EDMONTON PUBLIC SCHOOLS

February 22, 2005

TO: Board of Trustees

FROM: A. McBeath, Superintendent of Schools

SUBJECT: <u>District Rates for 2005-2006</u>

ORIGINATORS: D. Barrett, Assistant to the Superintendent

B. Holt, Executive Director, Instructional and Curricular Support Services

R. MacNeil, Assistant to the Superintendent C. McCabe, Assistant to the Superintendent

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RESOURCE

STAFF: Lisa Austin, Meredith Colgan, Michael Ediger, Brian Fedor, Dennis

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INFORMATION

Rates charged to schools and central department decision units for services provided by cost recovery decisions units, and fees charged to staff, students, parents, and the community are revised annually by the administration. All fees are reviewed in accordance with board policy and administrative regulation to ensure that no charges are included for instruction or for the use of instructional materials other than for music instrument rental at junior and senior high schools and textbook rentals at the senior high schools.

The rates and fees for 2005-2006 provided in Appendix I have been approved by the superintendent. Sections are highlighted where there is a rate change, or where a new service is provided for 2005-2006. A rationale is provided for changes in rates. These rates reflect known increases and any further changes may be incorporated in the fall and applied retroactive to September 1, 2005.

Student transportation fees will be established based on transportation contracts, Alberta Education transportation grants for 2005-2006, service enhancements, and the cost to the district for Edmonton Transit bus passes.

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Appendix I - District Rates

District Rates

	District Rate	es	
	Item	2004-05 Rate	2005-06 Rate
AFTER HOURS USE O	OF SCHOOLS		
	Edmonton all-party political meetin meetings, cultural language classes		
 First classroom Each additional classro Library (under 4,000 sq Library (over 4,000 sq Home Ec. Room Cafeteria Industrial Arts Room Gymnasium – element Gymnasium – senior h Auditorium Activities sponsored by a Section 200 of the Compa 	q. ft.) j. ft.) tary/junior high	d, or activities which inc	lirectly result in
(NOTE: per occasion - mGymnasiumClassroomCafeteriaAuditorium		\$ 65.00 \$ 65.00 \$ 65.00 \$ 100.00	no change
	overtime rates are added when comp	outing the cost for paid a	fter-hours rentals of
 Schools in addition to the Head Custodian Other Custodians Custodial Assistants 	schools up to 50,000 sq. ft. schools up to 100,000 sq. ft. schools up to 200,000 sq. ft. schools over 200,000 sq. ft. all schools all schools	\$32/hour \$33/hour \$34/hour \$36/hour \$32/hour \$25/hour	no change
The district has been dire by Financial Services and the paid rentals for schoo	cted to charge and collect GST on a l added to the invoice being sent to ls, they will forward the request for nool. The GST collected will be for	all after-hours rentals. The group. When Rental billing to Financial Serv	Services coordinates vices with instructions
SPACE IN SCHOOLS	USED BY CENTRAL DEPARTN	MENTS	
Per classroomNon-classroomDead storage		\$885 + cost of custodial services \$10.68 per m ² + cost of cust. Serv. \$442 + cost of custodial services	no change

Item	2004-05 Rate	2005-06 Rate	
OCCASIONAL USE OF SPACE IN SCHOOLS BY CENTRAL DEPARTMENTS			
Each classroom (senior high)	\$5.10/hour		
Each classroom (elementary - junior high)	\$4.55/hour		
Senior High Gymnasium	\$17.45/hour		
Elementary - Junior High Gymnasium	\$8.40/hour		
Cafeteria	\$12.95/hour		
Auditorium	\$18.00/hour		
• Library (less than 4,000 square feet)	\$8.55/hour	no change	
• Library (more than 4,000 square feet)	\$11.90/hour		
Home Economics room	\$10.25/hour		
Industrial Arts and Shop areas	\$10.75/hour		
Computer room (under 15 computer stations)	\$450/day or \$75/hr		
• Computer room (15-30 computer stations)	\$550/day or \$95/hr		
Office space	\$3.00/hour		
MUSIC INSTRUMENT RENTAL			
Schools - maximum per instrument rental	\$100	no change	
MUSIC ENRICHMENT PROGRAM			
Strings	\$35/month	no change	
Instrument Rental only	\$230	\$240	
First Year instruction plus Instrumental Rental	\$265	\$275	
Succeeding Years instruction + Instrumental Rental	\$235	\$245	
Instruction for student owning own instrument	\$180	\$190	
Orchestra only	\$35 (orch D,C,B)	no change	
Orchestra supplement for students enrolled in classes	\$60 (orch A,SS)		
Choral			
Elementary Choral	\$140	\$150	
Secondary Choral	\$140	\$150	
Honour Orff	\$140	\$150	
Junior Orff	\$140	\$150	
Out of District Fees			
• String instruction (additional rental of \$30/month is	\$450	no change	
charged to persons requiring instruments)			
Orchestra	\$450	no change	
• Choral	\$350	no change	
• Orff	\$350	no change	
Adult Fee	\$400	no change	

RATIONALE: fee increases will continue to maintain 50 per cent cost recovery for the 2005-06 school year. Fee increases are necessary so that we can continue to repair instruments and purchase music for both the instrumental and choral programs. Instrument rental is \$35 per month for persons outside the program. For students in the program who need an instrument, the extra amount in fees is really just a small surcharge which amounts to about \$25 for the year. This makes the program affordable to many who could not otherwise participate.

PARKING FEES		
 Exterior Centre – conditional Centre – unconditional Exit passes 	\$45/year plus GST \$275/year plus GST \$330/year plus GST \$75/pkg of 50	no change

Item	2004-05 Rate	2005-06 Rate
STAFF CHARGES TO EXTERNAL ORGANIZATIONS	5	
 Requests from Alberta Learning and ATA All other requests 	cost of supply teacher Determined by principal/du admin.	no change
TEXTBOOK RENTAL		
Senior HighJunior High	To a max. of \$65 0 (caution fee may be charged)	no change

2005-06 District Service Rates

Item	2004-05 Rate	2005-06 Rate
BENNETT ENVIRONMENTAL EDUCATION CENTRI	E	
Residence: 1 or 2 classes, maximum 64, 2 and 3 day program, incl.: • meals & snacks • program planning • overnight facility supervision • teacher assistance • equipment and supplies as needed • watch for seasonal specials	2 day, 1 night \$68/person (elem) 2 day, 1 night \$78/person (jh/sh) 3 day, 2 night \$111/person (elem) 3 day, 2 night \$128/person (jh/sh)	no change
Residence Non-Program: for businesses or private groups: minimum 25 • overnight supervision • meeting room space extra • meals, instruction extra	\$11.95/person night without bedding \$15.95/person night with bedding (4 per room) \$24.95/person night without bedding \$33.95/person night with bedding (2 per room)	no change
 Day Programs (9-9:30 a.m. to 2:30-3 p.m.) includes: instructor equipment where necessary student books where available watch for seasonal specials programs available are: Alberta's Fur Trade, Canada's Fur Trade, Classroom Chemistry, Community Change, Cross Country Skiing, Electricity and Magnetism, Estimation & Measurement, Evidence & Investigation, Flight. Mechanisms Using Electricity, Pond Study, Sky Science, Trees & Forests, Vehicles & Devises that Move, Waste & Our World, Wheels & Levers 	\$329/class (up to 30) \$11/person (groups over 30) (max. 35)	no change

Item	2004-05 Rate	2005-06 Rate
Science Review – full day, grade 6, at your school, includes: instructor equipment student booklet unit tests	\$449/class for 1 class (up to 30) \$374.50/class for 2 classes (up to 60) at same school	no change
Travelling Programs, 2-3 hours, includes: instructor visits your class half day instruction programs available: Rocks & Minerals Travelling Fur Trader Wheels & Levers 	\$185/class visit (max. 30) \$6.25/person (over 30 – max. 35) + travel expense for schools outside Edmonton	no change
Satellite Programs, half and full day programs, includes: instructor equipment programs available: Canoeing, Cross Country Skiing Satellite Programs, half and full day programs, includes equipment only programs available: Canoeing, Cross Country Skiing	\$295/day \$160/half day \$170/day \$90/half day	no change
Other Services Available: • Animal Survival, ½ day, includes equipment • Video Rental - 1 video - 2 videos • Compasses - replacement if lost or broken • Orienteering - no instruction, maps and keys available	\$25 \$3/week \$5/week no charge \$10/each \$25/half day	no change
Meeting Room Rentals • Model Room - includes AV equipment • Cloverdale Room - no equipment • Rossdale Room - no equipment • Dining Room • additional set up	\$150/day \$100/day \$100/day \$200/day \$50-\$100	no change
• Marketing and Communications consulting	\$78/hour	
Graphic Design (brochures, progress reports, etc.)	\$78/hour	no change
CONSULTING SERVICES Consulting Services Standard Rate Travel (per incident) Project Coordinators Edmonton Regional Educational Consulting Services (inclusive of travel) only for eligible students	\$117/hour \$58.50 \$72/hour \$45/hour	no change no change no change

Item	2004-05 Rate	2005-06 Rate
School or area PD (incl. of travel and preparation) • full day session (3.75 to 6.5 hours) • half day session (2.5 to 3.5 hours) • short session (1 to 2 hours)	\$1,200/session \$715/session \$350/session	no change
Multilingual Services • Travel (per incident)	\$62/hour \$30.00	\$85/hour \$42.50

RATIONALE: The previous rate was a subsidized rate, resulting through a grant from Citizenship and Immigration Canada. Due to federal fiscal restraint, the grant has not been received for 2005-06. The new rate reflects the actual cost recovery rate for this service.

Social Workers Contract (Optional, for schools contracting	\$95/hour	
for 65 hours)		no change
Travel (per incident)	\$47.50	
Reading and Psychology Contract (inclusive of travel) (Optional) Standardized reading and psychology assessments are provided to schools at the hourly rate, unless a school chooses the "Reading and Psychology Contract." In this case, the rates are based on average times for each of the most common types of student assessments.		
Reading Standard Eligibility Assessment	\$405/student	
 Specialized Assessment 	\$810/student	\$610/student
Allocation Eligibility Review	\$200/student	hourly rate
Psychology		
Standard Eligibility Assessment	\$490/student	
Specialized Assessment	\$810/student	\$610/student
Behaviour Disorders Assessment	\$810/student	no change

RATIONALE: By ministerial order, *Standards for Special Education (June 2004)*, district student assessment practice has been aligned to Alberta Education expectations that school boards must "obtain parents' written, informed consent for specialized assessment or referral", and "use qualified professionals to conduct specialized assessments, interpret results, and provide program recommendations to parents, teachers and others involved with students' programming.

In compliance with standards and a best practices model, assessment practice will now include parent debriefings by district specialists, and all student assessments will include written interpretations and programming recommendations. The distinction between "assessments for eligibility" and "assessments for programming" are no longer relevant, as only a standardized assessment that reflects Alberta Education requirements will be offered. Therefore, the old "Standard Eligibility Assessment" has been eliminated.

The additional cost of parent conferences has been built into the total cost of the service. As well, new versions of the most commonly used academic and cognitive tests take longer to administer and score, and this time has been built into the cost of the service. The new \$610 assessment rate reflects these additional costs.

Inservices (advertised in Inservice Calendar)		
• full day (4.5 hours or over)	\$117/person	1
• half day (2 to 4 hours)	\$72/person	no change
• after school (up to 2 hours)	\$43/person	

Item	2004-05 Rate	2005-06 Rate
Balanced Literacy Program (Optional) inservicing and coaching components:		
• Div I – 1 st year of program (includes 2½ days initial	\$690/teacher	
 inservicing plus 9 inservices Div I – 2nd year of program (includes 6 inservices) Div II – 1st year of program (includes 2½ days initial 	\$255/teacher \$690/teacher	no change
 inservicing, plus 9 inservices) Div II – 2nd year of program (includes 6 inservices) Kindergarten (includes 6 inservices) all mand. coaching visits & related lunchtime meetings 	\$255/teacher \$255/teacher \$117/hour \$58.50	
travel (per incident) Reading Recovery Program (Optional)	\$3,075/teacher	
 (includes 4 days inservicing, 18 biweekly inservicing/coaching sessions, 5 school visits and some materials) Continuing contract teachers – required to maintain certification (includes 8 inservicing/coaching sessions and one school visit) 	\$875/teacher	no change
 "MAGPIE" - the magazine of student writing Annual subscription (3 or 4 issues/year, 2 copies each issue) 	\$60	\$80
• Two-year subscription (Sept 2005 – June 2007)	\$110	\$150
additional copies	\$10 each	no change

RATIONALE: To reflect the actual cost (e.g., time, resources) of producing the magazine, the subscription rate has had to be increased.

Targeted Professional Development Contract (Optional) Consultants will work with individual schools to develop a PD contract that will enable the school to meet expectations related to "The Work" of teaching and learning. Inservicing components can be customized to provide ongoing, targeted, school-based PD in Instructional Focus work.	To be determined, based upon the services required; costs will not exceed the hourly cost of providing the service.	no change
FACILITIES SERVICES		
 Design Services Architectural Energy Management Mechanical Electrical Telephone Sound System Capital Plan Technical Advice Plans and specifications 	Project specific rates available upon request	no change
Security/Custodial Portable Relocations	\$80 annual contract	no change
Testing and Inspection Services Building Code inspections	cost+adm fee \$32	no change
• Elevators	cost+adm fee \$32	

Item	2004-05 Rate	2005-06 Rate
Fire equipment, servicing, certification	cost+adm fee \$32	cost+15%
Project Inspection Services	project specific rates	no change
Building Thermal Scans	no charge	project specific rates
Trade rates electronics, computer repair instrumentation structural mechanical electrical carpet drapery and blinds paint roofing trade helpers	\$32 – \$57/hour	\$32 – \$60/hour
mechanical consultants	\$80/hour	no change
Travel - one charge per location, per day Security and Custodial Services monitoring incl. intrusion, fire & mechanical alarms elementary schools	\$16 \$1,500/year	no change
 elementary/junior high schools junior high schools senior high schools non operational schools and closed buildings security call outs 	\$1,890/year \$2,260/year \$2,750/year \$1,500/year \$85/call	no change
 carpet cleaning annual contract and renewals building cleanliness assessments elementary schools elementary/junior high schools junior high schools high schools closed buildings 	\$0.9/sq. foot \$.08/sq. foot \$345 \$345 \$530 \$700 \$345	\$0.10/sq. foot
 custodial mentoring elementary schoolselementary/junior high schoolsjunior high schoolshigh schoolsclosed buildings pest control service boiler chemicals, dispensing services 	cost+adm fee \$34 cost + fee	\$600 \$600 \$700 \$900 \$600 cost+adm fee \$40 no change
Print Services • Photocopying • Color copying • Binding, Folding, Wrapping	\$.0285/impression costs vary with size of paper rates on request	no change

RATIONALE: Increase in service rates reflects salary and cost of living increases. Hourly trade rates have been increased to reflect increases which occurred during the last and current budget years.

Item	2004-05 Rate	2005-06 Rate
FINANCIAL SERVICES		
<u>Distribution Centre</u>	\$10.50/box annual	
Storage retrieval system - records storage	fee	no change
	\$11 each	
	delivery/pick up	
Trucking charges (on-site working time)		
- large truck with two staff	\$69/hour	no change
- large truck with one staff	\$46/hour	no change
- small truck with two staff	\$60/hour	
- small truck with one staff	\$40/hour	
Travel to Site	\$16.50 flat rate	
Invoice Materials Returns	\$15 processing fee	no change
Receive & Process Customs Broker Orders	\$50 each	
Mail Delivery, incl. del. of boxes from school-school		
- 1 day per week	\$ 920	\$ 940
- 2 days per week	\$1,150	\$1,170
- 3 days per week	\$1,375	\$1,395
- 4 days per week	\$1,580	\$1,600
- 5 days per week	\$1,820	\$1,840
Mail Sorting	\$196	\$201

RATIONALE: Financial Services are increasing the service rates by \$20/year for the mail delivery to schools. For the 1 day per week mail service, this increase represents 2.1 per cent, while for the 5 days per week service, the increase is 1.1 per cent. The administration is encouraging schools to have more than 1 day per week delivery and the smaller increase for multi-day delivery will enhance this effort. The 2.1 per cent increase is needed to fund salary and other cost increases for the year. Mail sorting is being increased by \$5 or 2.5 per cent to fund salary increases in the district.

Restocking Charge	15%	
Single Package Delivery	\$5.50 each	no change
Deliver, pick up and return	\$9.50 each	
INFORMATION TECHNOLOGY SERVICES		
Advice		
ITS service, recommendations	no charge	no change
technical consultation and design	\$91/hour	no change
Help Desk Support		
District/Central sponsored applications such as School	no charge	
SIS, MS Exchange e-mail, school connections to the		
district WAN, BPS, FMS, etc.		no change
Requests for ITS services	no charge	
General requests for assistance	no charge	
In-depth procedural or second level support available	\$91/hour	
Microcomputer and LAN Technical Support		
Requested LAN, pc and software set-up, support		
Regularly scheduled LAN and pc support contracts	\$91/hour	no change
available at reduced rates (see service agreements)	\$80/hour	no change
 After-hours service rates on evenings and weekends also 	φοσποια	
available		
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Item	2004-05 Rate	2005-06 Rate
E-mail Services staff e-mail (Microsoft Exchange) student e-mail (basic Internet mail)	\$27/person/year (pro-rated) \$.25/month	no change
 student e-mail (basic Internet mail) Software Applications Annual Licence Maint. & Support School SIS annual support (licences, Help Desk) for all staff in school Fees Management System viaWeb Survey 	\$380/year + \$.60/student to \$920 maximum \$300 /year \$280/year	no change no change
 Internet Services Home dialup Internet Accounts H₂0 (WAN access from home) VPWAN VPWAN gateway Web Services - basic web hosting - deluxe web hosting - web wizard - additional fees may apply for upgrades for 	\$9.95/month \$9.95/month + signup fee \$30 \$1,995 set-up fee \$155/month+ 3 rd party I.S.P. charges \$80 set-up fee \$20/month \$50/month	no change
 enhancements to basic service offerings Application Development and Programming Custom programming (school specific reports, templates, etc.) Reduced rates for longer term projects based on project scope Inservices Half day hands-on, small group classes (SIS, BPS, etc.) 	\$91/hour \$91/person	no change no change
Custom inservices, PD days, in-school presentations	\$91/hour	-
LEADERSHIP SERVICES Sarving Paglage	\$425 + 7 40/stradent	no abanca
Service PackageHourly service requests	\$435+7.40/student \$115/hour	no change \$117/hour
 Expulsion from a single school (if on hrly service plan) Expulsion from the district (if on hrly service plan) 	\$900 \$1,800	no change

RATIONALE: To help defray rising costs.

METRO COMMUNITY COLLEGE		
Training Services	individual prices as	no change
Class Calendar and Inservice Calendar Courses	listed	no change
 Consultation, needs assessment, professional 	\$108/hour	\$110/hour
development planning		
Customized training	by contract	no change
Conference and Event Services		
Registration only	\$4.50 - 7.50reg.	\$5.50 - 8.50 reg.
Basic registration & customer support	\$10.25-19.50/reg.	\$11.25 – 20.50/reg.
Customized registration & customer support	by contract	no change

Item	2004-05 Rate	2005-06 Rate
Facility rental		
- Seminar Rooms	\$130/day	\$135/day
- Computer Labs	\$455-655/day or \$80/hour	\$455-655/day or \$85/hour
software installation and lab orientation	\$92/hour	\$94/hour
Advertising & Marketing Support Services		
Data Collection and Analysis Services	\$70/hour	\$72/hour

RATIONALE: Rate increases are a result of increases in staffing costs and operating costs related to facilities maintenance and utilities.

RESOURCE DEVELOPMENT SERVICES		
Web Links (Annual License)		
- 1 computer	\$40	
- 1 – 5 computers	\$99	
- 1 – 15 computers	\$125	
- 1 – 50 computers	\$225	no change
- 1 – 100 computers	\$350	
- 1 – 150 computers	\$425	
- 151+ computers (school site license)	\$500	
Literature Arrangements Online (Annual License)		
- single station	\$49	
- 5 stations	\$99	no change
- school site license	\$150	
Aboriginal Collection Online (Annual License)		
- single station	\$39	
- 5 stations	\$79	no change
- school site license	\$120	
Literature Arrangements Online and Aboriginal		
Collection Online Joint Subscription (Annual License)		
- single station	\$69	
- 5 stations	\$139	no change
- school site license	\$199	
Social Studies Online (Annual License)		
- single station		\$49
- 5 stations		\$99
- school site license		\$150

RATIONALE: Social Studies Online is a new service for 2005-06.