

The Regular Meeting of the Board of Trustees of Pembina Hills School Division was held on October 28, 2020 at Regional Office. In attendance were Trustees J. Tuininga, W. Scinski, K. McElroy, J. Lefebvre and J. Carson. Also, in attendance were Superintendent D. Garbutt and Secretary Treasurer T. Leigh. Joined by video-conferencing was Trustee J. Comeau.

Call to Order

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

Acknowledge Statement

Chair Tuininga recited the acknowledgement statement from Administrative Procedure 60-20 Honoring First Nations, Metis and Inuit Culture.

Amendments to the Agenda

The following amendments were made to the Agenda.

Add: Operational call with Chief Medical Officer of Health – October 21, 2020

Adopting the Agenda – October 28, 2020

7908/10/20 Moved by Trustee Carson that the agenda be adopted as submitted and amended.

Carried

Adopting the Minutes – Regular Meeting October 14, 2020

7909/10/20 Moved by Trustee Lefebvre that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills School Division held on October 14, 2020 be adopted as circulated.

Carried

Action Items

1. Federal Funding Allocation

Pembina Hills School Division received \$2,016,350 in Federal Funding to support a safe return to class in response to the COVID-19 pandemic. Without the funding received from the federal government, staff reductions would have been required at community schools due to the decreased enrolment and the added costs anticipated for substitute staff, cleaning and protective equipment. The federal funding will be used to keep class sizes low in community schools by retaining existing staff for the 2020-21 school year and provide additional staff at Vista Virtual for increased enrolment there. It will also be used for anticipated costs for substitute teachers and support staff, personal protective equipment and additional cleaning and sanitation. The funds will be allocated to the following departments for those estimated costs.

Allocations

Co-op Pool	\$1,241,350
Facilities	400,000
Vista Virtual	300,000
Transportation	75,000

Superintendent Garbutt commented that, at this time, substitute teachers will be compensated for the time they need to isolate due to an exposure while substituting for our division. However, this could change in the future due to financial implications.

7910/10/20 Moved by Trustee McElroy that the Board approve the federal funding allocation to cover costs related to increased staffing requirements for online learning, substitute teachers and support staff, personal protective equipment and additional cleaning/sanitization costs.

Carried

2. Request Ministerial Approval to Use Reserves

Alberta Education received \$262 Million from the federal government to support a safe return to class in response to COVID-19. The province withheld \$12 Million of that funding to be distributed to school authorities who experience increased enrolment in online programs.

On October 2, 2020 Alberta Education revised the funding manual to include two additional tiers for non-primary online students. Non-primary students are students that are registered primarily with another school division but take courses through another division because it may work better with their timetable or may not be offered by the primary school division.

It was noted at the time of the announcement, that the unallocated federal funds would be used to cover the additional costs related to the addition of those tiers. Here is how the funding manual has changed from the spring:

Number of Non-Primary Students	Funding
1-34	\$1,000
35-100	\$50,000
101-250	\$175,000
251-500	\$375,000
500+ (500-1000 New)	\$500,000
1001-2000 (New)	\$1,000,000 (New)
2000+ (New)	\$1,500,000 (New)

Based on the original funding manual, the 2020-21 budget was prepared with the funding of \$500K which was the top tier of 500+ students. The division should receive \$1 Million of additional funding for 2020-21 from the federal funding that is being used to fund the addition of the two tiers. The funding manual specifies that the funding level is based on the last completed school year which is 2018/19 for the 2020/21 school year. The number of non-primary students served by the division in 2018-19 was 6,972 which is well above the top tier of 2000+ students for the \$1.5 Million in funding.

The additional federal funding will fund some of the costs related to the increased enrolment of primary students at Vista Virtual which has increased to 2519 students from 1189 in 2019-20, a 112% increase. However, the change in how school divisions are funded means the increase in enrolment will not be funded until the 2021-22 (30%) and 2022-23 (20%) school years. For 2020-21, the division was funded 50% of projected enrolment. Even with the injection of the \$1 Million of funding provided by the federal government, the increase in enrolment will result in a deficit of \$2 million for 2020-21 based on funds allocated to Vista Virtual in the spring budget.

Of the \$2.016 million that the division received from the \$250 million in federal funding already assigned to school divisions, \$300,000 will be allocated to Vista Virtual to cover some of the staffing costs related to increased demand for online programs during the COVID-19 pandemic. The additional funding needed to balance the budget for 2020-21 will need to come from the 2019-20 projected surplus of \$1.7 million.

Beginning September 1, 2020 school boards are required to have ministerial approval before reserves can be spent or transferred. Therefore, ministerial approval is needed to transfer a surplus of \$1.7M to 2020-21.

The Board discussed the recent letters to the Minister asking that Boards be held harmless for decreased enrolments in 2020-21 and use projected enrolments instead of actual enrolments when calculating the weighted moving average for funding over the next two years. Pembina Hills School Division has experienced a decrease of 368

students in community schools but an increase of 560 students at Vista Virtual School. Overall enrolments across the division have increased by 192 students. If divisions are to be held harmless, those with increased enrolments should also be held harmless and funded on actual enrolments for 2020-21, not projections. Pembina Hills reserves will cover the cost to instruct the additional 192 students this year but if the division isn't funded on actuals for 2020-21 there will be a deficit of \$1.7 Million in funding over the two subsequent years.

7911/10/20 Moved by Trustee Lefebvre that the Board request Ministerial approval to use \$1.7 Million in reserves to cover the additional costs related to increased enrolment in the online program at Vista Virtual School.

Carried

3. Locally Developed Course Authorization – Dance (2019) 15, 25 & 35

Locally developed courses are developed, acquired and authorized by school authorities to provide students with unique opportunities to explore a range of interest in subject areas that complement provincial programs of study.

Approval is required to offer 3 and 5 credit courses for Dance (2019) 15, 25 & 35 acquired from The Edmonton School Division.

7912/10/20 Moved by Trustee Scinski that the Board authorize Pembina Hills School Division to offer the following courses acquired from The Edmonton School Division from September 1, 2020 until August 23, 2023.

LDC1413	Dance (2019) 15 (3)
LDC1413	Dance (2019) 15 (5)
LDC2413	Dance (2019) 25 (3)
LDC2413	Dance (2019) 25 (5)
LDC3413	Dance (2019) 35 (3)
LDC3413	Dance (2019) 35 (5)

Carried

Information Items

The following information items were presented:

1. Class Sizes
2. School Remembrance Day Plans
3. Alberta Teachers' Association Conventions
4. Occupational Health and Safety – Neerlandia Public Christian School

5. Student Enrolment – September 30, 2020
 - Vista Virtual student count deadline was extended to October 16th so this update includes the final count for Vista Virtual
6. Vista Virtual – 2020 Summer School Enrolment
 - 4069 Student completing 19796 credits contributing to the estimated \$1.7 million surplus for 2019-20

Committee Meetings – October 14, 2020 to October 27, 2020

1. Busby School Council Meeting – October 20, 2020
2. Eleanor Hall School Council Meeting – October 20, 2020
3. CONEX Meeting – October 21, 2020
4. Swan Hills PAC – October 21, 2020
5. Operational call with Chief Medical Officer of Health – October 21, 2020
6. Alberta School Board Association Zone 2/3 Meeting – October 23, 2020
7. Neerlandia Public Christian School Council Meeting – October 26, 2020

Celebrations

1. Support Services Award – Dan Thompson

Board Calendar

Land, Legal, Labour (In-Camera)

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| 7913/10/20 | Moved by Trustee Scinski that the meeting convene as an In-Camera Session to discuss land, labour, legal matters. | Carried |
| 7914/10/20 | Moved by Trustee McElroy that the meeting reconvene as a Regular Meeting. | Carried |
| 7915/10/20 | Moved by Trustee Scinski that Extracurricular activities at Pembina Hills School Division Community schools be cancelled up to and including November 12, 2020. | Carried |
| 7916/10/20 | Chair Tuininga declared the meeting adjourned at 11:45 a.m. | |

 Board Chair

 Secretary Treasurer