

GVREA Charter Board Meeting – November 21, 2024
AGENDA

1. Call to Order	Chair	7:00pm
2. Adoption of Agenda	Chair	7:02pm
3. Disclosure of Conflict of Interest	Chair	7:05pm
4. Approval of Minutes	Chair	7:07pm
4.1 September 26, 2024 Minutes		
4.2 October 17, 2024 Minutes		
5. Administration Reports		7:15pm
5.1 Secretary-Treasurer's Report	M. Bjoern	
5.2 Superintendent's Report	K. Penney	
5.3 Principal's Report	C. McLeod	
6. Board Reports		7:30pm
6.1 Board Chair's Report	Chair	
6.2 Other Committee Reports	Chair	
7. Board Work Plan		7:40pm
• Proposed GVRA Board Work Plan	K. Penney	
8. New Business		7:50pm
8.1 Revised GLF Lease Agreement	M. Bjoern	
8.2 TAAPCS RFP for Insurance Brokerage Services	M. Bjoern	
8.3 Temporary Nomination Process for New Board Members	Chair	8:05pm
8.4 AGM Preparations	Chair	8:15pm
8.5 Chair Procurement for Gymnasium	Chair	8:25pm
8.6 Invoking Society Membership	Chair	8:30pm
8.7 Approval of a Building Management System Proposal	Chair	8:32pm
9. Receipt of Reports	Chair	8:36pm
10. Correspondence Sent	Chair	8:37pm
• Email to Education Minister's Chief of Staff		
11. Correspondence Received	Chair	8:39pm
• Email from Education Minister's Chief of Staff regarding anticipated Approval		
12. Closed Session (In-Camera)	Chair	8:41pm
13. Business Arising from Closed Session	Chair	9:20pm
13.1 Consulting Legal Counsel regarding Society Membership		
13.2 Consulting Legal Counsel regarding another Organization		



13.3 Motion to Accept resignation of a Board Member effective November 27, 2024

14. Scheduling Confirmations

Chair

9:24pm

15. Adjournment

Chair

9:26pm

Next Meetings:

AGM – Thursday, November 28, 2024

Orientation/Organization – Saturday, November 30, 2024

Regular Board Meeting – Thursday, December 19, 2024



MINUTES • November 21, 2024, 7:00pm

Board Members Present at Call to Order:

Ben Christenson
CHAIR

Dallas Lofgren (EM)
VICE-CHAIR

Faye Ambler
SECRETARY

Jody Kohut
TREASURER

Tara Persson
DIRECTOR

Board Members Joining During the Meeting:

[FOIP Redaction]
DIRECTOR
Arrived at 7:53pm

Administration Present at Call to Order:

Dr. Karen Penney
SUPERINTENDENT

Melanie Bjoern
SECRETARY-TREASURER

Members Present at Call to Order:

Membership not yet invoked.

Non-Members Present at Call to Order:

Jessica Lueck, Lawrence Croft, Victoria Croft

1. Call to Order

Chair Christenson called the meeting to order at 7:07pm.

2. Adoption of Agenda

7:10pm

One worded added to the Item 8.2 to clarify the nomination process as “temporary”.

Motion 2024-11-21-01

*Moved that the agenda for the November 21, 2024 Board Meeting
be adopted as amended.*

Moved: Chair Christenson

Seconded: Director Kohut

Motion Carried 5-0

3. Disclosure of Conflict of Interest

7:11pm

Vice-Chair Lofgren disclosed her position on the Gwynne Legacy Foundation Board which may require her to recuse herself from any discussions regarding leasing of modular classrooms.

4. Approval of Minutes

7:14pm

4.1 Motion 2024-11-21-02

Moved the 2024-09-26 Minutes be approved as presented.



Amended Date Correction to October 29

*Amended Motion Moved: Chair Christenson
 Seconded: Director Persson
 Motion Carried 5-0*

4.2 Motion 2024-11-21-03 Moved the 2024-10-17 Minutes be approved as presented.

*Moved: Chair Christenson
Seconded: Vice-Chair Lofgren
Motion Carried 5-0*

5. Administration Reports

5.1 Secretary-Treasurer's Report M. Bjoern 7:25pm

S-T Bjoern shared that Financial statements presented (up to end of October); still finalizing budget details after receiving final counts from Alberta Education; Transportation grant and other pieces still pending.

Motion 2024-11-21-04 Moved the Secretary-Treasurer's report be accepted as presented.

*Moved: Director Persson
Seconded: Director Ambler
Motion Carried 5-0*

5.2 Superintendent's Report K. Penney 7:35pm

Superintendent was in contact with Randy Wiberg with continued advocacy for getting the Heritage Building approved for occupancy. Staff were provided a letter of appreciation and key FOBs to the Heritage Building. ARN call for proposals gives GVRA a solution to conducting post-secondary research.

Motion 2024-11-21-05 Moved the Superintendent Penney report be accepted as presented.

*Moved: Chair Christenson
Seconded: Director Kohut
Motion Carried 5-0*

5.3 Principal's Report K. Penney 7:50pm

Superintendent Penney shared Principal McLeod's report.

Director [FOIP Redaction] arrived at 7:53pm.

Motion 2024-11-21-06 Moved the Principal McLeod report be accepted as presented.

*Moved: Director Persson
Seconded: Director Ambler
Motion Carried 5-0*



6. Board Reports

6.1 Board Chair's Report Chair 8:04pm

- SuperNet delays causing frustration.
- Fortis upgraded power service earlier than expected.

6.2 Other Committee Reports Chair

None reported.

7. Board Work Plan

K. Penney 8:10pm

Superintendent Penney presented a Board Work Plan for the board's consideration; to be approved as a "living document."

Motion 2024-11-21-07 Motioned to adopt the amended Board Work Plan as presented.

*Moved: Chair Christenson
Seconded: Director [FOIP Redaction]
Motion Carried 5-0*

8. New Business

8:24pm

8.1 Revised Lease Agreement

Draft lease terms for modulars discussed. Complex legal/financial situation. The board decided to postpone motion until reviewed by all board members. Special meeting may be called.

Motion 2024-11-21-08 Motioned to approve revised leased agreement with GLF as written by Kenny Law.

*Motion to Table Moved: Chair Christenson
Seconded: Director Ambler
Motion Carried 4-0-1 [Director Lofgren abstained]*

8.2 TAAPCS RFP for Insurance Brokerage Services 8:33pm

S-T Bjoern advised that the relationship with Lloyd Sadd was more than satisfactory and no reasons exist presently to consider spending time and money to pursue an RFP.

Motion 2024-11-21-09 Motioned not to join TAAPCS RFP as recommended by Secretary-Treasurer Bjoern.

*Moved: Chair Christenson
Seconded: Director Persson
Motion Carried 5-0*

8.3 Temporary Nomination Process for New Board Members 8:36pm

Amended Motion 2024-11-21-10 Motioned to adopt temporary nomination process as presented by Chair Christenson with a friendly amendment from Director Persson regarding including Core Values in shared documentation

to maintain a Charter Board membership of at least 5 persons until October 2025.

Moved: Chair Christenson

Seconded: Director Ambler

Motion Carried 5-0

8.4 AGM Preparations

Discussed ensued about what was required for inaugural AGM. Items discussed were Call to Order Approval of the Agenda, Statement of Quorum, (No Previous Minutes), Chair Report, Financial Update, Appointment of Auditor

The Board agreed to implement AGM proceedings as discussed, motion not required.

8.5 Chair Procurement for Gymnasium 8:51pm

Motion 2024-11-21-11 Motion not needed, operational directive and funding

8.6 Invoking Society Membership 9:15pm

Motion 2024-11-21-12 Motioned to invoke Society Membership in time for AGM on November 28 with all potential members required to sign a Declaration of Understanding (2024), subject to review of bylaws and Declaration of Understanding by Legal Counsel.

Postponement Motioned to discuss item in Closed Session

8.7 Approval of a Building Management System Proposal

Motion 2024-11-21-13 Motioned to approval Proposal from Ainsworth for a Building Management System at a maximum cost of \$3600, from donated funds.

Motion not needed, operational directive and funding

9. Receipt of Reports Chair 9:00pm

10. Correspondence Sent Chair 9:01pm

- Email to Education Minister's Chief of Staff

11. Correspondence Received Chair 9:02pm

- Email from Education Minister's Chief of Staff regarding anticipated Approval

12. Motion to Move to Closed Session (In Camera) Chair 9:24pm

Motion 2024-11-21-14 Moved that the meeting move in camera at 9:24pm

Moved: Chair Christenson

Seconded: Director [FOIP Redaction]

Motion Carried



Motion to Move Out of Closed Session

Chair

9:59pm

Motion 2024-11-21-15 Moved that the meeting move out of camera.

Moved: Chair Christenson

Seconded: Director Kohut

Motion Carried

Director Lofgren left at 9:59pm

13. Business Arising from In-Camera

Chair

10:00pm

Motion 2024-11-21-16 Motioned to consult Legal Counsel regarding Society Membership.

Moved: Director Ambler

Seconded: Director [FOIP Redaction]

Motion Carried 5-0

Motion 2024-11-21-17 Motioned to consult Legal Counsel regarding another Organization.

Moved: Director [FOIP Redaction]

Seconded: Director Kohut

Motion Carried 5-0

14. Adjournment

Chair

10:13pm

Next Board Meeting: AGM November 28, 2024 @ 7:00pm.

Approved by

Ben Christenson, Chair
GVREA

Dallas Lofgren, Vice-Chair
GVREA

MEMORANDUM

November 21, 2024

To: Board of Directors

From: Karen Penney - Superintendent

Re: Superintendent's Report

Alberta Education Liaison

Weekly contact with Randy Wieberg continues to take place. There is no new information on access to the school as of November 18, 2024.

School Access

As a show of good faith for all their hard work at the community hall, staff were presented with letters of appreciation and door fobs to gain access to the school. They have been encouraged to enter the building to begin planning for an imminent move. They were given a list of rules to follow both for their safety and to ensure the school remains in excellent condition. It is encouraging to see staff at the school preparing for occupancy and gives me hope that we will soon be in the building. The list of rules is attached.

Alberta Health Services Playground Inspection

On November 1, 2024, AHS inspectors conducted an inspection on the playground facility at Gwynne Valley Rural Academy. Remediation needs to take place on several pieces of equipment as well as the grounds. Community volunteers completed work on many of the items, but were unable to fulfill the complete list due to fall freeze up. A checklist of completed items was submitted to the inspector along with an explanation of why other items were not completed. The inspector will update this information in our facility's file and create an offsite risk management report that he will send to us for our files. He also requested that he be updated when all items are addressed (when weather permits). I continue to be encouraged by our relationship with the inspector as he remains supportive of our charter school.

Alberta Research Network (ARN) Call for Proposals

Alberta Education established the Alberta Research Network (ARN) as a way for the ministry to support the research needs of Alberta's education system, encourage secondary data analysis, and promote evidence-based decision making. As a part of this initiative, Alberta Education also established the Research Partnerships Program, a funding opportunity to foster research collaboration between school authorities and post-secondary institutions.

A new call for research proposals has been issued under the Research Partnerships Program. The call opened on November 20, 2024, and will close on January 10, 2025. I have registered for the information session taking place on December 10, 2024, to learn more about the process. I will keep the board advised of what I learn.

Respectfully submitted,

Karen Penney
Superintendent, GVRA

// Attachment

GVRA School Access

We are proud of the many community and staff hours that have gone into the renovation of the Gwynne Valley Rural Academy school heritage site. It is looking better now than it ever has and we are excited to have students join us in the facility very soon. In an effort to maintain the integrity of the building when you are in the school, we ask that you adhere to the following rules.

- Remove any wet or muddy footwear to preserve floors.
- Use the sign-in sheet located in the general office to record your presence in the school.
- If you are bringing your children into the school, please have them with you at all times.
- Your key fob gains you access to the school. The doors will lock after you. It is wise to always have the fob with you.
- Please get help moving the Natural Pod items or any other furniture on site. It is heavy and will scratch the newly waxed and polished floors if dragged throughout the building.
- Classrooms have already been assigned, and storage spaces and the board room have also been chosen. Rooms have also been outfitted in the basement in anticipation of Early Vocational Exposure activities to take place. However, rooms can have multiple uses. Please discuss spaces for small group work/sensory room work with your principal.
- The staff room is for all to use. Please discuss with others how you would like it to set up. A refrigerator and stove will be added as time allows.



GWYNNE VALLEY RURAL ACADEMY

Principal Report

Prepared for Gwynne Valley Rural Academy Board
November 21, 2024

Staffing Updates

- Clarissa Blabey is filling in for Kaitlyn Miller in Grades 1 and 2 until Kaitlyn's return on Dec. 2. She is doing an excellent job!

Enrollment Update

- 103 students
 - 10 students in K
 - 17 students in Grades 1 and 2
 - 26 students in Grades 3 and 4
 - 27 students in Grades 5 and 6
 - 23 students in Grades 7, 8, 9

Upcoming Professional Development

- Dec. 6th (all staff)
 - GVRA Charter with Dr. Penney
 - Collaborative Response with Candice
 - Jigsaw Learning Training
 - Response to student needs (Tiers of Intervention)
 - GVRA Behaviour Matrix with Candice- Staff Collaboration Piece
 - Collaboratively created with staff, students, and student (parent) council
 - Behaviour expectations at school, on the bus, on field trips
 - Mantra will be developed, eg. "RISE UP, WE CARE, etc." (each letter represents a virtue/expectation)
 -

Transportation Update

- Bus Driver Communication and Education
 - Behaviour Expectations and Consequences (aligned with GVRA AP 350 Student Responsibility and Conduct)
 - Posters for Behaviour (Visual) posted at front of bus
 - Bus Expectations given to bus drivers and communicated to students
 - Attached [here](#)
 - Bus Behaviour Misconduct Form in progress
 - Procedure established for bus incidents (see bus expectations document)
 - Bus Lane Turnaround Form now being used (GVRA Policy 14 App B School Bus Yard Service/Turnaround Agreement)

School Procedures and Expectations Update

- Staggered recess implemented at end of October to alleviate noise and behaviour incidents
- Supervision has been increased for lunch and recesses
- Have been working with parent volunteers to provide supervision to free up teachers
- Positive behaviour matrix work will commence in December

School News

- Grades 5 and 6 Science Fair at 2:30 pm tomorrow...you are invited to attend!
- Remembrance Day Ceremony was held on Friday, Nov. 8th
 - We had a representative from the Legion attend
 - Students prepared poems and songs
 - Next year, when we are in the school, we will invite families to attend
- We have been going on field trips
 - Bowling
 - Wetaskiwin Vet Clinic
 - Swimming
 - Gymnastics
- November EVE Presenters
 - Nov. 6
 - Wetaskiwin Fire Department
 - Nov. 20
 - Presenter: Stewart Peterson
 - Company: Supreme International
 - Agricultural manufacturing - supreme makes cattle feed mixers. They are an international company based in Wetaskiwin!
 - Nov. 27
 - TBD

Suspensions

- Behaviour Expectations and Consequences (aligned with GVRA AP 350 Student Responsibility and Conduct)
 - Three separate incidents of physical violence
 - Oct. 25/30/Nov1/ - Zero Tolerance- Physical Violence with Intent to Harm
 - One incident of racism.
 - Oct. 30- Zero Tolerance- Racism
 - One incident of inappropriate behaviour
 - Nov. 21- Zero Tolerance- Inappropriate behaviour on school bus
 - RCMP call made and involvement for the families affected
 - Referral to psychological services

All incidents involved school suspensions for various periods of time and follow up upon return to school.

Important Dates for November and December

Nov. 22: Report Cards Go Home for Grades 1-9
Nov. 27: GVRA School (Parent) Council Meeting at 5:30pm
Dec. 6: No School for Students (PLC Day for Staff)
Dec. 9: Report Cards Go Home for K
Dec. 11: Christmas Concert Afternoon Performance 1pm
Dec. 12 : Christmas Concert Evening Performance 6:30pm
Dec. 23- Jan. 3: Christmas Break

Upcoming Events

- Christmas Concert
 - In the gym in Gwynne
 - **Dec. 11 at 1 pm (Dress Rehearsal/Afternoon Performance)**
 - **Dec. 12 at 6:30 pm (Evening Performance)**
 - Will be simplified this year due to our location in the hall (practicing logistics, noise considerations, etc.)
 - Silent Auction organized by Niki Tune and Theresa Nelson
 - Reach out to them if you have any suggestions for donors
- Christmas Events in the School
 - Will be organized with JH Leadership group (meeting on Monday to organize options)
 - May be things like caroling, food bank, etc. (student voice and contributions will determine the scope)

Respectfully submitted,
Mrs. [Candice McLeod](#)

Gwynne Valley Rural Academy

A/P Aging Summary

As of October 31, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
A-1 Rentals (Camrose) - EFT	241.50					\$241.50
Alberta Teachers Retirement Fund	3,173.02		2,818.30			\$5,991.32
Armson, Rosalee - EFT	20.80	310.13				\$330.93
Ben Christenson - EFT	526.32					\$526.32
Busy Bee Sanitary Supplies Inc.	162.49					\$162.49
Epcor - DD	258.36					\$258.36
Frost Valuations Inc.		1,575.00				\$1,575.00
Holden Rural Academy	591.06					\$591.06
Jori Ltd. - EFT	328.13					\$328.13
Kijewski, Sandrelle - EFT	1,341.65					\$1,341.65
Larsen, Lianne - EFT		47.23				\$47.23
Lloyd Sadd Insurance Brokers Ltd.		1,803.00	31,771.08			\$33,574.08
Margaret Christenson Professional Services - EFT		-36.00				\$ -36.00
Maygard Mechanical Ltd.	500.05					\$500.05
MCN Security & Communications - EFT			31,558.40			\$31,558.40
Michetti Information Solutions Inc.	929.25					\$929.25
Miller, Kaitlyn - EFT		191.26				\$191.26
Natural Pod - DD				75,415.72		\$75,415.72
Nutec Electro Tel	18,266.85					\$18,266.85
Parkland Ag & Auto Service Inc.	438.70					\$438.70
Ratchet Heavy Truck & Auto Parts Ltd.	55.68					\$55.68
Sarah Caissie		120.00				\$120.00
Spruce View Car Wash	52.00					\$52.00
The Association of Alberta Public Charter Schools	400.00					\$400.00
Victor Insurance Managers Inc. DD	6,590.70					\$6,590.70
WCB Alberta - DD	3,014.24					\$3,014.24
Wetaskiwin Co-Op Association Ltd. DD	5,926.92					\$5,926.92
Wetaskiwin Regional Public Schools	4,877.20					\$4,877.20
TOTAL	\$47,694.92	\$4,010.62	\$66,147.78	\$75,415.72	\$0.00	\$193,269.04

Gwynne Valley Rural Academy

Statement of Financial Position

As of October 31, 2024

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1000 Bank Account - Main Chequing Account	462,173.94
Total Cash and Cash Equivalent	\$462,173.94
1015 GIC's (mature <90 Days)	12,000.00
1400 Prepaid expenses	26,475.90
1410 Deposits	9,660.65
Total Current Assets	\$510,310.49
Non-current Assets	
Property, plant and equipment	
1520 Furniture and Fixtures	129,252.82
1521 Accum. Amort. - Furniture and Fixtures	-1,806.44
Total 1520 Furniture and Fixtures	127,446.38
1525 Automotive Equipment	66,914.76
1526 Accum. Amort. - Auto Equipment	-1,115.24
Total 1525 Automotive Equipment	65,799.52
1530 Computer Hardware	86,034.64
1531 Accum. Amort. - Computer Equipment	-3,266.72
Total 1530 Computer Hardware	82,767.92
Total Property, plant and equipment	\$276,013.82
Total Non Current Assets	\$276,013.82
Total Assets	\$786,324.31
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2000 Accounts Payable	193,269.04
Total Accounts Payable (A/P)	\$193,269.04
2015 Payroll Taxes Payable	23,472.89
2025 Vacation Payable	341.12
2030 ARTF Deductions Payable	-238.41
2100 Direct Deposit Payable	0.00
2230 GST @68% Payable	-3,884.63
2235 GST @ 100%	-14,223.82
Total Current Liabilities	\$198,736.19

Gwynne Valley Rural Academy

Statement of Financial Position

As of October 31, 2024

	TOTAL
Non-current Liabilities	
2200 Deferred Grant Revenue	
2201 Start Up Grant	179,516.38
2202 F&E Grant	250,000.00
2202-1 F&E Grant Amortization	-5,090.28
2203 CTS Grant	100,000.00
2203-1 CTS Grant Amortization	-1,098.12
Total 2200 Deferred Grant Revenue	523,327.98
Total Non-current Liabilities	\$523,327.98
Total Liabilities	\$722,064.17
Equity	
Retained Earnings	41,509.58
Profit for the year	22,750.56
Total Equity	\$64,260.14
Total Liabilities and Equity	\$786,324.31

Gwynne Valley Rural Academy

Statement of Operations

September - October, 2024

	DONATIONS AND OTHER CONTRIBUTIONS	INSTRUCTION 1-9	INSTRUCTION ECS	OPERATIONS AND MAINTENANCE	SPECIALIZED LEARNING SUPPORT	SYSTEM ADMINISTRATION	TRANSPORTATION	NOT SPECIFIED	TOTAL
INCOME									
4100 Grants - 1-9		148,713.85							\$148,713.85
4120 Grants - 1-9 Community Based Funding		37,216.36							\$37,216.36
4150 Grants - System Adminstration						33,320.00			\$33,320.00
4160 Grants - Program Support and Services		49,566.81							\$49,566.81
4170 Grants - Operations and Maintenance				18,845.91					\$18,845.91
4200 Donations - Non-Parent	14,715.00								\$14,715.00
4400 Fundraising Income	12,692.90								\$12,692.90
4500 Resale of Supplies and Production	252.38								\$252.38
4900 Amortization of Deferred Capital Contributions		2,767.94				2,305.22	1,115.24		\$6,188.40
Total Income	\$27,660.28	\$238,264.96	\$0.00	\$18,845.91	\$0.00	\$35,625.22	\$1,115.24	\$0.00	\$321,511.61
GROSS PROFIT	\$27,660.28	\$238,264.96	\$0.00	\$18,845.91	\$0.00	\$35,625.22	\$1,115.24	\$0.00	\$321,511.61
EXPENSES									
5000 Advertising and Promotion						3,322.63			\$3,322.63
5160 Fundraising - Supplies						1,239.96			\$1,239.96
5200 Facility Maintenance and Repairs				36,144.28					\$36,144.28
5210 Facility Rent		5,021.82	8,915.87	934.24					\$14,871.93
5215 Electricity				710.32					\$710.32
5220 Heat				208.62					\$208.62
5225 Water/Sewer				6,607.82					\$6,607.82
5230 Janitorial Service and Supplies				644.21					\$644.21
5300 Bank and Service Charges						294.15			\$294.15
5400 Insurance - Liability						3,539.14			\$3,539.14
5405 Insurance - Building and Contents			288.00	3,540.00					\$3,828.00
5410 Insurance - Buses and Equipment				69.84			11.00		\$80.84
5500 Office Supplies		851.33				1,743.43			\$2,594.76
5515 Telephone, Fax, Internet		96.71				193.43			\$290.14
5530 Administrative Gifts		84.27				947.57			\$1,031.84
5535 Computer Equipment						167.50			\$167.50
5540 Technology User Fees		2,193.24				211.08			\$2,404.32
5550 Memberships						400.00			\$400.00
5605 School Supplies and Material		17,229.07			836.46		51.17		\$18,116.70
5700 Professional Development				2,400.00		507.74			\$2,907.74
5705 Meals and Travel						573.51			\$573.51
5751 Legal Fees						5,042.46			\$5,042.46
5800 Salaries - Certified		65,537.12	6,762.73		5,639.33	12,229.92			\$90,169.10
5801 EI and CPP - Certified		5,218.67	546.54		440.56	977.19			\$7,182.96
5803 WCB Expenses - Certified		3,014.24							\$3,014.24
5804 Benefits - Certified		1,860.80	71.04	0.00	240.50	1,085.72		0.00	\$3,258.06
5810 Salaries - Non-Certified		14,541.50	1,680.95	10,436.62		17,351.68	5,982.01		\$49,992.76
5811 EI and CPP - Non-Certified		1,135.32	107.52	800.60		1,366.28	468.94		\$3,878.66
5815 Benefits - Non-Certified		1,127.18		24.62		1,114.40	135.71		\$2,401.91
6000 School Bus Fuel							11,082.40		\$11,082.40
6010 School Bus Repairs and Maintenance							1,427.46		\$1,427.46
6015 School Bus Contract Labour							7,748.03		\$7,748.03
6020 School Bus Rental							7,440.02		\$7,440.02
5100 Amortization		2,767.94				2,305.22	1,115.24		\$6,188.40
Total Expenses	\$0.00	\$120,679.21	\$18,372.65	\$62,521.17	\$7,156.85	\$54,613.01	\$35,461.98	\$0.00	\$298,804.87

Gwynne Valley Rural Academy

Statement of Operations

September - October, 2024

	DONATIONS AND OTHER CONTRIBUTIONS	INSTRUCTION 1-9	INSTRUCTION ECS	OPERATIONS AND MAINTENANCE	SPECIALIZED LEARNING SUPPORT	SYSTEM ADMINISTRATION	TRANSPORTATION	NOT SPECIFIED	TOTAL
OTHER INCOME									
4800 Interest Income	43.82								\$43.82
Total Other Income	\$43.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43.82
PROFIT	\$27,704.10	\$117,585.75	\$ -18,372.65	\$ -43,675.26	\$ -7,156.85	\$ -18,987.79	\$ -34,346.74	\$0.00	\$22,750.56



Declaration of Understanding

The Gwynne Valley Rural Education Association (GVREA) is the governing body of the Gwynne Valley Rural Academy – a school dedicated to Early Vocational Exposure and the advancement of public education in Gwynne, Alberta and surrounding area. The GVREA was created through registration under the Societies Act, RSA 2000, c S-14 and is comprised of a Board of Directors and members. Parents and guardians (as defined in the Education Act, SA 2012, c E-0.3; Family Law Act, SA 2003, c F-4.5; or any superseding statute thereof) of students attending Gwynne Valley Rural Academy are eligible for membership in GVREA, with membership fees waived. Subject to approval by the GVREA Board of Directors, other persons may become Community Members by paying a membership fee, donating or volunteering.

As a member in good standing of the GVREA, I understand I may:

- stand for election to the Board of Directors;
- speak at Board and General meetings in accordance with Society Bylaws;
- vote on special resolutions at General meetings; and
- request the Board's consideration of additional agenda items for Board and General meetings.

I understand the terms of membership are defined in the GVREA Society Bylaws. I have been informed about how to access the GVREA Society Bylaws. Furthermore, I understand members of GVREA have a responsibility to be active, informed, and supportive participants in GVREA affairs.

By signing this Declaration of Understanding, I acknowledge and agree with the statements contained in this document for the purpose of seeking membership with GVREA. I hereby declare my support for the GVREA and agree to act in accordance with the GVREA and its Society Bylaws. I also truthfully declare statements about citizenship or permanent residence in Canada.

*If both parents or guardians desire membership, both must sign to indicate agreement with the statements in this document.

Member 1

Name _____

Address _____

Street Address

City

Postal Code

Phone _____

Indicate Mobile, Home or Work

Email _____

Membership Type

- ___ Parent/Guardian of a student at GVRA
___ Staff member at GVRA
___ Community member – either a \$100 fee, **or** a previous donation over \$100, **or** 5+ volunteer hours for GVRA is required in the past year.

☐ I am a Canadian Citizen or a Permanent Resident of Canada. *Leave unchecked if neither applies.*

Date _____

Signature _____

Member 2

Name _____

Address _____

Street Address

City

Postal Code

Phone _____

Indicate Mobile, Home or Work

Email _____

Membership Type

- ___ Parent/Guardian of a student at GVRA
___ Staff member at GVRA
___ Community member – either a \$100 fee, **or** a previous donation over \$100, **or** 5+ volunteer hours for GVRA is required in the past year.

☐ I am a Canadian Citizen or a Permanent Resident of Canada. *Leave unchecked if neither applies.*

Date _____

Signature _____

Name of Youngest Child at GVRA _____ Class _____

This membership expires the day prior to the GVREA Annual General Meeting in the year 2025.

LEASE AGREEMENT

This Lease Agreement ("**Agreement**") is made and entered into on this **19th day of November, 2024**, by and between:

Gwynne Legacy Foundation

Gwynne, AB T0C 1L0

780.387.6705

("Lessor")

– and –

Gwynne Valley Rural Academy

Gwynne, AB T0C 1L0

("Lessee")

(collectively, "**Parties**")

WHEREAS:

1. the Lessor is the owner of certain modular classroom units ("**Modular Units**"), and is in the process of obtaining a subdivision of the land legally described in Schedule "A," ("**Land**") upon which the Modular Units are situated;
2. the Lessee desires to lease from the Lessor the Premises, described in Article 1 herein, to operate educational programs;
3. the Parties acknowledge that the legal description of the Land is pending due to the ongoing subdivision process, and agree to update this Agreement to include the finalized legal description upon completion of the subdivision application; and
4. the Parties wish to enter into this Lease Agreement to define their respective rights, responsibilities, and obligations regarding the leasing of the Modular Units.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. LEASED PREMISES

The Lessor hereby leases to the Lessee the Lessor's interest in the land located at NW 19-46-22 W4M, the Modular Units, and all buildings and improvements now on or hereafter erected on the Land, as described in Schedule "A" (collectively, "**Premises**").

2. TERM

The lease term shall be for an initial period of five (5) years, commencing on November 15, 2024 and expiring on November 14, 2029. The Lessee shall have the option to renew the lease for up to three (3) additional terms of five (5) years each, subject to the same terms and conditions (unless otherwise agreed in writing by the parties), for a total potential term of twenty (20) years, unless earlier terminated in accordance with the provisions of this Agreement (collectively, the "**Term**").

3. LEASE PAYMENTS

- a. **Rent:** The base annual rent payable to the Lessor shall be \$132,000.00 ("**Rent**"), to be paid or adjusted only in accordance with the terms and conditions set out herein.
- b. **Payment Terms:** The Lessee shall pay the Rent in monthly installments to the Lessor in the amount of \$11,000.00, commencing on December 1, 2024.
- c. **GST:** All lease payments are subject to GST, which will be added to the monthly rent amount as required by applicable law.
- d. **Security Deposit:** The Lessee shall pay a security deposit of \$11,000.00 on December 1, 2024, unless otherwise agreed by the Parties. Payment of the security deposit shall not limit or prejudice the Lessor's rights of recovery as provided in this Agreement.

4. RENEWAL

At the expiration of the initial five-year term, this Agreement shall automatically renew on an annual basis unless either Party provides written notice of non-renewal at least sixty (60) days before the current term ends. Renewal terms shall be subject to updated rent, determined at the Lessor's discretion, provided such adjustments are reasonable and align with prevailing market conditions.

5. CONDITION OF THE PREMISES

Prior to the commencement of the Term, the Lessee has inspected the Premises and hereby accepts the Premises in its current condition. Upon termination of this Agreement, the Parties shall conduct a similar inspection to assess any damages or necessary repairs attributable to the Lessee.

6. USE OF PREMISES

The Lessee shall use the Premises exclusively for educational purposes as a modular classroom facility for Gwynne Valley Rural Academy. The Lessee shall not use the Premises for any unlawful purposes or for purposes other than those expressly permitted by this Agreement.

The Lessor covenants to provide the Lessee with peaceful and quiet enjoyment of the Premises throughout the term, free from interference or claims by the Lessor or any third party acting under the Lessor's authority, provided the Lessee complies with the terms of this Agreement.

7. RESPONSIBILITIES OF THE LESSEE

The Lessee shall be responsible for:

- a. all utility expenses associated with the Premises, including but not limited to electricity, water, gas, internet, and any other utilities used;
- b. all routine maintenance and minor repairs required to keep the Premises in good condition, including but not limited to cleaning, replacing light fixtures, and maintaining interior walls; and
- c. payment of any insurance coverage it deems necessary for its interest in the Premises.

8. RESPONSIBILITIES OF THE LESSOR

The Lessor shall be responsible for:

- a. payment of property taxes on the Premises;
- b. payment for any insurance coverage it deems necessary for its interest in the Premises; and
- c. all major structural repairs and replacements, including but not limited to the foundation, roof, and operating or HVAC systems;

The Lessor or its authorized representatives shall have the right to access the Premises upon providing the Lessee with at least 24 hours' written notice for the purposes of inspection, maintenance, or repair. In the event of an emergency, the Lessor may enter the Premises without prior notice, provided the Lessee is informed as soon as practicable thereafter.

9. ALTERATIONS AND IMPROVEMENTS

The Lessee may, at its own expense and from time to time during the term of this Lease, make alterations, replacements, improvements, and changes, including structural modifications, enlargements, and the addition of new structures, utilities, and other services (collectively, "**Alterations**"), to the Premises as the Lessee may deem necessary or desirable. Such Alterations shall not reduce the value of the Premises and must be completed in a first-class manner.

The Lessee shall not make any substantial structural changes or additions without obtaining the prior written consent of the Lessor, which consent shall not be unreasonably withheld. In making any Alterations, the Lessee shall comply with all applicable laws, regulations, and orders of federal, provincial, and municipal authorities and any applicable insurance regulations. The Lessee shall obtain or cause to be obtained all required building permits, licenses, certificates of occupancy, and other governmental approvals in connection with the Alterations. The Lessor agrees to cooperate reasonably with the Lessee in obtaining such permits and approvals and shall execute any necessary documents in furtherance of this purpose.

Upon termination of this Agreement, the Lessee shall restore the Premises to their original condition, except for approved Alterations made during the lease term. If the Lessor requires the removal of specific Alterations, the Lessee shall bear the cost of such removal and restoration.

10. ENVIRONMENTAL COMPLIANCE

The Lessee shall comply with all applicable environmental laws, regulations, and ordinances during the Term. The Lessee agrees to indemnify and hold harmless the Lessor from any claims, damages, or penalties arising from the Lessee's violation of such laws. The Lessee shall promptly report any environmental hazards discovered on the Premises to the Lessor.

11. INSURANCE

The Lessee shall maintain all necessary insurance coverage for the Premises during the term of this Agreement, including but not limited to:

- a. **General Liability Insurance:** Coverage of no less than \$5,000,000.00 per occurrence, naming the Lessor as an additional insured.
- b. **Property Insurance:** Coverage for any alterations, improvements, or personal property owned or installed by the Lessee on the Premises;
- c. **Tenant's Liability Insurance:** Coverage sufficient to address damages caused by the Lessee to the Premises; and
- d. any other insurance reasonably required of a Lessee carrying on a similar business, as determined by the applicable industry standards.

The Lessor shall maintain insurance sufficient to cover any gaps in the Lessee's insurance coverage, including coverage for loss or damage to the modular units or Premises not attributable to the Lessee. The Lessor's insurance shall serve as secondary or supplemental coverage where the Lessee's policies are insufficient, unavailable, or inapplicable.

Both Parties agree to provide proof of their respective insurance coverages upon request and to notify the other Party promptly of any changes, cancellations, or lapses in their policies.

12. INDEMNIFICATION

The Lessee agrees to indemnify, defend, and hold harmless the Lessor from any and all claims, actions, damages, liabilities, and expenses (including reasonable attorney's fees) arising from the Lessee's use or occupancy of the Premises.

13. DAMAGE OR DESTRUCTION

If the Premises are damaged or destroyed by fire, natural disaster, or other casualty, the Lessor shall determine if the Premises are suitable for continued use and make repairs accordingly. If the Premises are unusable for more than 5 days, the rent shall be abated until the Premises are suitable for occupancy.

14. ABANDONMENT OR VACANCY

If the Lessee abandons or vacates the Premises for a period exceeding thirty (30) consecutive days without written notice to the Lessor, the Lessor may terminate this Agreement and repossess the Premises. Any personal property remaining on the Premises shall be deemed abandoned and may be disposed of at the Lessor's discretion.

15. FORCE MAJEURE

Neither Party shall be liable for any failure to perform due to events outside their reasonable control, including acts of God, government regulations, or other unforeseeable events. Obligations delayed due to such events shall resume upon cessation of the event.

16. DEFAULT AND REMEDIES

In the event of Lessee's default, the Lessor may pursue any legal remedies available, including termination of this Agreement, repossession of the Premises, and seeking damages for unpaid rent or other leases.

17. TERMINATION

This Agreement may be terminated by either Party before the end of the term or any renewal term by providing sixty (60) days' written notice to the other Party. Additionally, the Lessor may terminate the Agreement immediately if the Lessee defaults on any material term of this Agreement and fails to remedy such default within thirty (30) days of receiving written notice from the Lessor.

The Lessor may terminate this Agreement if the Lessee fails to remedy any material breach of this Agreement within thirty (30) days of receiving written notice. Material breaches include, but are not limited to, failure to pay rent, unauthorized use of the Premises, or violation of applicable laws. In the event of termination, the Lessee shall vacate the Premises within seven (7) days unless otherwise agreed.

Upon the expiration or termination of this Agreement, the Lessor shall be entitled to set-off against the security deposit any amounts for which the Lessor is entitled to be paid under this Agreement. The Lessor shall return to the Lessee the balance of the security deposit within fourteen (14) days of the termination.

18. ASSIGNMENT AND SUBLETTING

The Lessee shall not assign this Agreement or sublet any portion of the Premises without the prior written consent of the Lessor, which consent shall not be unreasonably withheld.

19. SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors, assigns, and affiliates.

20. DISPUTE RESOLUTION

In the event of a disagreement, the Lessor and Lessee agree to engage in good-faith discussions to resolve the issue informally. Each Party will designate a representative authorized to discuss and attempt to resolve the matter within fifteen (15) days of receiving a written notice of dispute from the other Party. The representatives shall meet, either in person or virtually, to discuss the issue and explore potential solutions.

Should the Parties fail to resolve the dispute as above, the Parties agree to submit the matter to a designated individual, committee, or board within the Gwynne Legacy Foundation. The committee's role shall be to review the positions of both Parties and issue a decision based on the best interests of the students of the Gwynne Valley Rural Academy.

21. NOTICES

All notices required or permitted under this Agreement shall be in writing and deemed delivered when sent via registered mail or confirmed email to the addresses provided below:

Gwynne Legacy Foundation

Address: Registered office:

525-8th Avenue SW 43rd Flr

Calgary, AB T2P 1G1

Email:

gwynnelegacy@gmail.com

Gwynne Valley Rural Academy

Address:

115 Government Ave

Gwynne, AB T0C 1L0

Email:

chair@growwithgwynnevalley.ca

22. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and supersedes all prior agreements, representations, or understandings, whether written or oral, relating to the subject matter hereof.

23. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta, and the federal laws of Canada.

24. SEVERABILITY

If any provision of this Agreement is found invalid or unenforceable, the remaining provisions shall remain in full force and effect.

25. AMENDMENTS AND MODIFICATIONS

Any amendments, modifications, or supplements to this Agreement must be in writing and signed by both Parties to be effective.

IN WITNESS WHEREOF, the Parties hereto have executed this Lease Agreement as of the date first above written.

**GWYNNE VALLEY LEGACY
FOUNDATION**

per:

Name: Lilianne Chiong
Title: Secretary-Treasurer
Date:

**GWYNNE VALLEY RURAL
ACADEMY**

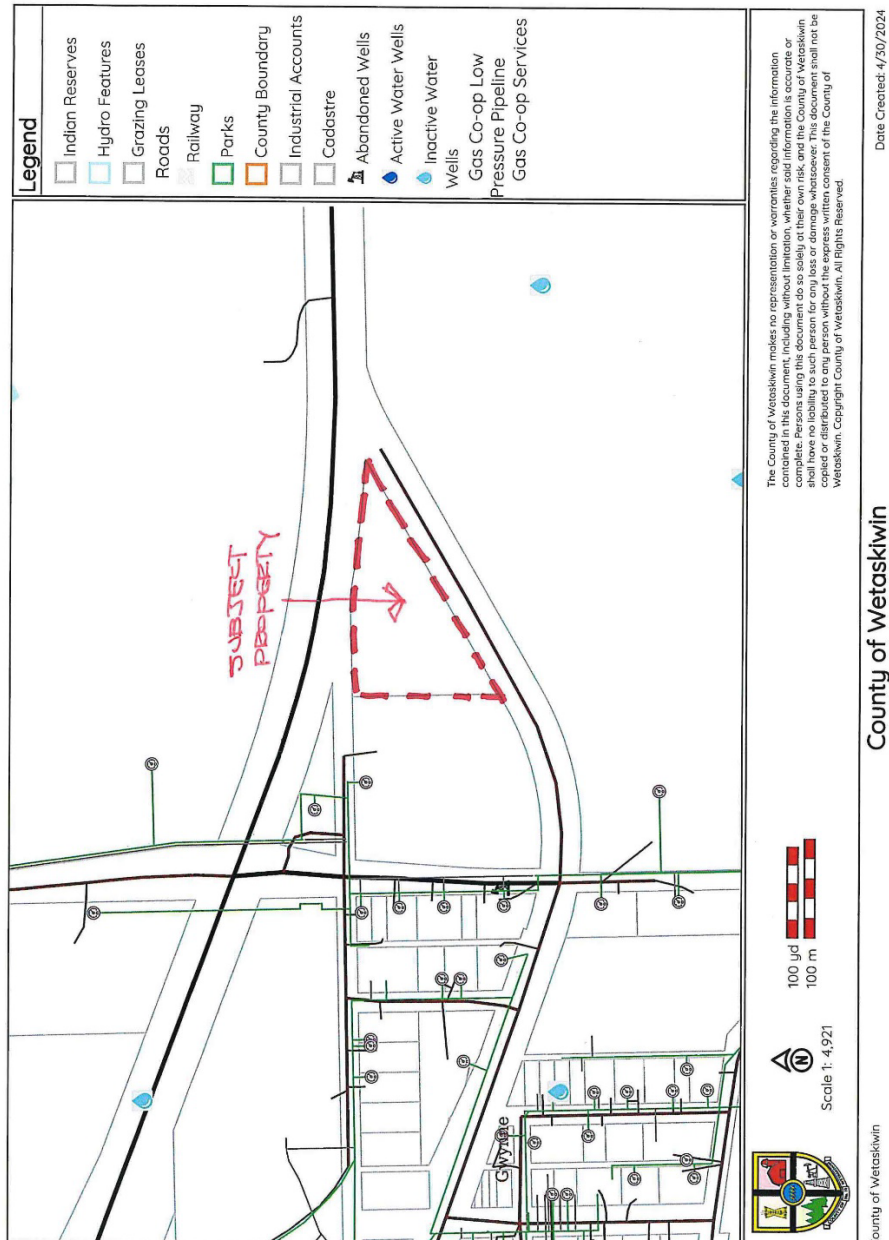
per:

Name: Ben Christenson
Title: Chair
Date:

Schedule "A"

Attached and forming part of the Agreement between GLF and GVREA, dated November 19, 2024

1. The Lessor leases all its interest in the Lands located at 4; 22; 49; 19; NW, which are depicted as follows:



2. The Lessor shall promptly subdivide the land, and provide to the Lessee with a legal description of the Lands, and sufficient documentation permitting the Lessee to register this Agreement against it.

3. The following are the particulars of the Modular Units to which this Agreement applies:

Description: [include additional description as provided by Manufacturer]

Size: 32 x 44 feet (comprised of two 16 x 44 foot modular classrooms)

Manufacturer: Atlas Modular Solutions

Make: [to fill]

Model: [to fill]

Serial Number (if applicable): [to fill]

Year of Manufacture: [to fill]

DRAFT