

The Regular Meeting of the Board of Trustees of Pembina Hills Public Schools was held on September 26, 2018 at Eleanor Hall School. In attendance were Trustees J. Carson, J. Comeau, N. Keough, J. Lefebvre, K. McElroy, W. Scinski and J. Tuininga. Also in attendance were Superintendent D. Garbutt and Secretary Treasurer T. Meunier.

- Call to Order Chair Tuininga called the meeting to order at 9:30 a.m.
- Acknowledgement Statement Chair Tuininga recited the acknowledgement statement from Administrative Procedure 60-20 Honoring First Nations, Métis and Inuit Culture.
- Amendments to the Agenda The following amendments were made to the Agenda:  
 New Business – Information Items  
 c) Alberta Distance Learning Centre First Nations, Métis and Inuit Curriculum Update  
 Committee Meetings attended from September 12, 2018 – September 25, 2018  
 15) Westlock and District Community Health Council – postponed to October  
 17) Barrhead Composite High School – Value Scoping Study – Introduction Meeting
- Adopting the Agenda – September 26, 2018  
 7351/09/18 Moved by Trustee Lefebvre that the agenda be adopted as submitted and amended. Carried
- Adopting the Minutes – September 12, 2018  
 7352/09/18 Moved by Trustee Scinski that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills Regional Division No. 7 held on September 12, 2018 be adopted as circulated. Carried

#### ELEANOR HALL SCHOOL REPORT

Eleanor Hall School Report Eleanor Hall School's current enrolment is 241 students in kindergarten to grade 9, with a staff of 13.9 full-time equivalent certificated staff, 14 support staff, and an annual budget of \$2.15 million.

Principal Nadine Marchand presented the Eleanor Hall School Report, highlighting the following:

- Enrolment numbers by grade
- Addressing the Diversity of Student Needs
  - o Deploy staff to prioritize supports for Tier 2 students
    - Success coach
    - Social skills groups
  - o Continue with mental health literacy
    - Promote professional development such as mental health first aid
    - Work collaboratively to assist students with mental health challenges, ensuring proper supports are in place
  - o Fostering community and relationships
- Numeracy
  - o Math Intervention and Programming Instrument (MIPI)
  - o Continue to look at including numeracy across the curriculum
  - o Continued focus and exploration of Kim Sutton strategies such as the ten-block model to help with math fluency
- Literacy
  - o School-based lead literacy teacher to ensure that the five components of the literacy program are being implemented
  - o Continue to explore cross integration of literacy across all subject areas
  - o Facilitate collaboration and professional development of literacy strategies (e.g. flyleaf, words their way)
- Highlights, including:
  - o Full elementary and junior high sports program including intramurals
  - o Music program and choir
  - o Exceptionally strong and caring staff who work together for the good of all students
  - o Nutrition program and hot lunch
  - o School Council and Enhancement Society
  - o School at the Legislature

- Christmas Store
- Intergenerational program
- Student Wellness Action Team (SWAT)
- House leagues
- Recycling program

Intergenerational Program	Elementary Teacher Jesslynn Weir provided an overview of the intergenerational program with residents of the Westlock Continuing Care Centre and grade 2 students. The program is offered weekly. Activities throughout the year include a large formal lunch with the residents at the school, jeopardy game, board games, floor curling, arts and crafts, wheel chair races, and a year-end party at the school.
Student Wellness Action Team/ House Leagues	Grade 5 Teacher Tara Thue and Science Teacher Michelle Savoie presented the following: <ul style="list-style-type: none"> <li>- Teacher Savoie is project manager for the Student Wellness Action Team (SWAT) for students in grades 7 to 9, as part of the Career and Technology Foundations (CTF) program. The SWAT option is offered three times a year within the CTF program for junior high.</li> <li>- House leagues – bringing out the best in each other <ul style="list-style-type: none"> <li>○ Builds pride in the school</li> <li>○ Eleanor Hall School medicine wheel – mental, spiritual, emotional, and physical</li> <li>○ Beads are given to each house for a variety of things, such as: helping others in need without being asked, positive words in class, positive playground behavior, trying their best even when they can't complete the task, showing empathy to others, showing school spirit, classroom contests, teams receive beads for on task behavior in class, representing Eleanor Hall in a positive manner while elsewhere, etc.</li> <li>○ SWAT helps administer the program</li> </ul> </li> </ul>
Enhancement Society	Eleanor Hall School Enhancement Society Chair Sherry Tollenaar presented the Enhancement Society Report, highlighting the following: <ul style="list-style-type: none"> <li>- The purpose of the Society is to enhance and support student needs</li> <li>- The Society works with school staff to ensure the goal is met</li> <li>- Overview of past projects, including gymnasium sound system, playground, basketball courts, musical instruments, books for library, equipment for school programs such as archery, two 3D printers for the school, skating for students at the Spirit Center, Curling, Alberta Operas, set amount for school field trips</li> <li>- Very energetic group</li> <li>- Overview of fundraising activities</li> <li>- The Society meets five times per year</li> </ul>
School Council	School Council Chair Summer Halliday presented the School Council Report, highlighting the following: <ul style="list-style-type: none"> <li>- Relationship with the Enhancement Society – a collective team with different purposes</li> <li>- Developed a pamphlet for parents on the purpose of the Enhancement Society and School Council</li> <li>- Communication is important</li> <li>- Raising awareness – e.g. school lock downs, working with school administration in areas such as bullying</li> <li>- Organizing a speaker series on various topics</li> <li>- Value of the Council of School Councils</li> <li>- Alberta School Council Association (ASCA) – annual conference was useful to attend</li> <li>- ASCA will be providing training to the School Council and school administration on the Role of School Council in October</li> <li>- Typically, 12 parents attend School Council meetings</li> <li>- The School Council meets five times per year</li> </ul> <p>Trustee Carson thanked the School Council for their dedication and commitment to Eleanor Hall School and presented them with a School Council Minute Book. Trustee Carson also presented pens and pencils for students to Principal Nadine Marchand.</p>
School Tour	Principal Marchand provided the trustees with a list of activities in classrooms and trustees were invited to do a self-guided tour.

## NEW BUSINESS

- Policy Committee Recommendations Policy Committee Chair Wendy Scinski reviewed the discussion from the September 11, 2018 Policy Committee Meeting, along with the recommended amendments to the following policies:
- Policy 1 Foundation Statements
  - Policy 7-2 Regular Meetings
  - Policy 7-10 Trustee Compensation, Memberships and Attendance at Conferences
  - Policy 8 Committees of the Board
  - Policy 11 Delegation of Authority
  - Policy 14 Hearings on Teacher Matters
- The Board discussed the recommended amendments.
- Policy 1 Foundation Statements The Board reviewed the recommended changes by the Policy Committee to the Mandate, Purpose and Mission Statements. The Mission Statement was amended to the following:
- We will deliver an excellent education to our students so they become ethical and responsible citizens
- 7353/09/18 Moved by Trustee Keough that the Board amend Policy 1 Foundation Statements, as recommended. Carried
- Policy 7-2 Regular Meetings The Board reviewed the recommended changes by the Policy Committee to Policy 7-2 Regular Meetings and amended 2.1 by adding the word ‘Typically’ at the beginning.
- 7354/09/18 Moved by Trustee Carson that the Board amend Policy 7-2 Regular Meetings, as recommended. Carried
- Policy 7-10 Trustee Compensation, Memberships and attendance at Conferences The Board reviewed the recommended changes by the Policy Committee to Policy 7-10 Trustee Compensation, Memberships and attendance at Conferences and amended 10.6.13 and 10.14.2 to indicate ASBA Issue Forum and/or Leadership Academy and changed the references in 10.12 and 10.13 from 10.5 to 10.6.
- 7355/09/18 Moved by Trustee Comeau that the Board amend Policy 7-10 Trustee Compensation, Memberships and Attendance at Conferences, as recommended. Carried
- Recess 12:00 p.m. 7356/09/18 Moved by Trustee Lefebvre that the meeting recess until 12:30 p.m. Carried
- Chair Tuininga called the meeting back to order at 12:30 p.m.
- Policy 8 Committees of the Board 7357/09/18 Moved by Trustee Lefebvre that the Board adopt Policy 8 Committees of the Board, as presented and recommended. Carried
- Policy 11 Delegation of Authority 7358/09/18 Moved by Trustee Comeau that the Board adopt Policy 11 Delegation of Authority, as presented and recommended. Carried
- Policy 14 Board Hearings on Teacher Transfers The Board reviewed the recommended changes by the Policy Committee to Policy 14 Board Hearings on Teacher Transfers, adding the following:
- 3.1.2 The Board, at its sole discretion, may retain legal counsel for the proceedings
  - Renumber the recommended 3.1.2 to 3.1.3
- 7359/09/18 Moved by Trustee Carson that the Board amend Policy 14 Board Hearings on Teacher Transfers, as recommended. Carried
- Trustee Representation – The Board discussed the need to define effective trustee representation for Vista Virtual School and the Alberta Distance Learning Centre (ADLC).

Vista Virtual School and Alberta Distance Learning Centre

Currently trustees, as part of their role, attend school council meetings of schools within the geographic area of the Division. In addition, they attend other events, such as:

- Student citizenship presentations for students in grades 6, 9, and 12
- Grade 12 graduation ceremonies
- Employee long-service award presentations
- Remembrance Day ceremonies
- Christmas concerts

The upcoming parent-student-teacher interviews for Vista Virtual School may provide an opportunity for the school's trustee representative to engage with parents, staff and students.

7360/09/18

Moved by Trustee Scinski that Trustee McElroy be authorized to attend the Fall 2018 Vista Virtual School Parent Student Teacher interviews in Edmonton as a representative of the Board.

Carried

Committees of the Board – Swan Hills Community Committees

On June 26, 2018 the Swan Hills Chamber of Commerce sent a letter of invitation to Trustee Keough to attend the Swan Hills Chamber of Commerce meetings. On August 31, 2018 Trustee Keough was invited to represent Pembina Hills Public Schools in an initiative for Swan Hills involving the Economic Development Committee (EDC), Town Council, and Chamber of Commerce.

The Economic Development Committee, Town Council, and Chamber of Commerce are working on a community economic development plan and community engagement program. A consultant has been hired to assist in moving Swan Hills into a prosperous future through a financial commitment from the Town of Swan Hills and funding from the provincial government.

A working group of more than 20 local stakeholders from varying aspects of the community (business and industry leaders, non-profit groups, elected officials and citizens) will be formed to ensure the focus is on what is important to the entire community. Over the coming months, the working group will be developing a community engagement program and hosting town hall meetings. It is anticipated that there will be four to six meetings over the course of the project.

On September 11, 2018 the Policy Committee met with Trustee Keough to discuss the current Swan Hills community committees – Promoting Activity Wellness and Success (PAWS) which meets once per year, Swan Hills Community Matters which meets approximately eight times per year, and Swan Hills Interagency which meets six times per year – along with the requests from the Swan Hills Chamber of Commerce and the Economic Development Working Group.

In their discussions, the Policy Committee and Trustee Keough reviewed the purpose of each committee, with a goal of aligning to best serve the needs of the Division and the governing role of trustees, while respecting the desires of the community. In their review it was determined that it would be more appropriate for either Division personnel, school administration, and/or PAWS representatives to participate in the Swan Hills Interagency meetings. The participants for the meetings may vary depending on the agendas.

7361/09/18

Moved by Trustee Lefebvre that Policy 8 Committees of the Board – Appendix A be amended as follows:

- Add Swan Hills Economic Development Working Group for a one-year period – to be reviewed at the August 28, 2019 Organizational Meeting
- Delete Swan Hills Interagency
- Remove the Superintendent/designate from the Swan Hills Community Matters committee structure

Carried

#### NEW BUSINESS

Alberta School Boards Association Call for Input re: Alberta Education's

In August 2018, the provincial government conducted a scan of kindergarten to grade 12 school authorities in Alberta and provided the following data:

- Approximately 15,000 new students are expected to enroll in the 2018-2019 school year
- The government plans to fund new teachers, more support staff, and build up to 20 new schools across the province

Business Plan Consultation	<ul style="list-style-type: none"> <li>- There are 62 public separate and Francophone school boards/authorities</li> <li>- The purpose of the scan is to identify similarities, differences, and best or unique practices and gain a better understanding of local perspectives</li> <li>- Key areas of interest identified could provide more insights into the 2019-2022 Alberta Education Business Plan</li> </ul> <p>The Alberta School Boards Association (ASBA) prepared a questionnaire for member school boards to complete regarding Alberta Education's 2019-2022 business planning process and priorities.</p> <p>Questions included feedback on the following outcomes of Alberta Education's Business Plan:</p> <ul style="list-style-type: none"> <li>- Outcome 1: Alberta's students are successful</li> <li>- Outcome 2: Alberta's education system supports First Nations, Métis and Inuit students' success</li> <li>- Outcome 3: Alberta's education system respects diversity and promotes inclusion</li> <li>- Outcome 4: Alberta has excellent teachers, and school and school authority leaders</li> <li>- Outcome 5: Alberta's education system is well governed and managed</li> </ul> <p>The Board also discussed the five major issues facing the education system including:</p> <ul style="list-style-type: none"> <li>- Insufficient transportation services for students</li> <li>- Challenges supporting English language learners</li> <li>- Declining rural student enrolment</li> <li>- Increasing urban student enrolment</li> <li>- Meeting the increasing needs of students</li> </ul>
Alberta School Boards Association Survey re: Position Statement for Generative Discussion at 2018 Fall General Meeting	<p>The Board reviewed the existing Alberta School Boards Association's (ASBA) position statements and chose their top five priorities in the areas of education and facilities for further discussion at the ASBA Fall General Meeting.</p> <p>The Board's top five priorities for the Education Finance Positions Statements were:</p> <ul style="list-style-type: none"> <li>- 1 Adequate, stable and predictable funding</li> <li>- 2 Integrated services funding</li> <li>- 3 Funding framework review</li> <li>- 4 Special education funding</li> <li>- 5 High school redesign</li> </ul> <p>The Board's top five priorities for the Facilities Position Statements were:</p> <ul style="list-style-type: none"> <li>- 1 Funding for plant operations and maintenance</li> <li>- 2 Infrastructure preservation funding</li> <li>- 3 Small schools by necessity</li> <li>- 4 Funding for outreach school lease costs</li> <li>- 5 School playgrounds funding support</li> </ul>
<b>INFORMATION ITEMS</b>	
ADLC First Nations, Métis and Inuit Curriculum Update	<p>The following information items were presented:</p> <ul style="list-style-type: none"> <li>- Pembina Hills Public Schools Relocation Incentive</li> <li>- Administrative Procedure 40-12 Employee Health and Safety <ul style="list-style-type: none"> <li>o Existing AP 40-12 Health and Safety</li> <li>o AP 40-53 Temporary Emergency Medical Leave (delete)</li> </ul> </li> </ul> <p>Superintendent Garbutt provided an update on the actions taken since September 20, 2018, when it was discovered that one of the Alberta Distance Learning Centre's (ADLC) print courses, Social Studies 20-4, had inappropriate and offensive content. The content in the document absolutely does not reflect the values of the Division. The Division regrets the negative impact this may have caused and is committed to the principles of Truth and Reconciliation.</p> <p>On September 21, 2018 all partner school authorities and school jurisdictions in Alberta were contacted to ensure the course was removed and destroyed.</p> <p>On September 24, 2018 a team of five curriculum specialists from Alberta Education came to ADLC to assist in the immediate review of all ADLC course content to ensure resources are respectful and appropriate.</p> <p>The Social Studies 20-4 print course was developed in 2003 by Alberta Education and another school jurisdiction and was subsequently uploaded on the ADLC site. The course does not align with the current program of studies. A new print course will be</p>

available within the next few months.

Superintendent Garbutt clarified that the old print version of Social Studies 20-4 was not offered by ADLC for student instruction. The on-line Social Studies 20-4 course that is offered by ADLC for student instruction is based on the current program of studies and does not include the inappropriate and offensive content.

#### COMMITTEE MEETINGS ATTENDED

Committee Meetings attended from September 12, 2018 – September 25, 2018:

- Minister of Education David Eggen's visit to Sunny Bend Colony School
- Barrhead CARES (Community Awareness Resource Education Services) Coalition
- Barrhead Composite High School Council
- Dunstable School Council
- École Barrhead Elementary School Council
- École Westlock Elementary School Council
- Fort Assiniboine School Council
- Neerlandia Public Christian School Council
- Pembina North Community School Council
- Pembina North Community School Junior High Awards Night
- R. F. Staples Secondary School Council
- Swan Hills Community Matters
- Swan Hills School Council
- Teachers' Employer Bargaining Association
- Westlock and District Community Health Council – postponed to October
- Westlock CONEX (Westlock and District Community of Networking Excellence)
- Barrhead Composite High School – Value Scoping Study – Introduction Meeting

Barrhead  
Composite High  
School – Value  
Scoping Study –  
Introduction  
Meeting

Chair Tuininga reported on the introduction meeting for the BCHS Value Scoping Study held September 24, 2018.

The modernization and right-sizing of Barrhead Composite High School has been the Board's number one priority for a number of years. Given the size and complexity of the project, the province has approved funding for a Value Scoping Study before consideration of the project.

A Value Scoping Study is a process in which a group of experts breaks ideas down into parts and provides crucial insights on how to build it. Its goal is to minimize the cost and get the most business value in a timely manner. It is a structured approach to answer the question of value.

Both Chair Tuininga and Trustee McElroy will participate in the Study on behalf of the Board.

In Camera Session  
7362/09/18  
3:12 p.m.

Moved by Trustee Carson that the meeting convene as an In Camera Session to discuss land, labour, legal matters.

Carried

7363/09/18  
4:32 p.m.

Moved by Trustee Comeau that the meeting reconvene as a Regular Meeting.

Carried

Adjournment  
4:32 p.m.

Chair Tuininga declared the meeting adjourned at 4:32 p.m.

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Board Chair

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Secretary Treasurer