



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, May 26, 2021
Time: 9:00 AM
Location: Google Meet

Attendance

Trustees Present: C. Butler, H. Bilton, S. Cooper, M. Copley, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka, A. Tarnoczi

Staff: S. Bexon - Communications Officer, S. Russell, Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb - Executive Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary

Call to Order

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

Land Acknowledgement • Treaty 7 - attachment

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

Agenda/Minutes Approval

Agenda Approval

Resolution # 20210626001BOT

Moved By: S. Cooper

Motion to approve the agenda as presented.

Carried

Minutes Approval - attachment

Resolution # 20210526002BOT

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2021 May 12 Board of Trustees Meeting.

Carried

New Business

Presentation of the 2021/2022 Budget

Treasurer S. Roy joined the meeting to present the 2021/2022 Chinook's Edge School Division budget.

It was noted that Assistant Treasurer S. Kaiser and guest Ama Urbinsky, Secretary Treasurer from Wild Rose School Division also joined the meeting to observe the presentation of the 2021/2022 CESD budget.

The 2021/2022 Chinook's Edge School Division budget has an operating deficiency of \$2,396,540 which is subject to approval by the Minister of Education. With net amortization of \$1.23 million, and capital purchases of \$1.64 million, division operating reserves are expected to decline by \$2.3 million and division capital reserves expected to decline by \$465,000.

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

Some key budget assumptions are:

- Alberta Education funding was provided to CESD in April 2021.
- Transportation, Operations and Maintenance, and Inclusive Education funding will be spent in their respective areas. Investment income in excess of amounts that are required to be allocated to Infrastructure Maintenance and Renewal, scholarships and endowments, capital projects, and school generated funds, will be allocated to Instruction. Excess interest is estimated at \$80,000. In addition to the operating grants and fees, an additional \$136,000 was allocated to the

Transportation operating budget for bus purchases. In addition, fees of \$900,000 were needed to balance the Transportation budget.

- Compensation:
 - Certificated salaries includes an estimate for grid movement, ASEBP rate increases, and CPP rate increase. This amount could vary depending on a number of factors including the number of retirements and the number of new teachers hired.
 - Support staff budget includes an estimate for grid movement, ASEBP rate increases, and a CPP rate increase.
- Chinook's Edge School Division hopes to maintain a 1.5% unrestricted reserve of \$1.95 million.
- Board governance and system administration expenses are expected to remain with the \$4,106,255 provided for administration. Total system administration includes the government's contribution to ATRF and the amortization of capital assets.

Financial Summary:

The Board has a goal to maintain operation, capital and unrestricted surplus between 3% and 5% excluding school generated funds. The division expects to have \$4.9 million in reserves, excluding school generated funds, at August 31, 2022. This represents 3.86% of total revenue. This includes expected capital reserves of \$1.8 million at August 31, 2022.

Estimated reserves available to the Board: \$4,206,402.

Enrolment estimation for 2021 is estimated at 10,995.

Significant Business and Financial Risks

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

For the remainder of 2020/2021 and into 2021/2022, there is a risk of unforeseen changes to our expenses due to COVID-19. As a result of Bill 5, operating reserves can only be used with prior approval of the Minister. If, during 2021/2022, the Division needs to spend more than budgeted, or make adjustments due to funding changes, without offsetting savings resulting from modified program delivery, the Division will have to make mid-year spending adjustments or will need to request approval from the Minister to spend additional reserves.

The budget includes using estimated reserves in central instruction of \$1.7 million. This includes reserves carried forward from 2019/2020 as well as \$1.2 million accrued in the fall budget for changes to the Weighted Moving Average enrolment funding when fall 2020 enrolments came in less than budgeted. Due to Covid-19 the Alberta Government has provided mitigation funding. School and department reserves at August 31, 2021 that are in excess of 1.5% of their revenue are also included in the funds available.

The province has not reached a collective agreement with the Alberta Teachers' Association for the 2020/2021 or 2021/2022 contract year, nor has local bargaining begun. Superintendent K. Sacher thanked Treasurer S. Roy for her presentation of her last official budget prior to retirement. The division is grateful for all the work S. Roy has done.

The Board of Trustees thanked Treasurer S. Roy and her team for all their hard work.

Approval of the 2021/2022 Budget

Resolution # 20210526003BOT

Moved By: G. Kerr

Motion the Chinook's Edge Board of Trustees approve the budget for the 2021/2022 school year as presented.

Carried

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

Superintendent K. Sacher presented the Three Year Education Plan to the Board of Trustees. K. Sacher highlighted that the division has moved from four goals to three goals: Academic Excellence, Social Emotional Well-being and Career Connections.

The Board of Trustees discussed moving this item to the Board of Trustees Work Plan going forward.

Resolution # 20210526004BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees approve the Three Year Education Plan 2021-2024 as presented.

Carried

Adjournment

Resolution # 20210526005BOT

Moved By: C. Huelsman

Motion to adjourn the meeting at 9:51 a.m.

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary