

The Regular Meeting of the Board of Trustees of Pembina Hills Public Schools was held on October 10, 2018 at Swan Hills 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.
- Amendments to the Agenda There were no amendments made to the Agenda.
- Adopting the Agenda – October 10, 2018
7364/10/18 Moved by Trustee Comeau that the agenda be adopted as submitted. Carried
- Adopting the Minutes – September 26, 2018
7365/10/18 Page 3196 of the minutes of the September 26, 2018 Regular Board Meeting, under the heading Alberta School Boards Association Call for Input re: Alberta Education's Business Plan Consultation, was amended to clarify that approximately 15,000 new students in Alberta are expected to enroll in the 2018-2019 school year. Moved by Trustee Carson that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills Regional Division No. 7 held on September 26, 2018 be adopted as circulated and amended. Carried
- Acknowledgement Statement Chair Tuininga recited the acknowledgement statement from Administrative Procedure 60-20 Honoring First Nations, Métis and Inuit Culture.

NEW BUSINESS

- Alberta Distance Learning Centre Course Content Review – Request to Access 2018-2019 Budget Contingency Superintendent Garbutt reported that, in response to the discovery of inappropriate content in a Social Studies course previously distributed by the Alberta Distance Learning Centre (ADLC), specifically in reference to Residential School experiences, ADLC implemented a systematic review of First Nations, Métis, and Inuit content in all its courses.
- Starting on September 24, 2018, with the assistance and guidance of staff from Alberta Education Field Services, as well as First Nations, Métis, and Inuit content specialists, ADLC teachers began reviewing course content in search of First Nations, Métis, Inuit and particularly, Residential School, references. This process is expected to continue, and is being expanded to incorporate all references to First Nations, Métis, and Inuit to ensure appropriate content.

As references are found, ADLC teachers, along with content specialists, will analyze it for appropriateness using the Guiding Voices Evaluation Tool as a filter. Edits and revisions will be applied as necessary, and students and partner schools will be notified of such changes.

Given the scope and timelines for the review, the services of four to five First Nations, Métis, and Inuit content specialists will be contracted to enact necessary revisions. The estimated cost is \$50,000 and will be completed within the next few months. This work was unanticipated when the 2018-2019 budget was prepared in the spring of 2018.

- 7366/10/18 Moved by Trustee Lefebvre that the Board authorize the withdrawal of a maximum of \$50,000 from the 2018-2019 Alberta Distance Learning Centre (ADLC) contingency fund for purposes of funding external resources required for the ADLC course content review in the area of First Nations, Métis, and Inuit. Carried

INFORMATION ITEMS

- 2018-2019 Pembina Hills Public Schools Employee Handbook The Board commended Monique Jamieson, Coordinator of Human Resources, for drafting the 2018-2019 Pembina Hills Public Schools Employee Handbook. The Handbook applies to all Division employees and can be accessed on-line, through the employee electronic dashboard. It will be revised as required.

The following information items were presented:



- 2018-09 Alberta School Employee Benefit Plan (ASEBP) Trustees' Report
- Yellowhead Regional Library
 - o Director's Message – September 2018
 - o Trustee Appointment Information
 - o Draft 2019-2021 Budget
 - o 2019 Budget Highlights
- Administrative Procedure 40-09 Excess Hours and Alternative Schedules
 - o Existing AP 40-09 Excess Hours and Alternative Schedules
 - o Form 4-09 Individual Overtime Agreement

COMMITTEE MEETINGS ATTENDED

Committee Meetings attended from September 26, 2018 – October 9, 2018:

- Meeting with Municipalities – Barrhead County and Woodlands County – Barrhead Composite High School Value Scoping Study
- Alberta School Boards Association Zone 2/3
- Barrhead Composite High School Awards Night
- Busby School Council
- School Expo and Career Fair

SWAN HILLS SCHOOL REPORT

Swan Hills School Report

Swan Hills School's current enrolment is 211 students in kindergarten to grade 12, with a staff of 12.40 full-time equivalent certificated staff, 13 support staff, and an annual budget of \$2 million.

Principal Slade Sekulich presented the Swan Hills School Report, highlighting the following:

- Enrolment has increased from the reported September 30, 2017 enrolment of 197
- Enrolment in kindergarten to grade 3 is 64 students, grades 4-6 is 58 students; grades 7-9 is 51 students, and grades 10-12 is 38 students
- The smallest grade size is grade 11, with 6 students
- There are 20 students in the community preschool program for 3 and 4 year olds
- Because they are a small community school, students have a chance to get to know the strengths of their classmates and build on that throughout the years
- Students are active in many community events, including recently providing input into the Town's community economic development plan and community engagement program, a joint project of the Economic Development Committee, Town Council and Chamber of Commerce
- The school utilizes various combined classes and alternates the offering of high school sciences. For example, in the 2017-2018 school year, Chemistry 20 was offered in semester 1 for students in grades 11 and 12 and Chemistry 30 was offered in semester 2. In 2018-2019, Biology 20 was offered in semester 1 for students in grades 11 and 12 and Biology 30 will be offered in semester 2
- The uniqueness of the Promoting Activity Wellness and Success (PAWS) project:
 - o The project is funded provincially through a mental health capacity building grant
 - o A variety of student identified programs are offered, including a six-week summer program
- Students from Division 2 (grades 4-6) put together and perform at a dinner theatre each year
 - o Students in grades 4-6 participate annually in an extracurricular trip to Drumheller, where they get to sleep with the dinosaurs at the Tyrell Museum
- Students from Division 1 and 2 (kindergarten to grade 3) are involved in a 'tag' program, where students who are 'caught doing good' receive a slip to take to the school office, where they can choose a prize from the treasure chest. There is also a monthly draw for Sundaes with the School Principal and Associate Principal
- In addition to work experience and the Registered Apprenticeship Program (RAP), there are dual-credit opportunities for high school students in the areas of health care aides, child care, and firefighting
- In September 2018, in conjunction with the Barrhead Outreach Centre, a one-week Career and Technologies Studies (CTS)/Career and Life Management (CALM) course was offered at the Palisades Centre in Jasper National Park. The course offered a combination of experiential learning and classroom instruction for 14 students. Students who successfully met the outcomes of the course are eligible to receive five credits towards their high school diploma. CALM is a pre-requisite for a high school diploma
- Razor Energy Corporation recently awarded a \$20,000 grant to the school for

student programming in the area of Information Technology. Students are currently being asked to identify their interests, before a program is developed and offered

- Student's Union Three members of the Students' Union executive reviewed various activities they are involved in, including:
- Fundraising for furniture for the student lounge area
 - Halloween Howler – an annual senior high volleyball tournament that will host 12 teams this year and a school dance. Students from Fort Assiniboine School are invited to the dance, as well
 - Requests from surveyed students included a water filling station, a new sound system for the gymnasium, a new scoreboard for the gymnasium, and to clean up the student area

The goal of students' unions is to boost student pride in the schools.

- School Council School Council Chair Deshia Gaudet shared that the Council will be focusing on the purpose of school councils and communication with parents.

Trustee Keough thanked the School Council for their dedication and commitment to Swan Hills School and presented them with a School Council Minute Book. Trustee Keough also presented pens and pencils for students to Principal Slade Sekulich.

- School Tour The Board was given a tour of the school and met with students and staff members.

ASSURANCE REPORTS AND INFORMATION UPDATES

- Demonstration – Tool for Stakeholder Engagement Assistant Coordinator of Communications Pam Golden provided a demonstration of an online tool for stakeholder engagement, Thoughtexchange.

The purpose of the tool is to provide greater opportunity for input from parents, students, staff and community.

Thoughtexchange provides an easy-to-access online platform that allows participants to not only share their thoughts, but consider and rate ideas shared by others. This process helps participants learn what is important to others, resulting in Division plans and decisions that better align with stakeholder values and perspectives.

Superintendent Garbutt reported on the possible uses for Thoughtexchange, including input for the Division-wide Student Citizenship Awards and stakeholder input for the redesign of the Alberta Distance Learning Centre website. The recommendation is to pilot Thoughtexchange for a one year period and to allow principals to access the program for use at their schools.

- 7367/10/18 Moved by Trustee Carson that the Board authorize the use of a stakeholder engagement tool, Thoughtexchange, by Pembina Hills Public Schools and the Alberta Distance Learning Centre (ADLC) for a one-year period on a pilot basis at a maximum cost of \$38,000 and, furthermore, the cost for the pilot will be funded 50 percent by the Board and System Administration operating reserve and the remaining 50 percent from the ADLC contingency fund.

Carried

- Recess 12:26 p.m. 7368/10/18 Moved by Trustee Scinski that the meeting recess until 1:00 p.m.

Carried

During the lunch recess, the Board continued their tour of the school.

Chair Tuininga called the meeting back to order at 1:20 p.m.

- In Camera Session 7369/10/18 1:20 p.m. Moved by Trustee Lefebvre that the meeting convene as an In Camera Session:
- for purposes of receiving the 2017-2018 Provincial Achievement Tests and Diploma Exam Results
 - land, labour, legal matters

Carried

Superintendent Garbutt and Secretary Treasurer Meunier left during the In Camera session at 3:30 p.m., returning at 3:46 p.m.

7370/10/18
3:47 p.m.

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

Carried

Adjournment
3:47 p.m.

Chair Tuininga declared the meeting adjourned at 3:47 p.m.

Board Chair

Secretary Treasurer