

**ACTIVITY PROGRAM** for the purpose of funding is defined as a co-curricular activity outside of, but usually complimentary to, the regular curriculum and offering a high standard of professional training. This activity should be one requiring intensive training.

**ALTERNATIVE FRENCH LANGUAGE PROGRAMS** means a program offered under Sections 11 and/or 21(1)(a) of the *School Act* where French is used as the language of instruction.

- ECS – 238 hours (50 percent) of the instructional time using French as the language of instruction.
- Elementary – 475 hours (50 percent) of the instructional time using French as the language of instruction.
- Junior High – 380 hours (40 percent) of the instructional time using French as the language of instruction.
- Senior High – 250 hours (10 credits) per year using French as the language of instruction.

This is commonly referred to as French Immersion Programs

**AUDITION** for the purpose of funding means a trial performance in which an actor, singer, dancer or other performer demonstrates prowess in his or her abilities and the audition results are used to determine entry qualification.

**BLENDED PROGRAM** means an educational program consisting of two distinct parts:

1. A school-provided program where a teacher employed by a school board or accredited private school is responsible for providing the delivery and evaluation of courses; and
2. A Home Education Program that meets the requirements of the Home Education Regulation.

Revised **BOARD** means the board of trustees of a district, **division**, or Francophone Regional Authority.

**CHALLENGE ASSESSMENTS** for the purpose of claiming credit enrolment units (CEUs) are available for high school courses. Local **school authorities** may use **challenge assessments** to provide students with a means of receiving credits and a final mark for courses in which they already possess the knowledge, skills and attitudes identified in the program of studies and when this assessment is in the students' best interests.

**CHARTER** means a charter approved under Section 34(1) of the *School Act*.

**CHARTER BOARD** means the society, or company that is named in a charter as the operator of a charter school.

**CHARTER SCHOOL** means a **school** established under Section 32 of the *School Act*.

**CHILD** is an individual whose **parent** is a resident of Alberta, and is a Canadian citizen; or

1. Lawfully admitted to Canada for permanent residence;
2. A **child** of a Canadian citizen; or
3. A **child** of an individual who is lawfully admitted to Canada for permanent or temporary residence; and
4. Who is eligible to attend an **Early Childhood Services (ECS) program** according to the table below.

Needs of Eligible Children	ECS Funding	*Minimum age of the child on September 1 of the school year must be:
Severe Disabilities	Basic and Program Unit	2 years 6 months
Mild or Moderate Disabilities and Gifted and Talented	Basic and Mild/Moderate	3 years 6 months
Regular	Basic	4 years 6 months
Developmentally Immature	Basic	5 years 6 months

NEW

\*ECS operators need to take into consideration the grade one school entrance age in the community when enrolling children in an ECS program. **Children** with severe disabilities will be funded for a maximum of three years while they are of ECS age. **Children** with a mild or moderate disability and children who are gifted and talented will be funded for a maximum of two years while they are of ECS age.

This definition does not include a **First Nations child**, but does include a **child** attending an ECS program operated by the Government of Canada or any agency of the Government of Canada or a council of a band as defined in the *Indian Act* (Canada) or any agency established by a council of a band or councils of bands with which the Alberta **school jurisdiction** has an agreement under Section 62(2)(b) or (c) of the *School Act* for the individual.

**CHILD WITH MILD OR MODERATE DISABILITY** means a **child** who is assessed as having a mild or moderate cognitive disability, visual impairment, learning disability, hearing impairment, emotional/behavioural disability or physical disability.

**COUNT DATE** is used to determine eligibility for funding and refers to the specific date on which students and/or **children** should be counted. If the **count date** is September 30, only those enrolled on that date can be included in the count. If the **count date** of September 30 falls on a weekend, the last school day in September shall be used as the **count date**.

**DENSITY** is a term used in Rural Transportation Block funding. The **density** rating for a **school jurisdiction** is calculated by dividing the **effective transportation area** in the jurisdiction by the number of weighted **eligible passengers (eligible passengers multiplied by the weighting factor for each)**.

REVISED

**DESIGNATED SPECIAL EDUCATION ECS PROGRAM** means an **ECS program** in which at least 70 percent of the **children** served have a severe disability. **ECS programs** with this designation may include **children with mild or moderate disabilities** and/or regular **ECS children**, totaling a maximum of 30 percent of their ECS population. Approval for status as a **Designated Special Education Private ECS Program** is obtained by submitting a written request to the Director of the Special Programs Branch.

For the 2002/2003 school year, the following programs have been approved for this status: This list will be reviewed annually.

- Black Gold Regional Division
  - Ecole Bellevue
  - **East Elementary Early Entry Program**
- Calgary School District
  - Emily Folinsbee
  - Knobb Hill Elementary School
  - Queen Elizabeth Elementary
- Edmonton School District
  - Glenrose School
  - Hazeldean School
  - Mayfield School
  - Waverley School
  - Scott Robertson School
  - Tevie Millar Heritage School
  - Evansdale School
  - Homesteader School
  - Elmwood School
- Elk Island Public School Regional Division
  - REACH Program
- Grande Prairie Public School District
  - Crystal Park Pre-School Program
- Greater St. Albert Catholic Regional Division
  - Vital Grandin School
  - Vanier Elementary School
- Medicine Hat School District #76
  - Harold Pre-School
  - Riverside School
- **Medicine Hat Catholic #150**
  - **St. Louis Early Dev. Program**
- Parkland School Division # 70
  - Broxton Park
- Pembina Hills Regional Division
  - Westlock Elementary Early Ed. Program
- **Wetaskiwin Regional Division No. 20**
  - **Early Ed. Community Center (EEEC)**
- Calgary Quest Children’s Society
  - GRIT Calgary
- Children’s Services Centre – Red Deer
  - Horizon School
- Community Options
  - New Heights Early Learning Services
- Connect Society DEAF Services
  - PACE
- Corbett Hall Early Education Program
  - Prep Program
- ECS Learning Association/Cause & Effect
  - Providence Child Development Centre
- Elves Special Needs Society
  - Renfrew Educational Services
- Family Linkages
  - Salvation Army Children’s Village
- H.O.M.E.S.- Home Opportunities for Multi-Handicapped Educational Services
  - Society for the Treatment of Autism
  - The Heartland Agency

**DESIGNATED SCHOOL** is a term used in Rural Transportation Block funding. A designated school is the **school** in which a **board** has enrolled a student in accordance with Section 45(2) of the *School Act*.

**DESIGNATED SPECIAL EDUCATION PRIVATE SCHOOL** is a **private school** that meets the following criteria:

1. The sole purpose of the **school** is to serve students with identified special needs, and all students who are enrolled in the **school** are diagnosed with a mild, moderate, or severe disability.
2. The educational programs provided to the students require modifications to the Program of Study, and are specified in the **Individualized Program Plans (IPP)** developed and implemented for each student; and
3. Approvals for designation as a **special education private school** are obtained from the **Minister** by submitting a request to the Director of the Special Programs Branch by June 1.

For the 2002/2003 school year the following schools are in this category:

REVISED

<ul style="list-style-type: none"> <li>Alberta Bosco Homes                             <ul style="list-style-type: none"> <li>▪ Columbus Academy</li> <li>▪ Phoenix Academy</li> <li>▪ Thomas More School</li> </ul> </li> <li>Calgary Society for Effective Education                             <ul style="list-style-type: none"> <li>▪ Calgary Academy</li> </ul> </li> <li>Calgary Quest School</li> <li>Edmonton Academy</li> <li>Elves Child Development Centre</li> <li>Foothills Academy</li> </ul>	<ul style="list-style-type: none"> <li>Horizon School</li> <li>Janus Academy</li> <li>Parkland School</li> <li>Renfrew Educational Services</li> <li>Rundle College Academy</li> <li>The Skills Factory</li> <li>The Third Academy                             <ul style="list-style-type: none"> <li>▪ Calgary</li> <li>▪ Lethbridge</li> <li>▪ Red Deer</li> </ul> </li> </ul>
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This list will be reviewed annually.

**DEVELOPMENTALLY IMMATURE** means a student of compulsory age for basic education who, in the opinion of his/her **parent, ECS operator, and board**, would benefit from an **ECS program**. This student is not eligible for special education funding. An individual who is eligible to proceed to grade 1, but has been assessed as **developmentally immature** and whose program plan involves both ECS and grade 1 instruction may be counted either as a **child** under Part 2 or as a **funded student** under Part 1.

Revised

**DISTANCE** is a term used in Rural Transportation Block funding. Distance refers to the **eligible transportation distance** from where each **eligible passenger** resides to their **designated school** or school of choice, whichever is closest.

**DIVISION** means a school division or regional division established pursuant to the current *School Act* or any predecessor *School Act* or Ordinance *School Act*.

**EARLY CHILDHOOD SERVICES (ECS) PROGRAM** means an education program provided pursuant to Section 30 of the *School Act*.

**EARLY CHILDHOOD SERVICES (ECS) OPERATOR** for funding purposes means a **board**, the operator of a **funded private school** or a private operator providing an approved **ECS Program**.

**EDUCATION SERVICES AGREEMENT** means an agreement or a portion of an agreement entered into by a **school jurisdiction** under Section 62 of the *School Act* to educate students under its authority on a full-time basis.

**EFFECTIVE TRANSPORTATION AREA** for the purposes of Rural Transportation Block funding means the total area in square miles in a **district** or **division** excluding:

- unpopulated Crown land, military reserves, grazing leases, provincial parks, and large bodies of water;
- townships where two or more adjacent townships have vacant land which is at least the size of a township;
- outlying townships within the jurisdiction boundary where the **school jurisdiction** provides no transportation service;
- city, town, village or hamlet with a population greater than 10,000; and
- the portion for transportation services provided by another **school jurisdiction** under a transportation agreement;

Revised

but including:

- any township in which a portion of the township is privately owned; and
- two square miles per mile of road corridor through vacant townships between populated areas.

**ELIGIBLE PASSENGER** for purposes of Student Transportation funding refers to an individual who is transported under Section 51 of the *School Act* and the Student Transportation Regulation or required to be transported to and from **school** under Section 51 of the *School Act* and the Student Transportation Regulation and is enrolled in a school of the board, as follows:

1. An aide accompanying a **disabled funded student** or an **ECS child** in a program unit who is transported to and from **school**;
2. A **funded student** who:
  - a) resides within the boundaries of a **school jurisdiction** and attends a **school** operated by that **board**; or
  - b) resides within the boundaries of a **school jurisdiction** and attends a **school** operated by another **board** with which the **school jurisdiction** has an **education services agreement** for that student; or
  - c) resides within the boundaries of another **school jurisdiction** with which the **board** has an existing **transportation agreement** for that individual or who has been admitted to a **school** operated by another **board** and is transported within the boundaries of that **board**; or
  - d) resides in **unorganized territory** and attends a **school** operated by a **board** adjacent to the **unorganized territory**; or

- e) resides in **unorganized territory** and attends a **school** operated by a **board** or a **private school** with which the **school jurisdiction** adjacent to the **unorganized territory** has an existing **transportation agreement**; and
  - f) resides at least 2.4 kilometres (by the most direct route on a **highway**) from the **school** that the individual has been directed to attend pursuant to Section 45(2) of the *School Act*; or
  - g) resides at least 2.4 kilometres (by the most direct route on a **highway**) from the **school** at which the individual is attending a language program complying with Section 11 of the *School Act*; or
  - h) resides in **unorganized territory** at least 2.4 kilometres (by the most direct route on a **highway**) from the **school** that individual attends.
3. A disabled **funded student** who requires transportation to and from **school**;
  4. A student who is transported by horse drawn vehicle to the **school** which the student has been directed to attend; or
  5. A **private school funded student** who resides within the boundaries of a **school jurisdiction** and attends a **private school** with which the **school jurisdiction** has an **education services agreement**.

**ELIGIBLE STUDENT** means a student who:

1. On September 30, meets the requirements of Section 8(1)(b) of the *School Act*;
2. Either has a parent who ordinarily resides in Alberta or is an independent student who ordinarily resides in Alberta;
3. Is enrolled in and is attending a school operated by a board;
4. Is at least 5 years 6 months but less than 20 years of age on September 1 of the year in which the student is counted;
5. Is not a student enrolled in a **home education program**;
6. Is not a child to whom an early **childhood services program** is being provided pursuant to Section 30(1)(a) of the *School Act*; and
7. Is not an Indian residing on a reserve pursuant to the *Indian Act* (Canada).

**ELIGIBLE TRANSPORTED ECS CHILD** is a **child** enrolled in an **ECS program** who resides at least 2.4 kilometres from the program in which the **child** is enrolled.

**ELIGIBLE TRANSPORTATION DISTANCE** for the purposes of Rural Transportation Block funding means the distance each **eligible passenger** resides from his or her designated school. It is the one-way distance from the boundary at the roadway access to the residence nearest to the **school** of the quarter section or lot on which the residence of the **eligible passenger** is situated to the **designated school** in kilometres on a travelled road or public right of way on any part of which the public is ordinarily entitled or permitted to use for the passage of vehicles, but does not include privately owned laneways or roads. Distances that students are transported on private laneways or roads is **eligible transportation distance** only where the **eligible passenger** is wheelchair-bound, a **funded student with severe disabilities**, or a **child with severe disabilities**.

**EXPECTED ELIGIBLE PASSENGER** is a term used in Section 1.B.7 - Urban Transportation Block and refers to the estimated number of **eligible passengers** calculated on the basis of enrolment and a number of factors which affect eligibility for transportation.

**FIRST NATIONS STUDENT** means an individual, usually residing on an Indian Reserve:

1. Who pursuant to the *Indian Act (Canada)* is registered as an Indian or is entitled to be registered as an Indian; and
2. For whom the educating **school jurisdiction** receives payment of a tuition fee from the band or band council which is provided by the Government of Canada in respect of that individual.

NEW

**FRANCISATION** means a program that assists students attending Francophone schools who do not have sufficient French language skills to succeed in school. Francisation programs are similar to ESL programs that assist students attending English speaking schools who do not have sufficient English language skills to succeed in school.

NEW

**FRANCOPHONE EDUCATION PROGRAM** means a program operated by a Francophone Regional authority under Section 10 of the *School Act*.

NEW

**FRENCH AS A SECOND LANGUAGE (FSL)** means a program or course offered under Section 39 of the *School Act*.

NEW

**FRENCH FIRST LANGUAGE (FRANCOPHONE) EDUCATION** means an education program offered under Section 10(1) of the *School Act* for individuals with rights under Section 23 of the *Canadian Charter of Rights and Freedoms* to receive school instruction in French.

**FROZEN FUNDED HEAD COUNT**

The **Frozen Funded Head Count** is a snapshot of the September 30 Funded Head Count as it stands on the last business day in May each year. This count includes any add/change/deletes and cleared priority school conflicts that are processed by School Finance to the last business day in May each year.

**FUNDED PRIVATE SCHOOL** means an **accredited private school** that receives a grant under the School Grants Regulation (A.R.72/95).

**FUNDED STUDENT** is an individual who:

1. Is attending a **school** or a **blended program** in grades 1 to 12 on September 30 of the current school year;
  - a) operated by a **school jurisdiction**; or
  - b) in another province operated by a board of trustees or similar governing body of a publicly funded school or separate board or a person with which the Alberta **school jurisdiction** has an agreement under Section 62 (1) or (2) of the *School Act* for the individual because he/she is a resident student of the **school jurisdiction** or a Charter section 23 student represented by a Francophone Regional authority; or
  - c) operated by the Government of Canada or any agency of the Government of Canada or a council of a band as defined in the *Indian Act* (Canada) or any agency established by a council of a band or councils of bands with which the Alberta **school jurisdiction** has an agreement under Section 62(2)(b) or (c) of the *School Act* for the individual because he/she is a resident student of the **school jurisdiction**; or
  - d) in another province or country under an **reciprocal exchange program** approved by Alberta Learning with a student from that respective province or country; and
  
2. Is at least 5 years 6 months, but less than 20 years of age on September 1 in the school year in which he/she is counted; or who
  - a) is less than the 5 years 6 months stipulated above, is enrolled in grade 1; and
  - b) has previously attended a Ministry of Learning **Early Childhood Services (ECS) program** outside of Alberta that meets the learner expectations of the Kindergarten Program Statement, or has been placed in grade 1 for sound educational reasons because an **ECS** program was not available; and
  
3. Is a Canadian citizen; or
  - a) lawfully admitted to Canada for permanent residence;
  - b) a **child** of a Canadian citizen; or
  - c) a **child** of an individual who is lawfully admitted to Canada as a permanent or **temporary resident**; and
  
4. Has a parent who ordinarily resides in Alberta (*School Act*, Section 273), or is an **independent student** who ordinarily resides in Alberta; and
  
5. Is not counted for basic instruction funding by another **school jurisdiction**, a **funded private school** or **ECS operator** under the School Grants Regulation (A.R. 72/95); and
  
6. Is not a **First Nations student** as defined in the Glossary of Terms enrolled in a **school** operated by a **board**; and
  
7. Is not a **home education student**.

**FUNDED STUDENTS WITH SEVERE DISABILITIES** are **funded students** whose eligibility for severe disability is defined in Part 1, Section 1.A.2, and Part 3, Section 3.2, of this Manual.

**Revised** **GROUP HOME** means any home operated or approved by the government and includes a treatment (therapeutic and/or specialized foster care) foster home where there is more than one individual placed in the home. Group homes approved as **Institutions** must provide 24 hour supervision and intensive treatment/assessment for students in a specialized, secure setting. If the **Institution's** educational facility is not located on-site in the group home, transportation of students to and from school must be supervised by group home staff.

**Revised** **HIGHWAY** means any thoroughfare, street, road, trail, avenue, parkway, driveway, pedway, lane, square, bridge, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles; and

1. Includes:
  - a) a sidewalk (including the boulevard portion of the sidewalk); and
  - b) if a **highway** right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be.

**HOME EDUCATION STUDENT** means an individual who:

1. Meets the requirements of the Home Education Regulation (A.R. 126/99); and
2. Is under the supervision of a **school jurisdiction** or a **funded private school** and living in Alberta on September 30; and
3. Is 5 years and 6 months or greater, but less than 20 years of age on September 1 in the school year in which s/he is counted; and
4. Is a Canadian citizen; or
  - a) lawfully admitted to Canada for permanent residence;
  - b) a **child** of a Canadian citizen; or
  - c) a **child** of an individual who is lawfully admitted to Canada for permanent or temporary residence; and
5. Has a **parent** who ordinarily resides in Alberta, or is an **independent student** who ordinarily resides in Alberta; and
6. Is not counted by another **school jurisdiction** or **private school** for basic instruction funding, or an **ECS operator** under the School Grants Regulation (A.R. 72/95).

**INDEPENDENT STUDENT** means a student under Section 1(1)(m) of the *School Act* who is:

1. 18 years of age or older; or
2. 16 years of age or older; and:
  - a) who is living independently; or,
  - b) who is a party to an agreement under Section 8(2) of the *Child Welfare Act*.

**Revised** **INDIVIDUALIZED PROGRAM PLAN (IPP)** means a concise plan of action that is designed to address the student's special needs, and is based on diagnostic information that provides the basis for intervention strategies. All students with exceptional needs, from severely disabled to the gifted and talented, require an IPP.

The IPPs of **children** with exceptional needs will include:

1. Assessment and diagnostic data that identifies strengths and areas of need;
2. Specific accommodations and support services;
3. Measurable goals and objectives;
4. Evaluation procedures;
5. Review dates;
6. Placement/Programming information; and
7. Transition plans

### **IN-HOME PROGRAM**

An **Early Childhood Services (ECS)** program delivered to an **ECS** child on a one-on-one basis through home visits in the child's home or other alternate setting by a teacher, teacher assistant and/or child development specialist. A primary purpose of an in-home program is to actively involve parents and/or caregivers (with the educational team) in the development and delivery of a comprehensive educational program for the child. For program and funding purposes, an eligible home visit must meet the following requirements:

- All home visits must be under the supervision of the child's teacher;
- A home visit must involve the parent/guardian or alternate caregiver;
- A home visit must be at least 1.5 hours in length; and
- Visits to the home by a developmental specialist need to support the child's overall educational program in order to count as an eligible home visit.

The number, setting, and structure of home visits must be determined in consultation with the parents prior to implementation of the program. Some visits to alternate caregivers can be included as a part of the home program with the parent's agreement. Summary reports of visits to alternate caregivers must be shared with the parent either in written or verbal form. All home visits should be carefully planned and documented.

**IN THE CUSTODY OF A DIRECTOR** under the *Child Welfare Act* means a student who is in custody by agreement, or in temporary custody, or in permanent custody. This may also include students in Handicapped Children's Service Agreements where custody is part of the agreement.

**INSTITUTION** means any secure residence operated or approved by the Government where staff are paid a salary to provide lodging and care on a 24 hour basis for the individuals in residence, and which is not currently provided for under the terms and conditions of foster parent agreements within the Province of Alberta. **Funded students** attend the school program on site or in a facility for which the government department controlling the **institution** is legally responsible. Students who reside in an **institution** have been placed there:

1. Through hospital admission; or
2. Through a court order or agreement under the *Child Welfare Act*; or

3. For protection by:
  - a) Alberta Children's Services;
  - b) Alberta Health and Wellness; or
  - c) Alberta Justice; or
4. As temporary residents of a women's shelter because of a situation where there is need for protection from physical, psychological or sexual abuse.

*Revised*

**Funded students** in an **Institution** must be resident students of the government as defined in Section 44 of the *School Act*.

**SCHOOL AUTHORITIES APPROVED TO PROVIDE AN EDUCATIONAL PROGRAM IN AN INSTITUTION (School Code)**

**Battle River RD No. 31**

Camrose Women's Shelter (4554)

**Bosco Homes A Society for Children and Adolescents**

Don Bosco/Ranch School (3398)

Phoenix School (0028)

Thomas More School (0483)

**Calgary School District No. 19**

Women's Emergency Shelter

Dr. Gordon Townsend (9886)

William Roper Hull School (9033)

Westview YOC & Enviros (9687)

**Chinook's Edge School Division**

Grimmon House (1058)

**Edmonton School District No. 7**

CASA House (7713)

Glenrose Hospital (7701)

Highwood (Alberta Hospital) (7701)

Howard House (7713)

Kennedale YOC (7706)

Kochee Mena (7713)

McMan School (7713)

Rosecrest (7729)

Royal Alexandra Hospital (7701)

University of Alberta Hospital (7701)

WIN House (7169)

Yellowhead Youth Centre (7713)

**Elk Island PSD No. 14**

A Safe Place (3343)

**Foothills SD No. 38**

Stampede Boys Ranch (5391)

**Grande Prairie SD No. 2357**

Grande Prairie YOC (Bear Creek School) (1148)

**Holy Family CSRD No. 37**

Francis Holistic Learning Centre (YAC) (1619)

**Lakeland RCSSD No. 150**

Dr. Margaret Savage Crises Centre (2916)

**Lethbridge SD No. 51**

Pitawani (6456)

PCHIP Program

Harbour House (6459)

Hospital Program (6453)

Coulee Ridge YOC (6487)

**Medicine Hat SD No. 76**

Med Hat PAS Hosp (6864)

Medicine Hat Bridge St. Remand Centre (6861)

**Northern Lights SD No. 69**

Lac La Biche YAC (2716)

**Peace Wapiti School Div No. 33**

Rycroft School (1304)

Clairmont Exceptional Needs

Residential Group Home (1056)

**Red Deer School Dist No. 104**

Parkland Youth Homes (4464)

Red Deer Hospital Program (0574)

Oskayak Treatment Centre (4469)

Direwood Treatment Centre (4461)

Red Deer Remand Centre (4467)

Red Deer Youth Assessment Centre (4457)

**Sturgeon SD No. 24**

Oak Hill Boys Ranch (2509)

**St. Paul Education RD No. 1**

Poundmaker's (2807)

**Wetaskiwin Reg. Div. No. 10**

Wetaskiwin Plus (A+) Program (3143)

**Wild Rose School Division No. 66**

Kootenay School (4111)

**Wolf Creek RD No. 32**

Alberta Hospital Ponoka (4299)

**MINISTER** means the Minister of Learning.

**MULTI-TRACK:** means a year round schedule in which the student enrolment is divided into groups, usually four. At any one time, one group is “off track” or on vacation.

**ON-LINE PROGRAM** is a program offered by a **school** delivered electronically at a **school** site or off-campus, under the instruction and complete supervision of a certificated teacher of a **board** or accredited **private school**. For full student funding, elementary and junior high students must have access to 950 hours of instruction and senior high students must have access to 1000 hours of instruction.

**OPEN SCHOOL CALENDAR:** This model provides for school to be open about 250 days a year - every weekday of every month.

**OPERATING DAY** is used in conjunction with rural transportation and means a day in a school year during which the **schools** of a **school jurisdiction** are scheduled to be open for classroom instruction.

**OTHER LANGUAGE IMMERSION PROGRAMS** means a minimum of 25 percent of the instructional time to a maximum of 50 percent of instructional time uses a language other than French or English as the language of instruction. This includes all grade levels.

**OUTREACH PROGRAM** means a program offered by a **school** which provides a basic education developed for **funded students** who are unable to attend or benefit from a regular school program. The requirements of the program are detailed in the Outreach Program Policy 1.1.4.

1. An **outreach program** must be offered in a stand-alone facility.
2. **Home education students** are not eligible for outreach funding, and are not reported as part of the **outreach program**.

**PARENT** means, with respect to a student, the relevant individual under section 1(2) of the *School Act* unless otherwise specified.

REVISED **PRIVATE EARLY CHILDHOOD SERVICES (ECS) OPERATOR** means a society registered under the *Societies Act*, a non-profit company registered under Part 9 of the *Companies Act*, or a non-profit corporation incorporated by, or under, an act of the Legislature, other than a private school; that

1. Operates an **ECS program**; and
2. Receives funding under the School Grants Regulations (A.R. 72/95) for the program.

**PRIVATE SCHOOL** means a **school** registered under Section 28 of the *School Act*.

**PRIVATE SCHOOL FUNDED STUDENT** means an individual:

1. Who attends a **funded private school** or **blended program** in grades 1 to 12 on September 30 of the current school year; and
2. Who is at least 5 years 6 months but less than 20 years of age on September 1 in the school year in which he/she is counted; or who
  - a) is less than 5 years 6 months of age on September 1 in the school year in which he/she is counted; and
  - b) has previously attended a Ministry of Learning **Early Childhood Services (ECS) program** outside of Alberta that meets the learner expectations of the Kindergarten Program Statement, or has been placed in grade 1 for sound educational reasons because an **ECS program** was not available; and
3. Is a Canadian citizen; or
  - a) lawfully admitted to Canada for permanent residence;
  - b) a **child** of a Canadian citizen; or
  - c) a **child** of an individual who is lawfully admitted to Canada for permanent or temporary residence; and
4. Who has a **parent** who ordinarily resides in Alberta, or is an **independent student** who ordinarily resides in Alberta; and
5. Who is not a **funded student**; and
6. Who is not a **First Nations student** as defined in the Glossary of Terms; and
7. Who is not a **Home Education student**.

**PUBLIC TRANSIT SYSTEM** refers to a bus or light rail system owned, operated or contracted by a city, town, village or hamlet which offers service to the public within its boundaries. Taxis and/or bussing systems designed for disabled individuals are not considered public transit.

**RECIPROCAL EXCHANGE PROGRAM** means a recognized program under which a **student** who is an Alberta **resident student** is partnered or paired with a student who is a resident of another province or country. The exchange occurs in the same **school jurisdiction** in the same school year, or the subsequent year.

**RESIDENT BOARD** means the **board** of the district or **division** of which a student is a **resident student**.

**RESIDENT STUDENT** means an individual who is entitled to have access to an education program under Section 8 and who is a resident student as determined under Section 44 of the *School Act*.

**ROUTE DISTANCE** is a term used in conjunction with rural transportation and means:

1. The distance from the point of the first morning pick-up by regular routing to the point of the last morning drop-off and back to the point of the first morning pick-up by the shortest or most direct route;

2. The distance from the point of the first afternoon pick-up by regular routing to the point of the last afternoon drop-off and back to the point of the first afternoon pick-up by the shortest or most direct route; and
3. The distance travelled on a **highway** by a vehicle transporting **eligible passengers** to and from **school**, or on a feeder route, on an **operating day** or by a vehicle transporting **eligible passengers** on a weekend between their places of residence and their boarding places or **schools** where both places are in the same district or division.

**RURAL DISTRICT** means a district or **division** that is not an **urban district**.

**SCHOOL** means a structured learning environment through which an education program is offered to a student by:

1. A **board**;
2. An **operator** of a **private school**;
3. An **Early Childhood Services (ECS) private operator**;
4. A **parent** giving a home education program; or
5. The **Minister**.

**SCHOOL AUTHORITIES** for the purpose of this Manual include **School Jurisdictions, Funded Private Schools, Private ECS Operators, and Charter Schools**.

**SCHOOL BUILDING** means a building used for the instruction or accommodation of students that is owned or occupied by a school jurisdiction, a school jurisdiction and a municipality, or a school jurisdiction and another person.

**SCHOOL BUS** means a motor vehicle that:

1. Is owned, leased or contracted by a **school jurisdiction**;
2. Is used for the transportation of **eligible passengers**;
3. Has a passenger **seating capacity** of 12 or more; and
4. Is without exemption a Type I, Type II, Type III or Type IV **school bus** as described in the CSA Standard D 250-M 1985 as amended or replaced from time to time as issued by the Canadian Standards Association.

**SCHOOL JURISDICTION** means a **board**, the Lloydminster Public School Division, or the Lloydminster Roman Catholic Separate School Division.

**SINGLE-TRACK** means a year round schedule in which the entire student enrolment has the same schedule of days and vacation days. All students are on the same track.

*New*

**SPONSORSHIP AGREEMENT** is a written agreement between two school jurisdictions where the resident school jurisdiction has directed a special needs student to a different school jurisdiction to receive their educational program. Under this type of agreement the resident school jurisdiction agrees to pay the cost of the special needs student's educational program. The providing/registering school jurisdiction will code the student as "140", and funding will be directed by Alberta Learning to the resident school jurisdiction. See also Section 1.1, Requirement 6.

**SUPERVISING BOARD** means the resident board or the willing non-resident board providing supervision of the home education program.

**STUDENT WITH SPECIAL NEEDS** means a student who requires an adapted or modified educational program to meet his or her exceptional needs. The **Individualized Program Plan (IPP)** provides documentation of the program and is a mandatory requirement for any student identified as a special needs student.

Revised

**TEMPORARY RESIDENT**, for purposes related to the interpretation of the *School Act*, is defined as a person who:

- Revised
- a) has been issued a **study permit** and is registered in a full-time, full-year program (i.e., a foreign student who is registered full-time in a recognized post-secondary program in Alberta for one year or more); or
  - b) has been issued an employment authorization to work temporarily in Canada (i.e., a temporary foreign worker); or
  - c) has filed a refugee claim to the Immigration and Refugee Board (IRB) within the past year (i.e., a refugee claimant); or
  - d) has been issued a federal Minister's Permit; or
  - e) has diplomatic status in Canada.

**Temporary residents** will not include:

- a) visitors/tourists to Canada, with or without a valid visitor's visa;
- b) individuals in Canada with student authorizations who are not registered in a full-time, full-year program; and
- c) individuals in Canada for three months or less for the purposes of language training.

Revised

A child whose parent(s) fit the definition of a **temporary resident**, as it relates to the *School Act*, is eligible to access basic education and the parent can not be required to pay foreign student tuition fees. In all other cases the parent may be required to pay foreign student fees at the discretion of the **school board**. **Students of school age who are in Canada on a study permit are considered Foreign Students and do not qualify for Alberta Learning funding.**

New

See also definition of **Funded Student** (glossary) and **Section 8 of the School Act**.

**TRANSPORTATION AGREEMENT** means an agreement or a portion of an agreement entered into by a **school jurisdiction** under Section 62 of the *School Act* to transport students under its authority to a **school**.

**UNORGANIZED TERRITORY** means any area in Alberta that is not included within a district, a **division**, or a regional division.

**URBAN DISTRICT** means:

- 1. A city district which is not included in a school division or regional division; and
- 2. A district, **division** or regional division, or portion thereof, designated by the **Minister** as an **urban district**.

**WEIGHTING FACTOR** is a term used in conjunction with rural transportation and means, for the purposes of Block Funding, that:

1. Each **eligible passenger** in ECS and grades 1 to 6 is multiplied by a factor of 1.0;
2. Each **eligible passenger** in grades 7 to 12, is multiplied by a factor of 1.50;
3. Each **eligible passenger** in grades 1 to 12 registered as a Code 41, 42, 43, 44 or 46 student, is multiplied by a factor of 3.0;
4. An aide accompanying **disabled funded students** or **ECS children** in program units, is multiplied by a factor of 1.50; and
5. Each **eligible passenger** who requires a wheelchair is multiplied by 6.0.

**YEAR ROUND EDUCATION** for the purpose of transportation funding means that a school offers either **Single-Track** schedule, **Multi-Track** schedule or **Open School Calendar**. These calendar schedules may include:

- Scheduling 45 days of instruction followed by 15 days of vacation (45/15);
- Scheduling 60 days of instruction followed by 20 days of vacation (60/20);
- Scheduling 90 days of instruction followed by 30 days of vacation (90/30);
- Quarter System of four instructional periods of approximately 13 weeks; or
- Continuous School Year plan for school operation in which the school plant is used during the entire year.