EDMONTON PUBLIC SCHOOLS

January 25, 2000

TO: Board of Trustees

FROM: E. Dosdall, Superintendent of Schools

SUBJECT: District Rates for 2000-2001

ORIGINATORS: A. McBeath, Department Head

G. Reynolds, Department Head

RESOURCE

STAFF: Meredith Colgan, Mary-Ellen Deising, Marion de Man, Michael Ediger,

Brian Fedor, Bob Holt, Glenn Johnson, Bob Maskell, Andy Moore, Dean Power, Shirley Stiles, Carol Suddards, Victor Tanti, Dale Tomas, Neil Usher, Lisa Wright

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.

As a result of the review there was deemed to be sufficient rationale for change to those rates and fees as listed in Appendix I for 2000-2001. Sections are hilighted where there is a change in rate from 1999-2000 or where a new service is provided for 2000-2001. A rationale is provided for change in rates.

Transportation fees will be established based on board approval of transportation contracts, Alberta Education transportation grants for 2000-01, and bus pass rates set by The City of Edmonton.

MED:bly

APPENDIX I - District Rates

District Rates

Iten	n	1999-00 Rate	Proposed 2000-01 Rate
AFTER HOURS USE O	F SCHOOLS		
Political (except City of E	dmonton all-party polit	ical meetings) and uni	ion meetings or non-
recreational activities (e.g rooms), condominium ass		ultural language class	es (in excess of four
 First classroom 		\$ 6.50/hr	
• Each additional classro	oom	\$ 4.50/hr	
• Library (under 4,000 se	q. ft.)	\$ 9.50/hr	
• Library (over 4,000 sq.	ft.)	\$12.00/hr	no chongo
• Home Ec. Room/Cafete	eria	\$10.50/hr	no change
• Industrial Arts Room		\$12.00/hr	
 Gymnasium 		\$12.00/hr	
 Auditorium 		\$20.00/hr	
Societies Act or Section 20 which indirectly result in computer, piano, or sports	financial gain for an in	The state of the s	O
(NOTE: per occasion - ma	ximum 3 hrs)		
 Gymnasium 		\$ 65.00	
 Classroom 		\$ 65.00	no change
 Cafeteria 		\$ 65.00	0
 Auditorium 		\$100.00	
The following custodial ov hours rentals of schools:	vertime rates are added	when computing the	cost for paid after-
 Head Custodian 	schools up to 50,000 sq. ft.		\$25/hour
	schools up to 100,000 sq. ft.		\$26/hour
	schools up to 200,000 sq. ft.		\$27/hour
	schools over 200,000 sq. ft.		\$28/hour
 Other Custodians 	all schools		\$25/hour
 Custodial Assistants 	all schools		\$20/hour

The district has been directed to charge and collect GST on all after-hours rentals. This will be calculated by Financial Services and added to the invoice being sent to the group. When Rental Services coordinates the paid rentals for schools, they will forward the request for billing to Financial Services with instructions to code revenue to your school. The GST collected will be forwarded to Revenue Canada by Financial Services.

RATIONALE:

The rate for custodial overtime is not a new rate; it was decided to include this information for principals along with the District Rates.

Item	1999-00 Rate	Proposed 2000-01 Rate
MUSIC INSTRUMENT RENTAL		
Schools • maximum per instrument rental	\$100	no change
MUSIC ENRICHMENT PROGRAM		
Instrumental Rental - first year	\$150	\$170
Instrumental Rental - succeeding years	\$195	\$210
Owning Own Instrument	\$100	\$110
Orchestra only	\$100	\$140
Elementary Choral	\$105	\$110
Senior High Choral	\$110	\$120
• Orff	\$100	\$115
Out-of-district fees - Orchestra	\$355	
Out-of-district fees - Instruction	\$355	no chango
Out-of-district fees - Choral	\$280	no change
Out-of-district fees - Orff	\$280	

RATIONALE: In accordance with the Board mandate that Music Enrichment be operating on a 50% cost recovery by 2000, if enrolment is as projected, this should enable us to operate at 50% cost recovery.

PARKING FEES				
Exterior	\$45/yr plus GST			
Centre – conditional	\$225/yr plus GST	no change		
Centre – unconditional	\$250/yr plus GST	O		
SPACE IN SCHOOLS USED BY CENTRAL	DEPARTMENTS			
Per classroom	\$1,300 + cost of			
	custodial services	no alcomera		
Non-classroom	\$18 per m²	no change		
Dead storage	\$650			
OCCASIONAL USE OF SPACE IN SCHOOLS BY CENTRAL DEPARTMENTS				
First classroom	\$ 6.00/hr			
Each additional classroom	\$ 4.25/hr			
Gymnasium	\$ 9.75/hr			
Cafeteria	\$ 9.75/hr			
Auditorium	\$18.00/hr			
• Library (less than 4,000 square feet)	\$ 8.50/hr			
Library (more than 4,000 square feet)	\$10.75/hr	no change		
Home economics room	\$ 9.75/hr			
Industrial arts and shop areas	\$10.75/hr			
Typing lab	\$ 6.25/hr			
Computer room (per computer used)	\$ 1.15/hr			
Office space (evenings)	\$ 2.00/hr			
Office space (full-time)	\$17.85/m ²			

Item	1999-00 Rate	Proposed 2000-01 Rate
STAFF CHARGES TO EXTERNAL ORGAN	IZATIONS	
Requests from Alberta Learning	cost of supply teacher	
All other requests	Determined by principal/decision unit administrator.	no change
TEXTBOOK RENTAL		
Senior HighJunior High	\$51 0 (caution fee may be charged)	no change

District Service Rates

Item	1999-00 Rate	Proposed 2000-01 Rate
BENNETT ENVIRONMENTAL EDUCATIO	N CENTRE	
Residence: 1 or 2 classes, maximum 64, 2 and 3 day program, includes: • meals & snacks • program planning • overnight facility supervision • teacher assistance • equipment and supplies as needed	\$31.31/person per day	\$31.31 /person/day (Elementary) \$34.50/person/day (Jr. & Sr. High)
RATIONALE: deficit; food cost		
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)	\$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)
Pay Programs (9-9:30 a.m. to 2:30-3 p.m.) includes: instructor equipment where necessary student books where available programs available are: Community Change Cross Country Skiing Electricity and Magnetism Evidence & Investigation Flight L'hivernant Mechanisms Using Electricity Pond Study Sky Science Trees & Forests Vehicles & Devices that Move Voyageurs Waste and Our World Wheels & Levers	Sept – Feb \$299 per class (up to 30) \$10.00/person (groups over 30) (max. 35) Mar – June \$329 per class (up to 30) \$11/person (groups over 30) (max. 35)	\$329 per class (up to 30) \$11/person (groups over 30) (max. 35)

RATIONALE: same rate as Spring 2000

Item	1999-00 Rate	Proposed 2000-01 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) \$349/class for 2 classes (up to 60) at same school	\$449/class for 1 class (up to 30) \$374.50/class for 2 classes (up to 60) at same school

RATIONALE: same rate as Spring 2000

Geo Day	\$155/class	\$199/class
• 1/2 day with instructor	(up to 30)	(up to 30)
 planning assistance 	\$5.50/person	\$6.75/person
• 1/2 day w/o instruction in surrounding area	(over 30 - max. 35)	(over 30 - max. 35)

RATIONALE: deficit; to bring prices in line regarding relative value of various programs

	, 0	
Travelling Programs, 2-3 hours, includes:	\$149 per class visit	\$185 per class
 instructor visits your class 	(max. 30)	visit (max. 30)
 half day instruction 	+ travel expense	\$6.25/person
programs available:	for schools outside	(over 30 – max.
- Travelling Fur Trader	Edmonton	35)
- Wheels & Levers		+ travel expense
		for schools outside
		Edmonton

RATIONALE: deficit; to bring prices in line regarding relative value of various programs

\$225/day	
\$120/half day	
	no change
\$150/day	
\$80/half day	
\$25	
\$3 per week	
\$5 per week	
no charge	no change
\$10 per each	
\$25/half day	
\$150/day	
\$100/day	no change
\$100/day	no change
\$200/day	
\$50-\$100	
	\$120/half day \$150/day \$80/half day \$25 \$3 per week \$5 per week no charge \$10 per each \$25/half day \$150/day \$100/day \$100/day \$200/day

Item	1999-00 Rate	Proposed 2000-01 Rate
CONTINUING EDUCATION SERVICES		
Training Services		
Class Calendar and Inservice Calendar Courses	individual prices as listed	individual prices as listed
Consultation, needs assessment, professional development planningCustomized training		\$89 per hour by contract
Conference and Event Services		
Registration only		\$2 - \$5 per reg.
Basic registration & customer supportCustomized registration & customer supportFacility rental	\$7.50-\$15 per reg. by contract	no change no change
Seminar RoomsComputer Labs	\$75-\$100 per day \$300-\$400 per day	no change no change
 software installation and lab orientation 	\$50 per hour	\$55 per hour

RATIONALE: To reflect the increase in costs due to salary increases and the addition of two permanent exempt staff which are involved in providing this service (prior to these individuals becoming permanent this service was covered by project contract staff which did not involve the same rate of overhead for benefits (12.5% vs 18.1% for exempt).

	•	
Advertising & Marketing Support Services - Class Calendar promotion/advertising		\$1,000 per page
Scantron Survey Services	\$55 per hour	no change
CONSULTING SERVICES	•	
Consulting Services Standard Rate • Travel (per incident)	\$95/hour \$47.50	no change
SMH Services (inclusive of travel)only for eligible SMH students (Sensory Multi-handicapped)	\$35/hour	no change
School or area Professional Development (inclusive of travel and preparation) • full day session (4.5 to 6.5 hours) • half day session (2.5 to 3.5 hours) • short session (1 to 1.5 hours)		\$995/session \$595/session \$295/session
Multilingual Services • Travel (per incident)	\$44 per hour \$22	no change
Social Workers Contract (Optional) Travel (per incident)	\$73/hour \$36.50	no change
Reading and Psychology Contract (inclusive of travel) (Optional) Reading Standard Eligibility Assessment Assessment for Programming Allocation Eligibility Review		\$250/student \$625/student \$125/student

Item	1999-00 Rate	Proposed 2000-01 Rate
Psychology		*****
Standard Eligibility Assessment		\$375/student
Assessment for Programming		\$575/student
Behaviour Disorders Assessment		\$595/student
Early Education Assessment		\$900/student
Inservices (advertised in Inservice Calendar)		
• full day (4.5 hours or over)	\$99/person	no change
• half day (2.5 hours up to 4 hours)	\$55/person	\$59/person
after school (up to 2 hours)	\$32/person	\$35/person

RATIONALE: to cover the cost of coffee, etc. provided to participants, which previously had never been factored into our costs

FACILITIES SERVICES		
Technical and Operational Consultation	\$74 per hour invoiced cost + 5%	\$76 per hour invoiced cost + 5%
Security/Custodial	\$63	no change
Portable Relocations	10% of contract amount	no change

$\textbf{RATIONALE:} \ \ \text{due to salary increments}$

Testing and Inspection Services Building Code inspectionsElevators	cost plus admin fee \$32	no change
Fire equipment, servicing, certification		
Maintenance Services		
Desk Repair	(unit cost)	
Top, Seat, Back	\$40	
New Top	\$25	rates on request
Seat or Back only	\$18	
Welding Repairs to Desk	\$10 min. charge	
Whiteboards		
• 4' x 8' installed premium quality	\$260	rates on request
4' x 4' installed premium quality	\$175	•
Tackboards		
4' x 8' installed premium quality	\$125	rates on request
• 4' x 4' installed premium quality	\$100	•
Trade rates		
- electronics, computer repair	\$26 – 53 per hour	no change
- instrumentation		
- structural		
- mechanical		

Item	1999-00 Rate	Proposed 2000-01 Rate
- electrical		
- carpet		
- drapery and blinds		
- paint		
- roofing		
- trade helpers		
Telescopic Ladder	\$35 per day	no change
Travel - one charge per location, per day	\$16	no change
Security and Custodial Services		
 monitoring includes intrusion, fire and 		
mechanical alarms		
- elementary schools	\$1,260/year	
- elementary/junior high schools	\$1,575/year	no change
- junior high schools	\$1,890/year	no change
- senior high schools	\$2,310/year	
- non operational schools and closed buildings	\$1,260/year	
• security call outs	\$42 per call	no change
custodial cleanliness assessments		
- elementary schools	\$330	
- elementary/junior high schools	\$330	
- junior high schools	\$500	no change
- high schools	\$660	8
- closed buildings	\$330	
pest control service	cost + admin fee \$34	no change
orientation for new custodians (average 4	\$44 per hour	no change
hours)		
boiler chemicals, dispensing services	cost plus fee	no change
Other Services		
Utility consumption and allocations	\$74 per hour	no change
Print Services	•	
 Photocopying 	\$.0280 per	\$0.285 per
	impression	impression
binding, Folding, Wrapping	rates on request	no change

RATIONALE: increased operating costs and salaries

FINANCIAL SERVICES		
<u>Distribution Centre</u> • Storage retrieval system - records storage	\$10 per box annual fee (\$10 for each delivery/ pick up)	no change

Item	1999-00 Rate	Proposed 2000-01 Rate
Trucking charges (on-site working time)		
- large truck with two staff	\$57 per hour	\$59 per hour
- large truck with one staff	\$38 per hour	\$39 per hour
- small truck with two staff	\$49 per hour	\$51 per hour
- small truck with one staff	\$32 per hour	\$33 per hour
Travel to Site	\$16 flat rate	no change
Invoice Materials Returns	\$15 processing fee	no change
Receive & Process Customs Broker Orders	\$50 each	no change

RATIONALE: To cover the increase in costs that are anticipated.

Mail Delivery, including delivery of boxes		
from school to school		
- 1 day per week	\$1,100	\$ 800
- 2 days per week	\$1,500	\$1,000
- 3 days per week	\$1,800	\$1,200
- 4 days per week	\$2,200	\$1,400
- 5 days per week	\$2,600	\$1,600
Mail Sorting		\$ 170
Restocking Charge	15%	no change
Single Package Delivery	\$5.50 each	no change
Deliver, pick up and return	\$9.50 each	no change

RATIONALE: Since some schools are using courier service, the schools that use the Distribution Centre for mail delivery are subsidizing the sorting of the mail. For that reason, a charge of \$170 per school will be implemented and the mail delivery charges will be reduced.

INFORMATION TECHNOLOGY SERVICES		
Advice		
ITS service, recommendations	no charge	no change
 technical consultation and design 	\$78 per hour	
Help Desk Support		
 District/Central sponsored applications such 		
as Student Info. Systems, MS Exchange e-	no charge	
mail, school connections to the district WAN,		
etc.		
 Requests for ITS services 		no change
 Procedural or troubleshooting (MS Office 	\$2 per minute (time	
Suite, TRS, Novell/NT, Windows, DOS,	on hold not	
Programming IP Addresses, Viruses, PC's	included)	
and Printers, MacIntosh) in a LAN		
environment		
General requests for assistance		
Microcomputer and Local Area Network		
Technical Support		
 Requested LAN, pc and software setup, 	\$78 per hour	no change
support		

Item	1999-00 Rate	Proposed 2000-01 Rate
Regularly scheduled LAN and pc support contracts available at reduced rates (see	\$66 per hour	no change
service agreements)After-hours service rates on evenings and weekends also available		
E-mail Services		
staff e-mail (Microsoft Exchange)	\$24/person/yr	
	(pro-rated)	no change
student e-mail (basic Internet mail)	\$.25 per	
	student/mth	
Software Applications Annual Licence		
Maintenance and Support		
Budget Planning System	no charge	no change
• School SIS (combined Office/ Classroom SIS version)	no charge	
- basic support for school office only	no charge	
 extended support (licenses, Help Desk) for all staff in school 	\$450 per year	\$350/year + .50/ student annually
Fees Management System	\$250 per year	no change

RATIONALE: to be partially based on the size of the school, which impacts the complexity and amount of support.

Internat Comples		
Internet ServicesHome dialup Internet Accounts	from \$9.95/month	no change
(various usage packages available)	·	3
School WAN Internet Access		
at 64K ISDN	\$110/month	
at 128K ISDN	\$190/month	
VPWAN gateway	\$144/month plus	no change
	3rd party I.S.P.	
	charges	
Web Home Pages (standard)	free	no change
		_
Web Hosting (enhanced)	from \$20/month	no change
 additional options, database access, message 	from \$10/month	no change
boards, and regular statistical reporting	Trom \$10/monen	no change
Application Development and Programming		
 Custom programming (school specific 		
reports, templates, etc.)	\$78 per hour	no change
 Reduced rates for longer term projects based 		
on project scope		
Inservices		
Half day hands-on, small group classes (SIS,	\$80/person	
BPS, etc.)		no change
Custom inservices, professional development	\$78 per hour	
days, in-school presentations		

Item	1999-00 Rate	Proposed 2000-01 Rate
LEADERSHIP SERVICES		
Service Package	\$395 +	
	\$6.70/student	no change
Other service requests	\$95 per hour	
MARKETING SERVICES		
 Marketing and Communications consulting 	\$67 per hour	no change
Graphic Design (brochures, progress reports,	_	_
etc.)	\$67 per hour	no change
• CMPA	as listed in	
• CIVIF A	brochure	
Preferred rates can be negotiated	brochure	
for large projects.		
RESOURCE DEVELOPMENT SERVICES		
Web Links		
- 1 computer	\$40/yr	
- 2 to 15 computers	\$125/yr	
- 16 to 50 computers	\$225/yr	1
- 51-100 computers	\$350/yr	no change
- 100-150 computers	\$425/yr	
- over 150 computers	\$500/yr	
Consulting rate (RDS consultant)	\$95/hour	