



Chinook's Edge School Division
Board of Trustees

Date: Tuesday, October 8, 2024
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, M. Copley, S. Cooper, D. Hutchison, G. Kerr, T. Leslie (9:35 a.m.), K. Kemmere, J. Swainson, L. Wagers

Staff Present: L. Woodward - Communications Coordinator, S. Russell - Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb – Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary

Call to Order

Chair H. Bilton called the meeting to order at 9:05 a.m.

Land Acknowledgement • Treaty 7

Trustee H. Bilton opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Resolution # 20241008001BOT

Moved By: G. Kerr

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20241008002BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the minutes on the 2024 September 10 Board of Trustees Meeting.

Carried

In Camera

H Bilton, S. Cooper, M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie (9:35 a.m.), J. Swainson, L. Wagers. S. Russell, Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO and Associate Superintendent People Services M. Garrow remained in the meeting.

Resolution # 20241008003BOT

Moved By: D. Hutchison

Motion to move In Camera at 9:08 a.m.

Carried

Personnel

Resolution # 20241008004BOT

Moved By: J. Swainson

Motion to approve the personnel report as presented.

Carried

Superintendent's Personnel Update

Superintendent K. Sacher provided an update on personnel items during the In Camera portion of the meeting.

Facilities Update

Associate Superintendent Corporate Services S. Russell provided an update on Facilities.

Minister and Board Chairs Meeting Update

Board Chair H. Bilton provided an update on the Minister and Board Chairs Meeting.

Negotiations Committee / TEBA Update

Associate Superintendent Corporate Services S. Russell provided an update on Negotiations.

Superintendent Hiring Process (CAUCUS)

Trustees moved In Caucus at 10:07 a.m.

Quarterly Superintendent Evaluation (CAUCUS)

Information Items

Trustees reviewed information items.

Visa

Accounts Payable

Resolution # 20241008005BOT

Moved By: T. Leslie

Motion to return to the regular meeting at 10:57 a.m.

Carried

BREAK - 10:30 - 10:45 a.m.

New Business

Technology Report

Associate Superintendent Learning Services J. Drent provided an update on Technology Services:

Risk Mitigation:

- Student Safety: When the division connected with insurance providers, we are happy to report that they praised us for the work that we have done.
- Student data: The division has ensured that the only right people have access to this data. If you have a Windows computer, you are more at risk.
- Plans are moving forward to purchase chromebooks across the division.
- Continuing to prepare for digital assessments.
- Ongoing technology renewal.
- Hugh Sutherland School partnership with Powerschool.

Questions and comments:

From a security standpoint Chromebooks are designed around security. At some point, is there a need to be a conversation about having everything in google? J. Drent shared that he is confident with google.

What about the students that are going into trade schools and google is not the platform that is used? J Drent shared that students that participate in dual credit do get exposed to other platforms.

Teach them to google "how to do" something. Help our kids learn how to learn.

Parents feel that students going to post-secondary are not prepared.

We have developed at AI Administrative Procedure and I am curious about research done. J. Drent will add AI to the technology report for updates. J. Drent did note that all of CESD schools have a variation on how they are implementing this AP. It was noted that trustees would like to further this conversation at a future Education Committee meeting.

Professional Development / Collaboration Update

J. Drent provided information on Professional Development / Collaboration 2024-2025.

- Support piloting opportunities for social studies curriculum. A teacher can pilot 1 to 5 outcomes.
- Working to get the K-6 curriculum done.
- Digital reporting.

General Professional Learning focus

K - 8:

- Empowering administration - quality supports in place to guide the professional development of teachers from a data informed perspective.
- Support of Literacy and Numeracy goals. Data informed connections to supporting teachers.
- Continued support of New Curriculum: Particular focus on understanding student gaps in Numeracy, and developing an understanding of the scope and sequence.
- New Curriculum Science 4-6 and FI 4-6

9 - 12

- High school collaborative days - September 20, November 28 and March 20
- Year 3 focused on instructional practice
- Continued focus on subject specialty collaborative teams

Piloting Opportunities

- Alberta Education supporting K-6 Social Studies pilots - 48 CESD teachers are participating (honorarium and release day)
- CESD assessment and reporting committee is piloting K-4 digital gradebooks in selective classrooms in River Valley, Penhold Elementary and Ross Ford.

Professional Development Structures

Administrator focused professional learning:

- ADCOS - Leader learner sessions focused on CESD strategic goals
- ALT Days (Admin/Lead Teacher) days (x2) seminar approach

Teacher focused professional learning:

- PLAD days (Professional Learning and Development) x2 - Grade level specific support related to literacy/numeracy and new curriculum.
- FI (French Immersion) K-12 collaborative teams
- Traditional PLC specialty groups - Band, Music, Art and Kindergarten

Transportation Quarterly Report

S. Russell provided information on the Transportation Quarterly Update

- 2024-25 current CESD ridership is 4077 and 71 students from Red Deer Catholic.
- Transportation has collected approximately \$518,143.30 in fees as of September 25.
- Eligible students that received a discount are approximately 2212 that registered by May 31.
- Students (eligible and ineligible) that paid the regular fees are approximately 766 that registered between June 1 and June 30.
- Students (eligible and ineligible) that paid the penalty are approximately 479, as they registered after June 30 (approximately \$23,950.00).
- Fall school bus evacuations begin October 1.

2023-24 Budget Report was provided for review.

Fleet Renewal: The current fleet count is at 112 buses. The average age is approximately 7 years old with an average mileage of 172,859 km.

Routing Software: Will start exploring the different software programs and hope to make a decision by Spring 2025.

2024-25 School year route changes made: eliminated 1 rural route in Carstairs (CESD), Sylvan Lake (Prairie), Delburne (Prairie), Spruce View (Prairie) and Penhold (Prairie). CESD has also taken over the remaining Penhold routes that were previously contracted to Prairie Bus Lines.

A detailed report for each area with ride and load times was reviewed.

Dashboard Update

Superintendent K. Sacher and Associate Superintendent System Services K. Barber provided an update on the dashboard and proposed the following:

- Provide an annual practical vision update in October with the strategic imperative leaders that would include the key strategic building blocks that lead into the next five years.
- In November, February, and May the strategic imperative leaders will come together to provide an update on how the imperatives are moving forward. This will include one or two key quantitative measures from each of the imperatives.

Associate Superintendent Student Services M. Perdue's dashboard on complex needs strategic imperative will be presented at the October Education Committee. In the future, this will be done in November.

This topic is a preliminary discussion prior to trustee's time with Peter Wright on November 1st. After the November 1st meeting the superintendency team will meet with Peter Wright to ensure that there is alignment with direction.

The long-term target is an annual cycle every October with the practical vision, the strategic building blocks inside the practical vision from each key team member who are heavily immersed in the work.

Then there will be updates three times a year (November, February and May). The key team members will join the meeting and provide a matrix and milestones.

In January the superintendency team shared the practical vision and the three imperatives that are to be accomplished in a 12-to-18-month window. Peter Wright is coaching that the board does not need information that is not strategic, he is helping to grasp the concept of governance vs operations.

Regarding the dashboard, Peter Wright will discuss this in November to clarify what the Board needs. K. Sacher noted that he shared with Peter that there are so many different items to report on and not enough time.

Later in October the Board will be receiving updates on reading and this data will be on the dashboard. M. Perdue will also share her practical vision, metrics and milestones. In November K. Barber and J. Drent will share their strategic building blocks, metrics and milestones.

Peter Wright will discuss the dashboard that the Boards needs in November and then will provide clarity to K. Sacher.

The milestones and metrics piece will be a document not a full dashboard. Peter Wright shared examples from other organizations where the three imperatives would come together.

The notion of an endpoint is a struggle, there will be components of endpoints but there will be strategy ongoing.

There will be further conversations with both the Board and the Superintendent for clarity with Peter Wright.

Recognition of Excellence - Diploma Exams

Luke Dodd from Innisfail High School along with his teacher Madeline Disterheft joined the meeting to be recognized for receiving 100% on his Physics 30 diploma exam.

LUNCH - 12:00 - 1:00 p.m.

Celebrations Update at 1:00 p.m.

Associate Superintendent People Services M. Garrow provided an update on Celebrations.

Modular Application

Associate Superintendent Corporate Services S. Russell provided a verbal update on the modular application.

Resolution # 20241008006BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the submission for modulars at Olds High School.

Carried

Capital Plan Advocacy Check-in

H. Bilton and S. Russell discussed the Capital Plan and if the Board needs to do any advocacy in preparation for submission.

Trustees discussed a joint document with Red Deer Catholic, Chinook's Edge and the Town of Sylvan Lake regarding the collegiate model school for students.

It was noted that this will be discussed at the dinner meeting with MLA's in November

MLA Meeting Update

Trustee T. Leslie provided an update on an MLA meeting.

Resolution # 20241008007BOT

Moved By: T. Leslie

Motion to move In Camera at 1:22 p.m.

Carried

Resolution # 20241008008BOT

Moved By: T. Leslie

Motion that Chinook's Edge School Division Board of Trustees create an ADHOC Health Committee consisting of T. Leslie, D. Hutchison and K. Kemmere and an operational representative until the 2025 Organizational meeting of the Board of Trustees. The purpose is to seek a collaborative/alternative funding model for Family School Wellness and to investigate a new delivery model for health-related supports for students and to investigate other opportunities for health-related advocacy.

Carried

Resolution # 20241008009BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees to appoint T. Leslie as the Chair of the Adhoc Health committee.

Carried

Christmas Recognition

Return to regular meeting at 2:13 p.m.

Trustees discussed Christmas recognition for schools and division staff.

Superintendent Update

Superintendent K. Sacher provided a written and verbal update on the following:

- Aspiring Leaders - October 3
- Teachers Matter - October 4
- Special COLT supper meeting - October 2
- Publication Update
- Vacation Reminder

BREAK - 2:30 - 2:45 p.m.

Committees

Audit Committee

No meeting prior to this meeting.

Key dates will be discussed at an upcoming Audit/Financial Mapping meeting.

Education Committee (September 24th)

The minutes of the 2024 September 24 were provided for review.

Resolution # 20241008010BOT

Moved By: D. Hutchison

Recommendation to change PL 2 - 03.4.0 Trustee Remuneration policy so that each trustee is given an additional stipend in the amount of .25 days/month/school (not including colony schools) for 12 months of the year. Within this stipend, school councils, principal visits, meetings with local council members, reading to students, pep rallies, band concerts, etc would be included. Also included would be any community events helping us to be visible in the community (parades, fall suppers, etc).

Paid separately would be Christmas concerts, Remembrance Day ceremony, Graduation or Leaving ceremonies, National Truth and Reconciliation observances, New School Construction/Meetings, Board organized meetings.

Carried

Resolution # 20241008011BOT

Moved By: G. Kerr

Recommendation to continue to record mileage regardless of the event type for the distance they are traveling.

Carried

Resolution # 20241008012BOT

Moved By: G. Kerr

Recommendation that the Chair or designate approve trustee remuneration. It was noted that when approvals are being done that if the charge is not in the current policy the charge would not be approved and deferred to the Board of Trustees.

Carried

Resolution # 20241008013BOT

Moved By: S. Cooper

Motion to Refer PL 4-02.0.0 Superintendent Evaluation to the Policy Committee to reflect the strategic plan and the new evaluation process.

Carried

Resolution # 20241008014BOT

Moved By: G. Kerr

Recommendation that the Board Chair work with the Treasurer for payment options and execute the letter of engagement with Leaders International as the Superintendent hiring search firm.

Carried

Resolution # 20241008015BOT

Moved By: G. Kerr

Recommendation that the Board Chair and Vice Chair facilitate the Leaders International relationship up to but not including the shortlisting on candidates.

Carried

Resolution # 20241008016BOT

Moved By: H. Bilton

Recommendation of the addition of FYI on agenda and a review of items that could be moved to FYI ant the end of each meeting.

Carried

Resolution # 20241008017BOT

Moved By: H. Bilton

Recommendation to move injury reporting, locally developed courses and teachers matter list to FYI and review the listing in January.

Carried

Facilities and Maintenance Committee

No meeting prior to this meeting.

Governance Effectiveness Committee

No meeting prior to this meeting.

Policy Committee (October 1st)

The minutes of the 2024 October 1 Policy Committee meeting were provided for review.

Note: A draft copy of PL 2 - 03.4.0 Trustee Remuneration with updates has been added to the minutes for review and approval at the October Board meeting.

Resolution # 20241008018BOT

Moved By: G. Kerr

Recommendation to the Board of Trustees to approve the changes to PL 2 – 01.3.0 Board Organization Meeting as presented.

Carried

Resolution # 20241008019BOT

Moved By: G. Kerr

Recommendation to the Board of Trustees to discuss PL 3-07.2.0 Sponsorships and Partnerships and PL 3 – 08.1.1 Facilities and Property Naming as a whole at a future Board or Education Committee Meeting. Direct the Superintendent to provide policies from other Boards for review with this agenda item by the end of November.

Flourishing Stories and Innovation Adhoc Committee

No meeting prior to this meeting.

Trustee Onboarding Adhoc Committee

Board Representative J. Swainson asked the trustees to review the documentation provided prior to the October 29 meeting and provide feedback.

Regular Business

Correspondence

No correspondence at this time.

Alberta School Boards Association

Trustee L. Wagers provided an update on the following items:

- September 23 Zone 4 meeting highlights
- The next Zone 4 meeting is October 21 at Red Deer Catholic (hybrid meeting).
- The ASBA SGM is being held November 17th at the Westin Edmonton.
- Virtual Training

Canadian School Boards Association

No update at this time.

National School Boards Association

No update at this time.

Rural Caucus

The Rural Caucus Fall General Meeting is November 17th in Edmonton.

Trustee Professional Development Reports/Conferences

No reports at this time.

Information Items

Surplus Property Report

There is currently no surplus property to report.

Field Trip Administrative Procedures

As per PL 3 - 07.0.0 (Risk Management), AP 2 - 09 Field Trips - Planning and Requirements and AP 2 - 22 Field Trip Approval were provided for review.

School Viability / Closure

As per PL 3 - 08.3.1 School and Program Viability and PL 3 - 08.3.2 School Closure, the annual required update was provided.

Out of Province Professional Development Report

The out of province professional development report from June 1 to August 31, 2024 was provided for review.

Approved Trip Requests

The listing of the approved trip requests were provided for review.

Board Work Plan - 2023/2024

The Board work plan was provided for review.

Enrolments

Enrolments as of October 2, 2024 were provided for information.

Adjournment

Resolution # 20241008020BOT

Moved By: D. Hutchison

Motion to adjourn the meeting at 3:55 p.m.

Carried

H. Bilton - Chair

D. Hutchison - Vice Chair

S. Russell - Corporate Secretary