

EDMONTON PUBLIC SCHOOLS

April 13, 2011

TO: Board of Trustees

FROM: E. Schmidt, Superintendent of Schools

SUBJECT: Responses to Trustee Requests for Information

ORIGINATOR: D. Fraser, Executive Director
B. Smith, Executive Director

RESOURCE

STAFF: Bob Holt, Roland Labbe

INFORMATION

TRUSTEE REQUEST #55, JANUARY 11, 2011 (TRUSTEE HOFFMAN), PROVIDE INFORMATION REGARDING THE RAW NUMBERS AND THE PERCENTAGES OF THE DISTRICT STAFF – BROKEN DOWN BY TEACHER, CUSTODIAL, ADMINISTRATIVE, SUPPORT STAFF AND EXEMPT STAFF WHO LEAVE THE DISTRICT PRIOR TO THE FIVE YEAR MARK AS WELL AS THE TEN YEAR MARK. ALSO, PROVIDE INFORMATION REGARDING THE FEASIBILITY AND COSTS ASSOCIATED WITH VARIOUS METHODS THAT MAY BE CONDUCTED FOR EXIT INTERVIEWS AS WELL AS AN EXAMINATION OF WHAT IS HAPPENING IN OTHER JURISDICTIONS IN TERMS OF EXIT INTERVIEWS, WITH THE INTENT OF DETERMINING IF THERE ARE THEMES OR ROOT CAUSES FOR EARLY DEPARTURES. The following chart identifies the number and percent of staff, by staff group, with less than five years of service and with five to ten years of service, leaving the District over a five and ten year period.

Staff Group and Years	Turnover of staff with < 5 Years of Service			Turnover of staff with 5 - 10 Years of Service		
	Average Number	Average Total Staff	Annual % of Total	Average Number	Average Total Staff	Annual % of Total
Teaching Staff						
Sept. 2005 - Aug. 2010	92.4	4719	1.96%	42.8	4719	0.91%
Sept. 2000 - Aug. 2010	96.2	4701	2.05%	33	4701	0.70%
Exempt Staff						
Sept. 2005 - Aug. 2010	23.8	559	4.25%	10.4	559	1.86%
Sept. 2000 - Aug. 2010	22.1	524	4.22%	8.2	524	1.56%

Staff Group and Years	Turnover of staff with < 5 Years of Service			Turnover of staff with 5 - 10 Years of Service		
	Average Number	Average Total Staff	Annual % of Total	Average Number	Average Total Staff	Annual % of Total
Support Staff Sept. 2005 - Aug. 2010	80.8	1815	4.45%	23.2	1815	1.28%
Sept. 2000 - Aug. 2010	52	1722	3.02%	15.8	1722	0.92%
Custodial Staff Sept. 2005 - Aug. 2010	12.4	661	1.88%	6.6	661	1.00%
Sept. 2000 - Aug. 2010	14.8	663	2.23%	4.9	663	0.74%
Maintenance Staff Sept. 2005 - Aug. 2010	4.6	206	2.23%	4.4	206	2.13%
Sept. 2000 - Aug. 2010	10.9	219	4.97%	3.4	219	1.55%

As the different sectors and business within these sectors calculate staff turnover in different ways, it is difficult to find a comparator, but the average annual turnover rate appears to be favourable, particularly for staff with five and over years of service.

The Administration contacted three other metro boards and they do not hold exit interviews, nor are they reporting turnover or retention data.

The administration also contacted private agencies who provide exit interview services to companies. These agencies quoted interview fees that ranged from \$75/hour to \$350/hour for conducting and reporting this information.

Based on a review of resources required to be able to enter into a complex exit interview process with accompanying analysis and reporting, the Administration does not recommend initiating such a project.

TRUSTEE REQUEST #64, JANUARY 25, 2011, (TRUSTEE SPENCER) SUGGEST WAYS THE DISTRICT COULD ACKNOWLEDGE, IN A SPACE CALCULATION, LEASED CLASSROOMS WHICH ARE BEING USED FULL-TIME BY PRESCHOOLS, CHILD CARE PROVIDERS AND OTHER WRAPAROUND SERVICE PROVIDERS. ALSO ADVISE ON INCLUDING CLASSROOMS NOW ADAPTED FOR OTHER EDUCATIONAL PURPOSES, SUCH AS COMPUTER LABS, IN A NEW MEASUREMENT: Alberta Education and Alberta Infrastructure define how space calculations in schools in Alberta are to be determined. The *Alberta Education/Alberta Infrastructure-School Capital Manual*, Section 6.0, specifies the formulae that must be used for determining the Area, Capacity and Utilization (ACU) Rate for school buildings in Alberta. All leased areas to the public sector, non-profit groups, private schools, charter schools, other school jurisdictions and space used for decentralized district administration in an operating school are considered utilized in the calculation. This includes full-time pre-schools, child care providers and other wraparound service providers. Areas

within a school that are used by a school and shared with an outside organization are not recognized in the calculation. Any leases to private entities, unless they are operators of a private school, are not recognized as utilized in the calculation. Specialized classrooms such as computer labs, Career and Technology Studies (CTS) rooms, science, art, drama, music rooms, etc., are all considered to have student capacity within the calculation.

Though the ACU formula has been reviewed by Alberta Education and Alberta Infrastructure, no changes have been implemented or announced for either the current or the 2011-2012 school year. Only Alberta Education and Alberta Infrastructure have the authority to change school area, capacity and utilization measurements for schools.

Sections of the *Alberta Education/Alberta Infrastructure-School Capital Manual* have been extracted and provided as additional information at the following web link:

http://planning.epsb.ca/datafiles/schoolcapitalmanual2010_Utilization_Condensed.pdf

The entire manual can be accessed at the following Alberta Education web link:

<http://education.alberta.ca/media/1137174/schoolcapitalmanual2010.pdf>

Alberta Infrastructure's final ACU Report for Edmonton Public Schools, for the 2009-2010 school year, has also been provided as additional information at the following link:

http://planning.epsb.ca/datafiles/Edmonton_School_District_No._7_ACU_2009_2010.pdf

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