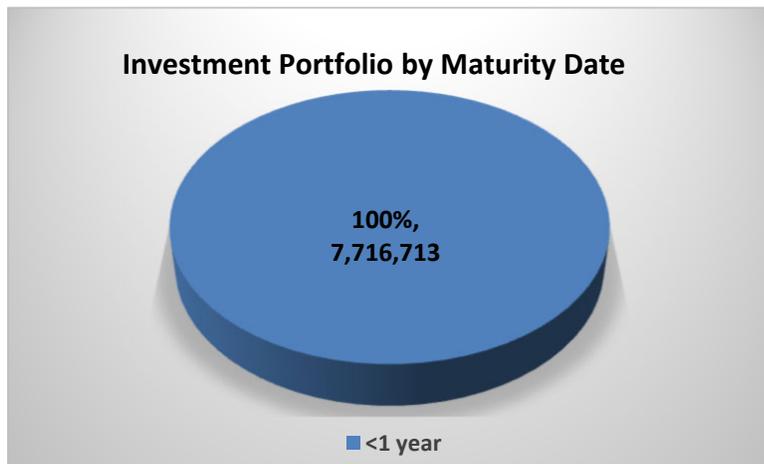
The closure adjustment is composed of allocation reductions primarily for contracted transportation costs, due to the Alberta Education funding reduction (in response to in-school classes being cancelled for the remainder of the 2019-20 school year).

Elk Island Public Schools
Statement of Cash and Investments (excluding SGF)
As At August 31, 2020

	<u>August 31, 2020</u>	<u>August 31, 2019</u>
Cash Account Balances	\$ 11,537,642	\$ 7,438,615
Guaranteed Investment Certificates	7,716,713	9,871,766
Total Central Cash and Investments	<u>19,254,355</u>	<u>17,310,381</u>
Less Restricted Funds (Trusts)	(61,059)	(464,923)
Total Available Central Cash and Investments	<u>\$ 19,193,296</u>	<u>\$ 16,845,458</u>



Although cash and investment balances were expected to fall over the 2019-20 year (as EIPS had planned a \$7.96 million budget deficit), cash balances ended in a similar position to prior year. Conservative spending by schools and departments was the primary contributor to this change, especially over the third and fourth quarter of the year. Maintaining that conservative approach, EIPS has not reinvested maturing investments in 2019-20 and instead transferred them to cash to allow for flexibility in the 2020-21 school year.



Investment Return by Year of Purchase	
Year of Purchase	Average Return
2017-18	2.49%
2018-19	2.78%



INFORMATION REPORT

DATE: Oct. 15, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: Unaudited Accumulated Surplus at Aug. 31, 2020

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Leah Lewis, Director, Financial Services

REFERENCE: Board Policy 2: Role of the Board

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, management and investment in Division infrastructure.

ISSUE:

That the Board of Trustees receive for information the Unaudited Accumulated Surplus at Aug. 31, 2020.

BACKGROUND:

Board Policy 2: Role of the Board, Section 8, Fiscal Accountability, establishes that the Board of Trustees will approve the transfer of funds to reserves.

Board Policy 7: Board Operations, Section 12.12, Trustee Compensation and Expenses, states that any Board Governance surplus exceeding the allowable carryforward amounts will be evaluated on an annual basis and placement of funds will be determined at a public meeting of the Board. The Board Governance surplus exceeding the allowable carryforward is \$0 as the Board transferred \$38,033 in the spring to support the funding reductions made by Alberta Education.

Administrative Procedure 501, Financial Management gives schools and departments the opportunity to carry forward surplus from one financial year to the next.

This approval process coincides with the year end in preparation for the finalization of the audited financial statements. The information in this report is subject to change based on the audit.

CURRENT SITUATION OR KEY POINT:

Elk Island Public Schools (EIPS) has an operating deficit of \$1.48 million for the year ended Aug. 31, 2020. This decreases the Accumulated Surplus to \$18.26 million. Accumulated surplus is the primary indicator of the financial resources that EIPS has available to provide future services. Accumulated surplus includes investment



in Board funded tangible capital assets (\$6.22 million), unrestricted surplus, operating reserves (\$11.26 million), and capital reserves (\$0.78 million).

The net reserve transfer for 2019-20 is \$0.55 million, which includes the operating deficit of \$1.48 million and a surplus of \$0.93 million from current year transactions for unsupported capital assets.

The Division has established school and department reserves, as well as capital reserves, in accordance with Board Policy.

The balance of operating reserves is \$11.26 million. Reserves of \$3.78 million are designated for use by schools and departments to support future years. Division Allocated Reserves has a balance of \$0.41 million; these reserves will be used to fund specific expenses as identified by the Board. Division Unallocated Reserves are at \$7.07 million.

The operating reserves balance is greater than the spring projection by \$2.81 million (Attachment 3 - Column H - Row M). Projections were completed in the spring of 2020 with many unknowns due to COVID-19 and the in-school class closures.

- At year end, Central Services and School reserves were \$0.42 million less than projections. At the time of projections (early April), school reserves were estimated at 1% of operations due to the difficulty of schools completing projections and departments estimating conservatively due to many unknowns.
- The Division Allocated reserves are \$0.08 million greater as the three remaining projects (Heritage Hills Elementary start-up, Enterprise Resource Planning and curriculum costs) were not completed at year-end.
- The Division Unallocated reserve is \$3.15 million greater primarily due to:
 - School surpluses greater than 1% of budgets (\$0.58 million);
 - Next Step surpluses greater than 2% of budgets (\$0.25million);
 - Department surpluses greater than 1% of budgets (\$0.20 million);
 - Department Hold Harmless program surpluses were \$1.07 million higher than projected primarily due to \$0.45 million additional savings in utilities as a result of school closures and lower utility rates, and \$0.56 million due to less medical leave time after schools closed and less private business days taken than projected;
 - In-year funding remaining at year end (\$0.14 million);
 - Standard cost deficit less than budgeted (\$0.25 million);
 - Revenue achieved greater than allocated (\$0.49 million greater than projected) due to being conservative in the spring and estimating a loss on summer school and funding shortfalls because of unearned CEU credits;
 - Capital purchases from school and department operating budgets (\$0.14 million).

These variances were offset by COVID-related costs of \$0.10 million incurred prior to year-end.



EIPS strives to keep the Division Unallocated Reserve at a minimum of 2% of EIPS' budget (approximately \$4 million) to cover emergent issues, price fluctuations and stabilize funding in the future. At Aug. 31, 2020, the balance in this unallocated reserve is \$7.07 million (3.61% of 2020-21 budget)

The balance of capital reserves at Aug. 31, 2020 is \$0.78 million. These reserves are for the purchase of future capital assets.

Each year, Alberta Education provides a Financial Reporting Profile that compares financial information of school divisions across Alberta and to other comparably sized jurisdictions. This document allows a review and evaluation of the current financial position.

A comparison of EIPS' operating and capital reserves to other divisions is provided in the table below. The current financial position indicates a decrease to operating reserves of 0.48% or 1.21 days and a decrease to capital reserves of \$7 per student. If EIPS maintained capital reserves at the average rate, reserves would be \$4.6 million using the average rate of divisions with similar enrolment. These statistics are useful for analyzing financial health.

	Aug. 31, 2019	Aug. 31, 2020	Change
OPERATING RESERVES (excluding school generated funds)			
As a % of expenses			
EIPS	5.47%	4.99%	-0.48%
All divisions	4.54%		
Divisions with similar enrolment	5.29%		
Equated to operational days			
EIPS	13.69 days	12.48 days	-1.21 days
All divisions	11.35 days		
Divisions with similar enrolment	13.22 days		
CAPITAL RESERVES			
Per student			
EIPS	\$54	\$47	-\$7
All divisions	\$306		
Divisions with similar enrolment	\$276		

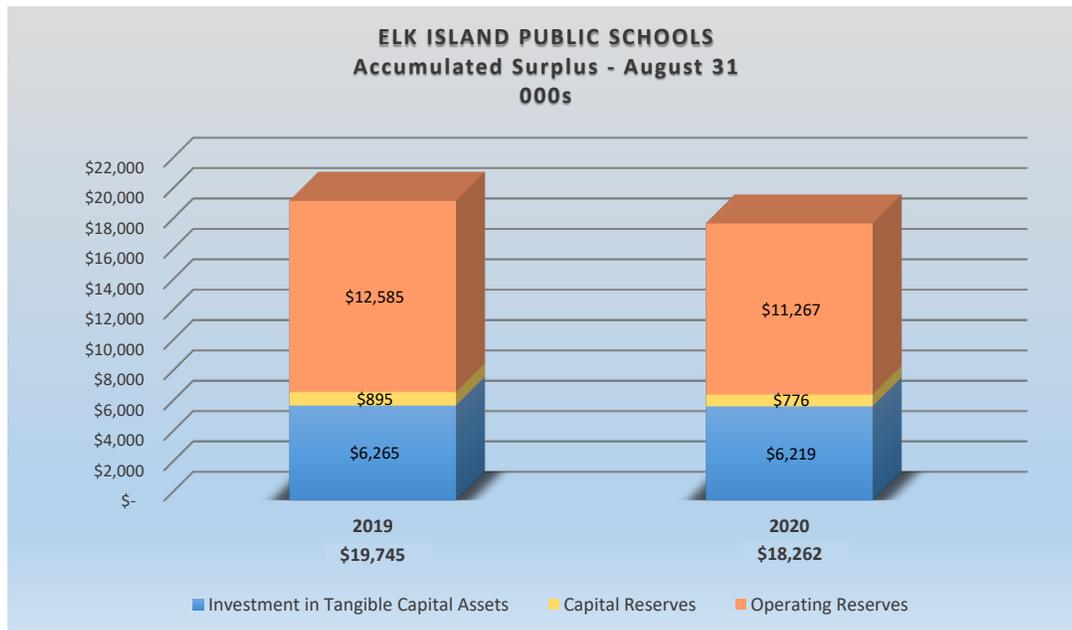
ATTACHMENT(S)

1. Accumulated Surplus
2. Reserves
3. Operating Reserves
4. Operating Reserves – Central Services
5. Operating Reserves – Schools - Operations
6. Operating Reserves – School Generated Funds

**ELK ISLAND PUBLIC SCHOOLS
Accumulated Surplus
August 31, 2020**

	A=B+C+D+E	B	C	D Internally Restricted		E
	Accumulated Surplus	Investment in Tangible Capital Assets	Unrestricted Surplus	Operating Reserves	Capital Reserves	
Audited - August 31, 2019	\$ 19,745,026	\$ 6,265,344	\$ -	\$ 12,584,725	\$ 894,957	
Surplus/(Deficit)	(1,483,277)	-	(1,483,277)	-	-	
Board Funded Capital Asset Additions	-	1,164,606	(258,440)	(768,695)	(137,471)	
Net Amortization, Debt & Disposals	-	(1,211,384)	1,192,903	-	18,481	
Net Reserve Transfer	-	-	548,814	(548,814)	-	
Actual - August 31, 2020	\$ 18,261,749	\$ 6,218,566	\$ -	\$ 11,267,216	\$ 775,967	

- A Accumulated surplus which includes investment in Board funded tangible capital assets, unrestricted surplus and internally restricted reserves
- B Board funded (unsupported) tangible capital assets
- C Surplus/(deficit) transferred to reserves
- D Operating reserves including Schools - Operations, School Generated Funds, Central Services and Division reserves
- E Capital reserves available for future unsupported capital purchases



ELK ISLAND PUBLIC SCHOOLS

Reserves
August 31, 2020

	A	B	C		D	E = A+B+C+D
	Audited 31-Aug-19	Contributions /(Use)	2019-20 Capital Effect		Transfers	Actual 31-Aug-20
OPERATING RESERVES						
Central Services (Attachment 4)	\$ 1,089,200	2,032,875	\$ -	\$ (2,282,204)	\$ (2,282,204)	\$ 839,871
Schools - Operations (Attachment 5)	1,677,816	762,284	-	(1,436,273)	(1,436,273)	1,003,827
School Generated Funds (SGF)(Attachment 6)	1,639,390	300,043	-	-	-	1,939,433
Central Services & Schools	4,406,406	3,095,202	-	(3,718,477)	(3,718,477)	3,783,131
Leveraging Student Achievement	418,697	(72,233)	-	(346,464)	(346,464)	-
Election	90,486	-	-	(90,486)	(90,486)	-
School Building	457,098	(309,803)	-	(119,798)	(119,798)	27,497
Enterprise Resource Planning	1,202,250	(70,050)	(768,695)	-	-	363,505
Projects	641,480	(244,673)	-	(374,185)	(374,185)	22,622
EIPS Division Allocated (Attachment 3)	2,810,011	(696,759)	(768,695)	(930,933)	(930,933)	413,624
EIPS Division Unallocated (Attachment 3)	5,368,308	(3,881,720)	934,463	4,649,410	4,649,410	7,070,461
	\$ 12,584,725	\$ (1,483,277)	\$ 165,768	\$ -	\$ -	\$ 11,267,216

B 2019-20 deficit of \$1,483,277

C Use of Reserves for Enterprise Resource Planning and the net effect of unsupported capital transactions

D Budgeted transfers to EIPS Division Allocated reserve, and the year-end transfers from schools/departments

	A	B	C		D	E = A+B+C+D
	Audited 31-Aug-19	Contributions /(Use)	2019-20 Capital Effect		Transfers	Actual 31-Aug-20
CAPITAL RESERVES						
Facility Services	\$ 114,378	\$ -	\$ -	\$ -	\$ -	\$ 114,378
Land Purchase	-	-	(137,471)	137,471	137,471	-
Aging Equipment at Schools	197,957	-	-	-	-	197,957
Information Technologies Infrastructure	342,164	-	-	-	-	342,164
EIPS Division Allocated	540,121	-	(137,471)	137,471	137,471	540,121
EIPS Division Unallocated	240,458	18,481	-	(137,471)	(137,471)	121,468
	\$ 894,957	\$ 18,481	\$ (137,471)	\$ -	\$ -	\$ 775,967

B Proceeds on the sale of unsupported assets

C Use of reserves for the unsupported costs of land purchase

ELK ISLAND PUBLIC SCHOOLS
Operating Reserves
August 31, 2020

	A	B	C	D		E	F = A + B + C + D + E	G	H = F - G
				2019-20					
	Audited Balance	Contributions	Capital	Budget	Year End	Actual	Actual	Projection	Variance
	31-Aug-19	/ (Use)	Effect	Transfer	Transfer	Balance	Balance	Balance	
						31-Aug-20	31-Aug-20	31-Aug-20	
Central Services & Schools	\$ 4,406,406	\$ 3,095,202	\$ -	\$ (984,495)	\$ (2,733,982)	\$ 3,783,131	\$ 4,200,656	\$ (417,525)	
Leveraging Student Achievement	418,697	(72,233)	-	(346,464)	-	-	-	-	-
Election	90,486	-	-	-	(90,486)	-	-	-	-
Davidson Creek Elementary	30,944	3,312	-	-	(34,256)	-	-	-	-
Ardrossan Elementary Replacement Planning	10,437	(4,895)	-	-	(5,542)	-	-	-	-
Heritage Hills Elementary	80,000	-	-	(80,000)	-	-	-	-	-
School Building	335,717	(308,220)	-	-	-	27,497	-	27,497	
Enterprise Resource Planning	457,098	(309,803)	-	(80,000)	(39,798)	27,497	-	27,497	
Central Projects	1,202,250	(70,050)	(768,695)	-	-	363,505	335,392	28,113	
Off To a Good Start	1,202,250	(70,050)	(768,695)	-	-	363,505	335,392	28,113	
Mechanical Cooling for Modulars	148,655	-	-	(148,655)	-	-	-	-	-
Modular Relocation	196,963	-	-	(196,963)	-	-	-	-	-
New Curriculum Costs	215,031	(213,688)	-	-	(1,343)	-	-	-	-
Projects	80,831	(30,985)	-	(27,224)	-	22,622	-	22,622	
Projects	641,480	(244,673)	-	(372,842)	(1,343)	22,622	-	22,622	
EIPS Division Allocated Reserves	2,810,011	(696,759)	(768,695)	(799,306)	(131,627)	413,624	335,392	78,232	
Capital Effect - Purchases from Operating Budgets		-	(258,440)	-	-	(258,440)	(296,366)	37,926	
Capital Effect - Annual Amortization		-	1,192,903	-	-	1,192,903	1,206,366	(13,463)	
Transfer from Division Allocated Reserves		-	-	-	1,343	1,343	-	1,343	
Current Funding Shortfalls		(5,457,094)	-	1,783,801	-	(3,673,293)	(3,673,293)	-	
COVID-related Costs		(97,321)	-	-	-	(97,321)	-	(97,321)	
Schools - Surplus Exceeding 1%		-	-	-	577,092	577,092	-	577,092	
Election Cost Accrual		(100,000)	-	-	90,486	(9,514)	(9,514)	-	
Outreach/Continuing Education - Surplus		-	-	-	253,514	253,514	-	253,514	
Departments Surpluses >1%		-	-	-	470,999	470,999	266,532	204,467	
Departments - Internally Restricted Programs		-	-	-	52,566	52,566	-	52,566	
Departments - Hold Harmless Programs		-	-	-	1,379,811	1,379,811	308,249	1,071,562	
School Building return from Division Allocated		-	-	-	39,798	39,798	-	39,798	
In Year Funding Unspent		140,316	-	-	-	140,316	-	140,316	
Standard Cost Deficit less than budgeted		245,841	-	-	-	245,841	-	245,841	
Revenue greater than allocations		1,246,413	-	-	-	1,246,413	755,000	491,413	
Capital purchases from operating budgets		140,125	-	-	-	140,125	-	140,125	
EIPS District Reserve	5,368,308	-	-	-	-	5,368,308	5,368,308	-	
EIPS Division Unallocated Reserve	5,368,308	(3,881,720)	934,463	1,783,801	2,865,609	7,070,461	3,925,282	3,145,179	
Total EIPS Division Reserves	8,178,319	(4,578,479)	165,768	984,495	2,733,982	7,484,085	4,260,674	3,223,411	
Total Operating Reserves	\$ 12,584,725	\$ (1,483,277)	\$ 165,768	\$ -	\$ -	\$ 11,267,216	\$ 8,461,330	\$ 2,805,886	
EIPS Division Unallocated Reserve (K)									
As a percentage of operating expenses (2019-20)	2.87%					3.78%			
Dollars above/(below) 2% of operating expenses (2019-20)	\$ 1,630,255					\$ 3,332,408			
As a percentage of operating expenses (2020-21)						3.61%			
Dollars above/(below) 2% of operating expenses (2020-21)						\$ 3,148,239			

G Projection Balance 31-Aug-20 presented as part of the 2020-21 Spring Budget

ELK ISLAND PUBLIC SCHOOLS
Operating Reserves - Central Services
August 31, 2020

	A	B	C	D = A - C	E	F	G = E - F	H	I = D + G - H
	Surplus/ (Deficit)	% of Budget	Transfer > 1% to Division	Carry- forward	Surplus/ (Deficit)	Transfer to Division	Carry- forward	Department Transfers	Reserve Balance 31-Aug-20
Board of Trustees	\$ 2,224	0.4%	\$ -	\$ 2,224	\$ -	\$ -	\$ -	\$ -	\$ 2,224
Education Executive									
Superintendent	79,585	10.8%	72,236	7,349	18,708	255	18,453	-	25,802
Communications	26,523	4.9%	21,074	5,449	-	-	-	-	5,449
Supports For Students - Central									
Associate Superintendent	12,674	3.3%	(18,121)	30,795 ²	376,371	-	376,371		407,166
Secondary Education	25,855	3.0%	(42,867)	68,722 ²	7,437	2,437	5,000	8,772 ³	82,494
Elementary Education	79,655	9.1%	70,883	8,772	-	-	-	(8,772) ³	-
Specialized Supports	97,649	6.8%	83,226	14,423	3,009	3,009	-	-	14,423
Human Resources									
Associate Superintendent	53,641	2.3%	30,686	22,955	147,080	147,080	-	-	22,955
Staff Relations & Training	90,272	16.3%	84,726	5,546	97,121	97,121	-	-	5,546
Recruitment & Staffing	563	0.1%	-	563	562,462	562,462	-	-	563
Business Services									
Secretary - Treasurer	3,318	1.1%	343	2,975	31,586	31,586	-	-	2,975
Financial Services	70,936	4.1%	53,472	17,464	-	-	-	-	17,464
Facility Services	181,714	1.7%	74,051	107,663	588,427	588,427	-	-	107,663
Information Technologies	64,431	1.8%	29,230	35,201	(4,670)	-	(4,670)		30,531
Student Transportation	114,616	1.1%	-	114,616	-	-	-	-	114,616
Next Step Continuing Education - Non Credit	12,060	2.9%	12,060	-	-	-	-	-	-
Total Central Services	\$ 915,716	2.8%	\$ 470,999	\$ 444,717	\$ 1,827,531	\$ 1,432,377	\$ 395,154	\$ -	\$ 839,871

² Approved Operating Reserve Carryforward Exceptions:

Associate Superintendent - Supports for Students: contract fulfillment	26,940
Secondary Education (Instructional Supports for 2020-21): Readers/Writers Workshop rescheduled due to COVID	<u>60,000</u>
	<u>86,940</u>

Surplus from Elementary Education has been used to fund carryforward exceptions made for Associate Superintendent Supports for Students and Secondary Education

³ Surplus from Elementary Education transferred to Secondary Education, as departments will be amalgamated for 2020-21 and renamed Instructional Supports

	TOTAL TRANSFERS
Division Unallocated Reserve for Hold Harmless Program Deficits (such as Snow Removal and Maternity)	-
Balance to Division Unallocated Reserve	1,379,811
Total Central Services Transfers (Attachment 2)	<u>523,565</u>
	<u>1,903,376</u>

Elk Island Public Schools
Operating Reserves - Schools - Operations
August 31, 2020

	A	B	C	D = B + C	E = D / A	F	G = D - F
	2019-20						
	Fall Budget	Carry-Forward	Adjustments ¹	Total Carry-Forward	% of Budget	Transfers	Reserve Balance 31-Aug-20
Sector 1 - Sherwood Park							
Bev Facey Community High	\$ 7,224,886	\$ 1,565	\$ 9,528	\$ 11,093	0.2%	\$ -	\$ 11,093
Brentwood Elementary	3,100,051	29,698	-	29,698	1.0%	-	29,698
Clover Bar Junior High	2,438,652	47,056	-	47,056	1.9%	4 47,056	-
Davidson Creek Elementary	3,374,625	81,295	-	81,295	2.4%	47,549	33,746
École Campbelltown	3,174,702	53,177	-	53,177	1.7%	21,430	31,747
F.R. Haythorne Junior High	4,154,796	(7,011)	-	(7,011)	(0.2%)	-	(7,011)
Glen Allan Elementary	2,490,795	9,356	-	9,356	0.4%	-	9,356
Lakeland Ridge	4,530,752	16,884	-	16,884	0.4%	-	16,884
Mills Haven Elementary	2,914,816	62,548	-	62,548	2.1%	33,400	29,148
Pine Street Elementary	2,773,394	43,621	-	43,621	1.6%	2 6,249	37,372
Salisbury Composite High	6,983,338	(140,337)	363,212	222,875	3.2%	2 134,976	87,899
Sherwood Heights Junior High	3,586,020	22,590	-	22,590	0.6%	-	22,590
Strathcona Christian Academy Elementary	3,495,479	46,802	-	46,802	1.3%	11,847	34,955
Strathcona Christian Academy Secondary	3,771,199	43,299	3,207	46,506	1.2%	8,794	37,712
Wes Hosford Elementary	2,820,170	25,087	-	25,087	0.9%	-	25,087
Westboro Elementary	2,745,295	46,561	-	46,561	1.7%	19,108	27,453
Woodbridge Farms Elementary	2,363,740	23,439	-	23,439	1.0%	-	23,439
Sector 2 - Strathcona County							
Ardrossan Elementary	3,341,586	54,776	-	54,776	1.6%	21,360	33,416
Ardrossan Junior Senior High	4,986,845	26,455	9,270	35,724	0.7%	-	35,724
Fultonvale Elementary Junior High	3,111,604	25,224	-	25,224	0.8%	-	25,224
Uncas Elementary	1,449,004	60,876	-	60,876	4.2%	46,386	14,490
Wye Elementary	2,320,203	32,450	-	32,450	1.4%	2 1,711	30,739
Sector 3 - Fort Saskatchewan							
Castle (Scotford Colony)	193,812	2,746	-	2,746	1.4%	808	1,938
École Parc Élémentaire	2,259,221	24,316	-	24,316	1.1%	1,724	22,592
Fort Saskatchewan Christian	2,715,974	23,443	-	23,443	0.9%	-	23,443
Fort Saskatchewan Elementary	2,411,788	36,671	-	36,671	1.5%	12,553	24,118
Fort Saskatchewan High	3,062,235	24,497	3,236	27,733	0.9%	-	27,733
James Mowat Elementary	2,458,936	30,824	-	30,824	1.3%	6,235	24,589
Rudolph Hennig Junior High	3,019,669	33,549	-	33,549	1.1%	3,352	30,197
SouthPointe School	3,177,836	35,446	-	35,446	1.1%	-	35,446
Win Ferguson Elementary	2,794,471	128,702	-	128,702	4.6%	100,757	27,945
Sector 4 - Lamont County							
Andrew School	932,592	21,270	-	21,270	2.3%	11,944	9,326
Bruderheim School	1,164,593	15,916	-	15,916	1.4%	4,270	11,646
Lamont Elementary	2,368,719	30,219	-	30,219	1.3%	6,532	23,687
Lamont High	2,260,646	8,352	10,795	19,147	0.8%	-	19,147
Mundare School	1,421,438	41,356	-	41,356	2.9%	27,142	14,214
Sector 5 - County of Minburn							
A.L. Horton Elementary	2,363,304	22,293	-	22,293	0.9%	-	22,293
Pleasant Ridge Colony	92,584	1,479	-	1,479	1.6%	553	926
Vegreville Composite High	2,817,920	51,204	(20,163)	31,041	1.1%	4 7,877	23,164

Continued on next page

Elk Island Public Schools
Operating Reserves - Schools - Operations
August 31, 2020

	A	B	C	D = B + C	E = D / A	F	G = D - F
	2019-20						
	Fall Budget	Carry- Forward	Adjustments ¹	Total Carry- Forward	% of Budget	Transfers	Reserve Balance 31-Aug-20
Supports for Students - Schools							
Early Learning	2,835,499	(27,799)	-	(27,799)	(1.0%)	(28,189)	390
Mental Health Capacity Building	225,061	-	-	-	0.0%	-	-
Regional Collaborative Service Delivery	1,047,277	-	-	-	0.0%	-	-
Specialized Supports - Schools	362,908	65,657	-	65,657	18.1%	7,028	58,629
School Nutrition Program	166,000	-	-	-	0.0%	-	-
Partners 4 Science	164,284	26,283	-	26,283	16.0%	2	11,643
Other							
Next Step Home Education	145,357	25,957	-	25,957	17.9%	3	25,957
Next Step Outreach	2,277,028	19,776	167,347	187,123	8.2%	3	187,123
Next Step Continuing Education - Credit	500,265	(5,391)	45,825	40,434	8.1%	3	40,434
Total Schools - Operations	\$ 120,391,369	\$ 1,242,177	\$ 592,257	\$ 1,834,433	1.5%	\$ 830,606	\$ 1,003,827
³ Outreach/Continuing Education Surplus to Division Unallocated Reserve						253,514	
Schools Surplus >1% to Division Unallocated Reserve						577,092	
School - Operations Transfers (Attachment 2)						830,606	

¹ Includes CEU and Adult Fee adjustments

² Approved Reserve Carryforward Exceptions

⁴ Reserve Carryforward Adjustment for Planned Deficit

ELK ISLAND PUBLIC SCHOOLS
Operating Reserves - School Generated Funds (SGF)
August 31, 2020

	A	B	C = A + B	D = C / enrolment
	Reserve Balance 31-Aug-19	2019-20 Surplus/ (Deficit)	Reserve Balance 31-Aug-20	Average \$'s Per Student
Sector 1 - Sherwood Park				
Bev Facey Community High	\$ 117,193	\$ 17,355	\$ 134,548	\$ 132
Brentwood Elementary	30,932	4,555	35,487	79
Clover Bar Junior High	63,858	12,172	76,030	230
Davidson Creek Elementary	2,089	19,480	21,569	36
École Campbelltown	5,575	24,471	30,046	54
F.R. Haythorne Junior High	129,819	(9,157)	120,662	187
Glen Allan Elementary	17,478	15,099	32,577	85
Heritage Hills Elementary (formerly Wye School)	7,566	69,726	77,292	220
Lakeland Ridge	69,457	1,702	71,159	90
Mills Haven Elementary	75,560	(3,464)	72,096	172
Pine Street Elementary	29,203	(2,641)	26,562	73
Salisbury Composite High	285,824	44,292	330,116	290
Sherwood Heights Junior High	45,145	27,941	73,086	125
Strathcona Christian Academy Elementary	28,924	(832)	28,092	48
Strathcona Christian Academy Secondary	89,046	8,989	98,035	163
Wes Hosford Elementary	35,041	1,914	36,955	84
Westboro Elementary	17,826	3,755	21,581	60
Woodbridge Farms Elementary	22,999	(12,133)	10,866	34
Sector 2 - Strathcona County				
Ardrossan Elementary	14,810	1,931	16,741	30
Ardrossan Junior Senior High	166,391	(65,264)	101,127	117
Fultonvale Elementary Junior High	63,224	(8,549)	54,675	109
Uncas Elementary	11,993	(1,359)	10,634	51
Sector 3 - Fort Saskatchewan				
École Parc Élémentaire	13,715	(3,696)	10,019	32
Fort Saskatchewan Christian	23,767	10,259	34,026	83
Fort Saskatchewan Elementary	26,828	2,233	29,061	93
Fort Saskatchewan High	(58,213)	70,364	12,151	28
James Mowat Elementary	36,376	8,120	44,496	116
Rudolph Hennig Junior High	24,151	13,334	37,485	80
SouthPointe School	7,387	6,295	13,682	28
Win Ferguson Elementary	14,875	2,175	17,050	40
Sector 4 - Lamont County				
Andrew School	17,310	162	17,472	230
Bruderheim School	4,862	5,076	9,938	76
Lamont Elementary	9,087	5,253	14,340	47
Lamont High	43,619	1,828	45,447	150
Mundare School	23,564	9,634	33,198	217
Sector 5 - County of Minburn				
A.L. Horton Elementary	44,244	4,680	48,924	144
Vegreville Composite High	27,385	23,287	50,672	142
Next Step Outreach	40,060	(11,382)	28,678	81
Continuing Education	10,420	2,438	12,858	N/A
Total School Generated Funds	\$ 1,639,390	\$ 300,043	\$ 1,939,433	\$ 107



INFORMATION REPORT

DATE: Oct. 15, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: 2020-21 Enrolment

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Carmine von Tettenborn, Director, Financial Services
Lynn Brims, Accountant, Financial Services

REFERENCE: N/A

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, management and investment in Division infrastructure.

ISSUE:

That the Board of Trustees receive for information the Enrolment Report for the 2020-21 school year for Elk Island Public Schools.

BACKGROUND:

Elk Island Public Schools (EIPS) enters student information into PowerSchool which is directly linked to the Provincial Approach to Student Information (PASI) system. Alberta Education uses the PASI system to calculate funding allocations to EIPS.

CURRENT SITUATION OR KEY POINT:

Financial Services has summarized the Sept. 30, 2020 enrolment. There are 17,001 students in the Division this fall. This is a decrease of 399 students (2.3%) from last year and a decrease of 469 students (2.7%) from the spring budget.

Attachment 2 identifies the number of in-school learners (14,978) and at-home learning (2,203) at September 20, 2020.

ATTACHMENT(S):

1. 2020-21 Enrolment Detail by Sector compared to Spring Budget and Prior Year Enrolment
2. 2020-21 Enrolment Detail by Sector with In School vs At Home Learning

Enrolment Detail - by Sector							
	Student Enrolment			Variance from Last Year		Variance from Spring 2020	
	2019-20 Fall	2020-21 Spring Budget	2020-21 Sept. 30 2020	Change Fall 2019 to Fall 2020	% Change 2019 to Fall 2020	Change Spring 2020 to Fall 2020	% Change Spring 2020 to Fall 2020
Sector 1 - Sherwood Park							
Bev Facey Community High	1,022	1,019	1,031	9	0.9%	12	1.2%
Brentwood Elementary	451	433	426	(25)	(5.5%)	(7)	(1.6%)
Clover Bar Junior High	331	362	355	24	7.3%	(7)	(1.9%)
Davidson Creek Elementary	596	612	610	14	2.3%	(2)	(0.3%)
École Campbelltown	554	429	407	(147)	(26.5%)	(22)	(5.1%)
F. R. Haythorne Junior High	646	652	640	(6)	(0.9%)	(12)	(1.8%)
Glen Allan Elementary	385	357	362	(23)	(6.0%)	5	1.4%
Heritage Hills/Wye Elementary	352	482	472	120	34.1%	(10)	(2.1%)
Lakeland Ridge	790	802	797	7	0.9%	(5)	(0.6%)
Mills Haven Elementary	420	423	412	(8)	(1.9%)	(11)	(2.6%)
Pine Street Elementary	366	346	336	(30)	(8.2%)	(10)	(2.9%)
Salisbury Composite High	1,139	1,130	1,176	37	3.2%	46	4.1%
Sherwood Heights Junior High	587	649	640	53	9.0%	(9)	(1.4%)
Strathcona Christian Academy Elementary	584	587	548	(36)	(6.2%)	(39)	(6.6%)
Strathcona Christian Academy Secondary	600	614	595	(5)	(0.8%)	(19)	(3.1%)
Wes Hosford Elementary	438	415	412	(26)	(5.9%)	(3)	(0.7%)
Westboro Elementary	362	357	336	(26)	(7.2%)	(21)	(5.9%)
Woodbridge Farms Elementary	319	330	324	5	1.6%	(6)	(1.8%)
	9,942	9,999	9,879	(63)	(0.6%)	(120)	(1.2%)
Sector 2 -Strathcona County							
Ardrossan Elementary	551	544	516	(35)	(6.4%)	-28	(5.1%)
Ardrossan Junior Senior High	863	865	865	2	0.2%	-	0.0%
Fultonvale Elementary Junior High	503	486	456	(47)	(9.3%)	(30)	(6.2%)
Uncas Elementary	208	191	197	(11)	(5.3%)	6	3.1%
	2,125	2,086	2,034	(91)	(4.3%)	(52)	(2.5%)
Sector 3 - Fort Saskatchewan							
Castle (Scotford Colony)	25	24	24	(1)	(4.0%)	-	0.0%
École Parc Élémentaire	314	327	307	(7)	(2.2%)	(20)	(6.1%)
Fort Saskatchewan Christian	410	420	400	(10)	(2.4%)	(20)	(4.8%)
Fort Saskatchewan Elementary	312	289	268	(44)	(14.1%)	(21)	(7.3%)
Fort Saskatchewan High	439	400	404	(35)	(8.0%)	4	1.0%
James Mowat Elementary	382	384	399	17	4.5%	15	3.9%
Rudolph Hennig Junior High	471	482	469	(2)	(0.4%)	(13)	(2.7%)
SouthPointe School	492	554	553	61	12.4%	(1)	(0.2%)
Win Ferguson Elementary	428	423	428	-	0.0%	5	1.2%
	3,273	3,303	3,252	(21)	(0.6%)	(51)	(1.5%)
Sector 4 - Lamont County							
Andrew School	76	64	64	(12)	(15.8%)	-	0.0%
Bruderheim School	131	132	117	(14)	(10.7%)	(15)	(11.4%)
Lamont Elementary	305	305	296	(9)	(3.0%)	(9)	(3.0%)
Lamont High	303	285	284	(19)	(6.3%)	(1)	(0.4%)
Mundare School	153	145	120	(33)	(21.6%)	(25)	(17.2%)
	968	931	881	(87)	(9.0%)	(50)	(5.4%)
Sector 5 - County of Minburn							
A. L. Horton Elementary	340	327	321	(19)	(5.6%)	(6)	(1.8%)
Pleasant Ridge Colony	9	13	13	4	44.4%	-	0.0%
Vegreville Composite High	356	354	357	1	0.3%	3	0.8%
	705	694	691	(14)	(2.0%)	(3)	(0.4%)
Total Enrolment in Sectors	17,013	17,013	16,737	(276)	(1.6%)	(276)	(1.6%)
Elk Island Youth Ranch Learning Centre	10	7	5	(5)	(50.0%)	(2)	(28.6%)
Next Step Home Education/Centre for Education	24	-	-	(24)	(100.0%)	-	0.0%
Next Step Outreach	353	330	259	(94)	(26.6%)	(71)	(21.5%)
To Be Allocated	-	120	-	-	-	(120)	(100.0%)
Total Enrolment	17,400	17,470	17,001	(399)	(2.3%)	(469)	(2.7%)
Enrolment by Grade							
ECS	1,433	1,470	1,396	(37)	(2.6%)	(74)	(5.0%)
Grades 1-3	4,012	3,961	3,846	(166)	(4.1%)	(115)	(2.9%)
Grades 4 - 6	4,134	4,044	3,905	(229)	(5.5%)	(139)	(3.4%)
Grades 7 - 9	3,754	3,999	3,917	163	4.3%	(82)	(2.1%)
HS (Gr 10-12)	3,680	3,659	3,673	(7)	(0.2%)	14	0.4%
Subtotal	17,013	17,133	16,737	(276)	(1.6%)	(396)	(2.3%)
Elk Island Youth Ranch Learning Centre	10	7	5	(5)	(50.0%)	(2)	(28.6%)
Next Step Home Education/Centre for Education	24	-	-	(24)	(100.0%)	-	0.0%
Next Step Outreach	353	330	259	(94)	(26.6%)	(71)	(21.5%)
Total Enrolment	17,400	17,470	17,001	(399)	(2.3%)	(469)	(2.7%)

Enrolment Detail - by Sector							
	2019-20 Fall	2020-21 Spring Budget	2020-21 Sept. 30 2020	In School Learning	% In School Learning	At Home Learning	% At Home Learning
Sector 1 - Sherwood Park							
Bev Facey Community High	1,022	1,019	1,031	946	91.8%	85	8.2%
Brentwood Elementary	451	433	426	364	85.4%	62	14.6%
Clover Bar Junior High	331	362	355	307	86.5%	48	13.5%
Davidson Creek Elementary	596	612	610	529	86.7%	81	13.3%
École Campbelltown	554	429	407	352	86.5%	55	13.5%
F. R. Haythorne Junior High	646	652	640	594	92.8%	47	7.3%
Glen Allan Elementary	385	357	362	312	86.2%	50	13.8%
Heritage Hills/Wye Elementary	352	482	472	424	89.8%	49	10.4%
Lakeland Ridge	790	802	797	706	88.6%	91	11.4%
Mills Haven Elementary	420	423	412	353	85.7%	59	14.3%
Pine Street Elementary	366	346	336	275	81.8%	60	17.9%
Salisbury Composite High	1,139	1,130	1,176	1,087	92.4%	88	7.5%
Sherwood Heights Junior High	587	649	640	560	87.5%	80	12.5%
Strathcona Christian Academy Elementary	584	587	548	514	93.8%	33	6.0%
Strathcona Christian Academy Secondary	600	614	595	564	94.8%	31	5.2%
Wes Hosford Elementary	438	415	412	366	88.8%	46	11.2%
Westboro Elementary	362	357	336	279	83.0%	59	17.6%
Woodbridge Farms Elementary	319	330	324	279	86.1%	44	13.6%
	9,942	9,999	9,879	8,811	89.2%	1,068	10.8%
Sector 2 - Strathcona County							
Ardrossan Elementary	551	544	516	445	86.2%	71	13.8%
Ardrossan Junior Senior High	863	865	865	785	90.8%	80	9.2%
Fultonvale Elementary Junior High	503	486	456	407	89.3%	49	10.7%
Uncas Elementary	208	191	197	172	87.3%	25	12.7%
	2,125	2,086	2,034	1,809	88.9%	225	11.1%
Sector 3 - Fort Saskatchewan							
Castle (Scotford Colony)	25	24	24	24	100.0%	-	0.0%
École Parc Élémentaire	314	327	307	270	87.9%	37	12.1%
Fort Saskatchewan Christian	410	420	400	345	86.3%	55	13.8%
Fort Saskatchewan Elementary	312	289	268	217	81.0%	51	19.0%
Fort Saskatchewan High	439	400	404	345	85.4%	59	14.6%
James Mowat Elementary	382	384	399	362	90.7%	37	9.3%
Rudolph Hennig Junior High	471	482	469	398	84.9%	71	15.1%
SouthPointe School	492	554	553	480	86.8%	73	13.2%
Win Ferguson Elementary	428	423	428	356	83.2%	72	16.8%
	3,273	3,303	3,252	2,797	86.0%	455	14.0%
Sector 4 - Lamont County							
Andrew School	76	64	64	61	95.3%	3	4.7%
Bruderheim School	131	132	117	107	91.5%	10	8.5%
Lamont Elementary	305	305	296	231	78.0%	65	22.0%
Lamont High	303	285	284	229	80.6%	55	19.4%
Mundare School	153	145	120	103	85.8%	17	14.2%
	968	931	881	731	83.0%	150	17.0%
Sector 5 - County of Minburn							
A. L. Horton Elementary	340	327	321	277	86.3%	44	13.7%
Pleasant Ridge Colony	9	13	13	13	100.0%	-	0.0%
Vegreville Composite High	356	354	357	276	77.3%	81	22.7%
	705	694	691	566	81.9%	125	18.1%
Total Enrolment in Sectors	17,013	17,013	16,737	14,714	87.9%	2,023	12.1%
Elk Island Youth Ranch Learning Centre	10	7	5	5	100.0%	-	0.0%
Next Step Home Education/Centre for Education	24	-	-	-	0.0%	-	0.0%
Next Step Outreach	353	330	259	259	100.0%	-	0.0%
To Be Allocated	-	120	-	-	0.0%	-	0.0%
Total Enrolment	17,400	17,470	17,001	14,978	88.1%	2,023	11.9%
Enrolment by Grade							
ECS	1,433	1,470	1,396	1,182	84.7%	214	15.3%
Grades 1-3	4,012	3,961	3,846	3,299	85.8%	548	14.2%
Grades 4 - 6	4,134	4,044	3,905	3,449	88.3%	455	11.7%
Grades 7 - 9	3,754	3,999	3,917	3,478	88.8%	440	11.2%
HS (Gr 10-12)	3,680	3,659	3,673	3,306	90.0%	366	10.0%
Subtotal	17,013	17,133	16,737	14,714	87.9%	2,023	12.1%
Elk Island Youth Ranch Learning Centre	10	7	5	5	100.0%	-	0.0%
Next Step Home Education/Centre for Education	24	-	-	-	0.0%	-	0.0%
Next Step Outreach	353	330	259	259	100.0%	-	0.0%
Total Enrolment	17,400	17,470	17,001	14,978	88.1%	2,023	11.9%