

BOARD MEETING NO. 13 - 14
Central Office, Peace River
September 26, 2013

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A. CALL TO ORDER

1. Opening Prayer

B. GENERAL BUSINESS

1. Adopt Agenda
2. Adopt Minutes
 - 2.1 August 29, 2013 – Regular Meeting..... 1

C. PRESENTATIONS

- | | |
|------------|---|
| 9:30 a.m. | Sehwaha/Osli |
| 10:00 a.m. | Peerless Lake School |
| 10:30 a.m. | Provincial Achievement Test Results for 2012-2013 (In-Camera) |

D. NEW BUSINESS

1. Superintendent's Report 13
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 - 1.2 Monthly Student Enrolment – Actual and Percentage 17
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 - 2.2 .. Local School Board Committee Expenditure Report for the period ending September 20, 2013 (2013/14 School Year)..... 25
 - 2.3 .. Board Expenses for the period ending September 20, 2013 (2012/13 School Year) 29
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4.2 PERSONNEL COMMITTEE

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11. Chipewyan Lake Local School Board Committee Meeting Minutes –
No Minutes Received
12. Conklin Local School Board Committee Meeting Minutes – No
Minutes Received
13. Desmarais Local School Board Committee Meeting Minutes – No
Minutes Received
14. East Prairie Local School Board Committee Meeting Minutes – No
Minutes Received
15. Elizabeth Local School Board Committee Meeting Minutes – August
29, 2013 and September 9, 2013 159
16. Fort McKay Local School Board Committee Meeting Minutes –
August 26, 2013 165
17. Gift Lake Local School Board Committee Meeting Minutes – August
26, 2013 and September 9, 2013 – Special Meeting 171
18. Grouard Local School Board Committee Meeting Minutes –
September 9, 2013 177
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September 9, 2013 187
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Minutes Received
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Minutes Received
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September 9, 2013 193
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Minutes Received

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- 4.3 FINANCE MAINTENANCE COMMITTEE
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No Minutes Received
10. Calling Lake Local School Board Committee Meeting Minutes – June
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2103 151

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Minutes Received
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Minutes Received

G. IN CAMERA SESSION

H. INFORMATION ITEMS

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- 2. Payment of Accounts 213

I. CLOSING PRAYER

J. ADJOURN

REPORT OF THE
COMMISSIONER OF THE
LAND OFFICE

FOR THE YEAR 1884

ALBANY, N. Y.: 1885.

PRINTED BY THE COMMISSIONER OF THE LAND OFFICE.

ALBANY, N. Y.: 1885.

PRINTED BY THE COMMISSIONER OF THE LAND OFFICE.

ALBANY, N. Y.: 1885.

PRINTED BY THE COMMISSIONER OF THE LAND OFFICE.

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ALBANY, N. Y.: 1885.

PRINTED BY THE COMMISSIONER OF THE LAND OFFICE.

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61 BOARD OF TRUSTEES REGULAR MEETING
ON AUGUST 29, 2013 AT THE DIVISIONAL OFFICE, PEACE RIVER, ALBERTA

MEMBERSHIP		
✓	Colin Kelly	• Chairman
✓	Nora Yellowknee	• Advisory Board Member – Bigstone Cree Nation
✓	Jeff Chalifoux	• Advisory Board Member - Grouard
✓	Elmer Gullion	• Advisory Board Member – Trout Lake
x	Julia Cardinal	• Advisory Board Member – ADCS
✓	Ken Shaw	• Advisory Board Member – Gift Lake
✓	Donna Barrett	• Superintendent of Schools
x	Don Tessier	• Associate Superintendent
✓	Dennis Walsh	• Secretary-Treasurer
✓	Bob Friedel	• Facilities & Housing Manager
✓	David Cox	• Division Facility Manager
✓	Wes Oginski	• Director of Human Resources
✓	Delores Pruden	• Director of FNMI Education
✓	Ann Rosin	• Executive Assistant
✓	Lisa Heitkoetter	• Executive Secretary
GUESTS		
	Terry Lynn Cook	• Pedagogical Supervisor
	Inier Cardinal	• Project Coordinator Central Métis Mental Health Project

CALL TO ORDER

The Chairman called the meeting to order at 9:20 a.m.

OPENING PRAYER

Elmer Gullion gave the opening prayer.

INTRODUCTIONS

Colin Kelly introduced David Cox, Division Facility Manager.

ADOPT AGENDA

23428/13 Colin Kelly moved that the Board of Trustees adopt the agenda with the following additions:

4.2 - Fixed Assets Inventory

4.3 - Purchase of a CTS Trailer

CARRIED

MINUTES – JUNE 27,
2013, JULY 9, 2013 –
SPECIAL MEETING,
JULY 12, 2013 –
SPECIAL MEETING
AND JULY 17, 2013
SPECIAL MEETING

23429/13 Colin Kelly moved that the Board of Trustees approve the minutes of regular meeting of June 27, 2013, July 9, 2013 – Special Meeting, July 12, 2013 – Special Meeting and July 17, 2013 – Special Meeting as amended.

CARRIED

HIGH SCHOOL
COMPLETION
BARRIERS AS VOICED
BY ABORIGINAL
YOUTH
PRESENTATION BY
TERRY LYNN COOK
10:25 a.m. – 12:30 p.m.

Terry Lynn Cook, Pedagogical Supervisor presented to the Board High School Completion Barriers as Voiced by Aboriginal Youth. Aboriginal students identify barriers and supports to their completion of High School that are in place in Alberta High Schools in this research study. The study has evolved into an interactive presentation in which participants consider who the Aboriginal students are in the classrooms and what barriers feel like: i.e.; issues of alienation. The themes of learning preferences and teaching strategies, cultural perspectives and worldview, parental and community involvement, curriculum and recommended resources, life issues and effective leadership in relation to high school completion of Aboriginal Students are also presented.

RECESS FOR LUNCH

The meeting recessed for lunch at 12:30 p.m. and reconvened at 1:10 p.m.

WHEN WE ARE
HEALTHY UPDATE BY
INIER CARDINAL
1:10 p.m. – 2:10 p.m.

Inier Cardinal, Project Coordinator Central Métis Mental Health Project updated the Board on the When We Are Healthy Program in Gift Lake. When We Are Healthy is in its 5th year, with funding ending in June. The focus is on the students, in-school programming and celebrating every success big or small. The steps that are being taken this year are to educate, inform and help reduce the stigma of mental health issues and build relationships with students and the community. There will be a meeting in September to start putting together a Community Helpers program.

SUPPORT FOR THE
WHEN WE ARE
HEALTHY PROGRAM

23430/13 Colin Kelly moved that the Board of Trustees request the administration to work with Inier Cardinal to draft correspondence in support of the "When We Are Healthy" Program with respect to granting an extension for the program and to develop a procedure to allow easier access to program funding and expenditure of dollars.

CARRIED

REVIEW OF
SUPERVISION AND
EVALUATION PROCESS

23431/13 Colin Kelly moved that the Board of Trustees direct the administration to review our supervision and evaluation process and develop a Terms of Reference for the development of an evaluation process that includes FNMI literacy infusion.

CARRIED

NORTHLAND SCHOOL
DIVISION TO INITIATE
DISCUSSIONS

23432/13 Colin Kelly moved that the Board of Trustees directed the administration to initiate partnership discussions with our KTC partnership, Bigstone Cree First Nation and Métis Settlements, to initiate feasibility studies/discussions around the realization of a regional high school as per recommendation #17 from the Inquiry Team Report.

CARRIED

**SUPERINTENDENT'S
REPORT**

23433/13 Colin Kelly moved that the Board of Trustees approve the Superintendent's Report as presented and attached.

CARRIED

CHAIRMAN'S REPORT

23434/13 Colin Kelly moved that the Board of Trustees approve the Chairman's Report as presented and attached.

CARRIED

**SECRETARY –
TREASURER'S REPORT**

23435/13 Colin Kelly moved that the Board of Trustees approve the Secretary Treasurer's Report as presented and attached.

CARRIED

**EDUCATION
QUARTERLY REPORT**

23436/13 Colin Kelly moved that the Board of Trustees approve the Education Quarterly Report as presented and attached.

CARRIED

**FIXED ASSETS
INVENTORY**

23437/13 Colin Kelly moved that the Board of Trustees direct the administration to explore options for an inventory system and process for all assets in the jurisdiction including minor capital assets.

CARRIED

**PURCHASE OF A CTS
TRAILER**

23438/13 Colin Kelly moved that the Board of Trustees approve the purchase of an 8 x 20' tandem cargo trailer for CTS modular units and equipment.

CARRIED

FNMI ACTION PLAN	23439/13	Colin Kelly moved that the Board of Trustees table the FNMI Action Plan, to the September Board meeting. CARRIED
REQUEST FOR LEAVE/SPONSORSHIP	23440/13	Colin Kelly moved that the Board of Trustees approve release time and reimbursement of full tuition requests for the 2013/2014 school year from Jackie Sander and Dafydd Thomas for the Integrated Master of Education degree in Land-Based Indigenous Education or Lifelong/Adult Learning. CARRIED
INTERNATIONAL FACTORY TOUR REQUEST	23441/13	Colin Kelly moved that the Board of Trustees approve release time for professional development request from Carmen Smith, Supervisor of Transportation, at no cost to the Board to attend the International Factory Tour in Oklahoma this fall sponsored by Western IC Bus. CARRIED
APPENDIX 2 SCHEDULE OF RATES	23442/13	Colin Kelly moved that the Board of Trustees approve in principle, changes to Appendix 2 – Schedule of Rates, as attached. CARRIED
NORTHLAND STUDENTS ATTENDING PEACE RIVER SCHOOL DIVISION	23443/13	Colin Kelly moved that the Board of Trustees table the request from Peace River School Division No 10 (PRSD) that Northland School Division enter into a "Letter of Authorization" to allow cross border transportation for students living within Northland School Division boundaries who are attending PRSD. CARRIED

**CALLING LAKE FIRE
PANEL**

23444/13 Colin Kelly moved that the Board of Trustees approve the replacement of the Calling Lake School Fire panel at a cost of \$28,500.00 + GST with funds coming from IMR.

CARRIED

**FIRE ALARM UPDATES
ULC STANDARDS**

23445/13 Colin Kelly moved that the Board of Trustees approve an update in the fire alarm systems in the schools in the Regional Municipality of Wood Buffalo to conform to ULC (Underwriters Laboratories of Canada) standards the estimated update cost of \$4,000.00 per school with funds coming from IMR and the estimated monitoring cost of \$50.00 per month per school coming from regular operations.

CARRIED

**GROUARD BOILER
REPLACEMENT**

23446/13 Colin Kelly moved that the Board of trustees accept the tender from GK Mechanical in the amount of \$202,400 + GST to replace the boiler in Grouard.

Other Bids Received:

G&M Plumbing	\$257,244.00 + GST
Gateway	\$316,690.00 + GST
Peace River Heating	\$385,000.00 + GST

CARRIED

**ROUTE #404 SUSA
CREEK**

23447/13 Colin Kelly moved that the Board of Trustees ratify the administrative action to eliminate route #404 and continue to transport the students on route #429 in Susa Creek for the 2013 – 2014 school year.

CARRIED

ROUTE # 405
WABASCA

23448/13 Colin Kelly moved that the Board of Trustees approve the elimination of route #405 and combined this route with route #444 in Wabasca for the 2013-2014 school year.

CARRIED

ROUTE # 427 ANZAC

23449/13 Colin Kelly moved that the Board of Trustees approve the elimination of route #427 and combined this route with route #461 and route #462 in Anzac for the 2013-2014 school year.

CARRIED

ROUTE #436 FISHING
LAKE

23450/13 Colin Kelly moved that the Board of Trustees approve the elimination of route #436 and combined this route with route #445 in Fishing Lake for the 2013-2014 school year.

CARRIED

¾ TON TRUCK TENDER

23451/13 Colin Kelly moved that the Board of Trustees approve the tender in the amount of \$40,135.00 + GST each from Peace River Ford for the supply of two 2014 Ford F250 4x4 ¾ ton trucks to replace Unit #627 and Unit #649 with funds coming from 2012-2013 Capital Budget.

Other bids received:

Tower Chrysler

\$42,726.25 + GST

CARRIED

SUV TENDER

23452/13 Colin Kelly moved that the Board of Trustees accept the tender in the amount of \$34,700.00 + GST each from Peace River Ford for the supply of two 2013 Ford Edge SUV's to replace Unit #604 and Unit #625 with funds coming from 2012-2013 Capital Budget.

Other bids received:

Alberta Honda

\$41,555.05 + GST

CARRIED

SCHOOL BUS
CONTRACTOR
INCREASE

23453/13 Colin Kelly moved that the Board of Trustees approve a 5% increase to the Northland School Bus Contractors grid to partially compensate contractors for the loss of the fuel subsidy.

CARRIED

PURCHASE OF BUSES
TENDER

23454/13 Colin Kelly moved that the Board of Trustees accept the tender from Western IC Bus for three 71 passenger in stock buses in the amount of \$85,950.00 each + GST for a total amount of \$270,742.50 with funding approved in the 2012-2013 budget.

Other Bids Received:

Kirkman (Factory)

\$93,760.00 + GST

Kirkman (In stock)

\$92,795.00 + GST

CARRIED

INFORMATION ITEMS

23455/13 Colin Kelly moved that the Board of Trustees receive the following information items:

- Forward Vision Games
- 2013-2014 Staffing Update
- Agreement Pembina Hills Regional Division No 7.

CARRIED

INFORMATION ITEMS

- 23456/13 Colin Kelly moved that the Board of Trustees table the following information item:
- Staff Classification Review

CARRIED

LSBC MEETING
MINUTES RECEIVED

- 23457/13 Colin Kelly moved that the Board of Trustees receive the Local School Board Committee meeting minutes as information, as listed below:

LSBC NAME	DATE OF MEETING
Anzac	June 18, 2013
ADCS	May 21, 2013
Bishop Routhier	March 16, 2013
	May 8, 2013
Conklin	April 16, 2013
	May 28, 2013
East Prairie	April 11, 2013
	May 13, 2013
	June 17, 2103
Elizabeth	June 17, 2013
Fort McKay	June 19, 2013
Gift Lake	June 19, 2013
J.F. Dion	May 17, 2013 – Special Meeting
	June 27, 2013 – Special Meeting
Keg River	March 26, 2013
	April 26, 2013
	May 21, 2013
Paddle Prairie	May 13, 2013
	June 17, 2013
Trout Lake	June 20, 2013
Wabasca	June 19, 2013

CARRIED

ADMINISTRATIVE
ACTION – LSBC
MEETING MINUTES
RECEIVED

- 23458/13 Colin Kelly moved that the Board of Trustees approve the action taken by the Administration with respect to Local Board Minutes received, as outlined below:

Committee	Motion No.	Action Taken
Anzac		As Presented
ADCS		As Presented

Bishop Routhier		As Presented
Conklin	0082-13	Exclude
	0086-13	Clarification
Hillview		As Presented
Elizabeth		As Presented
Fort McKay		As Presented
Gift Lake		As Presented
J.F. Dion		As Presented
Keg River	Request	Maintenance
Paddle Prairie	075:12/13	Exclude
Trout Lake		As Presented
Wabasca	2844/06/13	Exclude

CARRIED

FOLLOW-UP ON
PREVIOUSLY PULLED
MOTION

23459/13 Colin Kelly moved that the Board of Trustees receive as information the follow-up list regarding previous motions pulled for Administrative Action, as attached.

CARRIED

COVERING MOTION –
ORGANIZATION PLANS

23460/13 Colin Kelly moved that the Board of Trustees receive as information and refer to administration, all Local School Board motions which relate to Organization Plans.

Committee	Date	Motion No.
ADCS	May 21, 203	554-5-21 (Organizational)
Hillview	May 13, 2013	05.13.181 (Organizational)
Hillview	May 13, 2013	05.13.182 (Instructional)
J.F. Dion	May 17, 2013	220-05/13 (Instructional)
J.F. Dion	May 17, 2013	221-05-13 (Organizational)

CARRIED

INFORMATION ITEMS

23461/13 Colin Kelly moved that the Board of Trustees receive as information the following:

a) List of Acronyms

b) Payment of Accounts

Cheque Numbers

286555 - 287309 \$4,003,792.35

400025892 - 400026155 \$611,667.75

Total \$4,615,460.10

CARRIED

ADJOURN

The meeting adjourned at 6:55 p.m.

CLOSING PRAYER

Elmer Gullion gave the closing prayer.

Colin J. Kelly, Official Trustee

Dennis Walsh, Secretary-Treasurer



Superintendent's Report September 26, 2013

September, 2013

3	KTC NSD Second Level Services partnership Meeting
4	Bishop Routhier Local School Board Committee Meeting
5	Wabasca – Meeting with parent Calling Lake Local School Board Committee Meeting (pm)
6	Edmonton – Meeting with AANDC Edmonton - Meeting with Jan Ruhl, Alberta Education
10	Wabasca – Parent Meeting (Mistassiniy)
11	Edmonton – Meeting with Jan Ruhl, Alberta Education
12	Peavine – School Visit Peace River – CASS Zone 1 Dinner
13	Peace River – CASS Zone 1 Meeting
16	Edmonton – Meeting with Alberta Education re Calling Lake
17	Slave Lake – C2 Meeting
18	Loon River – Literacy PD
19	Peace River – Meeting with Victor Dikaitis Peace River – ASBA Zone 1 Meeting
20	Peace River – Committee Meetings and Agenda Review
21	Wabasca – Mistassiniy Grad
23	Grande Prairie – Peace Country RCSD #10 Governance and Leadership Meeting
24	East Prairie – Meeting with East Prairie Metis Settlement
25	Jasper – Meeting with KTC
26	Peace River – Board Meeting
27	AANDC – Outreach Funding Housing Meeting – Carol (Felix Schroder)

Student Attendance - Three Year Comparison



Student Attendance - Three Year Comparison

School	2010/11	2011/12	2012/13
Anzac Community School	87%	86%	85%
Athabasca Delta Community :	76%	72%	72%
Bill Woodward School	82%	83%	86%
Bishop Routhier School	83%	81%	80%
Calling Lake	77%	73%	71%
Chipewyan Lake School	82%	61%	77%
Conklin Community School	87%	87%	88%
Dr. Mary Jackson School	83%	87%	89%
Elizabeth School	88%	89%	89%
Father R. Perin School	83%	73%	69%
Fort McKay School	80%	81%	80%
Gift Lake School	81%	81%	78%
Grouard Northland School	88%	86%	85%
Hillview School	87%	85%	83%
J. F. Dion School	83%	85%	81%
Kateri School	77%	70%	76%
Little Buffalo School	73%	64%	67%
Mistassiniy School	59%	59%	65%
Paddle Prairie School	72%	78%	82%
Peerless Lake School	80%	85%	86%
Pelican Mountain School	77%	79%	81%
Red Earth Creek School	87%	82%	79%
St. Theresa School	81%	89%	90%
Susa Creek School	89%	76%	77%

MONTHLY STUDENT ATTENDANCE COMPARED WITH ENROLMENT
September, 2012 - June, 2013
Division 1 - Grades 1-3

School	Division 1																							
	Sept		Oct		Nov		Dec		Jan		Feb		March		Apr		May		June					
	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#
Anzac	87	46	85	46	86	46	85	47	78	46	86	46	86	44	86	42	86	42	85	42				
ADCS	86	58	85	61	84	58	79	58	79	58	78	57	78	57	78	58	78	56	76	57				
Bill Woodward	-																							
Bishop Routhier	83	34	82	33	83	32	82	32	82	37	81	36	81	34	81	34	81	34	80	34				
Calling Lake	85	44	85	42	84	43	82	43	80	40	79	41	80	40	80	40	80	40	79	40				
Chipewyan Lake	75	8	73	7	77	6	80	6	79	6	80	7	80	7	79	6	81	6	82	7				
Conklin	95	10	94	11	94	11	92	11	90	11	91	9	91	9	89	9	90	8	90	8				
Dr. Mary Jackson	86	9	86	8	89	10	88	9	87	8	87	8	87	8	87	8	88	8	88	8				
Elizabeth	93	50	93	50	91	50	91	50	90	49	90	49	89	50	89	49	90	48	90	48				
Fr. R. Perin	93	30	80	31	71	31	66	31	67	30	58	30	59	31	62	31	63	30	62	30				
Fort McKay	88	64	86	36	85	34	82	34	81	34	81	34	81	34	79	34	79	32	80	32				
Gift Lake	92	57	88	50	82	48	79	49	78	49	78	51	79	53	78	55	78	54	78	54				
Grouard	90	32	89	35	88	33	86	33	85	33	85	33	86	32	86	32	87	32	86	32				
Hillview	85	22	86	21	85	24	84	24	81	23	81	21	82	23	81	23	81	23	80	23				
J.F. Dion	96	25	92	24	90	24	88	26	86	27	86	26	86	25	85	26	85	27	83	27				
Kateri	87	26	87	25	88	25	86	25	84	25	85	25	85	25	85	25	85	26	84	26				
Little Buffalo	86	52	81	52	77	51	75	50	71	51	69	51	66	52	65	50	64	52	63	51				
Mistassiniy																								
Pelican Mountain	86	12	86	13	85	13	83	13	80	12	80	11	80	12	80	14	81	14	81	13				
Paddle Prairie	89	27	87	28	85	27	83	27	80	23	81	22	81	22	81	22	81	21	81	22				
Peerless Lake	94	34	91	37	88	39	88	39	87	39	88	38	89	39	90	37	90	37	91	37				
St. Theresa	88	160	88	161	85	159	84	160	80	163	79	163	78	163	79	163	79	161	79	159				
Susa Creek	95	16	92	16	93	16	93	17	92	17	92	17	91	17	91	17	89	17	89	17				

Chairman's Report September 26, 2013

August, 2013

27	Wabasca	School Visits Meeting with Bigstone Cree Director of Education
	High Prairie	Travel
28	Peace River	Advisory Committee Meeting
29	Peace River	Corporate Board Meeting
	High Prairie	Overnight
30	Peavine	Meet with Chairperson, Northern Lakes College
	Grouard	Meet with President, Northern Lakes College

September, 2013

5	Edmonton	Meeting with Alberta Education
6	Edmonton	Meeting with Alberta Education Meeting with Treaty 8 Meeting with Kee Tas Kee Now CEO Meeting with Superintendent
9	Calling Lake Wabasca	School Visit (pm) Travel Meeting with Bigstone Cree Nation, Director of Education
10	Sandy Lake Wabasca	School Visit Community Meeting, Mistassiniy School Meeting with CAO of M.D. of Opportunity
12	Edmonton	Intelli-media
17	Edmonton	AANDC re: Little Buffalo (pm)
18	Edmonton Peace River	ASBA – FNMI Education Task Force Travel
19	Peace River	Zone 1 Alberta School Boards Association Meeting
20	Peace River	Agenda Review

**NORTHLAND SCHOOL DIVISION NO. 61
LOCAL SCHOOL BOARD COMMITTEE REPORT
2012/2013 SCHOOL YEAR
PERIOD ENDING - SEPTEMBER 20, 2013**

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>Anzac</u>						
Quarterly Honorarium	-	2,516.44	2,516.44	4,920.00	2,403.56	
Travel & Subsistence		399.28	399.28	5,032.00	4,632.72	
In - Service			-		-	
Prior Year Carryover			-	12,293.97	12,293.97	
Casual Labour, Supplies & Awards		5,157.69	5,157.69	250.00	(4,907.69)	
Total	-	8,073.41	8,073.41	22,495.97	14,422.56	35.9%
<u>Athabasca Delta</u>						
Quarterly Honorarium	-	2,922.49	2,922.49	4,920.00	1,997.51	
Travel & Subsistence			-	5,340.00	5,340.00	
In - Service			-		-	
Prior Year Carryover			-	9,053.13	9,053.13	
Casual Labour, Supplies & Awards		2,338.30	2,338.30	250.00	(2,088.30)	
Total	-	5,260.79	5,260.79	19,563.13	14,302.34	26.9%
<u>Bishop Routhier</u>						
Quarterly Honorarium	-	3,938.43	3,938.43	4,920.00	981.57	
Travel & Subsistence		75.00	75.00	1,992.00	1,917.00	
In - Service			-		-	
Prior Year Carryover			-	4,312.99	4,312.99	
Casual Labour, Supplies & Awards		3,810.75	3,810.75	250.00	(3,560.75)	
Total	-	7,824.18	7,824.18	11,474.99	3,650.81	68.2%
<u>Calling Lake</u>						
Quarterly Honorarium	-	2,467.34	2,467.34	4,920.00	2,452.66	
Travel & Subsistence			-	3,060.00	3,060.00	
In - Service			-		-	
Prior Year Carryover			-	7,128.57	7,128.57	
Casual Labour, Supplies & Awards		198.87	198.87	250.00	51.13	
Total	-	2,666.21	2,666.21	15,358.57	12,692.36	17.4%
<u>Chipewyan Lakes</u>						
Quarterly Honorarium	-	965.00	965.00	4,920.00	3,955.00	
Travel & Subsistence		946.16	946.16	2,740.00	1,793.84	
In - Service			-		-	
Prior Year Carryover			-	11,287.19	11,287.19	
Casual Labour, Supplies & Awards		1.13	1.13	250.00	248.87	
Total	-	1,912.29	1,912.29	19,197.19	17,284.90	10.0%
<u>Conklin</u>						
Quarterly Honorarium	-	4,872.00	4,872.00	4,920.00	48.00	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-	8,643.34	8,643.34	
Casual Labour, Supplies & Awards		0.20	0.20	250.00	249.80	
Total	-	4,872.20	4,872.20	17,957.34	13,085.14	27.1%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Percent Expended	
				Budget	Difference
<u>Dr. Mary Jackson</u>					
Quarterly Honorarium	-	4,919.00	4,919.00	4,920.00	1.00
Travel & Subsistence		460.16	460.16	2,184.00	1,723.84
In - Service			-		-
Prior Year Carryover			-	2,025.66	2,025.66
Casual Labour, Supplies & Awards		1,883.67	1,883.67	250.00	(1,633.67)
Total	-	7,262.83	7,262.83	9,379.66	2,116.83
					77.4%
<u>East Prairie</u>					
Quarterly Honorarium	-	5,067.36	5,067.36	4,920.00	(147.36)
Travel & Subsistence		191.00	191.00	2,128.00	1,937.00
In - Service			-		-
Prior Year Carryover			-	1,290.71	1,290.71
Casual Labour, Supplies & Awards		586.24	586.24	250.00	(336.24)
Total	-	5,844.60	5,844.60	8,588.71	2,744.11
					68.0%
<u>Elizabeth</u>					
Quarterly Honorarium	-	2,689.04	2,689.04	4,920.00	2,230.96
Travel & Subsistence		962.13	962.13	3,816.00	2,853.87
In - Service			-		-
Prior Year Carryover			-	8,524.20	8,524.20
Casual Labour, Supplies & Awards		883.35	883.35	250.00	(633.35)
Total	-	4,534.52	4,534.52	17,510.20	12,975.68
					25.9%
<u>Father R Perin</u>					
Quarterly Honorarium	-	4,872.00	4,872.00	4,920.00	48.00
Travel & Subsistence			-	4,144.00	4,144.00
In - Service			-		-
Prior Year Carryover			-	7,211.89	7,211.89
Casual Labour, Supplies & Awards		0.56	0.56	250.00	249.44
Total	-	4,872.56	4,872.56	16,525.89	11,653.33
					29.5%
<u>Fort McKay</u>					
Quarterly Honorarium	-	2,942.00	2,942.00	4,920.00	1,978.00
Travel & Subsistence			-	4,144.00	4,144.00
In - Service			-		-
Prior Year Carryover			-	12,943.34	12,943.34
Casual Labour, Supplies & Awards		0.38	0.38	250.00	249.62
Total	-	2,942.38	2,942.38	22,257.34	19,314.96
					13.2%
<u>Gift Lake</u>					
Quarterly Honorarium	-	8,233.99	8,233.99	4,920.00	(3,313.99)
Travel & Subsistence		3,758.33	3,758.33	2,292.00	(1,466.33)
In - Service			-		-
Prior Year Carryover			-	5,891.37	5,891.37
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	-	11,992.32	11,992.32	13,353.37	1,361.05
					89.8%
<u>Grouard</u>					
Quarterly Honorarium	-	3,983.56	3,983.56	4,920.00	936.44
Travel & Subsistence		4,134.36	4,134.36	2,028.00	(2,106.36)
In - Service			-		-
Prior Year Carryover			-	(1,395.68)	(1,395.68)
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	-	8,117.92	8,117.92	5,802.32	(2,315.60)
					139.9%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>J.F. Dion</u>						
Quarterly Honorarium	-	5,093.04	5,093.04	4,920.00	(173.04)	
Travel & Subsistence		888.99	888.99	4,052.00	3,163.01	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	6,907.52	6,907.52	
Casual Labour, Supplies & Awards		261.64	261.64	250.00	(11.64)	
Total	-	6,243.67	6,243.67	16,129.52	9,885.85	38.7%
<u>Kateri</u>						
Quarterly Honorarium	-	1,310.18	1,310.18	4,920.00	3,609.82	
Travel & Subsistence		1,502.97	1,502.97	2,416.00	913.03	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	3,900.52	3,900.52	
Casual Labour, Supplies & Awards		1.00	1.00	250.00	249.00	
Total	-	2,814.15	2,814.15	11,486.52	8,672.37	24.5%
<u>Little Buffalo</u>						
Quarterly Honorarium	-	4,060.02	4,060.02	4,920.00	859.98	
Travel & Subsistence		-	-	1,880.00	1,880.00	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	1,352.29	1,352.29	
Casual Labour, Supplies & Awards		0.51	0.51	250.00	249.49	
Total	-	4,060.53	4,060.53	8,402.29	4,341.76	48.3%
<u>Mistassiniy</u>						
Quarterly Honorarium	-	4,630.75	4,630.75	4,920.00	289.25	
Travel & Subsistence		828.29	828.29	2,836.00	2,007.71	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	4,464.11	4,464.11	
Casual Labour, Supplies & Awards		356.18	356.18	250.00	(106.18)	
Total	-	5,815.22	5,815.22	12,470.11	6,654.89	46.6%
<u>Paddle Prairie</u>						
Quarterly Honorarium	-	3,006.77	3,006.77	4,920.00	1,913.23	
Travel & Subsistence		650.00	650.00	2,288.00	1,638.00	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	2,636.48	2,636.48	
Casual Labour, Supplies & Awards		4,727.00	4,727.00	250.00	(4,477.00)	
Total	-	8,383.77	8,383.77	10,094.48	1,710.71	83.1%
<u>Peerless Lake</u>						
Quarterly Honorarium	-	5,283.75	5,283.75	4,920.00	(363.75)	
Travel & Subsistence		-	-	2,340.00	2,340.00	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	(653.84)	(653.84)	
Casual Labour, Supplies & Awards		3.11	3.11	250.00	246.89	
Total	-	5,286.86	5,286.86	6,856.16	1,569.30	77.1%
<u>Pelican Mountain</u>						
Quarterly Honorarium	-	3,986.32	3,986.32	4,920.00	933.68	
Travel & Subsistence		1,780.22	1,780.22	3,096.00	1,315.78	
In - Service		-	-	-	-	
Prior Year Carryover		-	-	9,565.16	9,565.16	
Casual Labour, Supplies & Awards		1,596.87	1,596.87	250.00	(1,346.87)	
Total	-	7,363.41	7,363.41	17,831.16	10,467.75	41.3%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Percent Expended	
				Budget	Difference
<u>St. Theresa</u>					
Quarterly Honorarium		4,919.00	4,919.00	4,920.00	1.00
Travel & Subsistence		1,490.94	1,490.94	2,860.00	1,369.06
In - Service		-	-	-	-
Prior Year Carryover		-	-	2,425.84	2,425.84
Casual Labour, Supplies & Awards		1,966.66	1,966.66	250.00	(1,716.66)
Total	-	8,376.60	8,376.60	10,455.84	2,079.24
					80.1%
<u>Susa Creek</u>					
Quarterly Honorarium	-	3,171.54	3,171.54	4,920.00	1,748.46
Travel & Subsistence		-	-	2,984.00	2,984.00
In - Service		-	-	-	-
Prior Year Carryover		-	-	7,013.20	7,013.20
Casual Labour, Supplies & Awards		6,798.56	6,798.56	250.00	(6,548.56)
Total	-	9,970.10	9,970.10	15,167.20	5,197.10
					65.7%
GRAND TOTAL	-	134,490.52	134,490.52	308,357.96	173,867.44

TOTAL NUMBER OF LSBC WITHIN BUDGET	21	176,183.04
TOTAL NUMBER OF LSBC OVER BUDGET	1	(2,315.60)
TOTAL NUMBER OF LSBC	22	173,867.44

**NORTHLAND SCHOOL DIVISION NO. 61
LOCAL SCHOOL BOARD COMMITTEE REPORT
2013/2014 SCHOOL YEAR
PERIOD ENDING-SEPTEMBER 20, 2013**

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>Anzac</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	5,032.00	5,032.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	10,202.00	5,282.00	48.2%
<u>Athabasca Delta</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	5,340.00	5,340.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	10,510.00	5,590.00	46.8%
<u>Bishop Routhier</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	1,992.00	1,992.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	7,162.00	2,242.00	68.7%
<u>Calling Lake</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	3,060.00	3,060.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	8,230.00	3,310.00	59.8%
<u>Chipewyan Lakes</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	2,740.00	2,740.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	7,910.00	2,990.00	62.2%
<u>Conklin</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	4,144.00	4,144.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	9,314.00	4,394.00	52.8%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Percent Expend	
				Budget	Difference
<u>Dr. Mary Jackson</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	2,184.00	2,184.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	7,354.00	2,434.00
					66.9%
<u>East Prairie</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	2,128.00	2,128.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	7,298.00	2,378.00
					67.4%
<u>Elizabeth</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	3,816.00	3,816.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	8,986.00	4,066.00
					54.8%
<u>Father R Perin</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	4,144.00	4,144.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	9,314.00	4,394.00
					52.8%
<u>Fort McKay</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	4,144.00	4,144.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	9,314.00	4,394.00
					52.8%
<u>Gift Lake</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	2,292.00	2,292.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	7,462.00	2,542.00
					65.9%
<u>Grouard</u>					
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-
Travel & Subsistence			-	2,028.00	2,028.00
In - Service			-		-
Prior Year Carryover			-		-
Casual Labour, Supplies & Awards			-	250.00	250.00
Total	4,920.00	-	4,920.00	7,198.00	2,278.00
					68.4%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>J.F. Dion</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	4,052.00	4,052.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	9,222.00	4,302.00	53.4%
<u>Kateri</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence		1,655.19	1,655.19	2,416.00	760.81	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	1,655.19	6,575.19	7,586.00	1,010.81	86.7%
<u>Little Buffalo</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	1,880.00	1,880.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	7,050.00	2,130.00	69.8%
<u>Mistassiniy</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	2,836.00	2,836.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	8,006.00	3,086.00	61.5%
<u>Paddle Prairie</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	2,288.00	2,288.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	7,458.00	2,538.00	66.0%
<u>Peerless Lake</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	2,340.00	2,340.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	7,510.00	2,590.00	65.5%
<u>Pelican Mountain</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	3,096.00	3,096.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	8,266.00	3,346.00	59.5%

	Future Pay Out	Paid During Yr.	Total Pd. & Committed	Budget	Difference	Percent Expended
<u>St. Theresa</u>						
Quarterly Honorarium			-	4,920.00	4,920.00	
Travel & Subsistence		(241.25)	(241.25)	2,860.00	3,101.25	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	-	(241.25)	(241.25)	8,030.00	8,271.25	-3.0%
<u>Susa Creek</u>						
Quarterly Honorarium	4,920.00		4,920.00	4,920.00	-	
Travel & Subsistence			-	2,984.00	2,984.00	
In - Service			-		-	
Prior Year Carryover			-		-	
Casual Labour, Supplies & Awards			-	250.00	250.00	
Total	4,920.00	-	4,920.00	8,154.00	3,234.00	60.3%
GRAND TOTAL	103,320.00	1,413.94	104,733.94	181,536.00	76,802.06	

TOTAL NUMBER OF LSBC WITHIN BUDGET	22	76,802.06
TOTAL NUMBER OF LSBC OVER BUDGET	0	-
TOTAL NUMBER OF LSBC	22	76,802.06

NORTHLAND SCHOOL DIVISION NO. 61
BOARD REPORT
2012/2013 SCHOOL YEAR
PERIOD ENDING - SEPTEMBER 20, 2013

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ELECTIONS

REMUNERATION TRUSTEES
 EMPLOYEE BENEFITS--TRUSTEES
 POSTAGE--ELECTIONS
 INSERVICE--ELECTIONS
 RENUMERATION--ELECTIONS
 TRAVEL & SUBSISTENCE--ELECTIONS
 PRINTING & BINDING--ELECTIONS
 ADVERTISING--ELECTIONS
 OFFICE SUPPLIES--ELECTIONS

SUB-TOTAL

ACTUAL	BUDGET	VARIANCE
	-	-
	500.00	500.00
869.70	2,000.00	1,130.30
	1,000.00	1,000.00
375.52	500.00	124.48
	1,000.00	1,000.00
	1,000.00	1,000.00
1,245.22	6,000.00	4,754.78

COMMITTEES

REMUNERATION TRUSTEES
 EMPLOYEE BENEFITS - TRUSTEES
 TRAVEL & SUBSISTENCE-PERSONNEL
 TRAVEL & SUBSISTENCE-EDUCATION
 TRAVEL & SUBSISTENCE-FINANCE
 TRAVEL & SUBSISTENCE-NEGOTIATION
 TRAVEL & SUBSISTENCE-PAC
 TRAVEL & SUBSISTENCE-AD HOC
 TRAVEL & SUBSISTENCE-QUALITY OF WORK LIFE
 TRAVEL & SUBSISTENCE-KTC PARTNERSHIP
 TRAVEL & SUBSISTENCE-MARTIN ABORIGINAL INITIAT
 TRAVEL & SUBSISTENCE-POLICY REVIEW
 TRAVEL & SUBSISTENCE - NCET-NSD ENGAGEMENT
 TRAVEL & SUBSISTENCE - RED EARTH TRANSFER

SUB-TOTAL

		-
		-
		-
		-
476.86		-
	15,000.00	15,000.00
614.91		
		-
224.27		
49,534.74		
		-
		-
50,850.78	15,000.00	15,000.00

OTHER EXPENSES

REMUNERATION TRUSTEES
 RENUMERATION - RECRUITMENT
 RENUMERATION TRUSTEES - RETREAT
 EMPLOYEE BENEFITS - TRUSTEES
 EMPLOYEE BENEFITS - RECRUITMENT
 PROFESSIONAL SERVICES
 IN-SERVICE - BOARD
 IN-SERVICE - BOARD (ORIENTATION)
 IN-SERVICE - N.S.D. P.D. - TRUSTEES
 LEGAL FEES - BOARD TRUSTEES
 RENUMERATION ALTERNATES
 VISA PURCHASES - TRUSTEE
 TELEPHONE - TRUSTEE
 TELEPHONE - VICE CHAIRMAN
 TRAVEL & SUBSISTENCE - BOARD/OTHER
 TRAVEL & SUBSISTENCE - JANUARY
 TRAVEL & SUBSISTENCE - FEBRUARY
 TRAVEL & SUBSISTENCE - MARCH
 TRAVEL & SUBSISTENCE - APRIL
 TRAVEL & SUBSISTENCE - MAY
 TRAVEL & SUBSISTENCE - JUNE
 TRAVEL & SUBSISTENCE - JULY
 TRAVEL & SUBSISTENCE - AUGUST
 TRAVEL & SUBSISTENCE - SEPTEMBER
 TRAVEL & SUBSISTENCE - OCTOBER
 TRAVEL & SUBSISTENCE - NOVEMBER
 TRAVEL & SUBSISTENCE - DECEMBER
 TRAVEL & SUBSISTENCE - PSBA
 TRAVEL & SUBSISTENCE - ASBA
 TRAVEL & SUBSISTENCE - TRUSTEE
 TRAVEL & SUBSISTENCE - VICE CHAIRMAN
 TRAVEL & SUBSISTENCE - RECRUITMENT
 A.S.B.A. & P.S.B.A. FEES - BOARD
 PRINTING & BINDING
 INSURANCE - BOARD OF TRUSTEES
 ADVERTISING - BOARD
 OFFICE SUPPLIES
 AWARDS
 POSTAGE - BOARD
 FURNITURE& EQUIPMENT

SUB-TOTAL

		-
		-
		-
3,796.20		(3,796.20)
		-
189,056.30	200,000.00	10,943.70
529.40	55,000.00	54,470.60
		-
	105,000.00	105,000.00
47,174.65	10,000.00	(37,174.65)
		-
		-
1,966.89	5,000.00	3,033.11
		-
93,314.59	5,000.00	(88,314.59)
	5,000.00	5,000.00
		-
		-
		-
		-
		-
		-
	5,000.00	5,000.00
	5,000.00	5,000.00
	5,000.00	5,000.00
		-
	5,000.00	5,000.00
	8,000.00	8,000.00
	25,000.00	25,000.00
		-
		-
35,711.20	38,000.00	2,288.80
2,693.18	2,000.00	(693.18)
172.48	250.00	77.52
1,932.31	5,000.00	3,067.69
6,872.34	500.00	(6,372.34)
25,180.68	16,500.00	(8,680.68)
2,695.49	4,000.00	1,304.51
	5,000.00	5,000.00
411,095.71	509,250.00	98,154.29

TOTAL

463,191.71	530,250.00	117,909.07
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NORTHLAND SCHOOL DIVISION NO. 61
BOARD REPORT
2013/2014 SCHOOL YEAR
PERIOD ENDING - SEPTEMBER 20, 2013

ELECTIONS

REMUNERATION TRUSTEES
 EMPLOYEE BENEFITS-TRUSTEES
 POSTAGE-ELECTIONS
 INSERVICE-ELECTIONS
 RENUMERATION-ELECTIONS
 TRAVEL & SUBSISTENCE-ELECTIONS
 PRINTING & BINDING-ELECTIONS
 ADVERTISING-ELECTIONS
 OFFICE SUPPLIES-ELECTIONS

SUB-TOTAL

ACTUAL	BUDGET	VARIANCE
-	-	-
-	-	-
-	-	-
-	-	-
-	30,000.00	30,000.00
-	140,000.00	140,000.00
-	10,000.00	10,000.00
-	20,000.00	20,000.00
-	10,000.00	10,000.00
-	210,000.00	210,000.00

COMMITTEES

REMUNERATION TRUSTEES
 EMPLOYEE BENEFITS - TRUSTEES
 TRAVEL & SUBSISTENCE-PERSONNEL
 TRAVEL & SUBSISTENCE-EDUCATION
 TRAVEL & SUBSISTENCE-FINANCE
 TRAVEL & SUBSISTENCE-NEGOTIATION
 TRAVEL & SUBSISTENCE-PAC
 TRAVEL & SUBSISTENCE-AD HOC
 TRAVEL & SUBSISTENCE-QUALITY OF WORK LIFE
 TRAVEL & SUBSISTENCE-KTC PARTNERSHIP
 TRAVEL & SUBSISTENCE-MARTIN ABORIGINAL INITIAT
 TRAVEL & SUBSISTENCE-POLICY REVIEW
 TRAVEL & SUBSISTENCE - NCET-NSD ENGAGEMENT
 TRAVEL & SUBSISTENCE - RED EARTH TRANSFER

SUB-TOTAL

-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	40,000.00	40,000.00
-	15,000.00	15,000.00
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	55,000.00	55,000.00

OTHER EXPENSES

REMUNERATION TRUSTEES
 RENUMERATION - RECRUITMENT
 REMUNERATION TRUSTEES - RETREAT
 EMPLOYEE BENEFITS - TRUSTEES
 EMPLOYEE BENEFITS - RECRUITMENT
 PROFESSIONAL SERVICES
 IN-SERVICE - BOARD
 IN-SERVICE - BOARD (ORIENTATION)
 IN-SERVICE - N.S.D. P.D. - TRUSTEES
 LEGAL FEES - BOARD TRUSTEES
 RENUMERATION ALTERNATES
 VISA PURCHASES - TRUSTEE
 TELEPHONE - TRUSTEE
 TELEPHONE - VICE CHAIRMAN
 TRAVEL & SUBSISTENCE - BOARD/OTHER
 TRAVEL & SUBSISTANCE - PSBA
 TRAVEL & SUBSISTANCE - ASBA
 TRAVEL & SUBSISTENCE - TRUSTEE
 TRAVEL & SUBSISTENCE - VICE CHAIRMAN
 TRAVEL & SUBSISTENCE - RECRUITMENT
 A.S.B.A. & P.S.B.A. FEES - BOARD
 PRINTING & BINDING
 INSURANCE - BOARD OF TRUSTEES
 ADVERTISING - BOARD
 OFFICE SUPPLIES
 AWARDS
 POSTAGE - BOARD
 FURNITURE & EQUIPMENT

SUB-TOTAL

-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	200,000.00	200,000.00
-	110,000.00	110,000.00
-	100,000.00	100,000.00
-	-	-
-	10,000.00	10,000.00
-	-	-
-	-	-
-	5,000.00	5,000.00
-	-	-
-	110,000.00	110,000.00
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
4,135.64	38,000.00	33,864.36
-	2,000.00	2,000.00
-	250.00	250.00
-	5,000.00	5,000.00
-	500.00	500.00
4.05	16,500.00	16,495.95
-	4,000.00	4,000.00
-	5,000.00	5,000.00
-	606,250.00	602,110.31
4,139.69	606,250.00	602,110.31
4,139.69	871,250.00	867,110.31

TOTAL

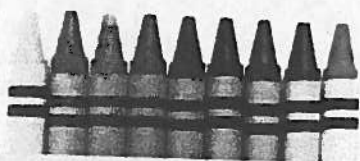


Public School Boards'
Association of Alberta

The Advocate

PSBAA	09/16/2013	Volume 2, Issue 7
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School



**WELCOME BACK
TO SCHOOL!**

Our Survey Monkey Link is still open for those of you that attended the August PSBC Meeting and have yet to fill it out, your feedback is very important to us, we appreciate you taking the time to complete the Survey:
<http://www.surveymonkey.com/s/AugustPSBC2013>

For those of you that attended the Governance Session Hosted by Hour Zero we appreciate your feedback as well please use the following link to fill out the Survey for the "School Emergency Preparedness Seminar";
<http://www.surveymonkey.com/s/HourZero>

Both Surveys will remain open until Tuesday 01 October 2013. If you should have any questions regarding the Surveys please contact that Association Office at (780) 479-8080.



13

Fall Events – Our Save the Date Brochure can be viewed online now at: **Fall Events Brochure**
2013 Annual General Meeting

The Annual General Meeting will take place on Friday 15 November 2013, 9:00 a.m. – 3:00 p.m. at the Sutton Place Hotel. Agenda packages were sent out to all Secretary Treasurers on Thursday 05 September 2013. This year, the Association will elect a President, First Vice President and one Director. Please note that the Executive Committee Candidate Speeches will take place on Friday 15 November 2013 at 10:00 a.m. sharp!

Our exciting Pre-University programs takes place on 13 November 2013 and includes a great line up of engaging sessions, including:

Brian Woodland, Communications Director, Peel School District; Maureen Towns, Consultant; and Maurice Fritze, Government Relations Consultant.

We will also be welcoming back Dr. Fred and Dr. Pat Renihan as facilitators for our University I. Please use the following link below to register now for our Fall Events:

<https://publicschools.wufoo.eu/forms/psbaa-fall-events-2013/>

At the August 2013 Executive Committee Meeting your Executive approved the new Four Year Calendar, which is posted on our website and may be accessed by clicking on the following link:



Four Year Calendar

If you missed them here are our August PSBC Highlights:
August 2013 PSBC Highlights

The Association has been pleased to post a number of Public School Trustee Candidate Campaign Videos on our YouTube Channel. If you have a Campaign Video that you would like us to post, please contact our offices directly (gensec@public-schools.ab.ca). Please visit our YouTube Channel to view Trustee Candidate Campaign Videos:

<http://www.youtube.com/user/PublicSchoolsAlberta>

asba.ab.ca[CALENDAR](#) [PAST EDITIONS](#) [CONTACT US](#)

HOT NEWS



September 19, 2013

Published by the ASBA and distributed to members and friends of the association.

Highlights

Events to welcome new trustees

Staff changes at ASBA

Legal newsletter
looks at cyber-bullying

Sept. 27 deadline for ASBA awards

Please distribute to trustees,
superintendent and the secretary-
treasurer. For more information contact
Suzanne Lundrigan at 1.780.451.7122.

Forward

Know someone who might be interested
in the email? Forward this email to a
friend.

Unsubscribe

If you no longer wish to receive this
email please unsubscribe.

Awards night moved to Monday night for Fall General Meeting

The ASBA conference runs November 17 to 19 in
Edmonton at the Westin Hotel. We have made some
changes.

The awards evening, traditionally held on Sunday night,
has been moved to Monday evening and will feature a gala
dinner for all registrants. All awards – including the Edwin
Parr first-year teachers awards – will be presented on
Monday evening at this dinner.

On Sunday, the ASBA FGM registration desk will be open in
the afternoon. Also on Sunday, we are offering a *Rookie
round-up* session for people who are new to trusteeship
and the Fall General Meeting.

Our opening ceremonies including the president's speech
will take place Monday morning (November 18) followed by
association business.

On the program front, our keynote speaker will be Parkland
School Division's **George Couros** and info sessions will
cover: MLA **Maureen Kubinec's** regulatory review task force
progress report; recommendations from the ASBA school
board governance task force, chaired by ASBA President
Jacquie Hansen, and a scan of the political horizon with
Paul McLoughlin and **Janet Brown**.

The full program and online registration will be available
on the ASBA website in early October.

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Orientation workshops for new trustees

Starting the last week of October, the ASBA will offer day-
long workshops for new trustees in each Zone. Veteran
trustees and senior administration are welcome. As we
are offering these in all five Zones, please choose a
meeting that is most convenient for you.

Featuring the ASBA staff, these workshops will cover:

ASBA Hot News

- a scan of upcoming issues in education
- legal basics for new trustees
- the new Education Act: what it means for trustees and school boards
- using key messages to communicate with public and media

Fee: \$52.50 (\$50.00+ 2.50 GST) includes lunch.

Pre-registration required. Watch the ASBA website in early October for a form.

Zone 1	Best Western, Grande Prairie	Nov. 6, 2013
Zone 2/3	Royal Glenora, Edmonton	Nov. 4, 2013
Zone 4	Red Deer Lodge, Red Deer	Oct. 29, 2013
Zone 5	Royal Executive Inn, Calgary	Oct. 28, 2013
Zone 6	Lethbridge Lodge, Lethbridge	Nov. 1, 2013

Book an orientation tailored to your school board

Jim Gibbons and the Education Services team are available for onsite workshops tailored to individual school boards. Contact **Jim Gibbons**.

Guide to trusteeship

to be mailed immediately after election.

The 2013 edition of *Your key to trusteeship and school boards in Alberta*: a handbook for new trustees will be mailed to trustees immediately after the election. This year's edition of the guide also includes links to online resources.

January 19-21, The Sutton Place Hotel, Edmonton

New trustees and board chairs conference

In an election year, the association hosts a two-day conference, in January, for new trustees and new board chairs. (Veteran trustees and senior administrators are welcome). This workshop will cover the basics of trusteeship and new this year, we are offering a special stream for school board chairs. Watch the ASBA website for program and registration details in late November.

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Recommendations from Rehtaeh Parsons' cyber-bullying case focus of Sept. legal newsletter

The ASBA's September *vis a vis* legal newsletter outlines the recommendations that emerged from a review of the circumstances that led to **Rehtaeh Parsons'** suicide in Nova Scotia. The 17-year-old killed herself after she was allegedly sexually assaulted when she was 15 and photos of the incident were posted online. The full newsletter article is here.

September deadline looms for 4 association awards

Nominations are due September 27 for these 4 awards.

- Long service award for trustees
- Friends of education
- Public Engagement award
- Premier's Award

Nomination forms are available [here](#).

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Lawyer Jeremy Schick moves to Labour Relations Board

Jeremy Schick, who joined the ASBA three years ago, has been hired as legal counsel for Alberta's Labour Relations Board. We wish him all the best in his new role. Lawyer **Angela Town** returned from her 3-year secondment with Alberta Education. Lawyer **Yvon Prefontaine** has moved to Kamloops; however given the nature of legal work he will continue to work for the association and school boards.

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ASBA to share views with task force looking at education regulations

With a new Education Act set to be proclaimed in September 2015 the government is reviewing the 35 regulations which govern education to ensure they align with the intent of the new Education Act. MLA **Maureen Kubinec** (a former ASBA President) is heading this task force.

Because regulations are essentially the rules which guide the day-to-day work of school boards, the association is very involved in this review and is preparing a submission to the task force to reflect school boards' perspectives. The ASBA has assigned a representative to each of the 20 external working groups examining 31 of the 35 regulations and the association is sending a six-member team to the government's five public consultations.

The ASBA Board of Directors will meet in October to review and finalize a written submission based on the information gleaned from the above and association policy. Lawyer **Angela Town** and Policy analyst **Heather Tkachuk** are supporting this work.

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What's new @ www.asba.ab.ca

Tips for improving school to home communications (PDF-142K) are featured in the September 2013 *Communications Now*. A list of *Communications Now* articles is available [here](#).

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What's new @ www.asba.ab.ca

Agenda Board of Directors September 12-13 (PDF-63K)
Highlights Board of Directors September 12-13 (PDF-76K)
Agenda Board of Directors August 21 (PDF-79K)
Draft Minutes Board of Directors August 21 (PDF-83K)
Minutes Board of Directors August 21 (PDF-67K)
Draft Minutes Board of Directors June 13 (PDF-83K)
Minutes Board of Directors June 13 (PDF-67K)
Strategic plan final report: September 2013 (PDF-174K)
Governance handbook: July 2013 (PDF-611K)

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In the news...

Each day the ASBA posts education headlines on the ASBA website.

Recent headlines

Alberta School Boards Association
welcomes provincial task force on instruction quality
09/12/2013, The Calgary Sun
Quebec school boards brace for scolding from Premier
09/12/2013, The Montreal Gazette
Brandon School Division plans to ban scents
09/10/2013, The Globe and Mail
Scan system to be implemented
on Grande Prairie school buses
09/04/2013, The Grande Prairie Herald-Tribune

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Secretary-Treasurer's Report
Year to Date August 31, 2013 as of September 13, 2013
Presented by Dennis Walsh Secretary-Treasurer

Introduction:

In the Statement of Revenues and Expenses, year to date August 31, 2013 as of September 13, 2013 our operating and expenses appear to be in line with our November Revised Budget. Below is a brief analysis of anticipated changes to our revenue and expenses for this fiscal year.

Federal Revenue

The Federal Revenue may still be adjusted depending on the outcome of the AANDC (Aboriginal Affairs and Northern Development Canada) audit of the First Nations students. The AANDC audits have been completed and the appeal process is finalized. In the appeal process for Bigstone we lost 27 students. This loss has been offset by an adjustment to our November Revised Budget for Federal Revenue of 25 students. November's Budget was \$22,062,624 versus an estimated actual of \$21,919,694.

1. If our expenses for the 2012-2013 current year is lower than the budget, the overall rate per student will decrease thus reducing revenue.
2. Before the remaining schools count is complete, there is a review done on duplication of students at more than one school.

Provincial Revenue

Compared to our November Revised Budget, provincial revenue has increased from \$33,759,201 to \$34,377,806 an increase of approximately \$600,000 dollars. There have been small adjustments to our Provincial revenues because of priority conflicts and adjustments to the Transportation and PUF claims.

Summary Revenue

Revenue projection is in line with both the November Revised Budget with a slight increase of .33% and with June's Approved by 2.26%.

Expenses – Salaries and Benefits

The following is a brief analysis of Salaries and Benefits:

Certified Salaries & Benefits

Year to August 31 the actual Salaries and Benefits is \$25,157,636. This compares to November's Revised of \$25,673,882.

Uncertified Salaries & Benefits

Year to August 31, 2013 the actual Salaries and Benefits is \$16,127,996. This compares to November's Revised of \$16,110,172.

Summary

Total Salaries & Benefits variance:

June approved \$40,869,514 vs Projection of \$41,285,631 for an increase of \$416,117 or 1.02%
 November's revised \$41,784,054 vs Projection of \$41,285,631 for a decrease of \$498,423 or 1.22%

Expenses – Operating

Operating expenses is projected to be at the same level as the November Revised Budget of \$16,081,077. However, upon review of the year to date cost, there will be most likely savings in some areas as shown in Table 1 on the following page.

TABLE 1

		Budget	
	Actual	November	
	YTD July	Revised	
Description	2012-2013	2012-2013	Variance
SCHOOL BASED OPERATION	29,950,751	30,584,197	-993,494
EDUCATION LEAVE	135,965	224,840	-88,875
IN-SERVICE – PD ATA & CONV.	105,797	129,000	-23,203
TEACHER TRAINING PROGRAM	992,589	1,076,365	-83,776
TEACHER SUBSTITUTES	509,930	600,000	-90,070
MANDATORY NEW TEXTS	143,768	94,000	49,769
MAINTENANCE	9,094,824	8,980,017	114,806
TRANS – BUS SALARIES & BENEFITS	1,050,036	1,182,103	-132,067
TRANS – CONTRACT BUSES	1,114,373	1,355,849	-241,476
SYS. COMP. - INSERVICE	18,646	34,000	-15,354
SYS. COMP. – PROF. SERVICES	2,372	51,200	-48,828
SYS. COMP. – COMP SOFTWARE	36,909	77,800	40,891
CTS –SALARIES & BENEFITS	161,976	90,956	71,020
CTS – APPRENTICE PROGRAM	166,231	0	166,231
SCHOLARSHIPS - ADMIN.	0.00	10,000	-10,000
BURSARIES - ADMIN.	0.00	40,000	-40,000
TRAVEL & SUBST. - (SUPERI	67,326	112,000	-44,674
INSERVICE – HUMAN RESOURCES	0	28,000	-28,000
PROF. SERV. EVALUATION	15,922	30,000	14,078
ADVERTISING RECRUITMENT	269	15,000	-14,730
COMM. WEBSITE DEVELOPMENT	2,794	70,000	-62,386
BUSINESS – AUDIT FEES	-4,567	60,000	-64,567
BUS. PROF. SERVICES	111,886	142,000	-30,114
BUS. PRINTING & POSTAGE SERVICES	37,594	20,000	17,594
BUS. COMPUTER SOFTWARE	2,102	25,000	-22,898
BOARD – IN-SERVICE OF TRUSTEES	0	105,000	-105,000
BOARD – POLICY REVIEW	49,535	0	49,535
BOARD –TRAVEL & SUBST	18,068	67,796	-49,728
BOARD –OTHER OPERATING	29,480	5,500	-12,795
SFS – POSTAGE & FREIGHT	84,512	107,156	22,644
SFS – VEHICLES – REPAIR & MNTCE	4,435	38,631	34,196
SFS –SUPPLIES GROCERIES & DISPOSABLES	935,450	1,103,444	-167,584
SFS –TRANSFERS TO ASSOCIATIONS	394,473	461,764	-67,291
SFS – AMORTIZATION OF VEHICLE & EQUIP.	41,191	0	41,191
Total	45,361,102	47,171,680	-1,941,777

Summary

While the variance looks favorable for year end, the expenses for the month of August have not been fully tabulated and year-end adjustments have not been accrued. Some of these expenses include:

1. Accelerated depreciation on Gift Lake school for \$481,845
2. Compared to previous year there may be close to \$500,000 on final Accounts Payable run for Month 13.

2013-2014 Year End Audit

The preparation of the 2013 – 2014 Financial Statement has started. The Final Run for 2012-2013 for remaining outstanding invoices, travel claims and the analysis of outstanding purchase orders is scheduled to be completed by September 27th. Required adjustments and preparing working papers for deferred revenue, capital assets, payables receivables and other accounts are in progress. In addition this year Financial Statements has to be converted from Non-Profit Accounting Standards to Public Sector Accounting Standards. This conversion entails restatement of 2010-2011, and 2011-2012 Financial Statements which requires a detail analysis of the prior years' accounts. The Entrance Engagement with the Auditor General will take place on October 7th, at 8:30 AM.

Collective Bargaining

Two collective bargaining sessions are scheduled for November 4th, and November 8th.

Conclusion

One of the main focuses for the month of September is student enrolment. Data is collected on a weekly basis and reviewed by management. The information as of September 13th is a reduction in enrolment of approximately 41 students. This information should be more current at the Board Meeting.

Once the September enrolment is finalized preparation for updating Mybudgetfile for use in the November Revised Budget and the Year End Audit will be main focus. In addition preparation for the installation and implementation of the Human Resource and Financial Management system will start during this semester.

STATEMENT OF REVENUES AND EXPENSES
 Year to Date August 31, 2013 as of September 13, 2013
 (in dollars)

	Actual 2010-2011	Actual 2011-2012	August Actual Year to Date 2012-2013	June Approved Budget 2012-2013	November Revised Budget 2012-2013	% Remaining November Revised
REVENUES						
Government of Alberta						
Federal Government and First Nations	\$33,142,871	\$34,725,282	\$34,377,806	\$34,386,301	\$33,759,201	-1.8%
Other sales and services (ie Rebates, SFS Hot Lunch, AMHP)	\$20,034,181	\$20,845,936	\$21,919,694	\$20,801,054	\$22,062,624	0.6%
Investment Income (ie Interest on Bank Accounts)	\$1,476,727	\$1,748,178	\$1,396,657	\$1,046,948	\$1,391,514	-0.4%
Gifts and donations	\$9,609	\$39,891	\$17,260	\$15,000	\$15,000	-15.1%
Gross school generated funds	\$535,923	\$585,858	\$171,952	\$180,800	\$190,800	9.9%
Rental of facilities (ie Housing)	\$203,368	\$0	\$0	\$450,000	\$450,000	0.0%
Gains on disposal of capital assets (ie Sale of Capital Assets)	\$988,832	\$1,000,651	\$973,522	\$1,052,648	\$1,052,648	7.5%
Amortization of capital allocations (Depreciation on supported assets)	\$8,021	\$1,260	\$52,165	\$0	\$0	0.0%
Other revenue	\$2,951,125	\$3,135,934	\$3,060,276	\$2,996,050	\$2,996,050	-2.1%
	\$0	\$0	\$0	\$0	\$0	0.0%
Total Revenues	\$59,350,657	\$62,082,990	\$61,969,332	\$60,928,801	\$61,917,837	-0.1%
EXPENSES						
Certificated salaries						
Certificated benefits	\$21,416,515	\$21,544,783	\$20,962,323	\$21,074,823	\$21,423,178	2.2%
Non-certificated salaries and wages	\$4,459,796	\$4,218,552	\$4,195,312	\$4,325,322	\$4,250,704	1.3%
Non-certificated benefits	\$13,420,164	\$13,536,225	\$13,214,020	\$12,248,989	\$12,932,548	-2.2%
Salaries & Benefits Central Office/Maint/Transp/SFS/Housing	\$2,980,994	\$2,959,078	\$2,913,975	\$3,220,380	\$3,177,624	8.3%
Services, contracts and supplies (ie Utilities, training, repairs, travel)						
Gross school generated funds	\$15,282,527	\$16,204,273	\$14,140,341	\$15,940,119	\$16,081,077	12.1%
Capital and debt services	\$0	\$0	\$0	\$0	\$0	0.0%
Amortization of capital assets						
Supported			\$41,285,631	\$40,869,514	\$41,784,054	
Unsupported					(\$498,424)	
Total Amortization of capital assets	\$2,950,691	\$3,138,632	\$3,056,056	\$2,996,050	\$2,996,050	-2.0%
Interest on capital debt	\$1,044,263	\$995,957	\$1,271,337	\$1,016,154	\$1,016,154	-25.1%
Supported	\$3,994,954	\$4,134,589	\$4,327,393	\$4,012,204	\$4,012,204	-7.9%
Unsupported						
Total Interest on capital debt	\$79,008	\$40,429	\$28,463	\$28,901	\$28,901	1.5%
Other interest and charges	\$866	\$650	\$433	\$784	\$784	44.8%
Losses on disposal of capital assets	\$79,874	\$41,079	\$28,897	\$29,685	\$29,685	2.7%
Other expense	\$7,765	\$4,690	\$10,379	\$8,000	\$8,000	-29.7%
	\$7,000	\$33,167	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	
Total Expenses	\$61,649,589	\$62,676,436	\$59,792,641	\$60,859,522	\$61,915,020	0.0%
						3.4%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE EXTRAORDINARY ITEM						
Extraordinary Item	(\$2,298,932)	(\$593,446)	\$2,176,692	\$69,279	\$2,817	-3.5%
	(\$175,916)	\$0	\$0	\$0	\$0	-0.0%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(\$2,474,848)	(\$593,446)	\$2,176,692	\$69,279	\$2,817	-3.5%

Accounts Receivable Federal Government and First Nations

Student Counts 12-13 Student Count Reg	E.C.S.	Prior to & 2004/2005	Outstanding Aug-2011 2010/2011	Outstanding Aug-2012 2011/2012	Outstanding Mar-2013 2012/2013	Outstanding Sep-2013 2013/2014	Mths O/S	Total Outstanding	Monthly Billing		REG rate		ECS Rate	
Indian & Northern Affairs (INAC)	90	17	(0.00)	0.00	10,744.57	0.04	0.1	10,744.61	182,775.93	1,884.57	1,884.57	774.39		
Lesser Slave Lake Regional Council	5	6	-	-	(0.00)		-	(0.00)	5,770.80	1,154.16	1,154.16	465.93		
Bigstone Cree First Nation	473	40	(0.00)	0.00	(316,832.11)	922,377.21	0.7	605,545.10	922,377.21	1,884.57	1,884.57	774.39		
Indian Education Authority	0	0	-	-	-	1,653.88	-	61,333.22	-	-	-	-		
Athabasca - Chip	41	2	0.00	-	947,916.16	236,979.04	4.9	1,653.88	76,824.10	1,833.42	1,833.42	826.94		
- Mikisew	129	5	-	-	-	-	-	1,184,895.20	240,645.88	1,833.42	1,833.42	826.94		
Woodland Cree	34	4	-	(0.00)	437,731.70	67,172.94	7.5	504,904.64	67,172.94	1,884.57	1,884.57	774.39		
Lubicon Cree First Nation (INAC)	86	5	-	(0.00)	-	(0.00)	-	(0.00)	165,944.97	1,884.57	1,884.57	774.39		
Chipewyan Prairie First Nation (INAC)	61	7	0.00	0.00	-	-	-	0.00	120,379.50	1,884.57	1,884.57	774.39		
Peerless Kateri First Nations (INAC)	206	22	-	(0.00)	0.00	-	-	(0.00)	405,258.00	1,884.57	1,884.57	774.39		
	1125	108												

Total Outstanding

61,333.22 (0.00) 0.00 1,079,560.32 1,228,183.11 2,369,076.65

Chipewyan Prairie 120,379.50 Sept 2013
Lubicon Lake 165,944.97 Sept 2013
Peerless Trout First Nation 405,258.00 Sept 2013
INAC 182,775.89 Sept 2013
Athabasca Chip 77,003.64 Sept 2013
LSLIRC 5,040.76 June 2013
Bigstone Cree 857,054.00 June 2013

Bigstone Cree
Mikisew Cree Paid by INAC

\$1,813,456.76

Northland School Division
Federal Accounts Receivable

Aged Summary

Months Outstanding	ACFN	Indian Education Authority	Mikisew	Peerless Kateri First Nation	Bigstone	Chip Prairie	Lesser Slave Lake	Lubicon Cree	Indian Affairs	Woodland Cree	Aging by Month
Sep-13	1,653.88	-	236,979.04	-	922,377.21 (316,832.11)	-	-	-	0.04	67,172.94 (111,068.60)	1,228,183.11 (427,900.71)
Aug-13	-	-	-	-	-	-	-	-	-	0.00	-
Jul-13	-	-	-	-	-	-	-	-	0.40	67,172.94	304,152.38
Jun-13	-	-	236,979.04	-	-	-	-	-	0.40	67,172.94	304,152.38
May-13	-	-	236,979.04	-	-	-	-	-	0.40	67,172.94	304,152.38
Apr-13	-	-	236,979.04	-	-	-	-	-	0.37	67,172.94	304,152.35
Mar-13	-	-	236,979.04	-	-	-	-	-	10,743.00	67,172.94	77,915.94
Feb-13	-	-	-	-	-	-	-	-	-	67,172.94	67,172.94
Jan-13	-	-	-	-	-	-	-	-	-	67,172.94	67,172.94
Dec-12	-	-	-	-	-	-	-	-	-	67,172.94	67,172.94
Nov-12	-	-	-	-	-	-	-	-	-	11,416.78	11,416.78
Oct-12	-	-	-	-	-	-	-	-	-	0.00	-
Sep-12	-	-	-	-	-	-	-	-	-	0.00	-
Sep-11	-	61,333.22	-	-	-	-	-	-	-	0.00	-
Dec 2005 & older	-	-	-	-	-	-	-	-	-	-	-
	1,653.88	61,333.22	947,916.16	-	(0.00)	-	-	-	10,744.57	548,800.30	1,568,794.25
Current	1,653.88	-	236,979.04	-	922,377.21 (316,832.11)	-	-	-	0.04	67,172.94 (111,068.60)	1,228,183.11 (427,900.71)
30 days	-	-	-	-	-	-	-	-	-	-	-
60 days	-	-	-	-	-	-	-	-	-	-	-
90 days	-	-	236,979.04	-	-	-	-	-	0.40	67,172.94	304,152.38
120 days	-	-	236,979.04	-	-	-	-	-	0.40	67,172.94	304,152.38
180 days	-	-	236,979.04	-	-	-	-	-	0.40	67,172.94	304,152.38
181 - 365	-	-	236,979.04	-	-	-	-	-	0.37	347,281.48	584,260.89
1 yr - 2 yr	-	-	-	-	-	-	-	-	10,743.00	-	10,743.00
Over 2 yr	-	61,333.22	-	-	(0.00)	-	-	-	-	-	61,333.22
Current	1,653.88	61,333.22	1,184,895.20	-	605,545.10	-	-	-	10,744.61	504,904.64	2,369,076.65
Long Term	-	-	-	-	-	-	-	-	-	-	-
Total Aging	1,653.88	61,333.22	1,184,895.20	-	605,545.10	-	-	-	10,744.61	504,904.64	2,369,076.65

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DELORES PRUDEN, DIRECTOR OF FIRST NATION METIS INUIT EDUCATION

SUBJECT: FNMI ACTION PLAN

ORIGINATOR: DELORES PRUDEN, DIRECTOR OF FIRST NATION METIS INUIT EDUCATION

RECOMMENDATION
That the Board of Trustees accept the FNMI Action Plan, for implementation Division wide, as attached.

BACKGROUND

This plan for 2013 – 2014 is based on the Northland School Division Inquiry Team Report Recommendation #8 and Recommendation #9, as well as the First Nation, Metis, Inuit Programming Audit Questionnaire.

Aboriginal Content Direction:

Core Curriculum and learning will have a strong focus on Aboriginal content and perspectives and this will be actualized in the classroom for the benefit of all students.

Cree language and culture instruction will be tailored to the contextual needs of each community.

Aboriginal culture and perspectives in curricula will be understood by teachers and administrators.

Delivery of Aboriginal culture and language content in NSD will meet high quality standards.

New ways will be found to make links between Aboriginal content and existing NSD school programs.

Aboriginal content programming in each school will be regularly monitored and outcomes measured with the intent of identifying best practices for each subject area in each school.

Unique languages, cultural environments and geographical contexts will be recognized and respected throughout NSD schools.

All teachers will be supported by effective orientation, in-service programs and quality materials so they can fulfill their responsibilities.



CRITICAL SUCCESS FACTORS OF THE NSD ACTION PLAN 2013-2014

The NSD Action Plan for 2013-2014 is based on:

- The *Northland School Division Inquiry Team Report* Recommendation #8 and Recommendation #12
- The *First Nation, Métis, Inuit Programming Audit Questionnaire*.

1

CRITICAL SUCCESS FACTORS

Being aware of the factors that influence the final outcome will increase the likelihood of success.

Five Critical Success Factors are:

1. Commitment at all levels of governance and administration.
2. Recognition of the urgent need for action at the school level.
3. Understanding language and cultural identity is essential for learner success.
4. Acceptance that innovative programming is required to increase attendance and student retention to increase student engagement
5. Acknowledgment that specialized support helps learners overcome challenges.

2

DIFFERENT FUNDING MODELS

Limited FNMI funding in NSD hinders commitment, discourages local people, adversely affects FNMI integration and resource allocation to achieve our goals.

Five Funding Recommendations are:

NSD to:

1. Review existing funding models and make recommendations for improvement.
2. Develop policies to open funding opportunities for FNMI content for schools.
3. Propose additional funding to support becoming a FNMI specialized institution.
4. Plan budgets to reflect FNMI culture and language verification.
5. Increase budgets for additional FNMI materials, teachers and resources.

3



The following three Actions are based on the FNMI Working Committee's review and recommendations.

4

ACTION 1 IDENTIFY AND EXPAND UPON STRENGTHS THAT ALREADY EXIST

Eight Strategies to Support Action 1 are:

NSD to:

1. Develop criteria for cultural teaching processes, materials, learning sites, learning contexts and consultant qualifications.
2. Identify ways to access and share existing resources and programs between schools.
3. Maintain a NSD inventory of materials and resources that aid FNMI content.
4. Design a process for advanced language instructors to share expertise with Principal and staff to consult with Language Instructor.
5. Set up a area on our network to support teachers.
6. Provide a written guide for schools for culture and language funding use.
7. Audit schools to monitor outcomes, identify gaps and spot innovations that offer promising inter-school collaboration opportunities.
5. Implement programs that celebrate student, teacher, staff and parental accomplishments .

5

ACTION 2 IMPLEMENT A NSD COMMUNITY Engagement APPROACH

Two Strategies to Implement Action 2 are:

NSD to:

1. Develop a multimedia 'relationship building' campaign within the jurisdiction.
2. Schools collaboratively develop materials and strategies which encourage and promote community culture.

6

ACTION 3

CONTINUE IMPLEMENTING THE INQUIRY TEAM'S RECOMMENDATION FOR LIBRARY ENHANCEMENT

The Recommended Strategy to Implement Action 3 is:

NSD to

Review existing library audits and set out guidelines for FNMI, English and Numeracy teaching materials, digital resources, and artifacts to be acquired.

7



As recommended NSD Advisory Committee, the Action Plan for 2013-2014 contains:

- Aboriginal Content Policies and Aboriginal Content Direction
- 5 Critical Success Factors
- 5 Recommendations for revisiting and improving funding
- 3 Proposed Actions to expand on existing work and strengths, and actions to improve community relations
- Also included are 12 Strategies to direct implementation of the three proposed Actions.

All of the above are designed to respond to local community and school concerns while strengthening culture and language programming in NSD.

8



Northland School Division 61(NSD)

ACTION PLAN 2013 - 2014

Presented by:

FIRST NATION MÉTIS INUIT WORKING COMMITTEE

to the

NORTHLAND SCHOOL DIVISION ADVISORY BOARD

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ACKNOWLEDGMENTS

Advisory Board Members

First Nation Métis Inuit (FNMI) Working Committee Members

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Action 2 **IMPLEMENT A NEW NSD COMMUNITY RELATIONS APPROACH**

Action 3 **CONTINUE IMPLEMENTING the INQUIRY TEAM'S RECOMMENDATION FOR LIBRARY ENHANCEMENT**

CONCLUSION

ACKNOWLEDGMENTS

ADVISORY BOARD MEMBERS

Donna Barrett
Julia Cardinal
Jeff Chalifoux
Colin Kelly
Rachelle McDonald
Ann Rosin
Ken Shaw
Nora Yellowknee
Silas Yellowknee

FIRST NATION MÉTIS INUIT (FNMI) WORKING COMMITTEE MEMBERS

Albina Alook, Native Language Instructor, Peerless Lake School
Audrey Anderson, Principal, Peerless Lake School
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Delores Pruden, Supervisor of FNMI Programming, Northland School Division Central Office

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Terry Lynn Cook, Pedagogical Supervisor, NSD
Nora YellowKnee, Advisory Board Member & Board Chair Wabasca
Bill Sewepagaham, Principal, Kateri School
Jeff Chalifoux, Board Chair Grouard and Advisory Board Member

REFERENCED DOCUMENTS

The Northland School Division Inquiry Team Report – November 2010
Minutes from the NSD Advisory Board Meetings
Proposed Implementation Plan: NSD 2012-2017 - Plan to Develop Aboriginal Language
Procedure 204 – Native Language Programs
Procedure 205 – In-School Cultural Programs
First Nation, Métis, Inuit Programming Audit Questionnaire
First Nation Métis Inuit (FNMI) Working Committee - Terms of Reference
Inspiring Education: A Dialog With Albertans - April 2010
Ministerial Order on Student Learning - Ministerial Order (#001/2013)

EXECUTIVE SUMMARY

The *Northland School Division Inquiry Team Report*, made 48 recommendations related to improving the operations of Northland School Division (NSD). The report states that “95 per cent of NSD student population are First Nations or Métis” and therefore recommends “...NSD be clearly identified and recognized as a special purpose school authority for Aboriginal education that is focused around capitalizing on its unique opportunity to provide excellence in First Nations and Métis education.” This is a challenging task because NSD serves a geographically scattered, unique and diverse Aboriginal population.

The First Nations, Métis and Inuit (FNMI) Working Committee was formed by the NSD Advisory Board and directed to review the recommendations of *Northland School Division Inquiry Team Report* and propose next steps. The FNMI Working Committee identified Recommendations #8 and #12 as priorities for providing specialized First Nations and Métis education. To supplement their review the FNMI Working Committee also conducted a school audit which contributed to the development of recommendations, actions and strategies outlined in this report. A brief background, Aboriginal Content Policies, Directions and recommendations for funding improvements were included to provide a framework for three proposed actions. If implemented, the FNMI Working Committee believes these recommendations, actions and subsequent strategies will ensure all students, teachers and communities in NSD are acknowledged, honored and encouraged.

BRIEF BACKGROUND – A PROFILE OF NORTHLAND SCHOOL DIVISION NO. 61

Anzac Community School
Athabasca Delta Community School
Bishop Routhier School

Career Pathways
Chipewyan Lake School
Conklin Community School
Calling Lake School
Dr. Mary Jackson School
Elizabeth School
Father R. Perin School
Fort McKay School
Gift Lake School
Grouard Northland School
Hillview School
J.F. Dion School
Kateri School
Little Buffalo School
Mistassiniy School
Paddle Prairie School
Peerless Lake School
Pelican Mountain School
St. Theresa School
Susa Creek School

NSD No. 61 is located in the northern half of Alberta and offers educational services to primarily First Nation and Métis students in 24 schools – including Career Pathways Virtual School.

9/16/2013

Draft 9

tee Action Plan



THE FNMI WORKING COMMITTEE

PURPOSE

The FNMI Working Committee is recommended by the NSD Advisory Board to review and revise the Board's mission and mandate to reflect the values and beliefs of the Aboriginal communities they serve. Stemming from that review process, the FNMI Working Committee will recommend policies and direction for strengthening Aboriginal culture and language programming including the expenditure of FNMI funds and resources.

VISION

NSD administrators will act as educational leaders with the vision of achieving the goals of providing flexible, responsible Aboriginal education that includes culture and language instruction. In doing so NSD schools will operate on the principles of equity and inclusivity ensuring students, teachers and community members are treated fairly without prejudice.

KEY RECOMMENDATIONS FROM THE NSD INQUIRY TEAM REPORT

The following recommendations have been identified by the FNMI Working Committee as key to identifying actions and next step strategies. Other related recommendations are referenced further along in this document.

Recommendation #8 - *That NSD place sustained emphasis on strengthening languages (English and Aboriginal) by multiple strategies that are tailored to the contextual needs of each community. In this regard specifically that NSD leadership research a successful approach for the acquisition of Aboriginal languages, English language and numeracy. Further, that NSD leadership establish baseline data on these*

areas and train all staff in effective teaching of selected programs or approaches. That NSD also maintain longitudinal data to track student progress, adjust strategies as needed and carry out ongoing assessment.

Recommendation #12 - *That NSD strengthen Aboriginal content within the curriculum, and further that more emphasis, including staff development and support, be placed on Aboriginal content infusion as provided for in the Alberta curriculum.*

RESULTS OF THE FNMI PROGRAMMING AUDIT QUESTIONNAIRE

In the spring of 2013 questionnaires were distributed to all schools in NSD. Six open-ended questions encouraged meaningful replies and allowed for the expression of personal knowledge or feelings on FNMI culture and/or language content in their classroom and school. Woven throughout the twenty responses was a theme that individual schools are looking for division wide direction and support. From an analysis of the research the FNMI Working Committee detected the following:

- Schools and teachers are seeking resources outside of their community, school district and province for literature, consultants and experiential learning.
- School representatives recommended **more** of everything: more resources, more time committed to FNMI culture, more opportunities and support to build relationships in the community, more local teachers, more emphasis on language and FNMI literacy, and more professional development.
- When asked about strengthening FNMI programming respondents referred to culture camps, storytelling and natural environment field trips. Many offered ideas such as “make classroom dictionaries” or hold daily “intercom announcements in Cree” or “have a Cree Spelling Bee across the Division.” Other examples included “have non-Cree speakers attend a Cree class,” “train local staff” and “speak Cree in the school as often as possible.”

With the guidance of the *NSD Inquiry Team Report* and the *FNMI Programming Audit Questionnaire*, the FNMI Working Committee examined and thought deeply about the NSD Board’s mandate and mission. The result is the following recommendations for Aboriginal Content Policies and Direction, Critical Success Factors, Recommendations for Different Funding Models and what the committee believes to be three important Actions that if implemented will increase FNMI education successes.

ABORIGINAL CONTENT - POLICIES

In the context of this action plan, a policy is a guiding principle that sets the intent of the governing body. From there, direction and procedures or protocols would be developed. These policies are chosen to assist in decision making affecting Aboriginal content in NSD schools.

POLICY 1 RESPECT

Respect for Aboriginal peoples' unique languages, cultures and histories are reflected holistically in Northland School Division curricula.

POLICY 2 COMMUNITY INVOLVEMENT

Northland School Division will provide a range of opportunities to Aboriginal community members for their involvement in the education of their children and the evolution of their schools.

POLICY 3 STAKEHOLDER PARTNERING

Northland School Division will encourage relationship building with Aboriginal communities, stakeholders and partners to work together for quality education and the well-being of all Aboriginal students and their families.

POLICY 4 STUDENT OUTCOMES

Aboriginal content programming will be flexible and include monitoring practices to ensure all students have opportunities to excel and choose from a wide range of possibilities for their futures.

Aboriginal Content -Direction

- ★ Core curriculum and learning will have a strong focus on Aboriginal content and perspectives, and this will be actualized in the classroom for the benefit of all students.
 - ★ Cree language and culture instruction will be tailored to the contextual needs of each community.
-

- ★ Aboriginal culture and perspectives in curricula will be understood by all teachers and administrators.
- ★ Delivery of Aboriginal culture and language content in NSD will meet high quality standards.
- ★ New ways will be found to make links between Aboriginal content and existing NSD school programs.
- ★ Aboriginal content programming in each school will be regularly monitored and outcomes measured with the intent of identifying best practices for each subject area in each school.
- ★ Unique languages, cultural environments and geographical contexts will be recognized and respected throughout NSD schools.
- ★ All teachers will be supported by effective orientation, in-service programs and quality materials so they can fulfill their responsibilities.

CRITICAL SUCCESS FACTORS

- ★ Commitment to the effective implementation of Aboriginal education and ongoing revitalization at all levels of governance and administration is expected.
- ★ There is an urgent need for action at the school level.
- ★ Opportunities to reaffirm their language and cultural identity is essential for learners to achieve success in education
- ★ Innovative programming is required to increase student attendance rates and student retention.
- ★ Specialized support is required to help learners overcome challenges.

CRITICAL SUCCESS FACTORS RECOMMENDATIONS FOR DIFFERENT FUNDING MODELS

Adequate FNMI funding encourages local people to believe there is strong support for Aboriginal culture and language programming. Complex and overlapping jurisdictional funding processes (federal, provincial/territorial, school boards, and band authorities) hinder NSD's desire to invest in FNMI students' education and future economic successes. Uneven funding systems also adversely affect the

integration of FNMI program planning and equitable resource allocation amongst NSD schools. A shortfall in funding is a factor contributing to unsatisfactory educational achievement. With these facts in mind, the FNMI Working Committee recommends NSD advocate the following to improve distribution of funding:

Recommendation 1: NSD needs to actively participate with all stakeholders to determine funding direction, review existing funding models and make recommendations.

Recommendation 2: Procedures and directives need to be developed and communicated to locate and open funding possibilities for FNMI culture and language activities in individual schools.

Recommendation 3: Proposals for additional funding needs to be prepared to support becoming a specialized institution serving a diverse population of mainly Aboriginal students.

Recommendation 4: NSD budget and planning processes need to reflect a vision of FNMI culture and language proficiency through the strong presence of Aboriginal teachers, administrators, and support staff.

Recommendation 5: NSD budget increases are needed to provide for access to additional cultural resources (teaching materials, Elders, community members' involvement and student natural learning environments).

THREE PROPOSED ACTIONS

The following proposed actions and their subsequent strategies are based on the *Northland Inquiry Team Report* recommendations #8 and #12, and from individual school responses to the *First Nation, Métis, Inuit Programming Audit Questionnaire*.

ACTION 1 IDENTIFY AND EXPAND UPON STRENGTHS THAT ALREADY EXIST

By identifying and promoting what has proven to be effective, NSD can expand upon division strengths where teachers are already integrating cultural content into the curriculum and where language instructors are delivering quality Aboriginal language programs. By making existing programs, innovative approaches, internal resources and experiential learning accessible throughout the region, NSD will truly become a "specialized school authority".

In NSD teachers are creating mini immersion programs and hands on learning opportunities so all students are exposed to various Aboriginal perspectives. Teachers from the communities have developed innovative teaching styles that give their students a sense of belonging in any area of study. In the NSD schools there are talented professionals who integrate their education and experience with the understanding of the importance of personal contact with Elders using the proper protocols.

Strategy: NSD assigns specific people whose mandate is to identify, document and distribute information regarding existing FNMI teaching processes, community protocols, budget planning guidelines and classroom materials specifically for FNMI language and culture and infusion of FNMI language and culture. The following activities are recommended:

- Develop approval criteria for NSD FNMI teaching processes (i.e. storytelling in the natural environment), NSD FNMI teaching materials (i.e. films, digital resources, artifacts, books, and classroom materials), NSD FNMI cultural camp content and NSD FNMI consultants.
- Identify viable ways to share existing resources and program models between schools.
- Maintain and provide teachers with an updated inventory of materials and resources that will aid their incorporation of Aboriginal content into the specific content areas.
- Research existing programs that provide Aboriginal language instructors with the training and tools to deliver quality programs. From that research design a rotational process where advanced language instructors can share with other instructors in other schools.
- Set up a NSD specific website to support FNMI teachers. Provide information about cultural camps, cultural content in the classroom, school wide cultural programs, teachers' favorite FNMI classroom materials and where to access professional training in FNMI content.
- Provide a planning guide for individual schools outlining how to spend funds allocated for FNMI culture and language content.
- FNMI cultures are constantly evolving therefore annually audit NSD schools to monitor outcomes, identify gaps and recognize innovation that offers promising collaboration opportunities or learning outcomes.
- Implement school programs that celebrate student, teacher and staff accomplishments. Incorporate recognition of the role of parents, family members and community contributions to student success. This can be achieved in the classroom, in monthly school recognition activities and by holding an annual dinner attended by the students' parents, teachers and principals as well as Board trustees and administration.

ACTION 2 IMPLEMENT A NEW NSD COMMUNITY RELATIONS APPROACH

Individual schools and teachers in NSD continue to build and reinforce good relations with FNMI student, families and community to promote a healthy relationship with the natural environment, but

the residual effects from the legacy of residential schools challenge their efforts. Conflicting opinions exist in many FNMI communities where some community members support language and cultural content and others resist. The Northland Inquiry Team Report Recommendation #14 also recognized “the reality that not all parents support Aboriginal language and cultural instruction within the school environment” so the Inquiry Team recommended “opt-out arrangements” for individual students “similar to the manner in which public schools generally deal with religious instruction”.

To replace the subtle, yet pervasive, perception that schools in NSD are outdated institutions a **new community relations approach** is necessary to encourage student and parental faith in the quality of instruction and to communicate broadly that FNMI language and culture content in NSD schools:

1. Honors and compliments the future aspirations of its students,
2. Respects past experiences and cultural-based knowledge,
3. Ensures the school is an integral, responsive part of each community, and
4. Promotes open relationships based on mutual respect.

It should be noted that when it comes to school ‘image management’ the school Principal’s leadership and engagement is essential. The following strategies for community relations are recommended:

Strategy: NSD works with school Principals to develop a multimedia “relationship building” campaign to promote the advantages that FNMI language and cultural learning hold for students’ future aspirations. This will require short term and long term planning that starts locally and gradually works outward towards creating a global image of success. Activities may begin with NSD school newsletters (i.e. distributed to homes) and NSD sponsored community gatherings to an advanced multimedia advertising campaign that reaches throughout Alberta (i.e. in provincial Aboriginal newspapers, texting, Twitter and Facebook).

ACTION 3 CONTINUE IMPLEMENTING THE INQUIRY TEAM’S RECOMMENDATION FOR LIBRARY ENHANCEMENT

Recommendation #9 is connected to Recommendation #12 and states “that library enhancement for the purpose of supporting reading be an integral part of the effort to strengthen languages”. As a result, a library audit has occurred at each school, materials have been inventoried and appropriate materials are being acquired to encourage and support reading goals. This is an ongoing activity already being implemented in many schools.

Strategy: NSD will review existing audits and set out guidelines for FNMI, English and Numeracy teaching materials, digital resources, artifacts to be acquired so content and accessibility reflects NSD short term and long term goals, teacher and students’ needs, and the communities they serve in a balanced manner.

CONCLUSION

The FNMI Working Committee believes NSD students will benefit from affirming their culture, language, history and community values. Today, NSD has the opportunity to turn around the mistakes and oversights of the past by taking the position of promoting cultural identity and instilling pride among in its students so they can succeed beyond expectations. It is therefore recommended that this Action Plan be reviewed quarterly and updated annually.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

SUBJECT: STAFF CLASSIFICATION REVIEW

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
<p>That the Board of Trustees approve in principle the following revised job descriptions:</p> <ul style="list-style-type: none">- Teacher Assistant- Special Assistant- School Secretary- School and Community Liaison Worker- Library Assistant- ECS Instructor

CURRENT SITUATION: Classification Review of all Northland non-teacher positions was conducted over 2012-2013 to bring them up to date.

BACKGROUND:

- A recommendation to conduct a review of all staff positions to determine alignment with other similar positions in Alberta and determine if changes should be made was made in November 2012.
- The changes were made based on staff and school administration feedback and suggested revisions. A committee was struck with principal representation from three schools. The Native Language Instructor position is being reviewed by the Director of FMNI Programming.
- All suggestions were minor revisions to responsibilities making them more current. The changed positions are attached.

CHAPTER 10

10.1. Introduction

10.1.1. Introduction

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10.2. Conclusion

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10.2.2. Conclusion	10.2.2.1. Conclusion	10.2.2.1.1. Conclusion	10.2.2.1.1.1. Conclusion	10.2.2.1.1.1.1. Conclusion	10.2.2.1.1.1.1.1. Conclusion

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**Teacher Assistant****IDENTIFYING INFORMATION**

POSITION TITLE: Teacher Assistant

CLASSIFICATION TITLE: Paraprofessional

DEPARTMENT: Instruction

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION: X
Creation Change Update

Date: **May 2013**

POSITION SUMMARY

Teacher Assistants shall work under the overall direction of the Principal. They may be assigned duties at any grade level offered in the school.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Teacher Assistants are responsible members of the school staff: hence, they are to be included in all instructional meetings/planning sessions.
2. Teacher Assistants should realize the paraprofessional nature of their positions and be cognizant of the appropriate channels of communication.
3. Teacher Assistants may be used as substitutes for short-term absences, however, they should not be used for extended subbing.
4. Teacher Assistants shall participate in all supervision schedules as outlined by the Principal.
5. Specifically, in day-to-day activities, Teacher Assistants shall:
 - 5.1 Be aware of the **cultural and** language differences and promote the learning of English as a second language.
 - 5.2 Spend sufficient time, either in the morning or after school, to plan and prepare for the instruction of small groups of students.



6. Assist in preparation of instructional materials, seatwork or related activities.
7. Assist the student to achieve the goals and objectives as set out in the IPP.
8. Assist with the monitoring or evaluation of the students daily progress.
9. ^{Promote} ~~Assist in~~ student independence and positive peer interaction.
10. Develops a positive relationship with the student.
11. Provide feedback to the teacher on the students behavior and performance.
12. Attend in-service programs as required.
13. Attend all instructional meetings, planning sessions and school based learning team meetings.
14. Assist in supervision of the students and whenever necessary, provide suitable in-school recreational activities for the students.
15. Complete any other duties that may be assigned by the teacher.

OTHER CONSIDERATIONS

1. They must show a sincere interest in children and the learning process of children.
2. They must, where required, be fluent in the native language of the children.



Teacher Assistant

- 3. They must be aware of language differences and promote the learning of English as a second language.**
- 4. They must seek to improve their effectiveness as an assistant through educational workshops, seminars, etc.**

IDENTIFYING INFORMATION

Date: **May 2013**

Special Assistant positions are staffed by Board Motion to provide a special service to student(s). They shall work extensively with identified students following an educational program designed to accommodate their special needs.

1. Special Assistants, under the direction of a teacher, will on a day-to-day basis:
 - 1.1 Assist in preparation of instructional materials, seat work or related activities,
 - 1.2 Assist the student to achieve the goals and objectives as set out in the I.P.P.,
 - 1.3 Keep anecdotal records of daily incidents, **and assist with monthly behavior reports.**
 - 1.4 Assist with the monitoring or evaluation of the students daily progress,
 - 1.5 Implements behaviour management strategies for students as determined by their I.P.P., and
 - 1.6 Assist in student independence and positive peer interaction.



Special Assistant

2. Work closely with the principal, school staff, parents and persons from Divisional office or other agencies to facilitate the delivery of special programs to identified students.
3. Be able to demonstrate a working knowledge of I.P.P. goals and objectives and the needs of the student.
4. Develops a positive relationship with the student.
5. Provide feedback to the teacher on the student's behaviour and performance.
6. Supervises the personal hygiene procedures of the student as determined by their I.P.P.
7. Attend in-service programs as required.
8. Attend all instructional meetings/planning sessions, school based learning team meetings.
9. From time to time be willing to accompany the student to centers beyond the community for the purpose of professional evaluation or examination.
10. Make home visits to the special student(s) family where necessary.
11. Assist in supervision of the student(s) and whenever necessary, provide suitable in-school recreational activities for the student(s).
12. Complete any other duties that may be assigned by the teacher.

OTHER CONSIDERATIONS:

1. They must show a sincere interest in children and the learning process of children.
2. They must, where required, be fluent in the native language of the children.
3. They must be aware of language differences and promote the learning of English as a second language.
4. They must seek to improve their effectiveness as an assistant through educational workshops, seminars, etc.

**School Secretary**

IDENTIFYING INFORMATION

POSITION TITLE: School Secretary

CLASSIFICATION TITLE: Steno II

DEPARTMENT: School-Based

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION: X
Creation Change Update

Date: **May 2013**

POSITION SUMMARY

The school secretary works closely with the Principal, and where applicable, Vice-Principal, in matters that relate to administration.

The school secretary is capable of working independently, takes initiative, and possesses excellent organizational skills.

Strives to foster amicable and effective working relationships with colleagues and maintains confidentiality.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Makes appointments at the request of parents, community, staff and students with the Principal and Vice-Principal, where applicable.
2. Acts as receptionist to all visitors and answers the telephone.
3. Liaises with the Hot Lunch Association in providing count for lunches required.
4. Assists the Principal with school opening and closing.
5. Assumes responsibility for inventory control of school supplies; including stock-taking and requisitioning as required.
6. Monitors all incoming and outgoing mail.



School Secretary

7. Monitors use of and reporting on use of photocopier.
8. Monitors telephone log and reconciles telephone bill.
9. Types correspondence, memos, requisitions and forms as required.
10. Files correspondence and forms.
11. Handles all student transfers.
12. Assists with records of student attendance.
13. Duplicates school materials as required.
- ~~14. Distributes payroll cheques.~~**
15. Submits all Leave Application and Approval forms and Casual Time sheets as well as substitute pay forms.
16. Assists with/prepares month end reports, **lsbc reports as required..**
17. Mail pick up and drop off.
18. Assists parents with student registration forms.
- ~~19. Assists the health nurse on a weekly basis with fluoride distribution to students~~ with student lists for immunizations if required.**
20. Prepares School Bus Passenger Lists.
21. Tracks School-generated funds.
22. Maintaining of student information on Maplewood program **and in cum files.**
23. Record Visa purchases, collect receipts and collate month-end report.
24. Liaise with various agencies, including Alberta Education, as required.
25. Remind all new staff at the school to complete the payroll/personnel forms in a timely manner.
26. Remind all new staff at the school to complete the RCMP Criminal Records Check **and Child Welfare Check** forms in the required timelines.
- 27. Coordinate school bus cancellations and note changes.**
- 28. Call parents with any emergencies.**
- 29. Assist with fundraising activities, field trips and community meals and activities.**



School Secretary

- 30. Does all ordering of school materials.**
- 31. Prepares and receives all maintenance contracts for buildings and equipment.**
- 32. Sends and receives all school faxes and emails.**
- 33. Other tasks as assigned from time to time.



School and Community Liaison Worker

IDENTIFYING INFORMATION

POSITION TITLE: School & Community Liaison Worker

CLASSIFICATION TITLE: Paraprofessional

DEPARTMENT: Instruction

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION: X
Creation Change Update

Date: **May 2013**

POSITION SUMMARY

Reflecting Board policy and procedures, the School and Community Liaison Worker will work with the school staff and parents to coordinate a school based counseling service, which supports the personal and academic growth of each student, and to set up a network of agencies to provide community support for the students and the school. A valid Class 4 Driver's License is required for the performance of these duties.* The School and Community Liaison Worker shall maintain strict confidentiality where appropriate in the performance of his/her duties.

*In special circumstances that would permit the transportation of students in privately owned vehicles, Procedure 312 Transportation of Students in Private Vehicles, shall be adhered to.

MAJOR DUTIES AND RESPONSIBILITIES:

1. General Responsibilities
 - 1.1. Develop programs and activities to promote personal development and self-esteem for students.
 - 1.2. Work with parents to provide support for bussing and boarding home students attending school in other jurisdictions.
 - 1.3. Work with students and staff in setting up beneficial "work experience" programs in the community.



School and Community Liaison Worker

- 1.4. Work with staff to provide parents and students necessary information about existing school and community programs and activities.
- 1.5. As part of regular communication with students/parents, work with staff, parents and students to develop and implement an action plan to address attendance.
- ~~1.6. Assist with counseling of students in consultation with the principal and/or staff.~~
- 1.7. Work with staff to develop and implement an orientation system for new students into the school.
- 1.8. Provide support and assistance for any school based intervention and/or motivational strategies to keep students in school.
- 1.9. Assist in developing and conveying a positive image of the school and community.
2. Career Counseling
 - 2.1. Provide students with information and contact with universities, technical schools, colleges, and industry.
 - 2.2. Work with the principal to facilitate the delivery of career workshops that are relevant to students' needs and aspirations.
 - 2.3. Provide information to parents and students regarding post-secondary education grants and assist them with applications for financial assistance, if requested.
 - 2.4. Work with the staff to integrate career information into all relevant grades.
3. Office Duties:
 - 3.1. Maintain accurate, up-to-date confidential files on all contacts.
 - 3.2. Maintain a file of agencies and service providers.
 - 3.3. Attend all staff meetings **and divisional initiatives.**
 - 3.4. Attend in-services as approved by the school principal.
 - 3.5. Continue education through upgrading and review of current related literature.



School and Community Liaison Worker

- 3.6. Prepare, in consultation with the principal, a flexible personal timetable, which allows for regular home visits and agency contacts necessary to fulfill duties.
- 3.7. Prepare reports as requested by the principal, which will be provided to the Local School Board Committee, as information.
- 4. Busing, Boarding and Home Schooling Students
 - 4.1. Assist parents in selecting boarding homes for approved students, as requested.
 - 4.2. Work with parents, principals, and counselors in registrations and student orientations to receiving school and/or receiving home.
 - 4.3. In cooperation with the principal, monitor and report on the status of home schooling students.
 - 4.4. Set up informal ways and means for the home school and community to maintain contact and support for boarding students.
 - 4.5. Maintain regular written and verbal contact with the counselors at the receiving school regarding the students' progress and development.
- 5. Other Considerations
 - 5.1. Other duties as assigned by the principal.

**Library Assistant****IDENTIFYING INFORMATION**

POSITION TITLE: Library Assistant

CLASSIFICATION TITLE: Paraprofessional

DEPARTMENT: Instruction

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION: X
Creation Change Update

Date: **May 2013**

POSITION SUMMARY

To provide library services to students and staff.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Maintain the library in good, neat, and colorful order, and ensure cleanliness of all material.
2. Make posters and decorations to ensure the facility is attractive.
3. Be in charge of the library facility in general.
4. Order all the materials (books, periodicals, and magazines, etc.) for the library, in consultation with the Principal and Local School Board Committee.
5. Maintain a check-in and check-out system for the library materials.
6. Maintain accurate records for the library.
7. File all library materials.
8. Repair materials as required, immediately.
9. Assist students and staff, upon request, in locating and utilizing library material.
10. Teach a respect and love for the value of books, and counsel students as to appropriate care of books.



Library Assistant

11. Assist in developing library skills.
12. Encourage students and/or staff to learn the general daily routines of the library (eg: check-in and check-out of books, shelving books, using tabs, etc.).
13. Monitor memberships, if requested, of community library users.
14. Advise the principal of students who show disrespect for the library facility.
15. Ensure students are adequately supervised in the library.
16. Manage book fairs if so requested.
17. Plan and read stories to elementary children.
18. Plan and conduct contests to encourage reading.
19. Provide information bulletins on library events for parents and staff.
20. Co-ordinate audio/visual materials if so requested.
21. Attend all staff meetings.
22. Additional duties and priorities as approved by the Local School Board Committee and Principal.

**ECS Instructor****IDENTIFYING INFORMATION**

POSITION TITLE: ECS Instructor

CLASSIFICATION TITLE: Paraprofessional

DEPARTMENT: Instruction

IMMEDIATE SUPERVISOR'S TITLE: Principal

REASON FOR SUBMISSION: X
Creation Change Update

Date: **May 2013**

POSITION SUMMARY

To be in charge of the ECS classroom.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Be responsible for daily and long range programming as outlined by the Divisional office and be responsible for keeping a daily plan book and school register.
2. Decide on the assistance needed from parent volunteers using an approach which will involve parents in this program.
3. ~~Assist the Parent Group and or Local School Board Committee in deciding on parent and or child development.~~
3. **Prepare, monitor and assess IPP`S as necessary.**
4. Work closely with the Grade One Teacher and Divisional personnel.
5. Involve community and agencies, **for example, (CASE, SHIP)** in the E.C.S. program where applicable.
6. ~~At the discretion of the Principal,~~ be assigned ~~to assist a teacher on to~~ supervision duty.
7. Attend all staff meetings.



~~8. Make home visits as required.~~

9. Attend in-service programs as required **and participate in divisional initiatives.**
10. **Knowledge in computer and technology.**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PERMISSION TO CONTACT/INTERVIEW TEACHERS RE MASTERS
PROGRAM

ORIGINATOR: EDUCATION COMMITTEE

RECOMMENDATION
<p>That the Board of Trustees approve the request from Claudia Covelli to interview 3 beginning teachers as part of a research assignment in her Master of Education in Educational Studies Program at the University of Alberta.</p>

BACKGROUND

Claudia Covelli was a vice principal at Anzac/Bill Woodward Schools and is currently enrolled in a Master of Education in Educational Studies Program at the University of Alberta.

As stated in the attached letter, the name of the school division, the name of the school and the names of the teacher participants will be kept confidential.

Dr. Donna Barrett
 Superintendent of Schools
 Northland School Division No.61
 9809-77 Avenue
 Peace River, Alberta
 T8S 1V2

September 3, 2013

Dear Dr. Barrett:

My name is Claudia Covelli and I am a graduate student in the Master of Education in Educational Studies Program (MES) at the University of Alberta. The purpose of this letter is to request your permission to interview 3 beginning teachers in your school district as part of a research assignment for my EDU 515 course (Planning for Educational Change). The assignment will be written up and submitted to the course instructor. My assignment is intended to

- *explore beginning teachers' experiences in teaching literacy in the primary grades K-3. The intention is to understand the challenges beginning teachers face in teaching literacy and the supports that would be helpful in their first two years of teaching.*

The research will involve three beginning teachers who have taught two years in your district in the primary grades K-3. I will invite participants by asking the school district to identify teachers who fit the above criteria. Once the teachers are identified I will send out an information package to the potential participants to engage in a conversation with me to further explore the *issues* beginning teachers face in regards to literacy. Those conversations will be audio-taped and transcribed.

The teacher's participation is voluntary; the *teacher* is free to decide not to participate and there will be no consequence to the participant regardless of the decision.

Because the data gathered in *the interview* is not anonymous, the participant will be able to opt out of this research assignment at any time without penalty or harm. The participant also has the right to not answer any of the questions in the interview. If they choose to complete the interview, and later decide they want to withdraw their comments, they will notify me in writing of their decision by no later than three days after receiving the transcript of the interview. Their information will then be destroyed.

If you agree to my request, the name of the district, the name of the school and the names of the teacher participants will be confidential, and the information will be completely anonymous. The data collected is solely for the purpose of this research assignment. The findings may be made public through scholarly papers and presentations in educational contexts.

I believe that participation in this project will provide a valuable professional development opportunity for *the teachers*, and we do not foresee any harm arising from participation in this research assignment.

Data will be handled in compliance with the University of Alberta Standards for the Protection of Human Research Participants. When writing my assignment, all information that might indicate a person's identity will be deleted. Although it will be clear to readers that participants were beginning teachers who have taught for two years in primary grades K-3 in a Northern Alberta community during the 2013-2014 school year, due to the different districts, schools and the number of teachers in Northern Alberta, individuals identities should not be obvious. To protect anonymity, pseudonyms will be used in all written representations of the data.

If you have any concerns or questions, please contact me via the information provided at the bottom of this letter. Alternatively, you can contact my instructor, Dr Leonora Macy, at <lmacy@ualberta.ca> .

The plan for this research project has been reviewed for its adherence to ethical guidelines and approved by Research Ethics Board 1 at the University of Alberta. For questions regarding participant rights and ethical conduct of research, contact the Research Ethics Office at (780) 492-2615.

Thank you for considering my request to conduct my research in your school district. If you agree to my request, please sign the attached consent form and return by scan and email. I look forward to hearing from you before September 13, 2013. Please keep a copy of the consent form for your own record.

Sincerely,

Claudia Covelli
Graduate student in the MES Program
Faculty of Education
University of Alberta
1-780-792-6555
ccovelli@ualberta.ca

EDU 515 Conducting Educational Research
University of Alberta
Consent Form
Superintendent of Schools

Title of EDU 515 Research Project Assignment: Experiences of Beginning Teachers
in Literacy

Researcher: Claudia Covelli

Date: September 3, 2013

I, Dr. Donna Barrett, hereby consent to the researcher, Claudia Covelli, conducting a research assignment in Northland School Division No.61.

I understand that:

- the district may withdraw at any time without repercussions;
- a pseudonym will be used to protect the district, participating *schools, teachers, and consultants*;
- all information gathered will be treated confidentially and discussed only by the researcher and the instructor;
- any information that identifies the school district or specific schools will be destroyed upon completion of the research;

I understand that the results of this research will be used only in presentations and written articles for other educators.

The plan for this research project assignment has been reviewed for its adherence to ethical guidelines and approved by Research Ethics Board 1 at the University of Alberta. For questions regarding participant rights and ethical conduct of research, contact the Research Ethics Office at (780) 492-2615.

(Signature of superintendent)

(Date signed)

Researcher: Claudia Covelli
ccovelli@ualberta.ca
1-780-792-6555

Instructor: Dr. Leanora Macy
lmacy@ualberta

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: COMMITTEE TO REVIEW EYE PROJECT

ORIGINATOR: EDUCATION COMMITTEE

RECOMMENDATION
That the Board of Trustees authorize the administration to establish a committee to review items in the EYE Assessment to determine their appropriateness for a pilot in Northland School Division.

BACKGROUND

The Committee would consist of Stephanie Ritcey, Supervisor of Student Services, and a representative from FNMI Programs.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PROCEDURE 304, STUDENT CONDUCT

ORIGINATOR: EDUCATION COMMITTEE

RECOMMENDATION
That the Board of Trustees receive as information changes to Procedure 304, Student Conduct, as attached.

BACKGROUND

Clause 8.1 of the current procedure does not conform to current practices and must be removed.

**Student Conduct**

6. The teaching staff shall be guided by "reasonableness" and fair and just treatment of all students when developing classroom rules of conduct and disciplinary measures.
7. If a principal believes that the school has insufficient resources or expertise to deal with a disciplinary issue, the superintendent must be advised.
8. Teachers should consider the following guidelines when dealing with situations requiring disciplinary measures:
 - 8.1 ~~The use of sufficient force to restrain a student who is about to carry out some destructive act or to prevent a student from attacking another individual is justified.~~
 - 8.2 Teachers may temporarily remove from their classroom a student whose conduct continues to be detrimental to the work of the class after having been given reasonable warning. The exclusion is to be used temporarily to settle the class down, provide a "cooling off period" if necessary and should be followed up with an individual conference with the student in order to secure the desired behavior.
 - 8.3 Penalties or consequences for misbehavior should be appropriate to the circumstances. Discipline systems that bear a poor relationship to appropriate process and consequence involving the automatic imposition of pre-determined penalties for certain acts should be avoided. Consequences selected should be chosen to encourage the desired changes in student behavior or attitude.
 - 8.4 Teachers should avoid getting into power struggles with students. While upholding the dignity and authority of the teacher's position is important, students will generally respond more effectively to a quietly worded request that respects their dignity than strongly voiced public reprimands.
 - 8.5 A "cooling off" period between the commission of the offense and the imposition of punishment is usually advisable. When either the teacher or students are angry or upset, judgment is often impaired and focusing on issues is more difficult.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

SUBJECT: CO-PRINCIPAL APPOINTMENT

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the appointment of co-principals at Gift Lake School for the 2013-2014 school year to accommodate the split of the students between the Gift Lake site for elementary students and the Northern Lakes College Campus for the Junior High Students.

CURRENT SITUATION: Gift Lake School's students are split between the Gift Lake School site for Elementary students and the Grouard Northern Lakes College Campus for Junior High Students.

BACKGROUND: The school split its services as best it could to accommodate the relocation of the junior high students. Although the school was on two sites, Northland maintained the Principal and Vice-Principal structure in 2012-2013. The Principal primarily supervised the elementary section while the Vice-Principal primarily supervised the junior high section.

Both the Principal and Vice-Principal found themselves serving double duty at times by the split. Organizationally, it would benefit the staff and students to set a Principal for each site. To do so would require the appointment of co-principals.

OPTIONS:

COAST GUARD

COAST GUARD VESSEL NO. 100

DATE OF DEPARTURE

NAME OF VESSEL

NAME OF CAPTAIN

NAME OF FIRST OFFICER

DESCRIPTION OF VESSEL
LENGTH
BREADTH
DEPTH
Tonnage
Horsepower
Engine
Machinery
Armament
Stores
Provisions
Passengers
Crew
Remarks

COAST GUARD VESSEL NO. 100

DATE OF DEPARTURE

NAME OF VESSEL

NAME OF CAPTAIN

NAME OF FIRST OFFICER

DESCRIPTION OF VESSEL

LENGTH

BREADTH

DEPTH

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

SUBJECT: ESTABLISHMENT OF FNMI PROGRAMMING SUPERVISOR
POSITION

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
<p>That the Board of Trustees approve the establishment of the FNMI Programming Supervisor position.</p>

CURRENT SITUATION: Gloria Cardinal has been hired to provide support to the Director of FNMI Programming as the FNMI Programming Supervisor.

BACKGROUND: Linda Laboucan, the recent Assistant FNMI Language and Culture Coordinator, has requested a temporary reassignment to a classroom position. Linda was in a 10 month position.

Gloria Cardinal has been hired to provide support to the Director of FNMI Programming. It is important to recognize the role FNMI Education in Northland School Division No. 61. Administration feels it is important to elevate the position to the level of a Supervisor, which also moves it to a 12 month position. This position also better recognizes Gloria's skills and experience.

OPTIONS:

THEORY OF THE EARTH

1. The Earth is a sphere.

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BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES
SUBJECT: PLAYGROUND SAFETY CERTIFICATION TRAINING REQUEST

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION

That the Board of Trustees approve the request for Playground Safety Certification Training from Andrew Irwin, Safety Officer.

CURRENT SITUATION: Northland School Division No. 61 has a number of playgrounds that need to be inspected on a regular basis. We currently outsource this to contractors. Playground inspectors are expensive and this is a recurring expense.

BACKGROUND: The Canadian Parks and Recreation Association (CPRA) currently offers a CPRA Canadian Certified Playground Inspector Certification program to individuals who successfully complete the Theory and Practical training courses through the Canadian Playground Safety Institute (CPSI). This program will help individuals understand CAN/CSA Z614 "Children's Playspaces and Equipment" and to learn how to conduct a hands-on inspection / audit of their playspace

To become a Canadian Parks and Recreation Association (CPRA) Canadian Certified Playground Inspector, participants must complete both the Theory and Practical Courses and exams. Certification is valid for a three year period from the date a participant passes the relevant qualifying exam.

Theory Course (Certification Part 1 of 2):

Theoretical training based on the CAN/CSA Z614 Children's Playspaces and Equipment Standards.

Course objective: to learn and understand the technical requirements contained within the CSA Standards Document.

This course will help you:

- understand the CAN/CSA Z614 Standards
- identify hazards and equipment not in compliance with CSA Standards
- understand inspection requirements and process
- manage risk and reduce liability

Who should take this course: owner/operators, health inspectors, daycare staff, maintenance/public works staff for schools, municipalities, housing complexes and other areas that contain public playspaces, private inspectors and contractors, manufacturers, installers, parks staff, insurance agents etc.

Practical Course (Certification Part 2 of 2):

Practical, hands-on training on applying the CAN/CSA Z614 Children's Playspaces and Equipment Standards and how to perform an audit.

Course objective: to gain an understanding of the application of the CSA Standards and be able to evaluate compliance of playspaces and equipment.

This course will help you:

- take into consideration factors that affect playground safety beyond the CSA Standards
- evaluate existing play structures for compliance with the CSA standards
- complete a written inspection report
- provide recommendations for upgrading equipment to comply with the CSA standards with the understanding of safety and cost implications
- identify and implement an effective inspection and maintenance program

Who should take this course: owner/operators, health inspectors, daycare staff, maintenance/public works staff for schools, municipalities, housing complexes and other areas that contain public playspaces, private inspectors and contractors, manufacturers, installers, parks

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

SUBJECT: PROCEDURE 420: PARAPROFESSIONAL STAFF EDUCATION LEAVE

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
<p>That the Board of Trustees approve the reinstatement of sections 2-12 of Procedure 420 - Paraprofessional Staff Education Leave for the 2013-2014 school year, with a November 15th application deadline for entry into the January 2014 session.</p>

CURRENT SITUATION: Sections 2-12 of Procedure 420 were suspended during the Aboriginal Teacher Education Program period. Funds have been reallocated to this budget line for 2013-2014.

BACKGROUND: Northland School Division No. 61 believes that all staff benefit from education leave activities.

During ATEP, all paraprofessional education leave funds were directed to support Northland's ATEP initiative. ATEP completed the cycle in August 2013.

Funds are now currently available. We could advertise and process applications for the Winter session with a November 15 deadline. We could support up to 8 half leaves.

OPTIONS:



**Paraprofessional
Staff Education
Leave**

Background

Educational leave may be granted to Teacher Assistants, Library Assistants, School/Community Liaison Workers, Native Language Instructors, Special Assistants and Early Childhood Instructors who wish to pursue upgrading courses, college level courses leading to a certificate or diploma, or university level courses leading to a B.Ed.

Procedures

1. Upgrading courses will be supported in accordance with the following:
 - 1.1 Fees for evening and/or home study courses, relevant to the employee's position, will be reimbursed to the employee at ½ the cost of tuition, to a maximum of \$1,500.00 per year upon proof of successful completion of the course and a receipt for cost. The staff member must have written approval from the Superintendent prior to commencement of the coursework for reimbursement of fees.
 - 1.2 A return service commitment to a maximum of one year may be required as a condition of financial assistance.
2. Educational leave for paraprofessionals that wish to enter a college, or university acceptable to the Superintendent shall be in accordance with the following:
 - 2.1 In order for an individual to qualify for support, the following conditions must apply:
 - 2.1.1 A current employee of the Board in a paraprofessional capacity
 - 2.1.2 Have a successful record of performance of duties
 - 2.1.3 Obtain support from the Local School Board Committee
 - 2.1.4 The written application to the Superintendent is submitted by February 28 of the year in which the leave is to commence.
3. Subject to budget availability, education leave may be granted to a maximum of four applicants in each academic year.

**Procedure 420****Paraprofessional
Staff Education
Leave**

-
4. The leave allowance will supplement funding received to an amount not to exceed 75% of their full time salary, or at a base rate of \$16,000.00 per annum, to be paid as salary over a twelve month period, whichever is in the best interest of the employee.

Paraprofessional staff are encouraged to seek additional sources of funding that may be available through other agencies.
 5. While on leave, ASEBP benefits will continue. In addition, contributions for the Local Authority Pension Plan will continue with contributions based at 100% of the pensionable salary that the employee would have earned if not for the leave.
 6. The selection of successful candidates will be made by the Superintendent in consultation with the Personnel Committee and the applicable Local School Board Committee. The following criteria shall be used when considering each applicant:
 - 6.1 The anticipated need for certified staff
 - 6.2 Years of service
 - 6.3 The program of studies to be taken
 - 6.4 Length of time required for completion of the course or program
 - 6.5 Commitment and contribution to community
 - 6.6 Fluency/knowledge of the Cree and/or Chipewyan language
 - 6.7 Other sources of financial support
 - 6.8 Other considerations as deemed appropriate.
 7. The Superintendent shall advise all applicants in writing of the status of their application by April 15th. Paraprofessionals that have been granted leave shall confirm their acceptance in writing prior to May 15th. Failure to confirm acceptance by this date may lead to a withdrawal of the leave.
 8. Employees shall be required to provide one year of service for a partial supported education leave granted, and two years of service for a full year of supported education leave granted.
 9. The staff member shall be required to render two years of service for the year of supported education leave.



**Paraprofessional
Staff Education
Leave**

- 9.1 Failure to render such service will require repayment of the education leave allowance and benefits in proportion of the amount of unrendered service.
10. In order that educational leave allowance will continue to be paid, paraprofessionals granted leave will be required to provide evidence of registration and enrollment in each semester of the approved program.
11. The Superintendent may vary the time of the educational leave depending upon variations in the academic years of the institutions providing the program.
12. Paraprofessionals requesting assistance for tuition fees, book costs, and student association fees must provide a statement outlining such costs in writing to the Superintendent for approval
 - 12.1 A repayment schedule in the form of an agreement between Northland School Division No. 61 and the employee will specify the amount per month of repayment, as well as the time line. All monies are to be refunded by the end of the year of study.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES

SUBJECT: RECLASSIFICATION OF MAINTENANCE SECRETARY

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
That the Board of Trustees approve the reclassification of the Maintenance Secretary position to Executive Secretary – Maintenance, effective September 1, 2013.

CURRENT SITUATION: The Maintenance Secretary position is currently classified as a Steno III and with the changes being made to the maintenance department, this position will be assuming more responsibilities and performing duties in line with an Executive Secretary.

BACKGROUND:

OPTIONS:

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: WESLEY OGINSKI, DIRECTOR OF HUMAN RESOURCES
SUBJECT: RECLASSIFICATION OF PRINT SHOP CLERK/RECEPTIONIST

ORIGINATOR: PERSONNEL COMMITTEE

RECOMMENDATION
That the Board of Trustees approve the reclassification of the Print Shop Clerk/Receptionist position to a Secretary/Receptionist position, effective September 1, 2013.

CURRENT SITUATION: The Print Shop Clerk/Receptionist position is currently classified as half-time Clerk 1 and half-time Steno II. This position should be classified as a Steno III position.

BACKGROUND: This position has taken on many additional duties. With the implementation of Docushare, many of the forms that were printed in the Print Shop are now being completed online and emailed to us. The duties being performed in the Print Shop will become a part of the duties of the Secretary/ Receptionist.

OPTIONS:

BOARD OF TRUSTEES

**TO: COLIN KELLY,
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

FROM: DAVID COX, DIVISION FACILITY MANAGER

SUBJECT: CALLING LAKE CHEMICAL DISPOSAL

ORIGINATOR: FINANCE, MAINTENANCE, TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees recommends the disposal of the chemicals at Calling Lake School by CleanHarbours at a cost of \$4,721.00 + GST with funds coming from the OH&S budget.

CURRENT SITUATION:

Bids Received:	CleanHarbours	\$4,721.00 + GST
	Tervita	\$8,665.00 + GST

There are a number of old containers of chemicals in storage in Calling Lake School which pose a potential Health and Safety hazard to the staff, students, and the facility.

BACKGROUND:

Calling Lake School has several cupboards in a storage area in the science room with almost 200 chemicals which are not being used. These are from an obsolete science program. Several containers show a purchase date of 1991 and a few containers are starting to deteriorate. These chemicals should be removed from the school by safe and environmentally approved means to reduce the risk of a health or safety incident. Safe removal will reduce the school division liability as there is a potential for a spill or release. This will also free up the storage room for other uses. The Local School Board passed motion #3352-09-12-13 to dispose of the chemicals.

OPTIONS:

The OH&S Department has obtained two quotes for the safe and proper disposal of these chemicals, from certified companies who specialize in this work.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

FROM: DENNIS WALSH, SECRETARY-TREASURER

SUBJECT: ACCELERATION OF FIXED ASSETS – GIFT LAKE SCHOOL

ORIGINATOR: FINANCE, MAINTENANCE, TRANSPORTATION COMMITTEE

RECOMMENDATION
That the Board of Trustees authorizes the administration to accelerate the amortization of fixed assets at Gift Lake School to reflect its estimated remaining useful life in accordance with Public Sector Accounting Standards.

CURRENT SITUATION: Given that the new school at Gift Lake will be operational during the 2014-2015 school year, the current school has a remaining useful life of approximately 1.5 years.

BACKGROUND: Assets at Gift Lake School are currently being amortized over a period ranging from 5 to 40 years. At these rates, the current school will not be fully amortized when it is no longer operational. In accordance with Public Sector Accounting Standards, assets must be amortized over their estimated useful lives. When information arrives to indicate that their actual life is substantially different than the originally estimated, the amortization rate must be adjusted accordingly.

RATIONALE Public Sector Accounting Procedures requires that the effects of any changes in estimates of an asset be accounted for in the period of change and be applied to future periods. With Gift Lake School closure estimated to be at the end of 2014, the

following will be the accelerated annual rate of amortization over 2012-2013, 2013-2014 and 2014-2015 school years:

	Amortization				
	Regular	Increase	Accelerated	Accelerated	Accelerated
	Annual Rate	Annual Rate	Annual Rate	Annual Rate	Annual Rate
		2012-2013	2012-2014	2013-2014	2014-2015
Annual Amortization	75,663.77	586,789.39	662,453.16	662,453.17	331,226.58
Amortization of Capital Allocation	32,642.01	104,944.55	137,586.56	137,586.57	68,793.29
Net expense	43,021.76	481,844.84	524,866.60	524,866.59	262,433.30
Note: This does not include the portables. The portables are all supported therefore the impact of any adjustment to the portables would be minimal					

BOARD OF TRUSTEES

**COLIN KELLY,
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

FROM: DENNIS WALSH, SECRETARY-TREASURER

SUBJECT: APPENDIX 2 – SCHEDULE OF RATES CHANGES FOR ELECTION
OFFICER EXPENSES

ORIGINATOR: FINANCE, MAINTENANCE, TRANSPORTATION COMMITTEE

RECOMMENDATION
That the Board of Trustees approves changes to Appendix 2 – Schedule of Rates, as attached.

CURRENT SITUATION:	<p>These changes reflect:</p> <p>An increase in expenses for election officers:</p> <table><tr><td>Presiding Deputy Returning Officer</td><td>\$20.00/Hour</td></tr><tr><td>Deputy Returning Officer</td><td>\$17.50/Hour</td></tr></table> <p>Employees of the Division acting as election officials will receive their normal rate of pay for any extra hours worked.</p>	Presiding Deputy Returning Officer	\$20.00/Hour	Deputy Returning Officer	\$17.50/Hour
Presiding Deputy Returning Officer	\$20.00/Hour				
Deputy Returning Officer	\$17.50/Hour				

RATIONALE:

School Division	Rate for Presiding Returning Officer	Rate for Deputy Returning Officer	Poll Clerk
Peace River School Division No 10	They haven't discussed rates for PRSD most of their agreements are joint with an MD/Town and they set the rates. In the past: Daily rate \$325.00/day (includes Meals) \$17.00/hour (\$11.60 for lunch & \$20.75 for Supper)		
Fort Vermilion School Division No 52	\$18.05/hour	They don't typically hire outside of their existing staff but if they were they would pay out casual rate which is 18.05 per hour. They normally see the secretaries or teacher assistants help during elections and any extra hours worked would be paid at their normal rate of pay.	
Peace Wapiti School Division No 76	\$27/hour	They have not set rates for the election polling stations yet.	
Regional Municipality of Wood Buffalo*	\$40/hour	\$30/hour	\$25.00
High Prairie School Division No 48	They contract out the election to our municipal counterparts so they don't pay for these specific positions. The agreement states: "The Division shall pay to the Town the cost of the necessary expenses incurred for the advertising of the notice of nomination, the receiving of nominations, and if an election for school trustee is required, one half of the costs of holding the elections, including hall rentals, printing of ballots, remuneration for election officials, and meals and travel expenses incurred related to the holding of the election. In the event the Town is not required to hold an election, then the Division shall pay the total cost of conducting the election for school trustees."		

*The rates Wood Buffalo pay are significantly high than other areas – "You also have to remember that the rate / wages up here can be significantly higher than other areas, otherwise we wouldn't be able to attract the 200+ workers needed on Election Day."

2013 Alberta Municipal Clerks Association Survey	
Town of Canmore	\$20/hour – All election workers
Town of Hinton	\$25/hour – All election workers



Appendix 2

Schedule of Rates

**SCHEDULE OF RATES AND PROCEDURES
SET BY THE BOARD**

1. HONORARIA	AMOUNT	DATE	BOARD MOTION
1.1 Corporate Board Chairperson	\$200.00 per diem	Sept. 19, 2008	22223/08
1.2 LSBC Chairperson attendance at Corporate Board authorized functions	\$150.00 per diem	Sept. 19, 2008	22223/08
1.3 LSBC Member	\$120.00 per diem	Sept. 19, 2008	22223/08
1.4 LSBC Chairperson Quarterly Honoraria	\$1,012.50/year	Sept. 1, 2007	21912/07
1.5 LSBC Member Quarterly Honoraria	\$965/year	Sept. 1, 2007	21912/07
1.6 LSBC Secretary Quarterly Honoraria	\$1,012.50/year	Sept. 1, 2007	21912/07
For Board Meetings, a \$50.00 advance is available on the first day of the meeting with the balance to be paid at the end of the meeting.			
2. EXPENSES	AMOUNT	DATE	BOARD MOTION
2.1 Travel	\$0.51/km	August 30, 2011	22950/11
2.2 Regular Meal Rate:			
Breakfast	\$15.00	Sept. 19, 2008	22223/08
Lunch	\$15.00	Sept. 1, 2007	21925/07
Dinner	\$20.00		
2.3 Accommodation:	Maximum	Sept. 1, 2007	21925/07
With Receipts	\$170.00		
Without Receipts	\$40.00		
3. ELECTION	AMOUNT	DATE	BOARD MOTION
Presiding Deputy	\$15.00 \$20.00/ hour (includes holiday pay)	Sept. 9, 1992	
Deputy Returning Officer	\$12.50 17.50/hr.	Nov. 17, 2001	20694/01
Poll Clerks	\$50.00 flat rate	Nov. 17, 2001	20694/01
Employees of the Division acting as election officials will receive one-half their normal rate of pay for any extra hours worked.			

BOARD OF TRUSTEES

**COLIN KELLY,
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

FROM: DENNIS WALSH, SECRETARY-TREASURER

SUBJECT: APPENDIX 2 – SCHEDULE OF RATES CHANGES FOR LOCAL
SCHOOL BOARD INTERVIEWS AND VIDEO CONFERENCING

ORIGINATOR: FINANCE, MAINTENANCE, TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees approves changes to Appendix 2 – Schedule of Rates, as attached.

CURRENT SITUATION:	<p>These changes reflect:</p> <p>A flat rate (per diem) for phone conference, video conference or meeting. The schedule of rates does not have provisions for video conferencing.</p> <p>We have added a rate of \$120.00 per day for Local School Board Committee interviews. These costs will be coded to the recruitment budget.</p>
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Appendix 2

Schedule of Rates

**SCHEDULE OF RATES AND PROCEDURES
SET BY THE BOARD**

1. HONORARIA	AMOUNT	DATE	BOARD MOTION
1.1 Corporate Board Chairperson	\$200.00 per diem	Sept. 19, 2008	22223/08
1.2 LSBC Chairperson attendance at Corporate Board authorized functions	\$150.00 per diem	Sept. 19, 2008	22223/08
1.3 LSBC Member	\$120.00 per diem	Sept. 19, 2008	22223/08
1.4 Conference Call Honoraria	\$30.00/hour to a maximum of one day honoraria	August 28, 2004	21324/04
1.5 LSBC Chairperson Quarterly Honoraria	\$1,012.50/year	Sept. 1, 2007	21912/07
1.6 LSBC Member Quarterly Honoraria	\$965/year	Sept. 1, 2007	21912/07
1.7 LSBC Secretary Quarterly Honoraria	\$1,012.50/year	Sept. 1, 2007	21912/07
1.8 LSBC Interviews	\$120.00/day		
For Board Meetings, a \$50.00 advance is available on the first day of the meeting with the balance to be paid at the end of the meeting.			
2. EXPENSES	AMOUNT	DATE	BOARD MOTION
2.1 Travel	\$0.51/km	August 30, 2011	22950/11
2.2 Regular Meal Rate: Breakfast Lunch Dinner	\$15.00 \$15.00 \$20.00	Sept. 19, 2008 Sept. 1, 2007	22223/08 21925/07
2.3 Accommodation: With Receipts Without Receipts	Maximum \$170.00 \$40.00	Sept. 1, 2007	21925/07
3. ELECTION	AMOUNT	DATE	BOARD MOTION
Presiding Deputy	\$15.00 / hour (includes holiday pay)	Sept. 9, 1992	
Deputy Returning Officer	\$12.50 /hr.	Nov. 17, 2001	20694/01
Poll Clerks	\$50.00 flat rate	Nov. 17, 2001	20694/01
Employees of the Division acting as election officials will receive one half honorarium for election day			

BOARD OF TRUSTEES

**TO: COLIN KELLY,
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DENNIS WALSH, SECRETARY TREASURER

SUBJECT: LOAN OF \$1,000,000 FOR HOUSING UPGRADE

ORIGINATOR: FINANCE, MAINTENANCE, TRANSPORTATION COMMITTEE

RECOMMENDATION

That the Board of Trustees recommends the Administration to negotiate a loan with ATB Financial in the amount of \$1,000,000.00 with a variable rate of prime plus .57% (current prime rate is 3.00%) over a 10 year period, subject to ministerial approval, and an analysis of the current cash flow status of Northland School Division No.61.

**CURRENT
SITUATION:**

There is insufficient revenue generated from housing rental revenue to cover all related costs associated with being a landlord for NSD Housing. Over the years, regular upgrades and preventative maintenance have been delayed or omitted. As a result, NSD is in the situation where a major undertaking of maintenance needs to take place to bring the housing units up to standard and more acceptable to our teaching staff. It is for this purpose we are seeking approval to obtain a \$1,000,000 loan over a ten year period.

BACKGROUND:

The following information was received from ATB Financial:

1. Latest Year End Financial Statement is required
2. Copy of Approved Board Minutes requesting funding
3. Detailed Plan along with Approved Budget for the project with cost projections and or quotes from suppliers (if available/applicable)
4. School divisions/districts Form 7141 for Current Expenditures or a 7146 for Capital Expenditures is required
5. Based on the current rates (subject to change and final rate to be determined closer to when loan is to be funded) the interest rate for the \$1 million term financing loan would be:

Variable for a 5 year term: Prime + .57 with the current prime rate being 3.00% resulting in an effective rate of 3.57% - and based on the following amortizations the monthly payments would be as follows:

5 years – 18,500/month

Principal \$1,000,000 Interest \$110,000 Total: \$1,111,000

10 years – 10,000/month

Principal \$1,000,000 Interest \$120,000 Total: \$1,120,000

15 years – 7,300/month

Principal \$1,000,000 Interest \$314,000 Total: \$1,314,000

Fixed for a 5 year term: 4.61% and based on the following amortizations the monthly payments would be as follows:

5 years – 18,700/month

Principal \$1,000,000 Interest \$122,000 Total: \$1,122,000

10 years – 10,500/month

Principal \$1,000,000 Interest \$260,000 Total: \$1,260,000

15 years – 7,800/month

Principal \$1,000,000 Interest \$404,000 Total: \$1,404,000

OPTIONS:

With the cut back in funding in certain areas for school operations, it is most likely that our cash flow will only meet our current ongoing operations. Therefore there may be insufficient cash flow to cover this expenditure. Notwithstanding this, it would be fiscally prudent to analyze our cash flow prior to any commitment being made to enter into a 10 year loan agreement.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DON TESSIER, ASSOCIATE SUPERINTENDENT OF SCHOOLS

SUBJECT: TECHNOLOGY ISSUES IN SCHOOLS

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

Many schools had password issues when logging on to Gmail, although those are becoming fewer as we have worked out a majority of the bugs.

The biggest issue right now would be the computers that do not support Windows 7. We are working on a list of immediate replacements as well as being able to use SCCM to report on which computers need to be replaced each year.

Some photocopiers are still not working with the scan to email function. All of the large photocopiers have been set up as printers, not all of the small personal desktop printers were set up, although Windows 7 should be able to install most printers automatically.

Some file shares not available yet, some files missing for users. Most of these missing files have to do with the location of where users saved their files. Non-standard locations

Student accounts are being created today, we were waiting for an accurate list of registered students to export from Maplewood.

Programs like ReadWite Gold and Successmaker still need to be set up. We are testing a central RWG server and a central Successmaker server that all users can connect to rather than 23 separate server installs.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DON TESSIER, ASSOCIATE SUPERINTENDENT OF SCHOOLS

SUBJECT: NSD WIRELESS INITIATIVE

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

The following is the Wireless Initiative Plan for the division:

- | | |
|-----------|---|
| 2011-2012 | 6 schools received wireless access: <ul style="list-style-type: none">• ADCS• Elizabeth School• Gift Lake School• Mistassiniy School• Peerless Lake School• Susa Creek |
| 2012-2013 | 2 schools received wireless access: <ul style="list-style-type: none">• Bill Woodward• Conklin Community School• Peerless Lake School Teacherages (provided by donations)• Career Pathway School (NLC) |
| 2013-2014 | Add 10 schools <ul style="list-style-type: none">• Bishop Routhier School• Calling Lake School• Anzac school• Grouard School• Chip Lake School |

- Kateri School
- Hillview School
- St. Theresa School
- JF Dion School
- Little Buffalo School

2014-2015

Add 5 schools

- Dr. Mary Jackson School
- Fort McKay School
- Father R. Perin school
- Paddle Prairie School
- Pelican Mountain School

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DON TESSIER, ASSOCIATE SUPERINTENDENT OF SCHOOLS

SUBJECT: CEU COUNT

ORIGINATOR: EDUCATION COMMITTEE

INFORMATION

Attached is a report on the CEU Count by School as requested at the June 27, 2013 Board Meeting.

CEU COUNT

FOR THE THREE YEAR PERIOD ENDING JUNE 30, 2013

School	Year 2010 - 2011			Year 2011 - 2012			Year 2012 - 2013			Total 3 year Average		
	Total Students	Total CEU	Average Per Student	Total Students	Total CEU	Average Per Student	Total Students	Total CEU	Average Per Student	Total Students	Total CEU	Average Per Student
ADCS	44	727	16.52	39	494	12.65	54	557	10.31	137	1,778	12.97
Calling Lake	49	366	7.47	38	371	9.76	36	100	2.78	123	837	6.80
Dr. Mary Jackson	2	83	41.50	2	18	8.75	4	10	2.50	8	111	13.81
Kateri	18	247	13.72	21	157	7.48	17	66	3.88	56	470	8.39
Little Buffalo	20	155	7.75	26	539	20.71	39	972	24.92	85	1,666	19.59
Mistassiniy	211	3,144	14.90	270	3,832	14.19	198	2,403	12.14	679	9,379	13.81
Paddle Prairie	26	373	14.35	17	193	11.32	12	100	8.33	55	666	12.10
Peerless Lake	16	162	10.13	28	246	8.79	33	74	2.24	77	482	6.26
Chipewyan Lake	0	0	0.00	4	0	0.00	1	0	0.00	5	0	0.00
Bill Woodward	0	0	0.00	0	0	0.00	14	332	23.71	14	332	23.71
Career Pathways	0	0	0.00	0	0	0.00	35	441	12.60	35	441	12.60
Total Schools	386	5,257	13.62	445	5,848	13.14	443	5,055	11.41	1,274	16,160	12.68

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 20, 2013

PRESENTED BY: DENNIS WALSH, SECRETARY TREASURER

SUBJECT: 2012-2013 NOMINAL ROLL - BIGSTONE

ORIGINATOR: DENNIS WALSH, SECRETARY TREASURER

INFORMATION ITEM

AT AN ABORIGINAL AFFAIRS AND NORTHERN DEVELOPMENT CANADA (AANDC) APPEALS MEETING ON SEPTEMBER 16TH, A LIST OF STUDENTS FROM MISTASSINIY AND CAREER PATHWAYS WERE PUT FORWARD FOR FURTHER CONSIDERATION ON THEIR ELIGIBILITY FOR FUNDING. THE INFORMATION PRESENTED IS ATTACHED WITH THE RESULT OF ACCEPTANCE OR REMOVAL FOR FUNDING ON EACH STUDENT.

THE FOLLOWING IS A SUMMARY OF THE RESULTS OF THIS APPEAL:

MISTISSINIY	15 STUDENTS ACCEPTED
	11 STUDENTS REMOVED
	3 STUDENTS NOT ON ENROLMENT
	1 STUDENT ATTENDING KATERI
CAREER PATHWAY	3 STUDENTS ACCEPTED
	13 STUDENTS REMOVED

IN ADDITION THE FOLLOWING IS A SUMMARY OF STUDENTS ACCEPTED DURING NOMINAL ROLL:

MISTISSINIY	28 STUDENTS
CAREER PATHWAY	13 STUDENTS

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: LOCAL SCHOOL BOARD COMMITTEE MINUTES RECEIVED

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

That the Board of Trustees receives the Local School Board Committee Minutes as outlined on the attached list:

**LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
INCLUDED IN THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD MEETING OF SEPTEMBER 18, 2013**

LSBC NAME	DATE OF MEETING	DATE RECEIVED
Anzac	September 17, 2013	September 18, 2013
Calling Lake	June 5, 2013 August 19, 2013 – Special Meeting September 12, 2013	September 13, 2013
Elizabeth	August 29, 2013 September 9, 2013 – Special Meeting	September 12, 2013
Fort McKay	August 26, 2013	August 27, 2013
Gift Lake	August 26, 2013 September 9, 2013 – Special Meeting	September 4, 2013 September 10, 2013
Grouard	September 9, 2013	September 13, 2013
J.F. Dion	September 9, 2013 September 16, 2013	September 10, 2013 September 17, 2013
Janvier	September 9, 2013	September 10, 2013
Paddle Prairie	September 9, 2013	September 11, 2013
Pelican Mountain	May 7, 2013 September 9, 2013	September 13, 2013
Trout Lake	September 5, 2013	September 5, 2013

**LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
NOT RECEIVED AS OF SEPTEMBER 18, 2013**

Local School Board	Last Minutes Submitted
ADCS	May 21, 2013
Bishop Routhier	May 8, 2013
Chipewyan Lake	March 12, 2013
Conklin	May 28, 2013
Desmarais	January 9, 2013
East Prairie	June 17, 2013
Keg River	May 21, 2013
Little Buffalo	May 14, 2013
Peerless Lake	December 20, 2012
Susa Creek	May 13, 2013
Wabasca	June 19, 2013

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ADMINISTRATIVE ACTION –
LOCAL SCHOOL COMMITTEE MINUTES RECEIVED

ORIGINATOR DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

That the Board of Trustees approve of the action taken by Administration with respect to local board minutes received, as outlined below:

COMMITTEE	ACTION TAKEN
Anzac	<p><i>Comment: Teacher requests for student learning – Clarification</i></p> <ul style="list-style-type: none"> a) 4 carts and 24 computers in each - \$100,000 b) 20 computers for Anzac School – This could come from school budget - \$18,000 c) Art, CTS and Options items (cosmetology etc.) - \$75,000 d) Technology: iPad would like 10 to 20 – iPad mini – 10 for \$3019, iPad 2nd Gen – 10 for \$3790, iPad retina 10 for \$4790 e) 3D printing – looking for a scanner - \$1,600 includes the care program
Calling Lake	<p><i>Motion 3347-05-08-13 – Exclude</i> Clifford motions to not offer the acting principal a continuing contract at Calling Lake School. –</p> <p><i>Motion 3348-08-09-13 – Exclude</i> Clifford motions the Calling Lake LSBC Elections will take place on October 15, 2013 in the Calling Lake School Gymnasium.</p>
Elizabeth	<p><i>Motion 201.08.776 – Clarification</i> Recommended by Sheila Thompson/Seconded by Gwen Lepine that Field trips be granted at the Principals discretion.</p>
Fort McKay	<p><i>Motion 32-12 – Clarification</i> Recommendation to authorize spending over \$1000.00 for the In-School Culture Budget for the 2013-2014 school year.</p> <p><i>Motion 35-13 – Clarification</i> Recommendation to have our Professional Development Day changed from September 9, 2013 until December 6, 2013.</p>

Gift Lake	<p>Motion 326-13 – Clarification Dale makes a motion to approve 10 days in lieu off for administration for the 2013-2014 school year.</p> <p>Motion 329.13 – Clarification Howard makes a motion to approve FNMI purchases/events for the 2013-2014 school year for Gift Lake school.</p>
Grouard	<p>Motion 1564 – Clarification Russell moves to approve Priscilla's education leave.</p>
J.F. Dion	<p>234-09/13 – Clarification Motion to decline request that the local Outreach Program students use the Elementary School buses for transportation to the Outreach Centre.</p>
Janvier	<p>Motion 13-23 – Administration Field Trip Motion – allow the school to do DAY trips only.</p>
Paddle Prairie	<p>Motion 003:13/14 – Administration Priscilla Christian moved to hire an ECS teacher due to the increase of students.</p> <p>Board Member Concern – Hot Lunch – Administration There was a question as to why the lunch was late today. There is a problem with the grill and it needs to get fixed.</p> <p>Board Member Concern – Jr/Sr Classes There was a concern about the Jr/Srs not being teacher taught this year. There are not enough teachers this year as there are more students than projected. It was suggested that a partial solution might be to have peer tutoring.</p>
Pelican Mountain	<p>Motion 2241/09/09/13 – Administration Violet moved to dispose of assets (obsolete – see attached list)</p> <p>Motion 2243/09/09/13 - Maintenance Violet moved to have principal ask Maintenance to redo Playground and school timbers as well as to have sand around playground equipment replaced with lawn matting and pea gravel due to the present safety hazard to children in school.</p> <p>Motion 2244/09/09/13 – Maintenance Albert moved to have the planters and bench removed from the front of the school</p> <p>Motion 2246/09/09/13 – Maintenance Violet moved to have Maintenance remove tree along fence line by ball diamond due to safety hazard. Tree is leaning and has rotten trunk.</p> <p>Motion 2249/09/09/13 – Transportation Albert moved to have Northland Central Office approach the M.D. to lower speed limit on bus route year round on highway. He also requested that Central office ask the MD to put up signs at both entrances to Sandy Lake indicating pedestrian traffic as students are often walking on highway. Alberta also asked if Central...</p>
Trout Lake	As Presented

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ANZAC GREGOIRE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES
- SEPTEMBER 17, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Anzac Gregoire Lake
School Board Meeting Minutes
September 17, 2013

Attendance: Nadine F, Cindy M, Dave C, Cleo R, Geoff PJ and Jamie L

Community: Anna Petley Jones, Ron Sturgess, Nicole Funk, Patty Chafe, Sean and Angie Steil, Al Cant, Julie Farnham, Trevor Farnham

Regrets: Marc C,

Call to order 6:05

Motion 3941: to accept the minutes of last meeting as presented:

Moved by Nadine

2nd by Cindy

Passes

Community Members:

- Football
 - The team from our school is under the Fort McMurray Football Association. IT falls under the ASSA.
 - Football is growing in Fort McMurray. They have enough kids to form enough teams in the area that has a league.
 - Not sure how much funding comes to each team from the league.
 - Equipment that is supplied to our team is reconditioned and not in great condition.
 - We are not charging the kids the \$200 to \$250 fee to play. That covers the insurance.
 - Football Team has charitable status and a bank account.
 - The budget can be reduced by the Sled and practice jerseys. Roughly \$6,000.00
 - 15 kids on the field last night. 17 showing regularly.
 - The goal to have 30 sets of gear for Pee Wee, Jr and Sr.
 - Each set should budget out about \$1000.00.
 - Suggested that \$55,000.00 would cover the costs for PeeWee and Sr for 4 years. That would give them the time to fundraise for the Jr team and replacement equipment.
 - Parents report that kids are loving the sport and playing at home. Talking about the sport and learning not only the sport but the team concept and supporting each other.
 - We, as a board need to ensure that we are protecting the education of the students first.

FILED IN
DOCUSHARE

- **Motion 3942:** That we give \$58,000.00 in Seed money for the Bill Woodward Football teams. With money being taken from the Nexen funding.
 - Motioned by: Dave C
 - 2nd by Cindy M
- Passes

Principal's report:

- Attendance for 11 days of school is 95%
- Count is 174 Students. Last year we had 152.
- 110 Bill Woodward
- 64 Anzac School
- Facilities: Electrical is done. The lighting and sound will be done in the next month or a little more.
- \$96,000.00 in school generated funds
- Football season is on and Wolves are doing well.
- Senior boys are playing at Comp and lost their game by one
- Volleyball starts this weekend

New Business:

1. Teachers requests for student learning
 - a. 4 carts and 24 computers in each
 - i. \$100,000
 - b. 20 computers for Anzac School – This could come from school budget
 - i. \$18,000
 - c. Art, CTS and Options items (cosmetology etc.)
 - i. \$75,000
 - d. Technology: ipads would like 10 to 20
 - i. Ipad mini: 10 for \$3019
 - ii. Ipad 2nd Gen 10 for \$3790
 - iii. Ipad Retina 10 for \$4790
 - e. 3D printing: the one that we have now is being used by kids with great results
 - i. looking for a scanner – \$1,600 includes the care program.

Nominations for Board Members must be in September 23, 2013 between 10 and 12

Cleo said that she has been appointed to the band and looks forward to working with the board and the band wants to have a greater involvement with the school and the board.

Motion 3943: for adjournment at 8:40 p.m.

- motioned by Nadine.
- 2nd by Cleo
- Passes

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: CALLING LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES

- JUNE 5, 2013
- AUGUST 19, 2013 – SPECIAL MEETING
- SEPTEMBER 12, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

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Calling Lake Local School Board Committee
Regular Monthly Meeting
June 5, 2013 6:00pm

Present: Melvin Gauthier, Trish Cardinal, Clifford Cardinal

Absent: Marilyn Jacobs (excused)

In Attendance: Darren Tuck

- | | |
|------------------------|--|
| 1. Call to order | Clifford called the meeting to order at 6:10pm |
| 2. Additions | Fire drills and bus parking |
| 3. Adopt agenda | 3343-06-05-13
Trish motions to adopt the agenda with additions. Carried. |
| 4. Chairpersons Report | 3344-06-05-13
Trish motions to accept the chairpersons verbal report. Carried. |
| 5. Principals Report | 3345-05-08-13
Melvin motions to accept the Principals written report. Carried. |
| 6. In-Camera | 3346-05-08-13
Trish motions to go In-Camera at 6:31pm

The meeting resumes to regular meeting format at 6:48pm |
| 7. Motion | 3347-05-08-13
Clifford motions to not offer the acting principal a continuing contract at Calling Lake School. Carried |

**FILED IN
DOCUSHARE**

8. Adjournment

Clifford adjourned the meeting at
7:02pm

Calling Lake Local School Board Committee
Special Meeting-October election
August 19, 2013 5:00pm

Present: Melvin Gauthier, Trish Cardinal, Clifford Cardinal

Absent: Marilyn Jacobs (excused)

1. Call to order

Clifford called the meeting to order at 5:10pm

2. LSBC ELECTION

3348-08-19-13

Clifford Motins the Calling Lake LSBC Elections will take place on October 15, 2013 in the Calling Lake School Gymnasium.

3. Principals Report

3349-08-19-13

Melvin motions to accept the Valerie Jacobs as the Returning Officer for the election.

4. Adjournment

Clifford adjourned the meeting at 5:33pm

**FILED IN
DOCUSHAPE**

Calling Lake Local School Board Committee
Regular Monthly Meeting
September 12, 2013 7:00pm

Present: Melvin Gauthier, Trish Cardinal, Clifford Cardinal

Absent: Marilyn Jacobs (excused)

In Attendance: Cheryl Saddleback

1. Call to order

Clifford called the meeting to order at 7:15pm

2. Motion

3350-09-12-13

Trish makes a standing motion for all day field trips for Calling Lake School. Carried

3351-09-12-13

Melvin motions to allow Calling Lake Outreach to use the school gymnasium and school yard for the 2013/2014 school year on Tuesday nights providing there is no school activities booked. Carried

3352-09-12-13

Clifford motion to allow for the removal of all chemical waste at Calling Lake School. Carried

3353-09-12-13

Trish motioned for the staff/LSBC meeting supper to come out of the LSBC budget. Carried

3354-09-12-13

Trish motioned to hire JG for the ECS Special Assistant. Carried

3. Adjournment

Clifford adjourned the meeting at 8:10pm

**FILED IN
DOCUSHAPE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: ELIZABETH LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- AUGUST 29, 2013
- SEPTEMBER 9, 2013 – SPECIAL MEETING

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

MINUTES
ELIZABETH COMMUNITY SCHOOL
LOCAL SCHOOL COMMITTEE MEETING
August 29, 2013

PRESENT:	Shelley Bartman	Chairperson
	Sheila Thompson	Member
	Gwen Lepine	Member
	Crystal Demmons	Member
	David Anger	Principal

ABSENT:	Jeannette Jacknife	Member
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Call to Order at 5:40 PM.

Meeting Opened in prayer by David Anger

Agenda approved by consensus

RECOMMENDATION #: 2013.08.774 Recommended by Gwen Lepine
 /SECONDED by Sheila Thompson THAT, the Minutes for the June 17, 2013 meeting be
 accepted. CARRIED.

RECOMMENDATION #: 2013.08.775 Recommended by Sheila Thompson
 /SECONDED by Crystal Demmons THAT, Purchases up to \$1000.00 be made at the
 Principal's discretion. CARRIED.

RECOMMENDATION #: 2013.08.776 Recommended by Sheila Thompson
 /SECONDED by Gwen Lepine THAT, Field trips be granted at the Principals discretion.
 CARRIED.

RECOMMENDATION #: 2013.08.777 Recommended by Crystal Demmons
 /SECONDED by Gwen Lepine THAT, Elizabeth School enter into a contract with
 Gordon and Linda Phalke to teach fiddle lessons to students at Elizabeth School.
 CARRIED.

RECOMMENDATION #: 2013.08.778 Recommended by Sheila Thompson
 /SECONDED by Gwen Lepine THAT, Elizabeth school update the library system and
 scanner to the Maplewood system. Funds to come from the Library budget and are not to
 exceed \$3000.00. CARRIED.

RECOMMENDATION #: 2013.08.779 Recommended by Crystal Gwen
 /SECONDED by Gwen Lepine THAT, Mr. D. Anger be added as a signing authority on
 all bank accounts at Elizabeth School. Mrs. B. Cardinal is to be removed as a signing
 authority. CARRIED.

**FILED IN
 DOCUSHARE**

Local School Board Members are invited to a planning meeting with Elizabeth School Staff to set goals for the upcoming school year on Friday September 30th at 12:30.

An update on the upcoming Election was provided
September 23 Nomination Day
October 21, Election Day

Important upcoming events for Elizabeth School were shared.

Upcoming Important Dates:

August 28: Organizational Day
August 29: Organizational Day
August 30: Organizational Day
August 30: Planning/goal setting meeting with staff and LSBC
September 2: Labour Day (No School)
September 3: First Day of School for students
September 4: Staff Meeting
September 11: Early Dismissal (Staff PLC Meeting)
September 27: Terry Fox Run (afternoon)
September 20: IPP work day, (No School)
September 25: Early Dismissal (Staff PLC Meeting)
October 1: Parent Engagement Night

School Board members updated their contact information.

Next meeting September 23, 2013

Meeting adjourned.

**SPECIAL MEETING MINUTES
ELIZABETH COMMUNITY SCHOOL
LOCAL SCHOOL COMMITTEE MEETING
September 9, 2013**

PRESENT:	Shelley Bartman	Chairperson
	Sheila Thompson	Member
	Gwen Lepine	Member
	David Anger	Principal

ABSENT:	Jeannette Jacknife	Member
	Crystal Demmons	Member

A Special Meeting was held on September 9, 2013 to interview candidates for the secretary position at Elizabeth school

Call to Order at 5:30 PM.

Meeting Opened in prayer by David Anger

3 Candidates were interviewed for the position of Secretary at Elizabeth School

RECOMMENDATION #: 2013.08.780 Recommended by Sheila Thompson /SECONDED by Gwen Lepine THAT, Candidate B be offered the position of secretary at Elizabeth School. Candidate C shall be designated as a second choice if candidate B declines the offer. CARRIED.

Meeting adjourned at 7:30PM.

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: FORT MCKAY LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- AUGUST 26, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**Local School Board Committee
Meeting Minutes
August 26, 2013**

Call Meeting to Order @1:30 PM

Board Members Present:

Tina Black
Shelley Harte
Janet McDonald

Administration Present:

Ruth Ryan

Absent:

Additions to Agenda...

1. Approval of Agenda

Adopt Agenda: Shelley Harte moved to adopt the agenda as presented/with additions.

2. Approval of Previous Minutes

Adopt Minutes: Tina Black moved to adopt minutes of June 19, 2013

3. Business Arising from the Minutes...nothing at this time

4. Maintenance Report-

Fire Panel needs to be updated...in the process...

5. Correspondence -

- 2013 General Election for LSB...nomination day Sept. 23rd and Election Day Oct. 21st

6. Principal's Report ... see attachment ...Janet McDonald moved to adopt the Principal's Report as presented.

**FILED IN
DOCUSHARE**

7. FMS Counselling Update-

Ship- Mental Health – will continue this year

Next year – geared to presentations to each classroom

8. New Business –

- Election ...was discussed
- Band Employees...recommendations were made about hiring
- Staffing was discussed...ECS was also discussed
- Junior High students were discussed
- Bus monitor was discussed
- Field Trips...with and without a bus...recommendations were passed
- Swimming program – will continue for the 2013-2014 school year
- Cultural spending – was discussed and a recommendation was passed
- Principal's Days in Lieu- discussed and a recommendation was moved by Janet McDonald
- PD –Professional Development Day was moved from September to December. Tina suggested that we contact the Fort McKay Band to see if they can provide any training for the TA's in February when the teachers are in Edmonton for the ATA Convention.
- Use of the school gym by Recreation and Wellness discussed

Additions to Agenda:

-
-
-

9. Any other business

Next Meeting Date: September 24, 2013

Adjournment at 3:10 PM

**Fort McKay School
Local School Board Committee Recommendations
August 26, 2013**

- 23-13 Recommendation to adopt the agenda as presented.
Moved by Shelley Harte
- 24-13 Recommendation to approve the previous minutes from June 19, 2013.
Moved by Tina Black
- 25-13 Recommendation to accept the Principal's Report as presented.
Moved by Janet McDonald
- 26-13 Recommendation to hire Edith Orr as the Cree Instructor for the 2013-2014 school year with funds coming from the Fort McKay Band.
Moved by Janet McDonald
- 27-13 Recommendation to hire Doris Young as a Teacher Assistant for the 2013-2014 school year with funds coming from the Fort McKay Band.
Moved by Tina Black
- 28-13 Recommendation to hire Mandy Mercredi as a Teacher Assistant for the 2013-2014 school year with funds coming from the Fort McKay Band.
Moved by Shelley Harte
- 29-13 Recommendation to hire Candidate E as a Teacher Assistant for the 2013-2014 school year with funds coming from the Fort McKay Band.
Moved by Janet McDonald
- 30-13 Recommendation to have Jessica Equillon as the School Bus Monitos for the 2013-2014 school year.
Moved by Shelley Harte
- 31-13 Recommendation to continue with the swimming program for the 2013-2014.
Moved by Tina Black
- 32-13 Recommendation to authorize spending over \$1000.00 for the In School Culture Budget for the 2013-2014 school year.
Moved by Shelley Harte
- 33-13 Recommendation to allow the Wellness Centre and the Fort McKay Recreation Centre to use the school gym for the 2013-2014 school year.
Moved by Janet McDonald

**FILED IN
DOCUSHARE**

- 34-13 Recommendation to order food from First North Catering for school functions throughout the 2013-2014 school year.
 Moved by Shelley Harte
- 35-13 Recommendation to have our Professional Development Day changed from Sept. 9, 2013 until Dec. 6, 2013.
 Moved by Tina Black
- 36-13 Recommendation for the principal to have 5 days in lieu for the 2013-2014 school year.
 Moved by Janet McDonald
- 37-13 Recommendation to approve all day fieldtrips requiring a bus for the 2013-2014 school year.
 Moved by Janet McDonald
- 38-13 Recommendation to approve all day fieldtrips **not** requiring a bus for the 2013-2014 school year.
 Moved by Shelley Harte

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: GIFT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- AUGUST 26, 2013
- SEPTEMBER 9, 2013 – SPECIAL MEETING

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Gift Lake

August 26, 2013

Present: Ken Shaw
Howard Shaw
Sharon Anderson
Dale Laderoute

Bob Heyde
Barb Laderoute

Meeting called to order at 12:17 p.m.

325.13 Dale makes a motion to accept the agenda . Seconded by Howard. AIF. Carried.

Staff update was received as information.

Discussion regarding the plan for the old school.

School delivery plan tabled and to be brought forth at the next school board meeting.

326.13 Dale makes a motion to approve 10 days in lieu of for administration for the 2013-2014 school year. Seconded by Howard. AIF. Carried.

327.13 Dale makes a motion to approve all day trips for Gift Lake school. Seconded by Howard.

328.13 Dale makes a motion to approve sport trips/honour roll trips for Gift Lake school. Seconded by Howard. AIF. Carried.

329.13 Howard makes a motion to approve FNMI purchases/events for the 2013-2014 school year for Gift Lake school. Seconded by Sharon. AIF. Carried.

330.13 Howard makes a motion to approve capital purchases up to \$3500. Seconded by Dale. AIF. Carried.

Discussion took place regarding principal/co-principal duties and practices.

331.13 Dale makes a motion to have a community engagement event the latter part of September. Seconded by Howard. AIF. Carried.

Meeting adjourned at 1:09 p.m.

Next meeting set for Oct. 7 at 5:00 p.m.

**FILED IN
DOCUSHARE**

Gift Lake
Special Board Meeting
September 9, 2013

Present : Ken Shaw
 Dale Laderoute
 Howard Shaw
 Barb Laderoute

Meeting called to order at 12:10 pm.

Request for special meeting to approve the following:

332.13 Dale makes a motion to approve overnight sports trips for the 2013-2014 school year.
Seconded by Howard. AIF. Carried.

333.13 Howard makes a motion to approve the Martin Lakes trip for September 18-20th for the grade 6 class. Seconded by Dale. AIF. Carried.

Meeting adjourned at 12:15 p.m.

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: GROUARD LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- SEPTEMBER 9, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Grouard local School Board

Regular Meeting

September 9, 2013

All present:

Visitors: Michelle Deering, Kory Reimer, Terri Lynn Cooke, and Don Tessier

Call to Order @ 6:15

#1560 Elise moves to ratify the notes of August 19 and September 6, 2013. All in Favour. Carried

Interviews Friday @ 1:30 for Cook and cooks helper.

#1561 Russell moves to approve the Cultural Fieldtrips to Martin Lakes October 7-11 and October 15-18. All in favour. Carried.

#1562 Russell moves to approve the bush line as part of the school yard. All in favour. Carried

#1563 Herman moves to approve all day- trips for the 2013/2014 school year. All in favour. Carried

Herman excused himself from the meeting at 8:20p.m.

#1564 Russell moves to approve Priscilla's education leave. All in favour. Carried.

Interviews on Friday September 13, 2013 beginning at 1:30

**FILED IN
DOCUSHARE**

Grouard Local School Board Committee

Regular Meeting

September 9, 2013

Agenda

1. Call to Order
2. Adoption of Agenda
3. Reading and Adoption of Minutes of Last Meeting
4. Business arising from the Minutes
5. Correspondence – Newsletters
6. Reports
 - a. Chairman
 - b. Principal
 - c. SCLW
 - d. WWAH
7. Old Business
 - a.
 - b.
8. New Business:
 - A .Self- paced learning
 - b. Culture Camp Oct. 8-11 and 15-19
 - c. Sub – list – recommendations.
 - d. Extending the school year.
9. Motions:
 - a. Native Language.
 - b. Day – Trips
 - c.
10. In Camera Items
11. Adjournment

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: J.F. DION LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- SEPTEMBER 9, 2013
- SEPTEMBER 16, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**J.F. Dion
Local School Board Meeting
September 9, 2013**

Present:

School Board Members: Joan Daniels, Carlene Gladue, Tyler Gladue, Stacey Laboucane.

Principal: Elaine Ward.

Call to Order: Meeting called to order at 4:40 p.m.

Opening Prayer led by Elaine Ward.

Motion to Adopt Agenda: Carlene/ Tyler

Motion: #232-09/13, All in Favor.

Motion to Adopt June 27, 2013 Minutes: Tyler/ Stacey.

Motion: #233-09/13, All in Favor.

Business arising from minutes:

No business arising.

New Business:

Motion to decline request that the local Outreach Program students use the Elementary School buses for transportation to the Outreach Centre.

Board: Tyler/ Stacey.

Motion: #234-09/13, All in Favor.

We had a request to use the School for an overnight function. We chose to decline due to liability issues.

Lunch Program:

We had a discussion regarding the Lunch Program.

Principal's Report:

**FILED IN
DOCUSHARE**

Motion to approve: Principal's Report as presented.
Motion: #235-09/13, Tyler/ Carlene, All in Favor.

Chairperson's Report:

Motion to approve: Chairperson's Report as presented.
Motion: #236-09/13, Tyler/ Stacey, All in Favor.

Budget:

No new budget available.

Correspondence:

We reviewed all correspondence.

Member/Parent/Board Concerns:

No new concerns.

Next Meeting Date:

Next regularly scheduled LSB meeting set for October 7, 2013 at 4:30 p.m.

Adjournment:

Motion to adjourn meeting at 5:25 p.m.

Motion: #237-09/13, Stacey/ Tyler, All in Favor.

J.F. Dion
Local School Board Meeting
September 16, 2013
Special Meeting

Present:

School Board Members: Joan Daniels, Carlene Gladue, Tyler Gladue, Stacey Laboucane.

Principal: Elaine Ward.

Outreach Principal: Chris Vining

Northern lights Deputy Superintendant: Roy Ripkins.

Conference Call:

Northlands Superintendant: Donna Barrett

Northlands Transportation Coordinator: Carmen Geisser-Smith.

Call to Order: Meeting called to order at 6:15 p.m.

Opening Prayer led by Elaine Ward.

New Business:

Meeting regarding this motion from September 9, 2013 meeting:

Motion to decline request that the local Outreach Program students use the Elementary School buses for transportation to the Outreach Centre.

Board: Tyler/ Stacey.

Motion: #234-09/13, All in Favor.

The Local Board stands behind our decision to not use the Elementary buses for transportation of Outreach students.

We had a discussion to find a different solution regarding transportation for the Outreach students. We came up with a possible solution of the Outreach program starting later and ending later. This will allow the bus driver to do her Cold Lake run, come back and pick up the Outreach students. The Outreach students would then be picked up after school during the Cold Lake drop offs.

**FILED IN
DOCUSHARE**

This idea will be run by the Bus Driver and Outreach Teachers and then a final decision will be made.

Next Meeting Date:

Next regularly scheduled LSB meeting set for October 7, 2013 at 4:30 p.m.

Adjournment:

Motion to adjourn meeting at 7:15 p.m.

Motion: #238-09/13, Stacey/ Tyler, All in Favor.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: JANVIER LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- SEPTEMBER 9, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS



Local School Board Meeting...
Monday, Sept. 9/13

Motion # 13-19

Call to order and Prayer: 5:30 pm – Alice Lofstrom

Board Members Present: Alice Lofstrom, Darrell Herman, Bertha Moir

School Administration Present: R. Porterfield, Principal

1. **Introduce New Staff:** Alicia MacDonald – Gr. 8/9 teacher

2. **Board Motions:**

i. **#13 – 20:** Hire Carla Janvier as bus driver and Dene Language Instructor

-Moved: Bertha Moir

-Second: Darrell Herman

-motion carried.

ii. **#13 – 21:** Housing for Carla Janvier – use unit #205 for her

-Moved: Darrell Herman

-Second: Bertha Moir

-Motion Carried.

iii. **#13 – 22:** Hiring Lois Robillard as the ECS teacher

-Moved: Darrell Herman

-Second: Bertha Moir

Motion Carried

iv. **#13 – 23:** Field Trip Motion – allow the school to do DAY trips only

-Moved: Bertha Moir

-Second: Alice Lofstrom

Motion Carried

- v. **#13 – 24:** Principal Days off in Lieu – 2 days in lieu for Mr.
Porterfield

-Moved: Alice Loftstrom

-Second: Darrell Herman

Motion Carried

- vi. **#13-25:** Boarding support for Khelan Boucher (see attached)

-Moved: Alice Lofstrom

-Second: Darrell Herman

Motion carried

3. Secretary and Aide Position: resume review and discussion

- i. **#13 – 26 –** Approaching candidates about the
secretary position, and offering it and 0.3 aide time
as well.

-Moved: Alice Lofstrom

-Second: Darrell Herman

Motion Carried

4. Handbook – I have gone over this with the staff and I will be mailing copies
home to parents. It can be the basis of discussion when we meet with the
parents from each grade.

5. Motion to go in camera: **#13-28 –** Alice Lofstrom
Bertha Moir

-discussion of the bullying on Sept. 5/13 in the Gr. 6/7 class.

Motion to come out of camera: 6:15 #13-29

6. Motion **#13 – 30 –** LSBC donate no more than \$1000 to the school to
encourage reading and literacy. This money is to be distributed as incentive
to all grades.

Moved: Alice Lofstrom

Second: Darrell Herman

7. Motion #13 – 31 – to have the board look into catering a dinner for the outgoing board members and their spouses and ALL education staff and their companions. The date will be OCTOBER 8/13.

Moved: Darrell Herman

Second: Bertha Moir

Motion Carried

8. Motion to Adjourn: #13 – 32 – to Adjourn: 6:26 pm.

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BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES
- SEPTEMBER 9, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

**PADDLE PRAIRIE LOCAL SCHOOL BOARD COMMITTEE
SEPTEMBER 09, 2013**

In Attendance: Pam Stigsen , Chairperson
Kristen Ghostkeeper, Secretary/Treasurer
Priscilla Christian, Board Member
Candice Calliou, Board Member
Charlene Ghostkeeper, Board Member
Jill Gaudet, Principal
Reta Nooskey, Recording Secretary

Call to Order: The meeting was called to order at 5:10 p.m.

Agenda:

Motion #001:13/14 Charlene Ghostkeeper moved to accept the agenda as presented. **Carried.**

Minutes:

Motion #002:13/14 Candice Calliou moved to approve the minutes of the June 17, 2013 regular board meeting as read. **Carried.**

Business Arising:

*The Career Fair has been rescheduled to February 2014 due to conflicts of people involved.

Principal's Report:

Motion #003:13/14 Priscilla Christian moved to hire an ECS teacher due to the increase of students. **Carried.**

Motion #004:13/14 Candice Calliou moved to hire an EA for Jr/Sr High due to the increase of students. **Carrie.**

Motion #005:13/14 Kristen Ghostkeeper moved a standing motion for all day trips in the 2013-2014 school year. **Carried.**

Motion #006:13/14 Charlene Ghostkeeper move to approve the Hot Lunch menu for the 2013-2014 school year as presented. 4 for, 1 against (Pam) **Carried.**

Motion #007:13/14 Candice Calliou moved to go in camera at 5:40 p.m. with the principal. **Carried.**

Motion #008:13/14 Candice Calliou moved to return to regular format at 5:50 p.m. **Carried.**

Motion #009:13/14 Kristen Ghostkeeper moved to hire Candidate "D" as bus driver. **Carried.**

Attendance Awards: The Principal asked the board if they wished to continue the awards as they did last year. This is tabled to the next meeting.

Motion #010:13/14 Charlene Ghostkeeper moved to accept the Principal's report as information. **Carried.**

Chairperson's Report: None

Old Business: Board Election Process Update – As deputy presiding returning officer, Reta Nooskey reported on the posting and places of nomination (PP School). Packages are made up for nominations and some are left with the school secretary and Reta has the rest at the Settlement Office.

Board Member Concerns:

***Hot Lunch** – there was a question as to why the lunch was late today. There is a problem with the grill and it needs to get fixed.

***Jr/Sr Classes** – there was a concern about the Jr/Srs not being teacher taught this year. There are not enough teachers this year as there are more students than projected. It was suggested that a partial solution might be to have peer tutoring.

Meeting Dates:

Regular Board Meeting – October 01, 2013 at 3:30 p.m.

Adjournment: The meeting adjourned at 6:00 p.m.

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: PELICAN MOUNTAIN LOCAL SCHOOL BOARD COMMITTEE MEETING
MINUTES

- MAY 7, 2013
- SEPTEMBER 9, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Pelican Mountain LSBC
Regular Meeting,
May 7, 2013
Minutes

In Attendance:

- Violet Carlsen- Board Member, Albert Bigstone –Acting Chair and Linda Foster - Principal

Meeting called to Order by Violet @7:10 P.M.

2233/07/05/13 – Violet moved to adopt the minutes of the last meeting. Seconded by Albert.

Business Arising from the Minutes:

- Community Dinner will be held May 6 @7:P.M.
- CPR and First Aide have been arranged
- Ad to be placed for Bus Driver

2234/07/05/13 – Albert moved to allow students to take two day field trip to Edmonton. Seconded by Violet.

2235/07/05/13 – Albert moved to adjourn @8:10 P.M. Seconded by Violet.

Next Meeting tentatively set for June 4,2013 @7:P.M.

**FILED IN
DOCUSHARE**

Pelican Mountain LSBC

Regular Monthly Meeting

September 9, 2013

In Attendance:

Albert Bigstone - Acting Chairperson

Violet Carlsen – Board Member

Robert Di Marco – Teacher

Linda Foster – Principal

Meeting called to Order @7:10 P.M.

Adoption of the Agenda

2236/09/09/13 - Violet moved to adopt the agenda. Albert seconded.

2237/09/09/13- Violet moved to adopt the minutes. Albert seconded.

Business Arising:

New Business:

2238/09/09/13 - Violet moved to ask and appoint Gladys Beaver, Jeannie Cardinal or Gladys Johnson to act as returning officer.

2239/09/09/13 - Albert moved to allow students in all grades to attend Multi –Cultural day in Wabasca. Albert Seconded.

2240/09/13 -Blanket motion made by Violet to allow students to go on Day Trips.

-Seconded by Albert.

2241/0909/13Violet moved to dispose of assets (obsolete See attached list).Albert seconded.

**FILED IN
DOCUSHARE**

2242/09/09/13 - Violet moved to donate dolls to Outreach for the purpose of Babysitting course. Albert seconded.

2243/09/09/13 - Violet moved to have principal ask Maintenance to redo Playground and school timbers as well as to have sand around playground equipment replaced with lawn matting and pea gravel due to the present safety hazard to children in school. Albert seconded.

2244/09/09/13- Albert moved to have the planters and bench removed from the front of the school. Seconded by Violet.

2245/09/09/13 -Violet moved to make September 30,the deadline for transfer by St.Theresa students to Pelican Mountain School. Albert seconded.

2246/09/09/13 - Violet moved to have Maintenance remove tree along fence line by ball diamond due to safety hazard. Tree is leaning and has rotten trunk. Albert seconded.

2247/09/09/13 -Violet moved to allow Catholic Priest to hold Mass at school once a month. Albert seconded.

2248/09/09/13 -Violet moved to allow Albert Bigstone to use folding tables for his wedding reception. Albert abstained from this motion.it was agreed to allow him to do so with the understanding that if the tables were damaged they would have to be replaced at cost to Albert.

2249/09/09/13 - Albert moved to have Northland Central Office approach the M.D. to lower speed limit on bus route year round on highway. He also requested that Central office ask the MD to put up signs at both entrances to Sandy Lake indicating pedestrian traffic as students are often walking on highway. Albert also asked if Central

Next meeting :October 7 @7:P.M.

List of obsolete assets

Piano and bench

A.V.Carts

3 T.V's

3 V.C.R units

Old teacher's desk

Old Playschool furniture

Metal shelf

Califone Listening centers

Obsolete Cassette players

Damaged old student desks

Obsolete Computers

Obsolete Computer desks

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: TROUT LAKE LOCAL SCHOOL BOARD COMMITTEE MEETING MINUTES
- SEPTEMBER 5, 2013

ORIGINATOR: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

Trout Lake
School Board Committee Meeting Minutes
September 5, 2013

P. 207

Board Members Present:

Elmer Gullion

Lillian Thunder

Administration:

Bill Sewepagham

Absent:

Alfred Muskula

Emile Houle

Caroline Bigstone

Meeting called to order: 11:05 a.m.

Agenda: Selection of returning officer for Trout Lake, Alberta

Adopt agenda – Motion #895585, Elmer Gullion moved to adopt agenda as presented. CARRIED

Motion #895586, Lillian moved to select Donna Laboucan as the Returning Officer for Trout Lake, Alberta. CARRIED

Adjournment: Meeting adjourned, moved by Elmer Gullion at 11:10 a.m. Motion #895587 CARRIED

**FILED IN
DOCUSHARE**

BOARD OF TRUSTEES

**COLIN KELLY
TRUSTEE OF THE BOARD**

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

SUBJECT: LIST OF ACRONYMS

That the Board of Trustees receive as information a list of acronyms, as attached.

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NORTHLAND SCHOOL DIVISION NO. 61 ACRONYMS

AANDC	Aboriginal Affairs and Northern Development Canada	
AI	Alberta Infrastructure	
AISI	Alberta Initiative for School Improvement	
ARCQE	Alberta Research Consortium for Quality Education	
AERR	Annual Education Results Report	
AOTC	Assembly of Treaty Chiefs	
ASBA	Alberta School Boards Association	
ASEBP	Alberta School Employee Benefit Plan	
	EAS	Experience Adjustment System
	EDB	Extended Disability Benefits
	EDB-NS	EDB Non-Surcharge Pool
	EDB-S	EDB Surcharge Pool
	RITE	Retirement Incentive for Teachers and Employees
ASBOA	Association of School Business Officials of Alberta	
ASETS	Aboriginal Strategies Employment Training Services	
ATA	Alberta Teachers Association	
ATC	Athabasca Tribal Council	
CASS	College of Alberta School Superintendents	
CEFPI	Council of Facility Planners International	
CEP	Community Enhancement Program	
CEU	Credit Enrollment Unit	
CTS	Career and Technology Strand	
DDC	Direct Digital Control (Computerized heating and air handling controls)	
DLT	Division Leadership Team	
ERP	Enterprises Resource Planning Software	
EYE	Early Years Evaluation	
FMT	Finance Maintenance Transportation	
FNMI	First Nation Métis & Inuit	
HVAC	Heating Ventilation & Air Conditioning (Air Handling Units)	

IMR	Infrastructure Maintenance Renewal Program
IT	Information Technology
KCEC	Kapaskwatinak Cultural Educational Centre
KKP	Kweskipta Kipimatsowin Program
KTC	Kee Tas Kee Now Tribal Council
LSBC	Local School Board Committee
MD	Municipal District
NLC	Northern Lakes College
NSD	Northland School Division No. 61
OH & S	Occupational Health and Safety
OPK	Oski Pasikoniwew Kamik
OSLI	Oil Sands Leadership Initiative
PASI	Provincial Approach to Student Information
PAT	Provincial Achievement Tests
PMR	Principal Monthly Report
PO&M	Plant Operations & Maintenance (Costs or revenues related to facility maintenance)
PSBA	Public School Boards Association
PTR	Pupil Teacher Ratio
PUF	Program Unit Funding
RAP	Registered Apprenticeship Program
RFP	Request for Proposal
RFQ	Request for Qualifications
RTU	Roof Top Unit
SCCM	System Center Configuration Manager
SWALE	Shallow-sided, sloped channels intended for the conveyance of surface runoff towards the nearest street, lane, or ditch
TLE	Treaty Land Entitlement
WWAH	When We Are Healthy
YAP	Youth Apprenticeship Program

BOARD OF TRUSTEES

COLIN KELLY
TRUSTEE OF THE BOARD

DATE: SEPTEMBER 26, 2013

PRESENTED BY: DENNIS WALSH, SECRETARY-TREASURER

SUBJECT: PAYMENT OF ACCOUNTS

ORIGINATOR DONNA BARRETT, SUPERINTENDENT OF SCHOOLS

<i>INFORMATION ITEM</i>
Attached is a list of accounts approved for payment in accordance with Board Motion 11329/82 and 11515/82 – 11517/82 inclusive.

Pay Period: August 22, 2013 – September 20, 2013

Cheque Nos. 287310287621 - 284695
Cheque Nos. 400026156 - 400026272

\$2,098,774.70

\$239,248.78

\$2,338,023.48

9/20/13 14:20:39
(AP05610)

Accounts Payable System
Cheque Ratification List

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Bank code: 01 ATB - General Account
From date: 2013/08/22 To date: 2013/09/20

Cheque #	Cheque Date	Vendor Name	Description	Cheque Amount
287310	2013/08/27	CHALIFOUX, JEFF	HONORARIA	733.20
287311	2013/08/27	GULLION, ELMER		.00 C
287312	2013/08/27	YELLOWKNEE, NORA	HONORARIA	988.60
287313	2013/08/29	GULLION, ELMER	HONORARIA	705.00
287314	2013/08/29	JONES, MARJORIE	T&S	300.00 R
287315	2013/08/29	SHAW, KENNETH RUSSELL	MILEAGE & MEALS	283.60
287316	2013/08/30	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	R&M	979.89
287317	2013/08/30	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	AUGUST, 2013 PREMIUMS	159,580.54
287318	2013/08/30	ALBERTA TEACHERS ASSOCIATION	AUGUST, 2013 PREMIUMS	21,158.47
287319	2013/08/30	APPLE CANADA INC.	COMPUTERS/SUPPLIES	2,101.05
287320	2013/08/30	ATEK WATER SYSTEMS	R&M	551.25
287321	2013/08/30	ATHABASCA FLOOR CENTRE LTD	R&M	451.08
287322	2013/08/30	AUGER, CINDY L.	NEW TEACHER ORIENTATION	1,580.35
287323	2013/08/30	BACHELOR, DOREEN	NEW TEACHER ORIENTATION	1,580.35
287324	2013/08/30	BELL CANADA	R&M	72.09
287325	2013/08/30	BIGSTONE, JOSEPH ALBERT	R&M	2,700.00
287326	2013/08/30	BUDNEY'S MAINTENANCE SERVICES LTD	R&M	6,531.00
287327	2013/08/30	CARDINAL, LORRAINE D.	NEW TEACHER ORIENTATION	1,580.35
287328	2013/08/30	CHRISTIAN, DORIS	EXPENSE CLAIM	137.70
287329	2013/08/30	COOK, TERRY LYNN	EXPENSE CLAIM	475.00
287330	2013/08/30	COUILLARD, LAURIE	EXPENSE CLAIM	163.20 R
287331	2013/08/30	COURTORIELLE, REANNA	NEW TEACHER ORIENTATION	1,580.35
287332	2013/08/30	DIRECT ENERGY REGULATED SERVICES	ELECTRICITY	1,060.20
287333	2013/08/30	DUNLEAVY, ELIZABETH	NEW TEACHER ORIENTATION	1,580.35
287334	2013/08/30	ELDRIDGE, ARLEYNE	NEW TEACHER ORIENTATION	1,264.28
287335	2013/08/30	ELLISON EDUCATIONAL EQUIPMENT INC.	F&E	1,329.02
287336	2013/08/30	FEHR BUILDING MATERIALS LTD	R&M	847.25
287337	2013/08/30	FRED'S HEATING	F&E	13,807.50
287338	2013/08/30	GAMBLER, SHARON	NEW TEACHER ORIENTATION	1,580.35
287339	2013/08/30	GAUCHIER, TARA	NEW TEACHER ORIENTATION	1,580.35
287340	2013/08/30	GLADUE, DEBORAH S.	NEW TEACHER ORIENTATION	1,580.35
287341	2013/08/30	GLADUE, RHODA	2013 ORIENTATION	100.00
287342	2013/08/30	GREYHOUND COURIER EXPRESS	FREIGHT	49.81
287343	2013/08/30	GULLION, RITA	NEW TEACHER ORIENTATION	1,580.35
287344	2013/08/30	HAMELIN, YVONNE	NEW TEACHER ORIENTATION	1,580.35
287345	2013/08/30	HIGH PRAIRIE TRU HARDWARE	F&E/SUPPLIES	270.66
287346	2013/08/30	IGA (H.P)	CTS SUPPLIES	80.55
287347	2013/08/30	IGA SUPERCENTER	GROCERIES LOCAL	37.96
287348	2013/08/30	INDUSTRIAL-ALLIANCE	AUGUST, 2013 PREMIUMS	681.75
287349	2013/08/30	IRWIN, J. ANDREW	EXPENSE CLAIM	265.00
287350	2013/08/30	JACKNIFE TIMBER LTD.	R&M	3,202.50
287351	2013/08/30	JOHN DEERE FINANCE	R&M	6,094.17
287352	2013/08/30	JULIAN PACKER	PROFESSIONAL SERVICES	4,000.00
287353	2013/08/30	L'HIRONDELLE, DALLAS	EXPENSE CLAIM	92.82
287354	2013/08/30	LOCAL AUTHORITIES PENSION PLAN	AUGUST, 2013 PREMIUMS	124,490.59
287355	2013/08/30	LONDON LIFE	AUGUST, 2013 PREMIUMS	4,449.22
287356	2013/08/30	MACKENZIE REPORT INC.	ADVERTISING	796.95
287357	2013/08/30	MANCHUR ENTERPRISES LTD	R&M	43,740.90
287358	2013/08/30	MANITOULIN TRANSPORT	R&M	86.23

Bank code: 01 ATB - General Account

From date: 2013/08/22 To date: 2013/09/20

Cheque #	Cheque Date	Vendor Name	Description	Cheque Amount
287359	2013/08/30	MATRIX VIDEO COMMUNICATIONS CORP	PROJECTOR	17,104.50
287360	2013/08/30	MUNICIPAL DISTRICT OF BIG LAKES	UTILITIES	518.13
287361	2013/08/30	NORTHERN JOURNAL	ADVERTISING	420.00
287362	2013/08/30	NORTHERN LAKES COLLEGE (GROUARD)	IN SERVICE	682.50
287363	2013/08/30	NOSKIYE, ROSEMARIE	EXPENSE CLAIM	93.84
287364	2013/08/30	PEACE COUNTRY CO-OP	T&S	125.88
287365	2013/08/30	PEACE RIVER HOME HARDWARE BLDG CTR	ADVERTISING	106.00
287366	2013/08/30	PEACE RIVER SCHOOL DIVISION #10	S ENDORSEMENT	50.00
287367	2013/08/30	PHONE CO INC.	TELEPHONE	82.95
287368	2013/08/30	POPS HARDWARE & BUILDING CENTRE	F&E	954.70
287369	2013/08/30	PUROLATOR COURIER LTD.	FREIGHT	39.12
287370	2013/08/30	RAINBOW INTERNATIONAL RESTORATION	R&M	24,277.65
287371	2013/08/30	RECEIVER GENERAL FOR CANADA	NSD TAX	454,529.44
287372	2013/08/30	RECEIVER GENERAL FOR CANADA	644512733RI - CARDINAL, INIER	913.01
287373	2013/08/30	RONA HOME CENTRE #245	R&M	123.61
287374	2013/08/30	SANDER, JACQUELINE	EXPENSE CLAIM	2,880.06
287375	2013/08/30	SAWRIDGE INN - PEACE RIVER	T&S	292.12
287376	2013/08/30	SEA-CAN CONTAINERS (1989)LTD.	R&M	162.75
287377	2013/08/30	STORMS, PAT	EXPENSE CLAIM	114.77 R
287378	2013/08/30	SUTHERLAND SR, HERMAN	PROFESSIONAL SERVICES	1,700.00
287379	2013/08/30	TEACHER'S RETIREMENT FUND	AUGUST, 2013 PREMIUMS	159,112.80
287380	2013/08/30	TELUS COMMUNICATIONS INCORPORATED	TELEPHONE	134.21
287381	2013/08/30	THE DUSTBUSTERS	R&M	7,560.00
287382	2013/08/30	THE FEVER	ADVERTISING	261.45
287383	2013/08/30	THE LUBE SHOP	R&M	54.57
287384	2013/08/30	THE NORTHERN STORES FINANCIAL SERVICES	ACCT #59-244-000-9037	68.35
287385	2013/08/30	TRYUS MOVING & STORAGE LTD	R&M	105.00
287386	2013/08/30	VADNAIS, TRISHA	NEW TEACHER ORIENTATION	1,580.35
287387	2013/08/30	VOGEL, KATHY	EXPENSE CLAIM	163.20
287388	2013/08/30	WABASCA HOME HARDWARE	R&M	659.59
287389	2013/08/30	WESCLEAN - (EDM)	CARETAKING SUPPLIES	117.64
287390	2013/08/30	XEROX CANADA LTD.	SCHOOL PHOTOCOPIERS	2,297.51
287391	2013/08/31	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	R&M	1,771.11
287392	2013/08/31	ALTAGAS UTILITIES INC	PROPANE/GAS	645.67
287393	2013/08/31	AUGER, KEVIN S.	EXPENSE CLAIM	594.72
287394	2013/08/31	BIGSTONE CREE NATION EDUCATION AUTHORITY	PROFESSIONAL SERVICES	12,031.95
287395	2013/08/31	CALLIOU, LISA	CELL PHONE ALLOW - JUNE/13	25.00
287396	2013/08/31	CHALIFOUX, AMIE	EXPENSE CLAIM	103.02
287397	2013/08/31	CLOUSTON, ELVIN	EXPENSE CLAIM	145.74
287398	2013/08/31	COLLINS, JOYCE	EXPENSE CLAIM	114.24
287399	2013/08/31	COURTORIELLE, WILLIAM	EXPENSE CLAIM	165.00
287400	2013/08/31	COYOTE MECHANICAL & MAINTENANCE SERVICE	SEWER SERVICES	880.00
287401	2013/08/31	DALYN DISPOSALS LTD.	R&M	806.40
287402	2013/08/31	DIGITAL CONNECTION OFFICE SYSTEMS	SCHOOL PHOTOCOPIERS	512.67
287403	2013/08/31	DIRECT ENERGY REGULATED SERVICES	ELECTRICITY	3,221.77
287404	2013/08/31	DLUGOSZ, GAYLE	TRAINING SESSIONS - AUGUST/13	4,000.00
287405	2013/08/31	EAST PRAIRIE METIS SETTLEMENT	SERVICE FEE - AUG/13	160.00
287406	2013/08/31	EDMONTON PUBLIC SCHOOLS	GENERAL SUPPLIES	18,125.48
287407	2013/08/31	GULLION, ELMER	FORTH QUARTERLY	303.30

9/20/13 14:20:39
(AP05610)

Accounts Payable System
Cheque Ratification List

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Bank code: 01 ATB - General Account
From date: 2013/08/22 To date: 2013/09/20

Cheque #	Cheque Date	Vendor Name	Description	Cheque Amount
287408	2013/08/31	HAGGERTY, JOAN	SCHOOL SUPPLIES REIMBURSEMENT	168.66
287409	2013/08/31	HALCROW, LYLE	EXPENSE CLAIM	110.00
287410	2013/08/31	HI-TECH BUSINESS SYSTEMS LTD	PRINTING & BINDING	79.91
287411	2013/08/31	HOCKLEY, JAMES	EXPENSE CLAIM	360.00
287412	2013/08/31	HOULE, ANN	EXPENSE CLAIM	297.70
287413	2013/08/31	KOOTENAY PUMPING SYSTEMS (1985) LTD	SEWER SERVICES	199.50
287414	2013/08/31	LABOUCAN, BEATRICE	EXPENSE CLAIM	50.00
287415	2013/08/31	LAC LA BICHE COUNTY	R&M	135.00
287416	2013/08/31	LEARNING RESOURCES CENTRE	TEXTBOOKS	4,310.57
287417	2013/08/31	MCGIMPSEY, MARK	EXPENSE CLAIM	502.06
287418	2013/08/31	MCMURRAY AVIATION	T&S	9,544.96
287419	2013/08/31	NATIVE REFLECTIONS	GENERAL SUPPLIES	329.61
287420	2013/08/31	NORTH EAST GAS CO-OP	GAS/PROPANE	43.51
287421	2013/08/31	NOSKIYE, LILLIAN	FORTH QUARTERLY	160.84
287422	2013/08/31	PEAVINE INN & SUITES	T&S	3,996.30
287423	2013/08/31	PELICAN AUTO & SAFETY SUPPLY	GAS, OIL & ANTIFREEZE	77.49
287424	2013/08/31	PERMABOUND CANADA	LIBRARY BOOKS	1,596.01
287425	2013/08/31	PHONE CO INC.	TELEPHONE	51.45
287426	2013/08/31	PHONECO INC	TELEPHONE	204.80
287427	2013/08/31	PROLAB SCIENTIFIC	GENERAL SUPPLIES	188.95
287428	2013/08/31	PUROLATOR COURIER LTD.	FREIGHT	16.77
287429	2013/08/31	REALLY GOOD STUFF, INC.	REALLY GOOD STUFF	1,484.23
287430	2013/08/31	RED EARTH TRUCK WASH & LAUNDROMAT LTD	R&M	24.57
287431	2013/08/31	REGIONAL MUNICIPALITY OF WOOD BUFFALO	UTILITIES	4,396.48
287432	2013/08/31	REGISTRATIONS ARE US	ABSTRACTS/PROF FEES	15.75
287433	2013/08/31	REIN, KENT	EXPENSE CLAIM	485.00
287434	2013/08/31	ROGER'S AUTO	R&M	2.91
287435	2013/08/31	SAWRIDGE INN - PEACE RIVER	T&S	984.27
287436	2013/08/31	SCHOOL SPECIALTY CANADA	GENERAL SUPPLIES	693.21
287437	2013/08/31	SHANTZ, TYLER	R&M	3,474.00
287438	2013/08/31	SOUTH PEACE NEWS	ADVERTISING	341.77
287439	2013/08/31	SPORTFACTOR INC.	SPORTS SUPPLIES	2,379.15
287440	2013/08/31	SUN MEDIA	ADVERTISING	1,041.96
287441	2013/08/31	SUPREME OFFICE PRODUCTS	GENERAL EXPENSES	26.84
287442	2013/08/31	TELUS COMMUNICATIONS INCORPORATED	TELEPHONE	12,247.05
287443	2013/08/31	TELUS MOBILITY INCORPORATED	TELEPHONE	4,263.59
287444	2013/08/31	THE NORTHERN STORES FINANCIAL SERVICES	ACCT 59652001247611	185.67
287445	2013/08/31	TIMBERLAND BUILDING SUPPLIES	R&M	367.45
287446	2013/08/31	TRYUS MOVING & STORAGE LTD	MOVING EXPENSES	200.25
287447	2013/08/31	U.S. BANCORP CANADA CO.	VISA PURCHASES	96,550.57
287448	2013/08/31	VOGEL, KATHY	EXPENSE CLAIM	75.89
287449	2013/08/31	WABASCA HOME HARDWARE	GENERAL SUPPLIES	151.47
287450	2013/08/31	WESCLEAN - (EDM)	CARETAKING SUPPLIES	12,740.66
287451	2013/08/31	XEROX CANADA LTD.	PRINTING & BINDING	1,273.27
287452	2013/08/31	1611144 ALBERTA LTD	PROFESSIONAL SERVICES	1,341.89
287453	2013/09/06	A.S.B.O.A. (EDM.)	MEMBERSHIP DUES - R. GUINDON	262.15
287454	2013/09/06	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	1020945 - GIBBS, JEREL	16,614.34
287455	2013/09/06	CYBERA INC.	SCHOOL INTERNET ACCESS	5,571.83
287456	2013/09/06	EDUCATION CANADA NETWORK	ADVERTISING	1,884.75

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287457	2013/09/06	FOLLETT SOFTWARE COMPANY	SUPPORT RENEWAL	309.75
287458	2013/09/06	FOX, JANET	CONFERENCE SEPT 9/11	495.00
287459	2013/09/06	GULLION, ELMER	MILEAGE/MEALS SEPT/13	1,180.94
287460	2013/09/06	LEADING EDGE	SUBSCRIPTION	267.75
287461	2013/09/06	NETSCAFFOLD CORPORATION	IPPS LICENSE	4,987.50
287462	2013/09/06	U.S. BANCORP CANADA CO.	VISA SEPT/13	13,898.13
287463	2013/09/06	XEROX CANADA LTD.	SCHOOL PHOTOCOPIERS	1,133.06
287464	2013/08/31	ALBERTA SCHOOL BOARDS ASSOCIATION	LEGAL SERVICES	13,240.09
287465	2013/08/31	ALTAGAS UTILITIES INC	PROPANE/GAS	1,905.35
287466	2013/08/31	ATCO ELECTRIC LTD.	ELECTRICITY	55.08
287467	2013/08/31	AUGER, KEVIN S.	EXPENSE CLAIM	70.00
287468	2013/08/31	BEAUVAIS, MELISA	EXPENSE CLAIM	225.00
287469	2013/08/31	BIM'S CAR TRUCK WASH & GRAVEL SALES	R&M	23.31
287470	2013/08/31	CALLING LAKE MOOSEHORN MARKET	GAS, OIL & ANTIFREEZE	471.41
287471	2013/08/31	CANADA WIDE	ADVERTISING	5,033.66
287472	2013/08/31	CENTER OF THE SKY INC	IN SERVICE	3,000.00
287473	2013/08/31	CLOUTIER, AUDREY	EXPENSE CLAIM	580.40
287474	2013/08/31	COOK, TERRY LYNN	EXPENSE CLAIM	220.00
287475	2013/08/31	CUNNINGHAM, CLARENCE	SCHOOL FEES	100.00
287476	2013/08/31	CUNNINGHAM, KEN	R&M	1,100.00
287477	2013/08/31	CUNNINGHAM, SUSAN	SUMMER NUMERACY CONFERENCE	981.48
287478	2013/08/31	DALYN DISPOSALS LTD.	R&M	210.00
287479	2013/08/31	DAVIDSON, BEATRICE ANN	EXPENSE CLAIM	197.88
287480	2013/08/31	DEUCE DISPOSAL LTD.	R&M	314.83
287481	2013/08/31	DIRECT ENERGY REGULATED SERVICES	ELECTRICITY	163.84
287482	2013/08/31	DUNLEAVY, ELIZABETH	EXPENSE CLAIM	126.48
287483	2013/08/31	EPCOR ENERGY SERVICES (ALBERTA) INC.	ELECTRICITY	462.95
287484	2013/08/31	GAUCHIER, TARA	EXPENSE CLAIM	142.80
287485	2013/08/31	GEISSER-SMITH, CARMEN	EXPENSE CLAIM	280.00
287486	2013/08/31	GOVERNMENT OF ALBERTA	LATE PAPER MARKING JAN/13	80.00
287487	2013/08/31	GREYHOUND COURIER EXPRESS	FREIGHT	21.64
287488	2013/08/31	HALCROW, NORBERT	HINGES	31.26
287489	2013/08/31	HARFORD, BREANNA	EXPENSE CLAIM	185.80
287490	2013/08/31	HOLLYHOCKS & HONEYSUCKLE	SYMPATHY FLOWERS	142.80
287491	2013/08/31	HOULE, ANN	EXPENSE CLAIM	97.92
287492	2013/08/31	JELLETT, CHRISTINE	EXPENSE CLAIM	329.70
287493	2013/08/31	LAC LA BICHE COUNTY	UTILITIES	36.00
287494	2013/08/31	MACDOUGALL, SUSAN	WATER PUMPHOUSE	600.00
287495	2013/08/31	MCDERMOTT, CARMEN	SCHOOL FEES	52.36
287496	2013/08/31	MERCREDI, JULIE	EXPENSE CLAIM	1,087.72
287497	2013/08/31	MINDEL, JUSTIN	SCHOOL FEES	68.13
287498	2013/08/31	MOHAWK CANADA LIMITED	R&M	46.90
287499	2013/08/31	NORTHERN LAKES COLLEGE (GROUARD)	IN SERVICE	7,379.25
287500	2013/08/31	NOSKEY, YVONNE	SCHOOL FEES	93.56
287501	2013/08/31	PEERLESS LAKE STUDENTS ASSOCIATION	PETTY CASH REIMBURSEMENT	4,450.00
287502	2013/08/31	PIZZA FACTORY	CATERED MEAL	1,794.00
287503	2013/08/31	QUINTAL, DUANNE	GARBAGE HAUL - AUGUST/13	150.00
287504	2013/08/31	RATHBONE, ANTHONY	FORTH QUARTERLY	241.25
287505	2013/08/31	RED EARTH TRUCK WASH & LAUNDROMAT LTD	R&M	15.12

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287506	2013/08/31	ST. CYR, LORI	SCHOOL FEES	100.00
287507	2013/08/31	STEVENSON, SHELLEY	EXPENSE CLAIM	272.96
287508	2013/08/31	SYLOGIST LTD.	PAYROLL SUPPORT	5,069.66
287509	2013/08/31	TALLMAN, RAYMOND	EXPENSE CLAIM	130.00
287510	2013/08/31	TOWN OF PEACE RIVER	UTILITIES	246.00
287511	2013/08/31	TULLOCH, BRENDA	CONVEYANCE ALLOW - JUNE/13	211.20
287512	2013/08/31	UFA CO-OPERATIVE LIMITED	R&M	26.78
287513	2013/08/31	XEROX CANADA LTD.	SCHOOL PHOTOCOPIERS	2,092.92
287514	2013/09/13	ACCORD ANSWERING SERVICE	T&S	288.75
287515	2013/09/13	CARDINAL, GLORIA	EXPENSE CLAIM	561.02
287516	2013/09/13	CUNNINGHAM, CINDY	SCHOOL FEES	46.37
287517	2013/09/13	DESJARLAIS, MARCEL	SCHOOL FEES	200.00
287518	2013/09/13	HAGGERTY, JOAN	SCHOOL FEES	72.99
287519	2013/09/13	MURRAY, TRACEY	BOARDING HOME ALLOW	700.00
287520	2013/09/13	PHONE CO INC.	TELEPHONE	262.31
287521	2013/09/13	PITNEY BOWES	POSTAGE	1,032.41
287522	2013/09/13	RECEIVER GENERAL FOR CANADA	NSD TAX	110,742.00
287523	2013/09/13	SAWRIDGE INN - PEACE RIVER	T&S	135.16
287524	2013/09/13	SYLOGIST LTD.	PROFESSIONAL SERVICES	44,385.33
287525	2013/09/13	WAWANESA LIFE	PENSION REMITTANCE - SEPT/13	342.04
287526	2013/09/13	WORKERS COMPENSATION BOARD-ALBERTA	INSTALLMENT DUE	30,810.00
287527	2013/08/31	ALBERTA SCHOOL EMPLOYEE BENEFIT PLAN	AUGUST, 2013 PREMIUMS	10,766.54
287528	2013/08/31	CANADA BREAD WEST(MCGAVINS) #4065	GROCERIES - SFS	31.20
287529	2013/08/31	MCMURRAY AVIATION	POSTAGE & FREIGHT - SFS	1,489.95
287530	2013/08/31	MICHEL'S SUPER A FOODS	GROCERIES - SFS	49.14
287531	2013/08/31	REVENUE CANADA	PAYROLL REMITTANCE - AUG/13	11,218.26
287532	2013/08/31	STANDARD LIFE	PENSION REMITTANCE - AUG/13	1,170.44
287533	2013/09/13	LETENDRE, MABLE	HONORARIA	150.00
287534	2013/08/31	AIR LIQUIDE CANADA INC	CTS SUPPLIES	22.79
287535	2013/08/31	ALBERTA ASSC. OF MUNICIPAL DISTRICTS & C	TIRES	1,347.22
287536	2013/08/31	ALBERTA SCHOOL BOARDS ASSOCIATION	LEGAL SERVICES	2,887.50
287537	2013/08/31	ALL WEST GLASS - SL	R&M	356.12
287538	2013/08/31	ALTAGAS UTILITIES INC	PROPANE/GAS	1,051.89
287539	2013/08/31	ANDERSON, CORRINE	EXPENSE CLAIM	54.48
287540	2013/08/31	APPLE CANADA INC.	COMPUTERS & SUPPLIES	3,992.10
287541	2013/08/31	ATCO ELECTRIC LTD.	ELECTRICITY	58.70
287542	2013/08/31	BARTLE & GIBSON - PR	R&M	2,416.46
287543	2013/08/31	BELVEDERE ROOFING	R&M	106,348.29
287544	2013/08/31	BEYOND 2000	SCHOOL SUPPLIES	2,736.00
287545	2013/08/31	BROSSEAU, DOROTHY	EXPENSE CLAIM	107.10
287546	2013/08/31	CLASSIC ELECTRIC INC.	R&M	37,363.55
287547	2013/08/31	CRYSTAL CLEAR WATER SALES	BOTTLED WATER	42.00
287548	2013/08/31	DIRECT ENERGY REGULATED SERVICES	R&M	1,089.16
287549	2013/08/31	DT'S MAINTENANCE REPAIR & OVERHAUL	R&M	12,718.16
287550	2013/08/31	DUH, COLETTE	EXPENSE CLAIM	171.20
287551	2013/08/31	EDMONTON PUBLIC SCHOOLS	GENERAL SUPPLIES	28,152.87
287552	2013/08/31	EPCOR ENERGY SERVICES (ALBERTA) INC.	CTS ELECTRICITY	50.25
287553	2013/08/31	FAS GAS OIL LTD	GAS, OIL & ANTIFREEZE	8,120.65
287554	2013/08/31	FRED'S HEATING	R&M	227.85

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			EXPENSE CLAIM	480.34
287555	2013/08/31	GAUDET, JILL	FORTH QUARTERLY	160.84
287556	2013/08/31	GAUTHIER, MELVIN	PROFESSIONAL SERVICES	13,158.54
287557	2013/08/31	GOVERNMENT OF ALBERTA	EXPENSE CLAIM	510.00
287558	2013/08/31	HALCROW, CHRIS	IN SERVICE	1,290.00
287559	2013/08/31	HIGH PRAIRIE & DISTRICT GOLF CLUB	R&M	64,956.90
287560	2013/08/31	HIGH PRAIRIE SCHOOL DIVISION #48	EXPENSE CLAIM	56.00
287561	2013/08/31	HUNT, DOROTHY JOYCE	ACCT 63	278.00
287562	2013/08/31	IGA (H.P)	RECYCLING	146.33
287563	2013/08/31	IRON MOUNTAIN	FORTH QUARTERLY	160.84
287564	2013/08/31	JACOBS, MARILYN	R&M	491.38
287565	2013/08/31	JESTER PAINT SUPPLY LTD.	R&M	1,675.96
287566	2013/08/31	L.ROBERT ENTERPRISES L.P.	TEXTBOOKS	8,859.74
287567	2013/08/31	LEARNING RESOURCES CENTRE	EXPENSE CLAIM	233.80
287568	2013/08/31	LEVESQUE, SERGE	R&M	68.20
287569	2013/08/31	MARSHALL AUTOMOTIVE(P.R.)LTD.	R&M	12,120.15
287570	2013/08/31	MATRIX VIDEO COMMUNICATIONS CORP	R&M	1,621.76
287571	2013/08/31	MAX MECHANICAL	R&M	1,538.00
287572	2013/08/31	MCMURRAY AVIATION	FREIGHT	190.07
287573	2013/08/31	MIKISEW TECHNICAL SERVICES	R&M	190.07
287574	2013/08/31	MUNICIPAL DISTRICT OF OPPORTUNITY #17	UTILITIES	4,238.20
287575	2013/08/31	NELSON EDUCATION LTD.	GENERAL SUPPLIES	2,035.45
287576	2013/08/31	NORTH PEACE GAS CO-OP	PROPANE/GAS	200.09
287577	2013/08/31	NORTHWEST REGIONAL LEARNING CONSORTIUM	T&S	340.00
287578	2013/08/31	OGINSKI, WESLEY	EXPENSE CLAIM	1,583.56
287579	2013/08/31	PADDLE PRAIRIE GAS CO-OP	PROPANE/GAS	325.56
287580	2013/08/31	PEACE TRUCK & TRAILER	R&M	8,383.45
287581	2013/08/31	PRAIRIE RIVER GAS CO-OP	PROPANE/GAS	430.49
287582	2013/08/31	PRINTER WORLD INTERNATIONAL INC	OFFICE SUPPLIES	1,723.05
287583	2013/08/31	RICOH CANADA INC.	SCHOOL PHOTOCOPIERS	600.68
287584	2013/08/31	SANDER, JACQUELINE	PETTY CASH REIMBURSEMENT	1,236.15
287585	2013/08/31	SILVERTIP ENTERPRISE LTD.	R&M	13,761.15
287586	2013/08/31	SPORTFACTOR INC.	SPORTS SUPPLIES	1,579.42
287587	2013/08/31	SPRUCE RIDGE IND.	R&M	147.00
287588	2013/08/31	SUNCOR ENERGY PRODUCTS PARTNERSHIP	GAS, OIL & ANTIFREEZE	825.69
287589	2013/08/31	SUPREME OFFICE PRODUCTS	SCHOOL SUPPLIES	302.57
287590	2013/08/31	SUTHERLAND SR, HERMAN	TEEPEE POLES	360.00
287591	2013/08/31	SYLOGIST LTD.	PROFESSIONAL SERVICES	5,436.11
287592	2013/08/31	THE LUBE SHOP	R&M	124.03
287593	2013/08/31	TWIN RIVER EXPEDITING	FREIGHT	241.50
287594	2013/08/31	UFA CO-OPERATIVE LIMITED	GAS, OIL & ANTIFREEZE	8,693.67
287595	2013/08/31	WAJAX POWER SYSTEMS	R&M	1,108.42
287596	2013/08/31	XEROX CANADA LTD.	SCHOOL PHOTOCOPIERS	2,643.51
287597	2013/09/20	ANDERSON, CORRINE	EXPENSE CLAIM	31.81
287598	2013/09/20	ASSOCIATION OF SCHOOL BUSINESS	MEMBERSHIP FEE - DENNIS WALSH	808.50
287599	2013/09/20	BOX CLEVER	R&M	32,970.00
287600	2013/09/20	BRAUN, CATHERINE	MASSAGE	300.00
287601	2013/09/20	CONNECT - FORT MCMURRAY'S ONLY WEEKLY NE	ADVERTISING	281.87
287602	2013/09/20	DUH, COLETTE	EXPENSE CLAIM	171.20
287603	2013/09/20	GEISSER-SMITH, CARMEN	EXPENSE CLAIM	533.30

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287604	2013/09/20	GRIMSHAW REGISTRY	VEHICLE SERVICES	154.35
287605	2013/09/20	HALCROW, CHRIS	EXPENSE CLAIM	90.00
287606	2013/09/20	L.ROBERT ENTERPRISES L.P.	R&M	1,344.60
287607	2013/09/20	LEPINE, BRIAN	FREIGHT	120.00
287608	2013/09/20	LEPINE, ROBERT	EXPENSE CLAIM	105.60
287609	2013/09/20	LOUISE KOOL & GALT	GENERAL EXPENSES	273.78
287610	2013/09/20	METAFOR TECHNOLOGIES INC	COMPUTER TECHNOLOGY	58,779.00
287611	2013/09/20	OSTER, SANDY	PETTY CASH REIMBURSEMENT	13.13
287612	2013/09/20	QUALITY CLASSROOMS	GENERAL SUPPLIES	1,271.08
287613	2013/09/20	RFS CANADA	SCHOOL PHOTOCOPIERS	1,517.63
287614	2013/09/20	SANDER, JACQUELINE	EXPENSE CLAIM	590.80
287615	2013/09/20	SAWRIDGE INN - PEACE RIVER	T&S	135.16
287616	2013/09/20	SCHOOL SPECIALTY CANADA	GENERAL SUPPLIES	50.44
287617	2013/09/20	SPRUCE RIDGE IND.	R&M	220.50
287618	2013/09/20	TELUS COMMUNICATIONS INCORPORATED	TELEPHONE	296.73
287619	2013/09/20	WASTE MANAGEMENT	R&M	1,285.92
287620	2013/09/20	WINTERGREEN LEARNING MATERIALS	GENERAL SUPPLIES	236.32
287621	2013/09/20	XEROX CANADA LTD.	SCHOOL PHOTOCOPIERS	19.15

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400026156	2013/08/30	CARDINAL, CHARLENE	NEW TEACHER ORIENTATION	1,580.35
400026157	2013/08/30	CARDINAL, PRISCILLA	NEW TEACHER ORIENTATION	1,580.35
400026158	2013/08/30	CARDINAL, RAYMOND	GARBAGE HAUL PYMT - AUG/13	400.00
400026159	2013/08/30	CHERNIPESKI, MAUREEN	PETTY CASH REIMBURSEMENT	29.40
400026160	2013/08/30	CHRISTENSEN, NICOLA	NEW TEACHER ORIENTATION	948.21
400026161	2013/08/30	ENMAX CORPORATION (NEW)	ELECTRICITY	56,888.19
400026162	2013/08/30	ETHIER, SEAN	NEW TEACHER ORIENTATION	1,580.35
400026163	2013/08/30	HEITKOETTER, LISA	EXPENSE CLAIM	190.44
400026164	2013/08/30	HOULE, LOUISE	NEW TEACHER ORIENTATION	1,580.35
400026165	2013/08/30	HOULE, SANDRA	EXPENSE CLAIM	2,279.12
400026166	2013/08/30	JONES, ASHLEY	NEW TEACHER ORIENTATION	1,580.35
400026167	2013/08/30	LABOUCAN, LINDA	EXPENSE CLAIM	375.00
400026168	2013/08/30	LADEROUTE, KRISTEL	NEW TEACHER ORIENTATION	1,580.35
400026169	2013/08/30	LANDRY, JAMIE MR	TUITION REIMBURSEMENT	1,004.59
400026170	2013/08/30	LAROCQUE, JOYCE	NEW TEACHER ORIENTATION	1,580.35
400026171	2013/08/30	MACDONALD, ALICIA A	NEW TEACHER ORIENTATION	1,580.35
400026172	2013/08/30	MACLEAN, SHELLEY	NEW TEACHER ORIENTATION	1,580.35
400026173	2013/08/30	MACPHERSON, LILLIAN	NEW TEACHER ORIENTATION	1,580.35
400026174	2013/08/30	MORGAN, LAURIE	NEW TEACHER ORIENTATION	1,580.35
400026175	2013/08/30	MORRIS, PATRICK	NEW TEACHER ORIENTATION	1,580.35
400026176	2013/08/30	OAR, ROSE	NEW TEACHER ORIENTATION	1,580.35
400026177	2013/08/30	RECK, KIMBERLEY	NEW TEACHER ORIENTATION	1,580.35
400026178	2013/08/30	SADDLEBACK, CHERYL	NEW TEACHER ORIENTATION	948.21
400026179	2013/08/30	SHWETZ, KANESA	NEW TEACHER ORIENTATION	1,580.35
400026180	2013/08/30	SIMONOT, MARGOT	PETTY CASH REIMBURSEMENT	4,177.88
400026181	2013/08/30	SINOTTE, RONNIE	EXPENSE CLAIM	200.00
400026182	2013/08/30	TESSIER, DONALD	EXPENSE CLAIM	482.50
400026183	2013/08/30	TURPIN, CHRIS	NEW TEACHER ORIENTATION	1,580.35
400026184	2013/08/30	VALLEY PRINTERS & SIGNS LTD	CALENDARS	16,377.57
400026185	2013/08/31	ANGER, DAVID	EXPENSE CLAIM	688.76
400026186	2013/08/31	BARCA, BEVERLEY	EXPENSE CLAIM	503.90
400026187	2013/08/31	CHERNIPESKI, RANDY	IN SERVICE	750.00
400026188	2013/08/31	FOSTER, LINDA L	EXPENSE CLAIM	400.50
400026189	2013/08/31	GAUCHIER, TEASA	EXPENSE CLAIM	342.72
400026190	2013/08/31	HAMELIN, SHELLY	EXPENSE CLAIM	161.27
400026191	2013/08/31	JONES, LISA	SCHOOL SUPPLIES REIMBURSEMENT	282.75
400026192	2013/08/31	LADEROUTE, BARBARA MS.	PETTY CASH REIMBURSEMENT	35.00
400026193	2013/08/31	PARKER, BRYAN	EXPENSE CLAIM	176.26
400026194	2013/08/31	PERLEY, LORI	EXPENSE CLAIM	503.52
400026195	2013/08/31	STEVENS, BENJAMIN	TUITION REIMBURSEMENT	925.80
400026196	2013/08/31	TESSIER, DONALD	EXPENSE CLAIM	285.00
400026197	2013/08/31	THE ABORIGINAL MULTI-MEDIA SOCIETY	ADVERTISING	898.80
400026198	2013/08/31	VALLEY PRINTERS & SIGNS LTD	DAILY INSPECTION REPORTS	3,557.02
400026199	2013/08/31	WALSH, DENNIS	EXPENSE CLAIM	489.60
400026200	2013/09/06	AXIA SUPERNET LTD.	SCHOOL INTERNET ACCESS	21,648.90
400026201	2013/09/11	ANDERSON BUSING	ROUTE #442-13	700.00
400026202	2013/09/11	ANDERSON, JAY	ROUTE #450-13	700.00
400026203	2013/09/11	CHRISTENSEN BUSING	ROUTE #445-35	1,800.00
400026204	2013/09/11	DESJARLAIS BUSES	ROUTE #432-34	4,000.00

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400026205	2013/09/11	NOSKEY BUS LINES	ROUTE #454-13	1,400.00
400026206	2013/09/11	ORR, CHARLES	ROUTE #459-38	700.00
400026207	2013/09/11	SHAW, MARTHA	ROUTE #444-26	1,800.00
400026208	2013/08/31	ANDERSON, AUDREY MARY	EXPENSE CLAIM	274.02
400026209	2013/08/31	BAILEY, PETER	EXPENSE CLAIM	272.96
400026210	2013/08/31	BIGCHARLES, JASON	SCHOOL FEES	210.04
400026211	2013/08/31	BURNTAIL, EMILE	EXPENSE CLAIM	100.00
400026212	2013/08/31	CARDINAL, CHARLENE	EXPENSE CLAIM	108.12
400026213	2013/08/31	CHERNIPESKI, RANDY	EXPENSE CLAIM	586.10
400026214	2013/08/31	DESKTOP OFFICE SOLUTIONS LTD.	PROFESSIONAL SERVICES	14,227.50
400026215	2013/08/31	FRIEDEL, ROBERT	EXPENSE CLAIM	200.00
400026216	2013/08/31	GAUCHIER, TEASA	SCHOOL FEES	152.68
400026217	2013/08/31	HORON, RICK	EXPENSE CLAIM	490.00
400026218	2013/08/31	HOULE, LOUISE	EXPENSE CLAIM	108.12
400026219	2013/08/31	LADEROUTE, BARBARA MS.	PETTY CASH REIMBURSEMENT	80.33
400026220	2013/08/31	MILLENIU CABINS INC.	GAS, OIL & ANTIFREEZE	120.65
400026221	2013/08/31	MILLER, AMANDA	PETTY CASH REIMBURSEMENT	15.97
400026222	2013/08/31	OAR, ROSE	EXPENSE CLAIM	108.12
400026223	2013/08/31	PARKER, RAY (WK)	EXPENSE CLAIM	230.00
400026224	2013/08/31	RITCEY, STEPHANIE	EXPENSE CLAIM	185.00
400026225	2013/08/31	SINOTTE, RONNIE	EXPENSE CLAIM	205.00
400026226	2013/08/31	THOMAS, DAFYDD	EXPENSE CLAIM	336.71
400026227	2013/08/31	TWIDALE, AMANDA L.	PETTY CASH REIMBURSEMENT	314.38
400026228	2013/08/31	WOODFINE, BERNARD	EXPENSE CLAIM	748.60
400026229	2013/09/13	BANKS, HILARY	DAMAGE DEPOSIT - 19-081	554.00
400026230	2013/09/13	BEIL, ROBIN LEE	DAMAGE DEPOSIT - 26-073	577.00
400026231	2013/09/13	BIRD, ELAINE	DAMAGE DEPOSIT - RES 30-219	607.00
400026232	2013/09/13	GAMBLER, JANICE	DAMAGE DEPOSIT - RES 30-181	604.00
400026233	2013/09/13	LADEROUTE, BARBARA MS.	PETTY CASH REIMBURSEMENT	152.80
400026234	2013/09/13	MILLENIU CABINS INC.	GAS, OIL & ANTIFREEZE/R&M	924.00
400026235	2013/09/13	PETERSON, BETTY	DAMAGE DEPOSIT - 29-195	626.00
400026236	2013/09/13	SINOTTE, RONNIE	EXPENSE CLAIM	30.00
400026237	2013/09/13	WOODFINE, BERNARD	FINE ART SUPPLIES	1,102.43
400026238	2013/09/13	ZUFELT, KEITH	DAMAGE DEPOSIT - 24-101	575.04
400026239	2013/08/31	GFS PRAIRIES INC	DISP/SUPP/GROC - SFS	13,595.89
400026240	2013/08/31	HUNT, EMILY	EXPENSE CLAIM	140.00
400026241	2013/08/31	SYSCO EDMONTON	DISP/SUPP/GROC - SFS	8,264.98
400026242	2013/08/31	BARCA, BEVERLEY	EXPENSE CLAIM	324.58
400026243	2013/08/31	BARRETT, DONNA	EXPENSE CLAIM	874.97
400026244	2013/08/31	CARDINAL, CLIFFORD	FORTH QUARTERLY	168.66
400026245	2013/08/31	CARDINAL, INIER	EXPENSE CLAIM	532.49
400026246	2013/08/31	CARDINAL, TRISHA	FORTH QUARTERLY	168.66
400026247	2013/08/31	CHERNIPESKI, MAUREEN	EXPENSE CLAIM	350.77
400026248	2013/08/31	CHERNIPESKI, RANDY	PETTY CASH REIMBURSEMENT	159.47
400026249	2013/08/31	JOUDREY, BRUCE	IN SERVICE	18,202.00
400026250	2013/08/31	LITTLE BUFFALO SCHOOL FIELD TRIP FUND	SCHOOL YARD CLEANUP	2,584.00
400026251	2013/08/31	MACDONALD, ALICIA A	EXPENSE CLAIM	437.04
400026252	2013/08/31	MACPHERSON, LILLIAN	EXPENSE CLAIM	284.69
400026253	2013/08/31	MCINTYRE, AMY	PETTY CASH REIMBURSEMENT	181.63

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(AP05610)

Accounts Payable System
Cheque Ratification List

Page: 3

Bank code: 01 ATB - General Account
From date: 2013/08/22 To date: 2013/09/20

Cheque #	Cheque Date	Vendor Name	Description	Cheque Amount
400026254	2013/08/31	MILNE, DAWN	PETTY CASH REIMBURSEMENT	163.40
400026255	2013/08/31	PADDLE PRAIRIE SCHOOL	AWARDS DAY SUPPER	2,500.00
400026256	2013/08/31	PERLEY, LORI	EXPENSE CLAIM	4,990.98
400026257	2013/08/31	RECK, KIMBERLEY	PETTY CASH REIMBURSEMENT	356.24
400026258	2013/08/31	SEWEPAGAHAM, WILLIAM (BILL)	EXPENSE CLAIM	457.10
400026259	2013/08/31	ST. THERESA SCHOOL	PETTY CASH REIMBURSEMENT	3,123.05
400026260	2013/08/31	TESSIER, DONALD	EXPENSE CLAIM	285.00
400026261	2013/08/31	THE CAT RENTAL STORE (SL)	R&M	55.06
400026262	2013/08/31	WARD, ELAINE	EXPENSE CLAIM	1,133.89
400026263	2013/09/20	CARDINAL, INIER	EXPENSE CLAIM	425.17
400026264	2013/09/20	DEERING, MICHELLE	EXPENSE CLAIM	40.00
400026265	2013/09/20	GIFT LAKE SCHOOL FUND	POSTAGE	337.05
400026266	2013/09/20	HARROP, HOLLY	EXPENSE CLAIM	288.07
400026267	2013/09/20	MILLENUM CABINS INC.	GAS, OIL & ANTIFREEZE	455.33
400026268	2013/09/20	PORTERFIELD, RANDY	EXPENSE CLAIM	150.56
400026269	2013/09/20	REHAUME, BRENT	EXPENSE CLAIM	27.83
400026270	2013/09/20	ST. THERESA SCHOOL	PETTY CASH REIMBURSEMENT	783.54
400026271	2013/09/20	TESSIER, DONALD	EXPENSE CLAIM	230.00
400026272	2013/09/20	WARD, ELAINE	PETTY CASH REIMBURSEMENT	13.60
*** Total # Of Cheques:			117	
			*** Total: \$	239,248.78