



Chinook's Edge School Division

Board of Trustees

Date: Tuesday, May 27, 2025
Time: 9:00 AM
Location: Boardroom

Practical Vision, Strategic Assumptions and Guiding Principles

Attendance

Trustees Present: H. Bilton, S. Cooper, M. Copley (10:14 a.m.), D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, J. Swainson, L. Wagers

Staff Present: S. Russell - Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb – Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary, T. Gusse - Governance Specialist

Call to Order

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

Land Acknowledgement • Treaty 7

Trustee (insert name here) opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Resolution # 20250527001BOT

Moved By: S. Cooper

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20250527002BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the minutes on the 2025 May 13 Board of Trustees Meeting.

Carried

New Business

Presentation of the 2025/2026 Budget

Treasurer N. Altaf joined the meeting to present the 2025/2026 Budget, Highlighting the following:

Budget Context and Purpose:

Aligns with the Board's Education Plan priorities—career connections, social-emotional well-being and academic excellence.

Serving 11,185 projected students across 40 schools.

Key Changes in Funding:

New Funding Model (AEM): 70% current year, 30% next year's projections (vs. WMA).

Rationale: AEM favors fast-growing divisions; impact on Chinook's Edge expected to be neutral.

Projected Enrollment Drop: 43 fewer students than 2024–2025.

Revenue and Expenditure Summary:

Total Revenue: \$140,376,000

Total Expenditures: \$140,963,000

Projected Deficit: \$586,000

Surplus/Reserve Use: Drawn from \$4.5M reserve. Reserve amount is 3.2% and is within the 6% cap.

Major Revenue Sources:

94% from Government of Alberta.

Other: SGF, donations, MHCB, SECA collegiate grant

Instruction & Staffing

Staffing Breakdown:

Certified Staff: +3 (622 bodies, 617 FTE)

Uncertified Staff: -13 (642 total, 642 FTE noted—possible reporting nuance)

Certified Salaries: \$2M increase due to grid movement, benefits, new hires

Support Staff: 3% board-approved salary increases.

Allocation Process:

RAWG Model: Resource Allocation Working Group allocates based on student needs, not just headcount.

Budget Planning Timeline: Final submission required by May 31; adjusted after Sept. 30 enrollment count.

Expenditure Distribution – Major Cost Categories:

Salaries: \$110M (78%)

Services/Supplies: \$22M

Amortization: \$8M

Interest & Bank Charges: \$140K

Instructional Programs: 76% of budget

Support Services (Admin, O&M, Transportation): 24%

Budget Risks and Forecasting – Potential Risks:

Unpredictable student influx (esp. in fast-growing communities like Sylvan Lake)

Ongoing ATA bargaining may affect salary costs

Surplus Trend: Despite conservative budgeting, past years have ended in modest surpluses.

Strategic and Operational Notes:

Governance Budget: \$4.42M

Student Cost per Year: ~\$12,000

Average Teacher Cost: ~\$111,200

CACI (Collegiate) Grant: Newly approved and included under "Other Revenue"

Alternative Education Growth: Not yet included in enrollment projection, may create upside

9:55 a.m. N. Altaf left the meeting

Discuss the 2025/2026 Budget In Camera

Resolution # 20250527003BOT

Moved By: K. Kemmere

Trustees move In Camera at 9:55 a.m.

Carried

Resolution # 20250527004BOT

Moved By: D. Hutchison

Return to regular meeting at 10:11 a.m.

Carried

Approval of the 2025/2026 Budget

Recess: 10:15 a.m.

Reconvene: 10:24 a.m.

Resolution # 20250527005BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the 2025/2026 budget as presented.

Carried

Approval of the Three Year Education Plan at 10:30 a.m.

Associate Superintendent System Services K. Barber presented the Three Year Education Plan as an update on strategic shifts aligned with the Board's Education Plan. The plan emphasizes three new focus areas:

- Flexible Learning
- Division wide Professional Learning
- Career Connections

Flexible Learning (Grades 1–8)

Target Audience: Primarily new students to Chinook's Edge who currently access schooling outside the division.

Purpose: Retain students within the division who seek alternatives to traditional brick-and-mortar education.

Collaboration: Working with Wild Rose School Division to provide programming for families they cannot serve alone.

Note on Current Students:

Existing CESD students are not being shifted into the program.

Flexible schedules (e.g., for elite athletes or students with travel commitments) can still be accommodated via individual school administration—these students remain registered at their community school, not in the flexible learning program.

Division Wide Professional Learning

Scope: Expanding K–12 teacher collaboration days and incorporating Educational Assistants (EA's) division-wide.

PD Days: Three full division-wide learning days planned.

Three-Year PD Cycle:

Year 1 (2025–26): Resource Development, with a focus on refreshing Google Classrooms and incorporating AI to support teacher workload and well-being.

Year 2 (2026–27): Assessment

Year 3 (2027–28): Instructional Delivery

EA Learning Modules (in partnership with CARC):

Topics include autism, severe behavior, high school dynamics, etc. EA's choose relevant modules, rotate annually, and may earn grid movement/certification upon completion. A foundational "EA 101" module will orient new hires on IPPs, RASP, and Kite programs.

Delivery Format will be primarily synchronous with supplementary asynchronous materials. Conducted on non-instructional days to maximize participation and minimize disruption.

School-Level Time: Division is adding dedicated blocks of time (at the start or end of division PD days) for in-school staff reconnection and planning.

Career Connections

Focus: Continue to build awareness and accessibility to dual credit and off-campus opportunities.

Outreach Concerns:

The Board encouraged enhanced communication to avoid being the "best kept secret."

Suggestion to utilize local media (e.g., County newspapers) and elected officials' networks to increase visibility.

The Board of Trustees provided the following feedback and concerns:

- Appreciation for EA inclusion and pathways to advancement.
- Concerns regarding balance between division-wide and school-based PD must be maintained.
- More strategic public awareness is needed around off-campus/dual credit programs.

K. Barber left the meeting at 10:34 a.m.

Resolution # 20250527006BOT

Moved By: G. Kerr

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

Carried

Election Bylaws - Third Reading

Resolution # 20250527007BOT

Moved By: J. Swainson

Motion that Chinook's Edge School Division Board of Trustees receive third reading of Bylaw No. 1/25 and Bylaw No. 2/25.

Carried

Adjournment

Resolution # 20250527008BOT

Moved By: J. Swainson

Motion to adjourn the meeting at 10:37 a.m.

Carried

H. Bilton - Chair

D. Hutchison - Vice Chair

S. Russell - Corporate Secretary