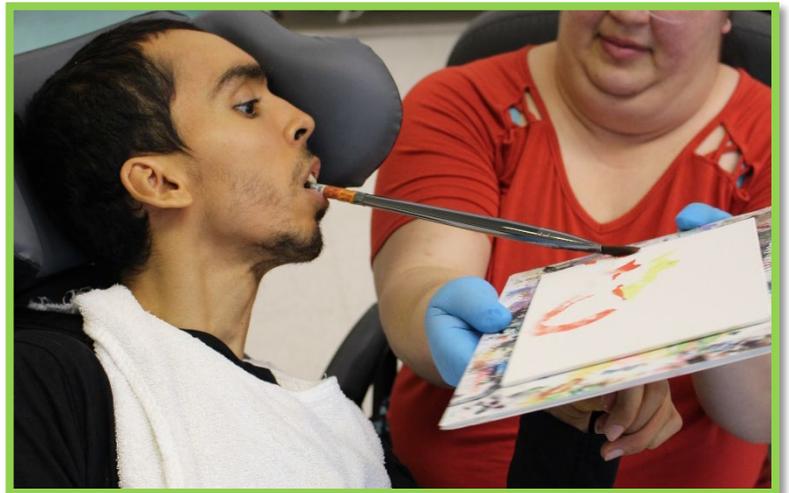




Annual General Meeting

November 20th, 2019





Annual General Report

September 01, 2018 to August 31, 2019

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Elves Mission

Elves provides individuals with severe disabilities and special needs with a unique, individualized educational or day program to promote their maximum development and to enhance the quality of life of the individuals and their families within a supportive and caring environment.

Elves Vision

The vision of Elves Special Needs Society is to offer developmentally appropriate activities that are foundational to the physical, cognitive, and social well-being of every individual.

Elves Values

- Fostering supportive, inclusive opportunities for all children, youth, and adults.
- Facilitating learning across the lifespan.
- Promoting family centred services, and family wellbeing.
- Supporting service excellence and professional learning.

Accountability and Reporting

- Copies of Elves' Audited Financial Statements are available at the Annual General Meeting on November 20, 2019, and upon request to Elves' Executive Director.
- Full copies of Alberta Education Accountability and Adult Program Reports can be found online at: www.elves-society.org/about-elves/reports-legislation.

For information please contact Elves at 780.454.5310, or info@elves-society.com.

President's Report

The 2018/2019 operational year was productive as Elves continued to serve our long-term program participants while welcoming new children, youth, and adults into existing programs. There were over 350 individuals who benefited from the specialized services offered by Elves. The long-awaited expansion of the Elves Adult and Youth Centre began on September 30, 2018 with the demolition of the Elves Early Education Building during the months of July to October 2018. The planning, fundraising, and preparations come to fruition with the addition of eight more rooms that will be available for use effective January 01, 2020.



The Elves Board of Directors and administration team continued to address advocacy, fundraising, community building needs of the Society. Daily operations have been made possible by the dedication of the 160 staff employed by the organization. We welcome the feedback and engagement as community contributions enable Elves to address service delivery and strategic planning.



It is important to recognize the numerous donations received over the course of the year. In-kind contributions and volunteer time provided by families, friends, staff, and granters have enabled Elves to purchase necessary equipment and provide enriched program supports. I am so thankful for all the time that my fellow Board Members have put forth on subcommittee and advocacy events. It has been my pleasure to welcome Stephanie Atkin into the role of Vice President to the Board. We look forward to her support with advocacy and relationship building.

Elves continues to remain in contact with our Member of Legislative Assembly, Sarah Hoffman, while also reaching out to our newly elected Ministers of the legislative assembly. Member of Parliament, Kelly McCauley, continues to be a great friend to Elves and we are grateful to him for his gifts

Kelly McCauley Visit, June 26, 2019 of times, advocacy, and resources.

The 2019/2020 year will be an exciting one as expansion has allowed Elves to accept a greater number of program participants. The Program Managers and teams look forward to learning more about the needs within new faculty spaces. On behalf of Elves, I thank families for selecting us as your program of choice and supporters for their contribution to the organization's mission.

A handwritten signature in blue ink that reads "Vivienne Bartee".

Vivienne Bartee
Elves' Board President

Board of Directors

			
Vivienne Bartee, President	Stephanie Atkin, Vice President	Tyson Breitreutz, Treasurer	Karen Ens, Secretary
			
Anna May Choles, Director	Christa Eisbrenner, Director	Heather Fonteyne, Director	Jessica Hutton, Director
			
Erum Naseem, Director	Ashkan Shoja-Nia, Director	David Thachuk, Director	Darcy Thompson-Villeneuve, Director

Elves' Board of Directors Membership Bylaw:

1. Members

- (a) Subject to clause 6.1.2 of this section, and clause 4.2.1, a voting member in good standing in the Society shall be eligible for election to the Board of Directors.
- (b) Members - The Board of Directors shall consist of twelve (12) elected members with due regard to the mix of President and/or Directors.
- (c) The composition of Board of Directors - The total number of Board Members who are parents/caregivers of clients in *any* Elves program shall be at least six:
 - (i) three (3) from the Adult Program;
two (2) from the School Program; and
one (1) from the Early Education Program
 - (ii) The remaining six (6) Board Members may be community members.

Executive Director's Report

Overview

The success of Elves School, Adult, FASD Respite, and Summer Programs is dependent upon the relationships between the individuals served, the family units, and the Elves multidisciplinary teams. For the 2018/2019 operational year, Elves program predominately relied upon government funding from the Ministers of Education, Community and Social Services (Programs for Persons with Disabilities (PDD)), Family Supports for Children with Disabilities (FSCD) and the FASD Cross Ministry Infrastructure. Funding from all Ministries remained consistent with 2017/2018 funding rates.

Elves teams understand the importance of individualized supports and specialized services. Strategic planning considers that supports needed for the early education population will differ from those who are attending the School or Adult programs. Elves serves program participants within single parent units, as well from those who reside with birth parents and those who are in kinship supports. There is an increasing number of single fathers who may seek differing supports from our female caregivers. There are many individuals of all ages who reside with caregivers. Consequently, our services and supports must plan for life long supports as well as the possibility of unpredictable enrollment due to factors associated with transitions and the health of population served.



Long term planning must consider graduates and Adult Program vacancies. In June, there were 64 children who graduated from Kindergarten and prepared to transition into their resident schools within public and separate school systems. The Elves Adult Program were saddened by the loss of three clients who passed over the course of the year. There were additional long-term clients and individuals who were unable to continue to attend the Program in a full or part-time capacity due to health related concerns. Elves primarily relies upon community assessments and referrals when addressing vacancies.

Faculty Upgrades, Equipment Acquisition, and Fundraising



Capital expenditures such as the purchase of specialized equipment and facility expansion are supported through fundraising efforts. Over a period of 10 years, the Elves Adults and Youth expansion has been a priority for Elves operations in order to meet growing demands. It was a bittersweet experience when the Elves Early Education Centre was demolished in September to make way for the new building. We are anticipating of the Elves Adult and Youth Expansion to be available for occupancy in January 2020. There are eight rooms

within the expansion and these spaces are projected to enable Program growth for the next five to seven years. Faculty maintenance in 2018/2019 was funded through the casino revenues. The purchase of mechanical change tables and lifts, pediatric wheelchairs, and standing frames were made possible through donations from local philanthropist groups. Elves School Program received a grant from the Children's Ability Fund towards a new bus



Donations in Memory of Deann Bartee have enabled a second mural in our Activity Room space and donation in Memory of Cameron Wynnyk was used towards the garden bench. Donations in memory of Leah Hochachka are supporting facility expansion.

Staff & Professional Learning

Elves has five personnel that have attended the Trainer Certification in Mandt® Systems or Non-violent Crisis Intervention. These certifications enable Elves to offer program specific training to personnel and focus on the most appropriate responses from staff who are supporting individuals with complex and challenging behaviors. The Elves Adult Program has implemented an on-site staff trainer based on Creating Excellence Together standards.



Overall, Elves continues high quality services with the ongoing support of 160 dedicated staff, including Teachers, Instructors, Education and Program Assistants, Speech Language Pathologists, Occupational and Physical Therapists, Social Workers, Therapy Assistants, Staff Trainers and Learning Coaches, Transportation, Early Learning Supports,

Registered and Licensed Practical Nurses, and Program Managers.

We congratulate School Program personnel Cheryl Nerassen (20 years of service) and Deb Fremerlid (10 years of service) on their retirement effective July 2019. Their long years of service have been foundational to Elves success with young learners with complex needs.

Condolences

Elves extends condolences to the families and friends of long-term program participants Ryan and Aimee as well as client Julian.

In late October of 2019, we also received sad news about the passing of Mrs. Sheila Perry, who was the Founder of Elves. Since the mid 1970's Mrs. Perry worked closely with many families, funders, government officials and volunteers to incorporate Elves, attain Alberta Education support, and expand the services beyond the initial seven participants. We are all very grateful for her vision.

As we look forward to the 2019/2020 year, we will anticipate calling upon families and staff to support engagement of a new government and its representatives. It has been my pleasure to serve the Elves community and I strongly believe that the voice of all stakeholder is important. Please do not hesitate to contact me at elvesadmin@elves-society.com should you have feedback or wish to support Elves.



Barb Tymchak Olafson, Executive Director

Program Managers

 <p>Barb Tymchak Olafson, Executive Director (P): 780.454.5310, ext. 203 (E): elvesadmin@elves-society.com</p>	 <p>Mitch Pagonowski, Adult Program Director (P): 780.481.5335 (E): elves@interbaun.com</p>
 <p>Nicole Quildon, Principal (P): 780.454.5310, ext. 204 (E): principal@elves-society.com</p>	 <p>Margaret Abert, Finance Director (P): 780.454.5310, ext. 202 (E): elvesacct@telus.net</p>
 <p>Raelee Grier, FASD & Summer Respite/FOP Program Coordinator (P): 780.454.5310, ext. 233 (E): respite@elves-society.com</p>	 <p>Kiera Peyton, Special Education Supports and Learning Coach (P): 780.454.5310, est. 205 (E): ses@elves-society.com</p>

Administrative & Support Team

 <p>Cathy Kinniburgh, Executive Assistant (P): 780.454.5310, ext. 208 (e): excassistant@elves-society.com</p>	 <p>Shauna Williamson, Staff Training and Volunteer Coordinator (P): 780.481.5335, est. 239 (E): ayctraincoor@elves-society.com</p>
 <p>Ashley Lumme-Levesque, PUF Coordinator (P): 780.454.5310, est. 232 (E): pufcoor@elves-society.com</p>	 <p>Connie Daynes, Adult Program Activity Coordinator (P): 780.481.5335, ext. 202 (E): aycactivitycoordinator@elves-society.com</p>
 <p>Jessica Tran, Communications & Policy Coordinator (P): 780.454.5310, ext. 222 (E): policy@elves-society.com</p>	 <p>Kimberly Payne, Adult Program Receptionist (P): 780.481.5335 (E): aycreception@elves-society.com</p>

Long-term Service Employees

20 Years
Ana Pinto

30 Years
Charlotte Potter

10 Years

Nicole Quildon

Carmen Nelson

Meagan

Thompson



Location and Planning Committee

Committee Members:

Stephanie Atkin, Vivienne Bartee, Marty Cender, Gene Hochachaka, Chris Idenouye, Barb Tymchak Olafson, Sue Paranca, Ashkan Shoja-Nia

Purpose of Committee:

The Location and Planning Committee addresses matters associated with capital planning, new building procurement, building expansion, building and equipment upgrades, and maintenance. The Committee addresses improvements with consideration to services in conjunction to Society revenues received through operations and fundraising initiatives.

EAYC Expansion

Architectural firm, Hodgson Schilf Evans Architects Inc. worked with representatives from the Elves community and construction partners to develop detailed EAYC expansion plans. After receiving bids for tender, Canbian Construction was selected as a builder. Demolition of the EEEP



EAYC Outside Construction Status, November 2019

building began in July 2018 and excavation for the foundations took place in September 2018 and construction will be completed by 2020. The expansion will include an additional eight classrooms (four ground level and four lower level).



EAYC Inside Expansion – Rooms additions (right, middle) and a Ramp (left) – still under construction as of November 2019

Hemisphere Study

Facility maintenance (Hemisphere study – Capital Maintenance Study) and Elves Adult and Youth Centre expansion remain priority for substantial future operations.

Routine maintenance in association to heating and plumbing upgrades were implemented based on the schedule or as needed. There were some rooms which require routine repairs or window replacements. Scheduled gymnasium floor replacement was delayed due to the construction. Future upgrades to the EAYC include lighting, security system, and flooring.

Fundraising Committee

Committee Members:

Jasmine Abu-Msameh, Vivienne Bartee, Tyson Breikreutz, Marty Cender, Gail Idenouye, Anne-Marie Jackson, Heather Fontaine, Nicole Saville, Bob Walsh, Barb Tymchak Olafson

Purpose of Committee:

Fundraising Committee initiatives align fundraising targets and initiatives with projected capital, equipment and capacity building needs within Elves community.

Grants & Major Donations



Equipment acquisition was also prioritized, as the Society acquired wheelchairs for the paediatric population entering Elves School Program. Mechanical change tables were also purchased for the Adult Program. Elves was also grateful to receive the donation of a Buffalo Standing Frame and wheelchair from the Glenrose Hospital, as well as a donation of two paediatric standing frames and 1 paediatric commode from Eco Medical Equipment.

A grant from Edmonton Community Foundation was acquired for capital projects included retrofitting of intercoms and speakers in the Adult Program. Grant funding will also address upgrade to the security system and introduction of lockdown warning systems.

Original washroom and kitchen countertops at the Elves Child Development Centre were replaced in the spring. There was also an addition of roller-blinds to the office and Board Room spaces. Within the gym, permanent storage spaces were built to replace the garden sheds that were previously used. Playground fall zone protection was also finalized in the spring of 2019.



Elves recognizes that donations for friends and family of Elves support enrichment events or projects that cannot be allocated to operational funding. It is always heartbreaking to lose our loved ones and friends. The Elves community is grateful to those families who commemorate their loved one through a Donation in Memory. Elves has received donations in memory for: Adam Halliday, Leah Hochachka, Thomas Monaghan, and Florence Shikaze.



Mural created with donor dollars in memory of Deann Bartee



Canadian Kids 2²: The Mongol Rally 2019

The Mongol Rally, an initiative of Marty Cender and Lee Speers, raised \$2900.00 towards Adult Program Initiatives.

During the past year, Elves was awarded the following grants:

Mazon Canada	\$1,400	Food Bank and Basic Shelf
Alberta Recycling Management Authority	\$12,500	Pour-in-place rubber surfacing
Children's Ability Fund	\$ 100,000	Purchase of a school bus
Edmonton Cosmopolitan Club	\$3000.00	Pediatric loaner wheelchair
Edmonton Community Foundation	\$45,000.00	Upgrade intercom, speaker, and lockdown systems
Edmonton Lions Club	\$500.00	Adult Program enrichment
Knights of Columbus Edmonton Council 1184	\$500.00	Adult Program equipment and materials
Allwest Commercial Furnishings	\$8,000.00 donation in kind	Gently used office furnishings



Other Ways to Help* (Tax receipts can be issued for donations over \$20.00)

Online:

- Canada Helps: www.canadahelps.org/dn/6630
- ATB Cares: www.atbcares.com/causes/124-118898360RR0001 (ATB will match the donation by 15%)
- Donate-a-Car
- Benevity



NEW!!!

Elves is also able to accept donations of securities. If you are interested in learning more, please contact Barb at 780.454.5310.

Elves 2019 Golf Tournament

The Elves 2019 Golf Tournament raised \$36,175 thanks to the generosity of sponsors, donors, and golfers.

Our Sponsors

Diamond (\$5,000+)

- Optimist Club of Beverly
- Canbian Construction

Platinum (\$2,500)

- Faithful Friends

Gold (\$1,500)

- Aaron & Jon Landscaping
- Ross Benefits Group

Silver (\$1,000)

- DLA Piper (Canada) LLP

Bronze (\$500)

- SKYBLUE Janitorial and Carpet Cleaning
- Michetti Information Technology

Hole-in-One or Games Sponsor

- Eco-Medical Equipment
- Royal Bank of Canada
- Investors Group

Design

- Helix Designs

Sound Sponsor

- E& W Productions



Golfers enjoyed a full day of golfing, a hamburger lunch, and a surf-and-turf supper. Events also included adapted putty and ladder ball games, 50/50, and live & silent auctions. Thank you to the 74 golfers, 8 dinner guests, and 14 volunteers who made the day a great success for Elves!

Parent Advisory Council (PAC)

Committee Members:

Jasmine Abu-Msameh, Cathy Furtak, Lynn Gourley, Anthony Harper, Tina Hartum, Roxanna Hilton, Barb Tymchak Olafson

Purpose of Council:

The School Act and Private Schools Regulation require that independent schools have a Parent Advisory Council (PAC) to work with the School Administration and Board of Directors. At Elves, the Council's functional responsibilities are to provide ongoing feedback to Elves Administration in matters related to services.



The Elves PAC is comprised of no less than three parents/caregivers of individuals enrolled in Elves programs. While the Government of Education requires a PAC, the Elves Board of Directors encourages the participation of parents/caregivers of individuals in Elves Adult and Respite Programs as well. There were three opportunities where PAC presented feedback towards the development of a multiyear plan for family-focused activities.

The Council also addressed current resources and supports for family units including Parent Packages, Family Oriented Programs (FOP) and on-site clinics. Due to the scope of pre-existing services and supported offered for early childhood, there was a decision to prioritize workshops and social events towards Grades 1-12 and Adult Program family units.

In December of 2018, there was a survey emailed to families and caregivers to better identify areas of interest. Based upon the survey and PAC feedback, there was a decision to offer education and/or social events twice annually where families could access more information associated to the financial, legal, and social needs of families and children with disabilities.

In April, Elves partnered with representatives from the Royal Bank of Canada, who addressed considerations in association to Registered Disability Savings Programs (RDSP).

Future sessions will address the recruitment, hiring, and management of:

- Personnel
- Access to government supports
- Group-home planning
- Trustee and Guardianships

DRAFT
February, 2019

ELVES SPECIAL NEEDS SOCIETY PRESENTS
ABILITIES NIGHT
RESOURCE FAIR

Accessing Resources and Celebrating Community

Proposed Schedule of Activities

Date	Event	Topic	Time
February 27, 2019	Registered Disabilities Savings Plans	Financial Planning	6:00 - 7:00 p.m.
April 16, 2019	Parent Event Coffee and Tea	Early Childhood Social and Domestic	10:00 a.m. - 12:00 p.m. 12:30 - 2:30 p.m.
Week of Oct 22, 2019	Child Night (Discounted Access to Resources)	PSCC, PDC Support Hiring for Family Manager Support (Parent Discussion)	6:30 - 8:30 p.m. 6:45 - 7:45 p.m.
March 2020	Access to Resources	Out of Home Placements, Respite	6:30 - 8:30 p.m.
April 2020	Legal Lunch	Will and Estate Guardianship/Trustee/CoP	6:30 - 8:30 p.m. 6:45 - 7:45 p.m.
October, 2021	Smart Fair/Equities	Emergency Event Planning	9:00 - 10:00 p.m.

Free Admission | Open to All

Advocacy Committee

Committee Members:

Vivienne Bartee, Jasmine Abu-Msameh, Anna-May Choles, Stephanie Atkins, Barb Tymchak Olafson

Purpose of Committee:

The Advocacy Committee reaches out to organizations, families and government officials to promote the critical services that Elves offers across the lifespan of individuals with disabilities. Communications are also managed through external events that allow Elves' representatives to network with community partners and bring attention to Elves through a variety of interactions.



Independent Schools Advocacy Meeting with Minister of Education Adriana LaGrange

The Elves community is also extremely grateful to the friends of Elves who supported our operations and promote our mandate. We encourage the community to meet with Elves' representatives to learn more about our programs and meet out program participants, families and staff.

Thank you to the following dignitaries for taking time to meet our program participants and learn about our services:

- Minister of Education, Adriana LaGrange June 26, 2019
- Member of Parliament, Kelly McCauley December 2018 & June 2019
- Councillor Andrew Knack January & April 2018
- Conversation with Premier Notley November 03, 2019
- Minister of Education, Hon. David Eggen October 24, 2018
- Deputy Premier, Hon. Sarah Hoffman April 2018
- Minister of Infrastructure, Sandra Jansen April 2018
- Alberta Legislature (Alberta Hansard) April 2018
- Honourable Sarah Hoffman event June 2018
- Premier's Breakfast July 2019



Member of Parliament, Hon. Kelly McCauley visiting Elves Adult & Youth Centre

Bylaw and Policy Committee

Committee Members:

Tyson Breikreutz, Karen Ens, Anna-May Choles, Russ McDermott, Barb Tymchak Olafson

Purpose of Committee:

The Bylaw and Policy Committee meets as needed to discuss bylaw amendments, development of new policies, and updates to existing policies. The Elves Board of Directors approves policy recommendations brought forth by the Committee, prior to implementation. Bylaw changes are voted on by Society members.

In September 2018, Committee reviewed the Drug and Alcohol Policy with consideration to the legalization of cannabis and to the need for personnel to understand that Elves is a safety sensitive workplace that requires employees report fit to work void of alcohol or drug related impairments.

The Committee also addressed reviews and updates to a variety of existing sections of Elves' policies, including Section II – Staff Health and Safety Policies. The Elves Emergency Response Policy was added, and the Emergency Response Bylaw was updated.

In March and June 2019, there were proposed Bylaw changes drafted to reflect the changes:

- Rewording “President” to “President/Chairperson”
- Update: Parent/Caregiver representation to equitably reflect enrolment in Elves Programs.
- Clarify the status of an elected (Parent Representative) Director should their child no longer attend Elves.
- Further details in the process for nominations as Director in advance of the Annual General Meeting.

Other sections of the Elves Policies and Procedures Handbook that were updated are associated to:

- Section I – Preliminary Information
- Section II – Employment Selection and Assignment
- Section III – Compensation – Salary and Payroll Administration
- Section IV – Compensation – Benefits Administration
- Section V – Terms and Conditions of Employment



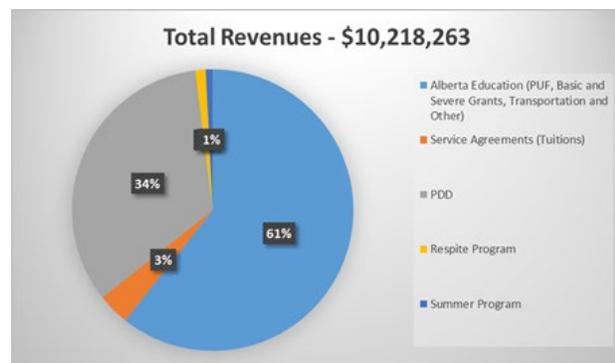
The remainder of Policies will be reviewed and updated during the 2019/2020 year.

Financial Statements

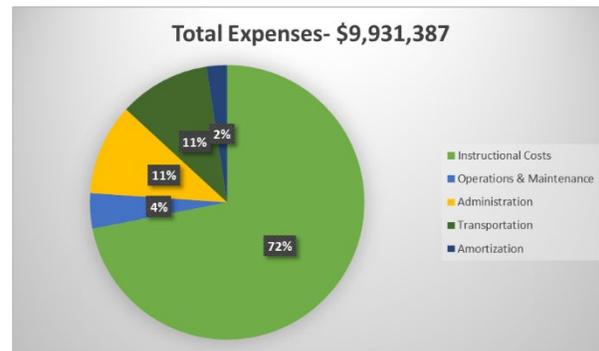
Copies of the Audited Financial Statements for the year ending August 31, 2019, are available for your reference during the AGM, or upon request. The Society concludes the 2018/2019 operational year in a positive fiscal position. As in the past, major funding is provided by the Ministries of Education, Human Services, and the FASD Cross-Ministry Committee. Government policies require Elves to absorb revenues on the allocated basis or return funds to respective Ministries. The Society has a discretionary use of Resident School Board Service Delivery Agreements (tuitions) and undesignated donations. The Board has identified capital projects such as building the expansion, and the purchase of specialized equipment, as priorities for both past and future years.

2018/2019 Audited Financial Statement Overview

REVENUES	2018/2019
Alberta Education (PUF, Basic and Severe Grants, Transportation and Other)	\$ 6,100,555
Service Agreements (Tuitions)	368,070
PDD	3,387,905
Respite Program	116,201
Summer Program	82,538
Amortization of Capital	137,172
Other (Casino , Unrestricted Contributions, Fees)	27,932
TOTAL	\$10,218,263



EXPENDITURES	2018/2019
Instructional Costs	\$ 7,295,651
Operations & Maintenance	\$ 421,985
Administration	\$ 1,091,364
Transportation	\$ 1,091,364
Amortization	\$ 244,391
TOTAL	\$ 9,931,387



NET ASSETS	2018/2019
Property and Equipment	\$ 2,518,125
Internally Restricted for Capital	\$ 2,500,000
Internally Restricted for Future Operations	\$ 150,000
Unrestricted	\$ 97,198
TOTAL	\$ 5,552,199

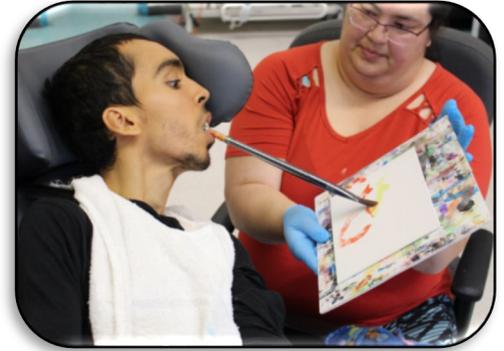


Elves Programs

Elves operates School, Adult Community Access Day Program, as well as FASD and Summer Respite Programs. The programs operate within the Elves Child Development Centre (ECDC), Elves Adult and Youth Centre (EAYC), and the Scout's Canada satellite location.

Adult Program

The Adult Program is a unique and important component of Elves' operations, as services target program participants and their families from early into late adulthood. The Program operates out of Elves Adult and Youth Centre (EAYC), located at 10419-159 Street. The Adult Program occupies 13 out of 22 rooms within EAYC. It receives funding through the Ministry of Human Services, Edmonton Regional Disability Services (ERDS) and Persons with Developmental Disabilities (PDD). Funding supports staff needed to provide Direct Client dollars that address service to clients, and a component of Service Delivery and Administration Costs.



The Government of Alberta requires all organizations (vendors) providing service that is government funded to enter into a Service Provider Agreement. While individuals attending the Elves Adult Program are approved based on Individualized Funding, there is a Master Agreement that outlines the total amount of anticipated funding and stipulates the acceptable cost categories from funds.

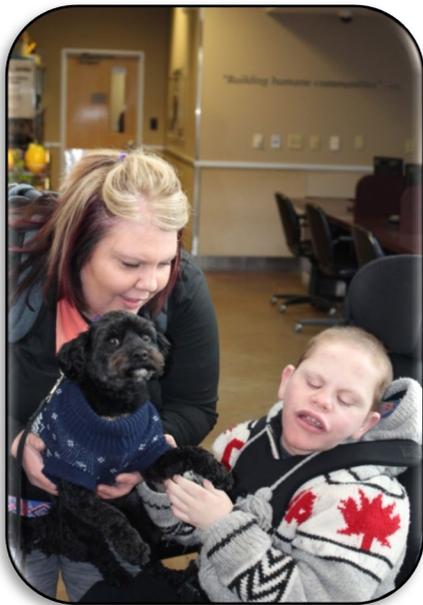


The Adult Program had a total of 83 full time positions. There were 85 individuals served over the course of the year in full and part-time capacity. Currently, the Adult Program is **one of a few site-based service providers in Edmonton that provides intensive supports to those with severe to profound developmental disabilities**. The Adult Program was very excited to seek the services of a part-time Occupational Therapist after a lengthy period of vacancy within the position.

We thank Elves' 52 staff, volunteers, Board of Directors, staff, parents, and friends are integral towards the ongoing support of our program.

The Adult Program is predominantly serving more individuals on a part-time basis to accommodate for health or stamina concerns, although there are increasing numbers of clients with complex neurobehavioral profiles and age-related matters. Sadly, two clients could no longer attend the Adult Program due to health-related issues, and we mourned the passing of Ryan, Amy, and Julian. When there is illness or other circumstances that result in vacancies, Elves must seek new clients in order to maintain funding. Clients are eligible to attend the Program with approved Individual Source Requests (government pre-approval) and successful screening with the Elves team, as were referred to Elves as year-round vacancies arose. Elves welcomed new school program graduates Brian and Doris in 2018 and new community referrals, Sitara and Hassan.

Community Engagement



Clients volunteer at the Alberta Society for the Prevention of Cruelty to Animals

Adult and School Program share common spaces within EAYC such as the Gym, Activity Room, Kitchen, Snoezelen Room, and Courtyard. The Adult Program relies on the Society owned vehicles and Disabled Adult Transit Service (DATS) to support community access. Yellow Buses were also contracted to support the major trip to the International Children's Festival of the Arts in St. Albert during the summer.

Adult Program participants also had an opportunity to give back to the community by supporting Elves' activities and other community-based organizations and events throughout the year.



Elves Adult Program clients support training for future Emergency Response personnel.

The Adult program also benefits from the on-site outreach programs that enrich day to day programs. While there are numerous community access opportunities, there are some clients, who prefer to remain onsite due to health or safety reasons. Elves offers all clients the opportunity to participate in the meaningful preferred recreational groups such as Active Physio, Movie Days, Travel Club, Theme days, and numerous birthday parties. We are also grateful for the engagement of the community with entertainment and access to community professionals occurring on a regular basis.



Award-winning folk artist Martin Kerr holds a private concert for Adult Program clients

Staff and Volunteers

There are 52 staff members employed within the program to support clients. The majority of direct service delivery is offered by instructors within room. There are also two nurses, an occupational therapist, a Community Access and Behavioral Support Coordinator, Staff Trainer and Adult Program Director associated with specialized services and supports.



The Elves Adult Program has implemented an on-site staff trainer based on Creating Excellence Together standards. To date, on site Adult Program training processes target On-boarding/Orientation for New Hires, Occupational Health and Safety, Positive Behavioral Supports, Foundations course, Ethics of Touch, Client Rights, and Non-violent Crisis Intervention and MANDT training. The School Program has focused upon safe and caring relationship, behavioral supports and supports toward cultural diversity within the community.

The Adult Program also counts on a few dedicated volunteers who come in to support day-to-day activities. Volunteers alongside personnel help with outings and provide vital one-on-one social interaction time for program participants, along with performing a variety of other tasks. We thank long-term volunteers, Robert and Sue for their continuous engagement with the community. Program participants also benefit from monthly pet therapy offered by Megan and Yogi.

Quality Assurance Standards

The Mission of the PDD program is to “Work with others so that adults with developmental disabilities can be included in community life and be as independent as possible”. PDD funded supports must contribute to and align with the PDD program’s Mission and be provided to the Client based on the Client’s assessed support needs and desired personal outcomes as set out in the Referral Confirmation.

PDD funded supports will be provided in alignment with the Quality of Life Framework:

	<i>WELL-BEING</i>			<i>INDEPENDENCE</i>		<i>COMMUNITY CONNECTEDNESS</i>			<i>QUALITY SERVICES</i>				
Pillars	Adults with developmental disabilities maximize their personal well-being			Adults with developmental disabilities are supported to be as independent as possible		Adults with developmental disabilities are engaged with and valued by their communities			PDD-funded services meet the assessed needs of adults with developmental disabilities and contribute to positive outcomes				
Domains	Physical	Material	Emotional	Personal Development	Self-determination	Rights	Social Inclusion	Interpersonal Relations	Relevancy	Effectiveness	Efficiency	Safe Agencies	Safe Clients

In accordance with Quality Assurance Standards, Elves follows the PDD Abuse Prevention and Response Protocol. In February 2017, the Elves Adult Programs with the support of Program Managers, front line and administrative personnel, families, and Directors to the Board, underwent a three-day Alberta Council of Disability Services (ACDS), Creating Excellence Together (CET) accreditation audit. This review conducted is required for operations,

and included an examination of policies and processes, and interviews with Elves parents, clients, staff, and board members with a final rating of 96%. There is an upcoming review scheduled for February 2020. Recommendations for improvements were correlated to staff training. Families and caregivers support the development of the Client Individuals Support Plan and engagement in on-site Alberta Health Services clinics such as Adult Mental Health, Home Nutritional Support, and Psychiatrist.

Educational Services

APORI Summary Report

(Accountability Pillar Online Reporting Initiative)

(Combined Three-Year Education Plan 2018/2019, 2019/2020, 2020/2021 and Annual Education Results Report (AERR) 2018/2019)



The Accountability Pillar is a set of measures developed by Alberta Education to monitor and compare performances of all Alberta schools. It is also a tool that allows schools to reflect on internal processes addressing both successes and if needed, areas for improvement. As Elves' Grades 1 - 12 predominantly serves individuals with severe intellectual, physical, or social deficits our students are exempt from Standardized Provincial Achievement testing, diploma examinations, and correlated Rutherford Scholarship appointments.

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deficits our students are exempt from Standardized Provincial Achievement testing, diploma examinations, and correlated Rutherford Scholarship appointments.

In 2018/2019 there were 182 individuals served with 159 of the population enrolled in Elves Early education Program and 23 Grades 1-12 students in attendance. There were two unfunded (community) children. Services were offered within three buildings (Elves Child Development Centre, Elves



Adult and Youth Centre and Scout's Satellite) under the oversight of the Principal, Special Education Supports and Learning Coach, and the Program Unit Funding and Transportation Coordinator.

There were approximately 100 multi-disciplinary personnel including on-site certificated teachers, educational assistants, speech and language pathologists, occupational and physical therapists, nurses, social workers, and correlated assistants supporting children, youth, and their families.



In early education classrooms, children are placed in year one, year two, or kindergarten groupings. Grades 1-12 students learn together in multi-age classrooms. Classrooms, with groupings made to align with the interests and strengths of those students. Multidisciplinary members work alongside certified teachers and educational assistants to enable individuals to achieve academic, communication, psychosocial, physical, or functional skills. Individual Program Plans (IPPs) are formed based on the parental input, assessments, and learner abilities. In 2018/2019, there was the reconfiguration of Grades 1-12 groupings to be more centralized in school. This process enabled more targeted intervention for students and coaching of staff.



Transition planning begins in kindergarten for individuals graduating into Grade 1. In some cases it may also culminate with Grade 12 graduates transitioning into Elves' Adult Program, or receive other supports as a deemed priority by family preference.

In early education classrooms, children are placed in Year One, Year Two, or Kindergarten groupings. Grades 1-12 students learn together in multi-age classrooms. Classrooms, with groupings made to align with the interests and strengths of those students. Multidisciplinary members work alongside certified teachers and educational assistants to enable individuals to achieve academic, communication, psychosocial, physical, or functional skills. Individual Program Plans (IPPs) are formed based on the parental input, assessments, and learner abilities. In 2018/2019, there was the reconfiguration of Grades 1-12 groupings to be more centralized in school. This process enabled more targeted intervention for students and coaching of staff.



Elves offer the most enabling environment and differentiated instruction to support learners. Elves relies upon ongoing engagement of all community members to support long-term planning, purchase of specialized equipment and to support the maintenance and expansion of facilities.

Elves has been determined to be in the "Very High/Excellent" range for the majority of APORI outcome measures as indicated in the chart below, based on parent and staff surveys, as well as independent test measures:

Four Pillars of Accountability



Adapted or modified curriculum to meet the diverse needs of our children, students, and families within the school or family homes

- Small class sizes and differentiated learning strategies are reflective of abilities, culture, race, socioeconomic status, and gender.
- Individuals have appropriate and timely services and supports that enable the learner to engage in the greater learning community.
- Community of practice addresses attitudes and values that will enhance relationships and services of indigenous learners and their families.
- Learners who experience challenges in other educational environments are successful at Elves.

Interdisciplinary interventions by teachers, educational assistants, therapists, nurses, social workers, and community professionals

- School-wide Professional Development for staff and families and addresses topics related to education, health and safety, communication, daily living, and social emotional regulation.
- Long-term planning includes facilities, equipment, and resources meeting the learning needs of children and students.
- Collaborative practices include supports from Alberta Health Services, Human Services (Persons with Developmental Disabilities), contracted psychologist, Regional Collaborative Service Delivery, Family Supports for Children with Disabilities, FASD Cross-Ministry Initiative, Association of Independent School and Colleges in Alberta, Glenrose Hospital. Elves also appreciates engagement from other community partners' focus on physical and mental health and transition planning.

Combined 2019 Accountability Pillar Overall Summary (Required for Public/Separate/Francophone/Charter School Authorities and Level 2 Private Schools)

Measure Category	Measure	Elves Special Needs Society			Alberta			Measure Evaluation		
		Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improvement	Overall
Safe and Caring Schools	Safe and Caring	100.0	100.0	99.6	89.0	89.0	89.3	Very High	Maintained	Excellent
Student Learning Opportunities	Program of Studies	99.2	97.4	96.7	82.2	81.8	81.9	Very High	Maintained	Excellent
	Education Quality	100.0	99.1	99.4	90.2	90.0	90.1	Very High	Maintained	Excellent
	Drop Out Rate	26.7	0.0	0.0	2.6	2.3	2.9	Very Low	Declined	Concern
	High School Completion Rate (3 yr)	n/a	*	n/a	79.1	78.0	77.5	n/a	n/a	n/a
Student Learning Achievement (Grades K-9)	PAT: Acceptable	*	*	n/a	73.8	73.6	73.6	*	*	*
	PAT: Excellence	*	*	n/a	20.6	19.9	19.6	*	*	*
Student Learning Achievement (Grades 10-12)	Diploma: Acceptable	n/a	n/a	n/a	83.6	83.7	83.1	n/a	n/a	n/a
	Diploma: Excellence	n/a	n/a	n/a	24.0	24.2	22.5	n/a	n/a	n/a
	Diploma Exam Participation Rate (4+ Exams)	n/a	*	n/a	56.3	55.7	55.1	n/a	n/a	n/a
	Rutherford Scholarship Eligibility Rate	n/a	n/a	n/a	64.8	63.4	62.2	n/a	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	Transition Rate (6 yr)	*	*	n/a	59.0	58.7	58.7	*	*	*
	Work Preparation	100.0	100.0	100.0	83.0	82.4	82.6	Very High	Maintained	Excellent
	Citizenship	98.7	100.0	99.2	82.9	83.0	83.5	Very High	Maintained	Excellent
Parental Involvement	Parental Involvement	100.0	100.0	98.0	81.3	81.2	81.1	Very High	Maintained	Excellent
Continuous Improvement	School Improvement	100.0	100.0	92.2	81.0	80.3	81.0	Very High	Improved	Excellent

- Notes:
1. Data values have been suppressed where the number of respondents/students is fewer than 6. Suppression is marked with an asterisk (*).
 2. Overall evaluations can only be calculated if both improvement and achievement evaluations are available.
 3. Results for the ACOL measures are available in the detailed report: see "ACOL Measures" in the Table of Contents.
 4. Student participation in the survey was impacted between 2014 and 2017 due to the number of students responding through the OurSCHOOL/TTFM (Tell Them From Me) survey tool.
 5. Aggregated PAT results are based upon a weighted average of percent meeting standards (Acceptable, Excellence). The weights are the number of students enrolled in each course. Courses included: English Language Arts (Grades 6, 9, 9 KAE); Français (6e et 9e année); French Language Arts (6e et 9e année); Mathematics (Grades 6, 9, 9 KAE); Science (Grades 6, 9, 9 KAE); and Social Studies (Grades 6, 9, 9 KAE).
 6. Participation in Provincial Achievement Tests was impacted by the fires in May to June 2016 and May to June 2019. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
 7. Aggregated Diploma results are a weighted average of percent meeting standards (Acceptable, Excellence) on Diploma Examinations. The weights are the number of students writing the Diploma Examination for each course. Courses included: English Language Arts 30-1; English Language Arts 30-2; French Language Arts 30-1; Français 30-1; Mathematics 30-1; Mathematics 30-2; Chemistry 30; Physics 30; Biology 30; Science 30; Social Studies 30-1; and Social Studies 30-2.
 8. Caution should be used when interpreting evaluations and results over time for Mathematics 30-1/30-2, as equating was not in place until the 2016/17 school year. Alberta Education does not comment on province wide trends until it has five years of equated examination data.
 9. Participation in Diploma Examinations was impacted by the fires in May to June 2016 and May to June 2019. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
 10. Weighting of school-awarded marks in diploma courses increased from 50% to 70% in the 2015/16 school year. Caution should be used when interpreting trends over time.
 11. 2016 results for the 3-year High School Completion and Diploma Examination Participation Rates have been adjusted to reflect the correction of the Grade 10 cohort.

Comments in association to Drop-out Rate:

Declined Standard - There were two individuals identified by Alberta Education to have dropped out of Elves School Program. One individual did graduate from the School and is currently attending the Elves Adult Program. The other student was over the age of 18 and the parent determined that he did not have to continue to attend the School Program despite committed resident school board support.

Elves Respite Services

FASD Respite Program

The FASD Respite Program is funded through the FASD Cross Ministry Initiative. Oversight for funding and operations are provided through the Edmonton Fetal Alcohol Network. The Program offers full day respite for children ages 3 to 8. There are Parent Support Groups that are offered in conjunction with services, during which families learn about services and supports, share success and challenges to further understanding and support for those with Fetal Alcohol Syndrome Disorder. Family dynamics include biological and kinship families as well as foster or adoptive family units.



Parents participating in the Basic Shelf

The importance to have “caregiver-driven” materials as well as a dynamic approach to caregiver supports has been highlighted this operational year. Caregivers have expressed needing a blend of supports that focus on both creating connection with other caregivers and education. We attempt to provide sessions and resources that support both needs. We have had a few caregivers that have been struggling within the education system, while seeking behavioral supports within The Elves community. The

Program continues to advocate for greater caregiver supports when it is appropriate.

There were 31 program participants who benefited from the recreational activities offered within the Elves Child Development Centre.

Elves Summer Program

There were 50 children and youth who attended the three-week summer Program that is funded by Family Supports for Children with Disabilities and Children’s Services. Elves Summer Program offers a blended recreational/therapeutic full day program for individuals who may not be appropriately supported within current summer camps within the Edmonton area. Children and families enjoy the enrichment and adapted recreational opportunities within a highly supportive environment. Those participating in the Program also benefit from the additional support of nurses, social workers, therapy assistants, and a program coordinator.





Thank you to our volunteer Board of Directors and numerous community volunteers who during 2018/2019 have contributed a total of 2276 hours in support of the Elves community!