

Medicine Hat Catholic Board of Education



PUBLIC AGENDA

Monday, November 25, 2019 @ 4:30 p.m.

Catholic School Board Office
1251 – 1st Avenue SW Medicine Hat, AB

Medicine Hat Catholic Board of Education

ACTION AGENDA

DATE: November 25, 2019 Place: Catholic Education Centre Time: 4:30 p.m. – 6:00 p.m.

	<p>WE ARE CALLED Always and Everywhere to: Model Christ, Pray and Serve, Build a Faith Community</p> <p>Theme for 2019-2020: Theme: How can we help each student and each other have an encounter with Jesus each day? “Come near to God and he will come near to you.” <i>James 4:8</i></p>		
1.	<p><i>Prayer Celebration</i> We will begin the meeting with a Reading & Reflection led by Trustee, Reverend Mr. Robert Risling.</p>	Robert Risling	
2.	<p><i>Approval of the Action Agenda</i> ◆ Recommendation: “THAT the Action Agenda dated November 25, 2019 be approved as circulated”.</p>	RR	
3.	<p><i>Audited Financial Statements</i> <u>3.1</u> Amanda McCrie and MNP to present the Audited Financial Statements.</p>	AM	
4.	<p><i>2019 – 20 Fall Budget Update</i></p>	GM	
5.	<p><i>2019 – 20 Infrastructure Maintenance Renewal (‘IMR’)</i></p>	GM	
6.	<p><i>Ratification of the CUPE Collective Agreement 2019-2023</i></p>	GM	
7.	<p><i>Associate Superintendent Human Resources – Mr. Chuck Hellman</i> <u>7.1</u> Locally Developed Course</p>	CH	
8.	<p style="text-align: center;"><i>Closing Prayer –</i> Carrying out Your Ministry: Lord, Thank you for being with us during this meeting and for having guided our thoughts, words and actions. Stay with us now as we leave this meeting and return to our respective lives. Help us to keep you, as you are now, in our thoughts, words, and actions. We ask this in your name, Amen.</p>	Kathy Glasgo	
9.	<p><i>Adjournment at 6:00 p.m.</i></p>	Dick Mastel	

**Medicine Hat Catholic Board of Education
Secretary Treasurer Board Report
November 25, 2019**

1. 2018-19 Audited Financial Statements

Annually, Medicine Hat Catholic Board of Education prepares the financial statements of the prior year and those statements are audited in accordance with AP510 Financial Accountability and Audits. Representatives from MNP, Mrs. Delayne Sackman – Engagement Partner and Mr. Kade Kopec – Audit Manager, will present the audit report and management letter in accordance with Policy 2 (9.6). Mrs. Amanda McCrie will present the financial statements.

The statements, when approved, will be submitted to Alberta Education and will be posted to the Division’s website. A copy is also forwarded to the teachers’ union in accordance with the collective agreement.

Recommendation: *That the Board of Trustees for The Medicine Hat Catholic Board of Education approve the 2018-19 Audited Financial Statements as presented.*

Attachment: To be released under separate cover.

2. 2019-2020 Fall Budget Update

The Board of Trustees for The Medicine Hat Catholic Board of Education approved the 2019-2020 budget in the Spring. An update to the budget is prepared in the fall using the actual enrollment and staffing of the district as well as other impacts which may have occurred since the spring budget. This year, with the delay of releasing the provincial budget, the impacts of the provincial budget will be incorporated into the update. The 2019-2020 Fall Budget Update is to be presented to the Board of Trustees for approval.

When the budget update is approved by the board it will be submitted to Alberta Education and posted to the Division website.

Recommendation: *That the Board of Trustees for The Medicine Hat Catholic Board of Education approve the 2019-20 Fall Budget Update as presented.*

Attachment: To be released under separate cover.

3. 2019-20 Infrastructure Maintenance Renewal ('IMR')

Annually, the Medicine Hat Catholic Board of Education develops the IMR plan for the use of the IMR funds received in accordance with Alberta Education School Capital Manual and AP541 – Buildings and Grounds Maintenance. Attached is the 2019-20 IMR plan. The plan address urgent needs within the division and allocates \$595,000 for projects in progress or previously approved and \$1,544,000 for new projects for total spending of \$2,139,000. This will leave \$102,000 for future or emergent needs.

When the IMR plan is approved by the board it will be posted to the Division website and operationalized.

Recommendation: *That the Board of Trustees for The Medicine Hat Catholic Board of Education approve the 2019-2020 IMR Plan in the amount of \$1,544,320 for new projects and \$594,631 for the previously committed projects approved in 2018-2019*

Attachment: 2019-2020 IMR Plan

4. Ratification of the CUPE Collective Agreement 2019-2023

In accordance with Policy 2 (9.8) – Role of the Board, the board of trustees is to set the mandate and ratify the Memorandum of Agreement with bargaining units. The Negotiations Committee – Canadian Union of Public Employees, established under Policy 8 – Committees of the Board, has negotiated a Memorandum of Settlement with CUPE. The Committee recommends that the Board of Trustees ratify the agreement.

Presentation of the Memorandum shall be *in-camera (labour)*.

Upon ratification, subject to CUPE ratification, the agreement shall be in force.

Recommendation: *That the Board of Trustees for The Medicine Hat Catholic Board of Education ratify the Memorandum of Settlement with the Canadian Union of Public Employees Local 829 as presented.*

Attachment:

1. Summary of the Settlement (Distributed under Separate Cover –in camera document)
2. Memorandum of Settlement (Distributed under Separate Cover –in camera document)

Medicine Hat Catholic Board of Education 2019-2020 IMR Plan

Approved by the Board of Trustees for the Medicine Catholic Board of Education



**Medicine Hat Catholic Board of Education
Infrastructure Maintenance and Renewal
2019-2020**

Background

Annually the Board of Trustees for the Medicine Hat Catholic Board of Education approves the Infrastructure Maintenance and Renewal ('IMR') plan for the year. This package presents the 2019-2020 recommended IMR plan along with details on the development of the plan and potential future requirements.

2018-2019 IMR Plan and Actuals

In 2018-2019, the Board of Trustees approved \$1,933,724 of IMR activity which included \$1,305,661 of new projects. At the end of the 2018-2019 fiscal year \$1,371,929 worth of projects were completed with \$594,631 committed on approved projects to be completed in fiscal year 2019-2020. Details of the projects and costs are outlined in Schedule 1 attached.

2019-2020 IMR Plan

For the development of the 2019-2020 IMR plan, several sources were used to determine which projects were required. The government performs reviews on division school buildings every five years and develops a report outlining the work required. While some of these reports are beyond five years old, we continued to use these reports and add the results of the roofing survey we performed along with a series of locally developed needs based on our knowledge of the requirements in the buildings.

The priority projects identified from the Alberta Government reports for prior years and for the current year and next year were included for consideration. Several projects were deferred based on scheduling or for further assessment. None of these projects are determined to be critical. Any work related to the modulars which appears on the replacement modular submission were not included on this year's plan.

All project work related to St. Thomas and the former St. Louis School were excluded from consideration and are not part of the deferred maintenance pending potential disposition of those facilities.

In consultation with the Facilities and Operations Supervisor, the Secretary-Treasurer identified certain criteria for project determination. Safety related and utility reduction projects were examined for inclusion. Other criterion was to leave a residual amount to address emergent needs which may require immediate action, such as a boiler replacement. A final criterion is capacity to complete the work within the year. A degree of judgment is ultimately required to select the projects to be addressed in the year.

With regards to the specific projects proposed for 2019-2020, Schedule 2 outlines the plan. The plan includes \$594,631 for completion of prior year projects and \$1,544,320 of new projects for a total budget of \$ 2,138,951. This will leave \$101,940 available for future or emergent needs.

The Division is working with Johnson Controls to develop an assessment and plan for a division-wide replacement of building components to realize maximum utility savings. The cost of the utility savings would be used to pay for the cost of the upgrade over multiple years. There are several items on the 2019-2020 IMR plan which might be considered for replacement during the assessment. In the event, the allocated IMR funds would be likely be used to reduce the principal owing.

The table below outlines the IMR resources available to the district in 2019-2020:

IMR Funds Available for 2018-19	2,669,920
less: 2018-19 IMR Funds Capitalized	1,250,390
less: 2018-19 IMR Funds Expensed	121,537
Prior year IMR Funds Carry-forward	1,297,992
add: 2019-20 IMR Allocation	942,898
IMR Funds Available for 2019-20	2,240,890
less: Prior year project budgets to be completed Capital	527,722
less: Prior year project budgets to be completed Expense	66,909
IMR Funds Available for new projects 2019-20	1,646,260
less: 2019-20 New Projects Capital	1,178,560
less: 2019-20 New Projects Expense	365,760
IMR Funds available for emergent needs or carryforward	101,940

The Ministry of Education in December 2017 issued new requirements regarding the use of IMR funding. Boards need to ensure at least 30% of the IMR is capitalized. This plan has 80% of the funding capitalized. The Ministry is also requiring that plans be submitted to the Ministry.

Future Projects

A continued assessment of the critical deferred projects, along with any roofing requirements will allow for future projects to be identified

Deferred Projects:

The audit report from Alberta Infrastructure indicates there is \$2.71 million of deferred projects. We will continue to try to address these projects while managing other emergent needs. These are not priority areas and are based on assumed lifecycles with at least 4 years remaining at time of inspection. Examples would be replacement of fixed bookshelves which may have reached a theoretical end-life.

Projects related to Modulares on Modular Requests	457,245
2011/12 Deferred Projects	3,188
2012//13 Deferred Projects	0
2013/14 Deferred Projects	389,320
2014/15 Deferred projects	6,384
2015/16 Deferred projects	0
2016/17 Deferred Projects	0
2017/18 Deferred Projects	4,397
2018/19 Deferred Projects	403,302
2019/20 Deferred Projects	1,449,126
<u>Total Deferred Projects</u>	<u>2,712,962</u>

Recommendation

That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2019-2020 IMR plan in the amount of \$1,544,320 for new projects and \$594,631 for the previously committed projects in progress from 2018-2019.

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION
IMR DISBURSMENTS: CAPITAL VS EXPENSE
2018-2019 FINAL COSTS
SCHEDULE 1**

PROJECT #	ACCOUNT	FACILITY	SR #	DESCRIPTION	IMR PLAN YEAR	STATUS AT	CAPITAL	EXPENSE	BUDGET	ACTUAL Cost	ACTUAL CAPITAL	ACTUAL EXPENSE	Carry- forward to 2019-2020 Capital	Carry- forward to 2019-2020 Expense	Carry- forward Budget
2017-08	1-603-501-077-51-000	Mother Teresa	17856	Install area lighting	2017	In progress	15,479		15,479	6,105	6,105		9,374	-	9,374
2017-09	1-603-501-077-51-000	Mother Teresa		Parking Lot - Bus lane	2015	Not Started	5,000		5,000				5,000	-	5,000
2017-21	1-603-501-079-51-000	Notre Dame Academy		Parking Lot (Carried Over From 2012)	2015	Cancelled	20,000		20,000					-	
2017-26		St. Francis Xavier	17858	Provide surge suppressor	2017	Completed		4,151	4,151	5,344		5,344			
2017-35		St. Mary's	17260	Install Whiteboards	2016	In progress		61,883	61,883	6,685		6,685		55,198	55,198
2017-44		St. Mary's	17218	Sewer main Study	2015	Completed		3,387	3,387	927		927			
2017-58	1-603-501-075-51-000	St. Patrick's	14377	Install BMCS -waiting for tender	2015	Completed	36,041		36,041	49,241	49,241				
2018-15		St. Francis Xavier	18251	Provide barrier free parking stall	2018	Completed		1,190	1,190	390		390			
2018-16		St. Francis Xavier		Provide 1 universal barrier free washroom	2018	Cancelled		10,117	10,117						
2018-17		St. Francis Xavier		Provide ULC approved fire stops	2018	Not started		1,190	1,190					1,190	1,190
2018-20		St. Francis Xavier		Replace 7 service sinks	2018	Cancelled		14,143	14,143						
2018-22		St. Francis Xavier	18279	Replace domestic water heater	2018	Completed		4,285	4,285	1,522		1,522			
2018-25		St. Michael's	15948	Install door hold devices on fire doors -2 units	2018	Completed		16,042	16,042	6,314		6,314			
2018-26		St. Michael's		Provide surge suppressor	2018	Cancelled		4,166	4,166						
2018-27		St. Michael's		Provide ULC approved fire stops in Mechanical room	2018	Not Started		1,190	1,190					1,190	1,190
2018-30		St. Michael's	18280	Replace domestic water heater	2018	Completed		4,285	4,285	1,797		1,797			
2018-31		St. Patrick's	17859	Provide system based surge suppressor	2018	Completed		4,166	4,166	5,344		5,344			
2018-32	1-603-501-075-51-000	St. Patrick's	16349	Replace refrigerant condensing unit	2018	Completed	7,974		7,974						
2018-33	1-603-501-075-51-000	St. Patrick's	16349	Replace rooftop AC unit	2018	Completed	115,600		115,600	29,662	29,662				
2018-38	1-603-501-070-51-000	Monsignor McCoy	15952	Replace boiler	2018	Completed	29,299		29,299	36,141	36,141				
2018-43N	1-603-501-079-51-000	Notre Dame Academy		PA system	2018	Not started	10,000		10,000				10,000		10,000
2018-45N	1-603-501-075-51-000	St. Patrick's	16412	Expansion of Gym storage	2018	Completed	236,587		236,587	264,838	264,838				
2018-54N		St. Mary's	18337/18338/		2018	Completed		10,000	10,000	9,512		9,512			
2018-55N		St. Patrick's	15391	Water Fountain	2018	Completed		1,998	1,998	1,372		1,372			
2019-01		Monsignor McCoy		Install firestopping at firewall penetrations (approximately 60 lineal meters)	2019	Not Started		2,081	2,081					2,081	2,081
2019-02	1-603-501-077-51-000	Mother Teresa		Bus Lane - Re-surface Asphalt Roadway	2019	Not Started	200,000		200,000				200,000		200,000
2019-03		St. Francis Xavier		Study - Provide Barrier Free Washroom	2019	Cancelled		5,000	5,000						
2019-04	1-603-501-073-51-000	St. Mary's	17854	1989 Renewal - 12 RTU & 2 AHU & BMCS SEE also 2019-10	2019	In progress	400,000		400,000	432,949	432,949		170,000		170,000
2019-05		St. Patrick's	17255	Replace Stainless Steel Service Sinks	2019	Completed		8,591	8,591	768		768			
2019-06		St. Mary's		Provide Barrier Free Parking Stall	2019	Not Started		1,196	1,196					1,196	1,196
2019-07		St. Louis	18240	2nd opinion - Study - Repoint mortar and replace damaged brick on the original building.	2019	Completed		5,000	5,000	1,048		1,048			
2019-08		Notre Dame Academy		Engineering study to Repair crack and flooring.	2019	Not Started		5,000	5,000					5,000	5,000
2019-09		Monsignor McCoy		Replace Resilient Flooring (approx. 83.61 m²) Cyber Room	2019	Cancelled		6,157	6,157						
2019-10	1-603-501-073-51-000	St. Mary's	17854	Replace BMCS - See also 2019-04	2019	In progress	194,879		194,879						
2019-11	1-603-501-075-51-000	St. Patrick's	17965	Replace furnaces in portables Replace Mechanical Systems	2019	In progress	40,000		40,000	226,034	226,034		26,000		26,000
2019-12	1-603-501-079-51-000	Notre Dame Academy	17246	Replace Video Surveillance	2019	Completed	30,000		30,000	30,456	30,456				
2019-13A		All Schools		Continue Interior Painting	2019	In progress		100,000	100,000						
2019-13B		Mother Teresa	17916			Completed				16,852		16,852			
2019-13C		St. Mary's	16491			In progress				40,295		40,295			
2019-13D		St. Patrick's	15841			Completed				1,910		1,910			
2019-14		Notre Dame Academy	16855	Water Fountain	2019	Completed		5,995	5,995	3,213		3,213			
2019-15N		St. Patrick's	17239	Change Table	2019	Completed		4,500	4,500	4,278		4,278			
2019-16N		Monsignor McCoy	17240	Door Assist	2019	Completed		2,700	2,700	3,006		3,006			
2019-17N	1-603-501-071-51-000	St. Francis Xavier	17857	Barrier Free Washroom	2019	In progress	180,000		180,000	140,602	140,602		39,398		39,398
2019-18N		St. Louis	17828	VFD	2019	Completed				4,054		4,054			
2019-19N	1-603-501-077-51-000	Mother Teresa	17974	Library Modification	2019	In progress	94,000		94,000	34,361	34,361		59,639		59,639
2019-20N		Monsignor McCoy	17941	VFD	2019	Completed				3,576		3,576			
2019-21N		St. Francis Xavier	18281	Fire Panel	2019	Completed				3,330		3,330			
GST				GST Portions - Budget			25,838	4,615	30,452				8,311	1,054	9,364
Totals							1,640,697	293,028	1,933,724	1,371,929	1,250,390	121,537	527,722	66,908	594,630

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION
2019-2020 IMR PLAN
Schedule 2**

PROJECT #	ACCOUNT	FACILITY	DESCRIPTION	IMR PLAN		Carry-forward to 2019-2020 Capital	Carry-forward to 2010-2020 Expense	Carry-forward Budget	2019-2020 Capital (New Projects)	2019-2020 Expense (New Projects)	2019-2020 Budget (New Projects)	APPROVED BOARD BUDGET
				YEAR	STATUS AT							
2017-08	1-603-501-077-51-000	Mother Teresa	Install area lighting	2017	In progress	9,374		9,374				
2017-09	1-603-501-077-51-000	Mother Teresa	Parking Lot - Bus lane	2015	Not Started	5,000		5,000				
2017-35		St. Mary's	Install Whiteboards	2016	In progress		55,198	55,198				
2018-17		St. Francis Xavier	Provide ULC approved fire stops	2018	Not started		1,190	1,190				
2018-27		St. Michael's	Provide ULC approved fire stops in Mechanical room	2018	Not Started		1,190	1,190				
2018-43N	1-603-501-079-51-000	Notre Dame Academy	PA system	2018	Not started	10,000		10,000				
2019-01		Monsignor McCoy	Install firestopping at firewall penetrations (60 lineal meters)	2019	Not Started		2,081	2,081				
2019-02	1-603-501-077-51-000	Mother Teresa	Bus Lane - Re-surface Asphalt Roadway	2019	Not Started	200,000		200,000				
2019-04	1-603-501-073-51-000	St. Mary's	1989 Renewal - 12 RTU & 2 AHU/BMCS - joined with 2019-10	2019	In progress	170,000		170,000				
2019-06		St. Mary's	Provide Barrier Free Parking Stall	2019	Not Started		1,196	1,196				
2019-08		Notre Dame Academy	Engineering study to Repair crack and flooring.	2019	Not Started		5,000	5,000				
2019-10	1-603-501-073-51-000	St. Mary's	Replace BMCS - joined with 2019-04	2019	In progress			-				
2019-11	1-603-501-075-51-000	St. Patrick's	Replace furnaces in portables Replace Mechanical Systems	2019	In progress	26,000		26,000				
2019-17N	1-603-501-071-51-000	St. Francis Xavier	Barrier Free Washroom	2019	In progress	39,398		39,398				
2019-19N	1-603-501-077-51-000	Mother Teresa	Library modification	2019	In progress	59,639		59,639				
2020-01	1-603-501-070-51-000	Monsignor Mccoy	Renovate computer lab classroom & flooring	2020	Not Started				45,000		45,000	
2020-02		Monsignor Mccoy	Replace flooring in Room 311	2020	Not Started					5,000	5,000	
2020-03		Monsignor Mccoy	Install card reader system	2020	Not Started					30,000	30,000	
2020-04		Monsignor McCoy	Upgrade phone system SFX & Mccoy combined	2020	Not Started					52,000		
2020-05		Mother Teresa	Install card reader system	2020	Not Started					15,000	15,000	
2020-06		Mother Teresa	Upgrade phone system	2020	Not Started							
2020-07		Notre Dame Academy	Cosmetology wash station	2020	Not Started					10,000	10,000	
2020-08		Notre Dame Academy	Replace VFD	2020	Not Started					3,000	3,000	
2020-09		Notre Dame Academy	Install card reader system	2020	Not Started					15,000	15,000	
2020-10		Notre Dame Academy	Upgrade phone system	2020	Not Started							
2020-11	1-603-501-071-51-000	St. Francis Xavier	Replace Roof Top Units	2020	Not Started				200,000		200,000	
2020-12	1-603-501-071-51-000	St. Francis Xavier	Replace 2 boilers	2020	Not Started				200,000		200,000	
2020-13	1-603-501-071-51-000	St. Francis Xavier	Install BMCS	2020	Not Started				90,000		90,000	
2020-14		St. Francis Xavier	Install card reader system	2020	Not Started					15,000	15,000	
2020-15		St. Francis Xavier	Interior Painting	2020	Not Started					55,000	55,000	
2020-16		St. Louis	Replace mortar on exterior walls	2020	Not Started					15,000	15,000	
2020-17		St. Louis	Install card reader system	2020	Not Started					15,000	15,000	
2020-18		St. Louis	Upgrade phone system	2020	Not Started							
2020-19		St. Louis	Interior Painting	2020	Not Started							
2020-20	1-603-501-073-51-000	St. Mary's	Change rooms	2020	Not Started				100,000		100,000	
2020-21	1-603-501-073-51-000	St. Mary's	Fitness Room	2020	Not Started				75,000		75,000	
2020-22		St. Mary's	Replace shop door	2020	Not Started					5,000	5,000	
2020-23		St. Mary's	Install card reader system	2020	Not Started					30,000	30,000	
2020-24		St. Mary's	Upgrade phone system	2020	Not Started							
2020-25	1-603-501-074-51-000	St. Michael's	Classroom Actuators	2020	Not Started				175,000		175,000	
2020-26	1-603-501-074-51-000	St. Michael's	Install BMCS	2020	Not Started				90,000		90,000	
2020-27		St. Michael's	Install card reader system	2020	Not Started					15,000	15,000	
2020-28		St. Michael's	Upgrade phone system	2020	Not Started							
2020-29		St. Michael's	Interior Painting	2020	Not Started							
2020-30	1-603-501-075-51-000	St. Patrick's	Replace 5 boilers	2020	Not Started				185,000		185,000	
2020-31		St. Patrick's	Replace Gym Floor	2020	Not Started					35,000	35,000	
2020-32		St. Patrick's	Install card reader system	2020	Not Started					15,000	15,000	
2020-33		St. Patrick's	Upgrade phone system	2020	Not Started							
		All schools	Contingency	2020	Not Started					30,000	30,000	
GST			GST Portions - Budget			8,311	1,054	9,364	18,560	5,760	23,488	
Totals						527,722	66,909	594,630	1,178,560	365,760	1,544,320	2,138,950

**Associate Superintendent Human Resources
Board Meeting, November 25, 2019**

Locally Developed Courses

The Medicine Hat Catholic Board of Education acquires and authorizes our High School to offer locally developed courses to students. The following courses are presented to the Board for approval. A Board motion is required.

Advanced Acting/Touring Theatre (2019) 15-/25/35

The Advanced Acting/Touring Theatre courses are adapted from the Calgary School Division. Advanced Acting/Touring for Theatre is designed to develop an appreciation of theater as an innovative form of performance art and communication that reflects diverse social, cultural and global perspectives.

Recommendation:

That the Medicine Hat Catholic Board of Education authorizes Monsignor McCoy High School to offer the Locally Developed Course titled: Advanced Acting /Touring Theater 15, 25, 35 in 3 and 5 credit courses starting September 1, 2019 to August 31, 2023, as acquired from The Calgary School Division.

Action: Motion

November 18, 2019

Mr. Joe Colistro
 Superintendent of Schools
 The Medicine Hat Roman Catholic Separate School Division
 1251 - 1 Avenue S.W.
 Medicine Hat, Alberta T1A 8B4

Dear Mr. Colistro:

Thank you for your submission of the following locally developed course(s). Authorization is shown in the table below:

The Medicine Hat Roman Catholic Separate School Division					
Code	Name	Credits	Authorization Period		
LDC1975	Advanced Acting/Touring Theatre (2019) 15	3 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division
LDC1975	Advanced Acting/Touring Theatre (2019) 15	5 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division
LDC2975	Advanced Acting/Touring Theatre (2019) 25	3 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division
LDC2975	Advanced Acting/Touring Theatre (2019) 25	5 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division
LDC3975	Advanced Acting/Touring Theatre (2019) 35	3 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division
LDC3975	Advanced Acting/Touring Theatre (2019) 35	5 credits	Sept. 1, 2019	Aug. 31, 2023	Acquired from The Calgary School Division

Alberta Education authorization is complete and subsequent approval by the school authority board or private school governing body is required **prior** to implementation. Please note that the approval must be within the authorization period.

For more information, please contact Stephen Wright, Senior Manager, Locally Developed Courses at Stephen.Wright@gov.ab.ca or 780-638-4132 (dial 310-0000 first for toll-free access in Alberta).

Sincerely,



Cheryl Przybilla
 Executive Director
 High School Curriculum Sector