

AGENDA

COMMITTEE
OF THE WHOLE

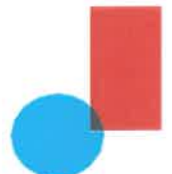
Wed. Jun. 9, 2021

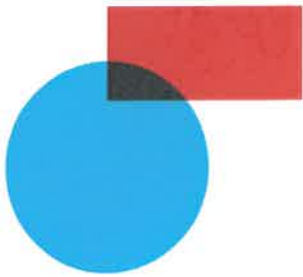


**Sturgeon
Public Schools**

Dare to reimagine learning

1. CALL TO ORDER
2. CONSIDERATION OF AGENDA
 - 2.1 Additions/Deletions to Agenda
 - 2.2 Approval of Agenda
3. APPOINTMENTS
4. APPROVAL OF COMMITTEE NOTES
 - 4.1 Amendment/Correction of Notes
 - 4.2 Approval of Committee Notes – May 12, 2021
5. PRESENTATIONS
 - 5.1 Transportation Services Update – Amy Hebert, Transportation Coordinator
6. REPORTS FROM SENIOR EXECUTIVE
 - 6.1 Curriculum Review Committees
 - 6.2 Targeted Intervention Funding
7. REPORTS FROM TRUSTEES AND STANDING COMMITTEES
 - 7.1 Chair's Report
 - 7.2 Trustees Report
 - 7.3 Advocacy Committee
 - 7.3.1 Work Plan Year End Report
 - 7.4 Building and Maintenance Committee
 - 7.4.1 Work Plan Year End Report
 - 7.5 Education Committee
 - 7.5.1 Work Plan Year End Report
 - 7.6 Finance and People Services Committee
 - 7.6.1 Work Plan Year End Report
 - 7.7 Transportation Committee
 - 7.7.1 Work Plan Year End Report



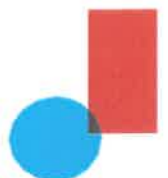


AGENDA

COMMITTEE
OF THE WHOLE

Wed. Jun. 9, 2021

8. REPORTS FROM SPECIAL COMMITTEES/TASK GROUPS
 - 8.1 Alberta School Boards' Association Zone 2/3
 - 8.2 Public School Boards' Association of Alberta
 - 8.3 Teacher Board Advisory Committee (Policy Advisory – ATA)
 - 8.4 Labour Management Committee (Policy Review – CUPE)
 - 8.5 Community Services Advisory Board
9. NEW BUSINESS
 - 9.1 2021/2022 Educational Services Agreements – Language Immersion – Transported Students
 - 9.2 Camilla Routes Retro Payment
 - 9.3 Distance Rate Projections for 2021/2022
 - 9.4 Reserve Transfers for 2020-2021
 - 9.5 Town of Bon Accord – Joint Use Agreement
 - 9.6 Summer Board Meetings
 - 9.7 Policy 900 – Student Conduct and Discipline
 - 9.8 Administrative Procedures
 - 9.9 Monthly IT Report
10. QUESTION PERIOD
11. UNFINISHED BUSINESS
12. INFORMATION ITEMS
13. PENDING LIST
14. IN CAMERA
15. ADJOURNMENT





Sturgeon
Public Schools

Notes of the Meeting of
The Committee of the Whole
Held at Morinville on May 12, 2021

PRESENT

Mr. Terry Jewell, Chair
Mrs. Janine Pequin, Vice Chair*
Mr. Joe Dwyer, Trustee
Mrs. Liz Kohle, Trustee*
Mrs. Misty Featherley, Trustee *
Mrs. Tasha Oatway-McLay, Trustee*
Mrs. Trish Murray-Elliott, Trustee*
Ms. Mary Lynne R. Campbell, Superintendent/CEO
Mrs. Lisa Lacroix, Associate Superintendent, People Services*
Ms. Shawna Walter, Associate Superintendent, Education Services
Ms. Liliana LeVesconte, Secretary Treasurer
Mr. Jonathan Konrad, Director, Curriculum & Instruction*
(* *electronic attendance*)

CALL TO ORDER

The Chair called the meeting to order at 4:00PM.

CONSIDERATION OF AGENDA

2.1 Additions/Deletions to Agenda

Item 9.6 Policy 430 – Trustee Remuneration and Expense Reimbursement moved to June 9, 2021, Committee of the Whole Meeting

Item 9.8 AP435 – Employee Expense Claims and Reimbursement moved to June 9, 2021, Committee of the Whole Meeting

2.2 Approval of Agenda

Moved by Mrs. Oatway-McLay that the agenda be approved as amended.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF COMMITTEE NOTES

4.1 Amendment/Correction of Notes

4.2 Approval of Committee Notes

Moved by Mrs. Oatway-McLay that the notes of April 14, 2021, be approved, as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

5.1 Assurance Report – Stakeholder Feedback

Assurance Report – Stakeholder Feedback was presented by Jonathan Konrad, Director, Curriculum & Instruction

REPORTS FROM SENIOR EXECUTIVE

6.1 Hāpara Update

The Director, Curriculum & Instruction presented a verbal and written report on behalf of the Senior Executive Committee.

6.2 Pride Week

The Associate Superintendent, Education Services presented a verbal and written report on behalf of the Senior Executive Committee.

6.3 Junior High Options at Sturgeon Heights School

The Superintendent/CEO presented a verbal and written report on behalf of the Senior Executive Committee.

REPORTS FROM TRUSTEES AND STANDING COMMITTEES

7.1 Chair's Report

Trustee Jewell presented a verbal and written report.

Chair Jewell (Gibbons/Lamoureux)

Chair Jewell reported that he attended:

- Final Draft 2021/2022 Budget Meeting
- Gibbons School Parent Council Meeting
- Preparation for Lagoon Litigation Questioning
- Preparation for TEBA Negotiation Meeting
- Reviewed Labour Relations Report Findings
- Reviewed Student Transportation Task Force Report

7.2 Trustees' Reports

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Reviewed Student Transportation Task Force Report

Trustee Featherley (Morinville Area)

Trustee Featherley reported that she attended:

- Final Draft 2021/2022 Budget Meeting

Trustee Kohle (Bon Accord/Legal)

Trustee Kohle reported that she attended:

- Final Draft 2021/2022 Budget Meeting
- Reviewed Student Transportation Task Force Report

Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)

Trustee Murray-Elliott reported that she attended:

- Final Draft 2021/2022 Budget Meeting
- Reviewed Student Transportation Task Force Report

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Final Draft 2021/2022 Budget Meeting
- Guthrie School Parent Council Meeting
- PSBAA Special Meeting
- Reviewed Student Transportation Task Force Report

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Final Draft 2021/2022 Budget Meeting

7.3 Advocacy Committee

No report was provided.

7.4 Building and Maintenance Committee

No report was provided.

7.5 Education Committee

No report was provided.

7.6 Finance and People Services Committee

A verbal report was provided.

7.7 Transportation Committee

A verbal report was provided.

A Transportation Committee meeting is scheduled for May 19, 2021.

REPORTS FROM SPECIAL COMMITTEES/TASK GROUPS

8.1 Alberta School Boards' Association Zone 2/3

A verbal report was provided.

8.2 Public School Boards' Association of Alberta

A verbal report was provided.

8.3 Teacher Board Advisory Committee (ATA)

No report was provided.

8.4 Labour Management Committee (CUPE)

No report was provided.

8.5 Community Services Advisory Board

No report was provided.

NEW BUSINESS

9.1 Budget 2021/2022

Moved by Mrs. Oatway-McLay that the Board of Trustees approve in principle the Budget for the 2021/2022 school year, and further, forward to May 26, 2021, Public Board Meeting for final approval.

CARRIED UNANIMOUSLY

9.2 Complementary Learning Resource Fees 2021/2022

Moved by Mrs. Pequin that the Board of Trustees approve in principle Policy 410 Complementary Learning Resource Fees Exhibit 1 for the 2021/2022 school year, waiving of the fee for the same year, and further, forward to May 26, 2021, Public Board Meeting for final approval.

CARRIED UNANIMOUSLY

9.3 Sturgeon Public Schools *DRAFT* Education Plan 2021-2024

Moved by Mrs. Featherley that the Board of Trustees review the DRAFT Sturgeon Public School Division Education Plan 2021-2024 and further forward to May 26, 2021, Public Board meeting for approval.

CARRIED UNANIMOUSLY

9.4 Evergreening 2020/2021

Moved by Mrs. Kohle that the Board of Trustees approve in principle, the in-year incremental investment of \$358,630 in technology to support teacher and learning; and further, that the Board of Trustees approve the use of a portion of the carry forward unrestricted surplus to offset this expenditure during the 2020/2021 school year; and further, that the Board of Trustees refer this matter to May 26, 2021, Public Board Meeting for approval.

CARRIED UNANIMOUSLY

9.5 Omnibus Motion for Locally Developed Course Approval

Moved by Mr. Dwyer that the Board of Trustees forward the Omnibus Motion for Locally Developed Course Approval to May 26, 2021, Public Board Meeting for approval.

The following Locally Developed Courses be authorized as a course of study within Sturgeon Public School Division for the term listed:

Chamber Ensemble (2021) 15/25/35 for 3 credits acquired from the Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Chamber Ensemble (2021) 15/25/35 for 5 credits acquired from the Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Content Literacy (2021) 15/25 for 3 credits acquired from The Edmonton Catholic Separate School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Content Literacy (2021) 15/25 for 5 credits acquired from The Edmonton Catholic Separate School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Design Thinking for Innovation (2021) 15/25/35 for 3 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Design Thinking for Innovation (2021) 15/25/35 for 5 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Film and Media Art (2021) 15/25/35 for 3 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Film and Media Art (2021) 15/25/35 for 5 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Forensic Studies 25/35 for 3 credits acquired from The Edmonton School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Forensic Studies 35 for 5 credits acquired from The Edmonton School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Instrumental Jazz (2021) 15/25/35 for 3 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Instrumental Jazz (2021) 15/25/35 for 5 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Leadership, Character & Social Responsibility (2021) 15/25/35 for 3 credits acquired from The Golden Hills School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Leadership, Character & Social Responsibility (2021) 15/25/35 for 5 credits acquired from The Golden Hills School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Musical Theatre 15/25/35 for 3 credits acquired from The Calgary Roman Catholic Separate School Division to be authorize as a course of study within The Sturgeon Public School Division with an extension of the expiry date from August 31, 2021, to August 31, 2022.

Musical Theatre 15/25/35 for 5 credits acquired from The Calgary Roman Catholic Separate School Division to be authorize as a course of study within The Sturgeon Public School Division with an extension of the expiry date from August 31, 2021, to August 31, 2022.

Vocal Jazz (2021) 15/25/35 for 5 credits acquired from The Calgary School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

Workplace Essential Skills 25/35 for 5 credits acquired from The Edmonton School Division to be authorized as a course of study within The Sturgeon Public School Division from September 1, 2021, to August 31, 2025.

CARRIED UNANIMOUSLY

9.6 Policy 900 – Student Conduct and Discipline

Moved by Mrs. Oatway-McLay that the Board of Trustees refer Policy 900 – Student Conduct and Discipline to the Education Committee and forward to June 9, 2021, Committee of the Whole Meeting.

CARRIED UNANIMOUSLY

9.7 Monthly IT Report

Monthly IT Report was received as information.

QUESTION PERIOD

10.1

UNFINISHED BUSINESS

11.1

INFORMATION ITEMS

12.1

PENDING LIST

13.1 No pending list

IN CAMERA

6:05PM – Moved by Mrs. Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

The meeting recessed for a break at 6:05PM.

The meeting resumed at 6:10PM.

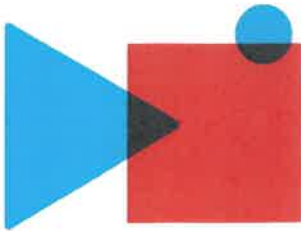
6:30PM – Moved by Mrs. Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

ADJOURNMENT

The meeting adjourned 6:30PM.

**Discussions on items are held at Committee of the Whole Meetings.
Decisions on items are made at Public Board Meetings.**



BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liliana LeVesconte, Secretary Treasurer, Corporate Services
Amy Hebert, Transportation Coordinator
Subject: Transportation Services Update Presentation

Background:

2020-2021 was a turning point for Transportation Services. We engaged the Bus Contractors in a procurement process and selected the successful ones through a transparent and fair process. We collaborated with them to respond to the many demands of the pandemic, from enhanced cleaning to bus seating plans to COVID closures and/or online classes, all to ensure our students continue to be transported in a safe and reliable manner.

We have enhanced the technology on our buses to allow for GPS monitoring and bus pass scanning. Contractors and Operators have successfully completed the legislated training. Our communication and processes have been streamlined and are more effective.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

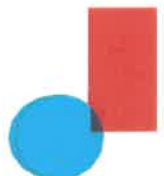
That the presentation be received as information.

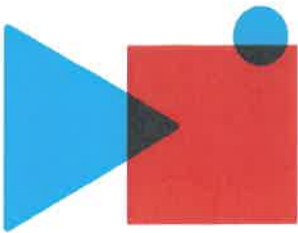
Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO

Attachment





BOARD
MEMORANDUM

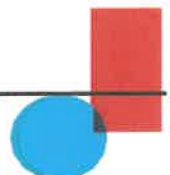
Date: June 9, 2021

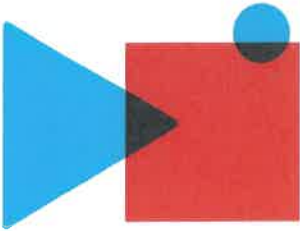
To: Board of Trustees

From: Mary Lynne R. Campbell, Superintendent/CEO

Originator(s): Shawna Walter, Associate Superintendent, Education Services
Jonathan Konrad, Director, Curriculum & Instruction
Alex Cronshaw, Namao School
Alexandra Lessard, École Morinville Public School
Amy Cornet, Sturgeon Heights School
Barbara Kleespies, Namao School
Brie Kiriak, Redwater School
Clarke Ball, Lilian Schick School
Colleen Tremblay, Guthrie School
Connor Robertson, Namao School
Danielle Gilpin, Continuity of Learning
Dawn Fahl, Sturgeon Heights School
Donna Ward, Namao School
Erika Manning, École Morinville Public School
Harold Melsness, Landing Trail School
Heather Gillison, Ochre Park School
Jason Sadownyk, Redwater School
Jayne Barr, Lilian Schick School
Jenaia Gingras, Landing Trail School
Jolene Tchir, Ochre Park School
Jordan Cook, Namao School
Julaine Percy, Bon Accord Community School
Katie Filipowski, Camilla School
Kendra Ritter, Four Winds Public School
Kjersti Wytrykush, Ochre Park School
Lisa Parra, Landing Trail School
Meaghan Dickert, Camilla School
Meghan Berube, Camilla School
Melissa Steeves, Lilian Schick School
Michelle Wing, École Morinville Public School
Mike Paustian, Namao School
Nadina Braz, Lilian Schick School
Nicole Eisenkrein, Namao School
Paula Chaulk, Sturgeon Heights School
Samantha Ur, Four Winds Public School
Sandra Wood, Continuity of Learning
Sarah Lutgen, Camilla School
Sarah Workman, École Morinville Public School
Scott Robertson, Namao School
Shauna Sudyk, Lilian Schick School
Stephanida Hryniw, Guthrie School
Tanya Crump, Four Winds Public School

Subject: Curriculum Review Committees





BOARD MEMORANDUM

Background:

Sturgeon Public Schools extended an invitation to our Kindergarten to Grade 6 teaching staff to assist the Division with the review of the draft K-6 curriculum. Forty staff responded to the invitation. Shawna Walter, Associate Superintendent, Education Services and Jonathan Konrad, Director, Curriculum & Instruction, are facilitating the French Immersion and English Language curriculum reviews, respectively. The Committee discussions are focused on the following core questions:

- How does the draft curriculum support coherent and progressive building of knowledge, understanding and skills for students within and across grade levels? Where is this progression unclear, or how might students miss key concepts?
- Are the knowledge, understandings and skills developmentally appropriate for the age or grade level? What are the areas of concern?
- How does the draft curriculum lead students to a meaningful respect for and understanding of Indigenous knowledge and perspectives? How can it be improved?
- Are there specific areas that have errors or are inappropriate for the subject, grade level, or learning within an inclusive, respectful Alberta classroom?

Staff have reported that the conversations are rich and engaging. All information gathered from the Committees will be collated into a report provided to Alberta Education. This work will also form the basis for the important work to be undertaken in concert with our K-6 teaching staff during the 2021/2022 school year.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

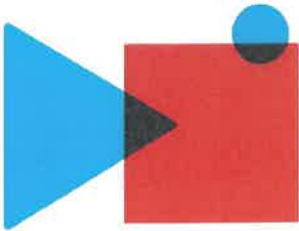
That the report be received as information.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Jonathan Konrad, Director, Curriculum and Instruction
Subject: Targeted Literacy and Numeracy Supports

Background:

On May 28, Premier Jason Kenney and Education Minister Adriana LaGrange announced \$45 million in new funding for school authorities to jump-start targeted programming this fall to support students in Grades 1 to 3 in the 2021/22 school year who are experiencing difficulties as a result of COVID-19-related learning disruptions.

Funding will be available to school authorities through an application process to Alberta Education that identifies the number of eligible students based on teacher assessments. Students will also be assessed after the completion of the up to 16-week intervention program to measure improvements in literacy and numeracy.

The Board's support of Learning Coaches for Kindergarten to Grade 4 through the recent budget process is timely, for it positions our schools to access and implement this additional support for students. This fall, K-4 Learning Coaches will screen students in Grades 1 to 3 in literacy and numeracy and use that data to apply for additional funding. The grant may be used to purchase literacy and numeracy intervention programming materials or provide release time for teachers to work with small groups of identified students. Learning Coaches will work alongside classroom teachers to design and implement these interventions, which align directly with their work to support the enhanced literacy and numeracy components of the coming new curriculum.


Additional information on the application process will be made available to school authorities in the coming weeks.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

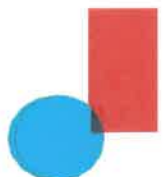
Recommendation:

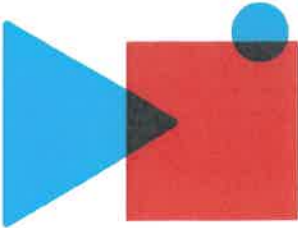
That the report be received as information.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Tasha Oatway-McLay, Committee Chair
Janine Pequin, Trustee
Misty Featherley, Trustee
Subject: Work Plan Year End Report

Background:

The Advocacy Committee developed a Work Plan for the 2020-2021 School Year, which was approved by the Board in September 2020. The pandemic proved a bit of a barrier to the Committee's plans; however, the Committee is pleased to provide an update regarding the work undertaken by the Advocacy Committee at the direction of the Board. The work completed includes:

- ✓ Meeting with Sturgeon County (October 2020);
- ✓ Sharing / discussing "What Value do Trustees Provide?"
- ✓ Student Advisory Committee Meeting (April 2021)

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

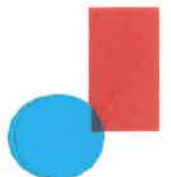
Recommendation:

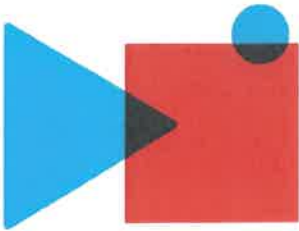
This Year End Report regarding the Advocacy Committee Work Plan is shared with the Board of Trustees as information.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Joe Dwyer, Committee Chair
Liz Kohle, Trustee
Trish Murray-Elliott, Trustee
Subject: Work Plan Year End Report

Background:

The Building and Maintenance Committee developed a Work Plan for the 2020-2021 School Year, which was approved by the Board in September 2020. The Committee is pleased to provide an update regarding the work undertaken by the Building and Maintenance Committee at the direction of the Board. The work completed includes:

- ✓ Review and discuss the Three-Year Capital Plan
- ✓ Review and discuss the Ten-Year Capital Plan
- ✓ Review and refer to the Board a plan to address emergent Capital concerns at schools across the Division
- ✓ Discuss the snow/grass maintenance plan

The pandemic provided a bit of a barrier to some of the Committee's plans as all Joint Use Agreements were suspended, however, Administration is engaged in conversations with municipal partners to review and amend Joint Use Agreements. This is an item that the Committee recommends be carried forward to the 2021/2022 Building/Maintenance Committee Work Plan. Administration engaged in a general discussion with the Board regarding the staffing/credentials of the Facilities team and the capacity of the team to manage operational demands.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

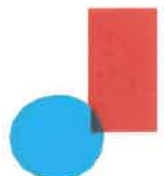
Recommendation:

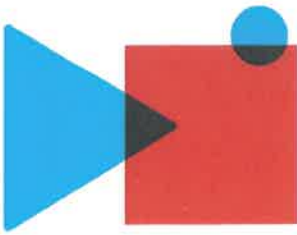
This Year End Report regarding the Building and Maintenance Committee Work Plan is shared with the Board of Trustees as information.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Misty Featherley, Committee Chair
Trish Murray-Elliott, Trustee
Janine Pequin, Trustee
Subject: Work Plan Year End Report

Background:

The Education Committee developed a Work Plan for the 2020-2021 School Year, which was approved by the Board in September 2020. The Committee is pleased to provide an update regarding the work undertaken by the Education Committee at the direction of the Board. The work completed includes:

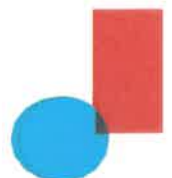
- ✓ Two (2) policies were reviewed and forwarded to the Committee of the Whole:
 - Policy 910 - School Resource Officer; and
 - Policy 900 - Student Conduct.
- ✓ SOGI Professional Development for Trustees – deferred to Fall 2021; and
- ✓ SOGI SPS Overview of Background – February 2021 Public Board Meeting.

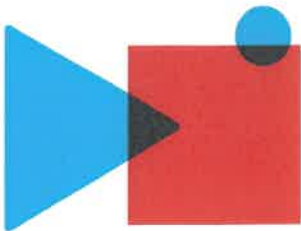
Recommendation:

This Year End Report regarding the Education Committee Work Plan is shared with the Board of Trustees as information.

Sincerely,


Mary Lynne R. Campbell, CD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Terry Jewell, Committee Chair
Tasha Oatway-McLay, Trustee
Trish Murray-Elliott, Trustee
Subject: Work Plan Year End Report

Background:

The Finance and People Services Committee developed a Work Plan for the 2020-2021 School Year, which was approved by the Board in September 2020. The Committee is pleased to provide an update regarding the work undertaken by the Finance and People Services Committee at the direction of the Board. The work completed includes:

- ✓ Review the 2019-2020 Audit Plan
- ✓ Audit Committee
- ✓ Review all Government Requests for Information
- ✓ Budget Process
- ✓ Superintendent Evaluation
- ✓ Review 2019-2020 Audit Report and Recommend to the Board
- ✓ GEC Agreement

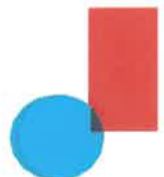
Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

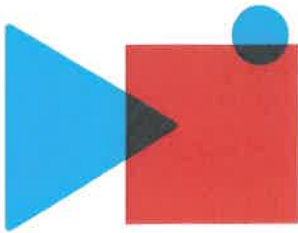
Recommendation:

This Year End Report regarding the Finance and People Services Committee Work Plan is shared with the Board of Trustees as information.

Sincerely,


Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





B O A R D
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liz Kohle, Committee Chair
Janine Pequin, Trustee
Misty Featherley, Trustee
Subject: Work Plan Year End Report

Background:

The Transportation Committee developed a Work Plan for the 2020-2021 School Year, which was approved by the Board in September 2020. The Committee is pleased to provide an update regarding the work undertaken by the Transportation Committee at the direction of the Board. The work completed includes:


- ✓ Budget Update and Alignment
- ✓ Route Review/ Transfer Station
- ✓ Task Force Report
- ✓ Report on Integration of GPS/Bus Passes/Parent Application
- ✓ RFP Workshop
- ✓ Fee Assessment
- ✓ Contractor Meetings

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

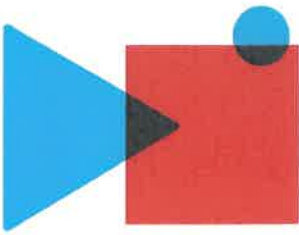
Recommendation:

This Year End Report regarding the Transportation Committee Work Plan is shared with the Board of Trustees as information.

Sincerely,


Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





B O A R D
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liliana LeVesconte, Secretary Treasurer, Corporate Services
Amy Hebert, Transportation Coordinator
Subject: 2021/2022 Educational Services Agreements – Language Immersion – Transported Students

Background:

As directed by the Board of Trustees in June 2020, the Division is grandfathering the program for Educational Services Agreements – Language Immersion – Transported Students.

For 2021/2022, the program includes:

- One Grade 11 and one Grade 12 students at Elk Island Public School
- One Grade 12 student at St. Albert Public School

Therefore, we anticipate that in 2022/2023, there will be only one student remaining in this program.

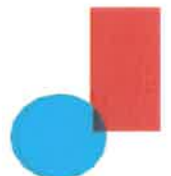
Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

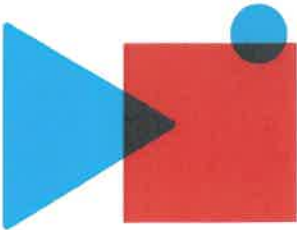
Recommendation:

That the Board of Trustees forward the Educational Services Agreements – Language Immersion – Transported Students for Elk Island Public School and St. Albert Public School to the June 23, 2021, Public Board Meeting for approval.

Sincerely,


Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: 9 June 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liliana LeVesconte, Secretary Treasurer, Corporate Services
Subject: Camilla Routes Retro Payment

Background:

On February 24, 2021, the Board approved an alternate 2020/2021 school calendar for Camilla School. The calendar included 3 days (March 22 to March 24 inclusive) for the purpose of moving from the previous Camilla School to the new building.

As these days were initially fully operational, Administration has reviewed the Transportation Department budget and recommends a retro-active payment for the Contractors initially scheduled to operate on the 3 days. The total payment is \$7,500 (4 contractors, 7 buses).

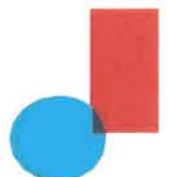
Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

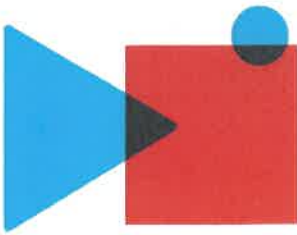
Recommendation:

That the Board of Trustees approve in principle Camilla Routes Retro Payment, and forward to the June 23, 2021, Public Board Meeting for final approval.

Sincerely,

Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: 9 June 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liliana LeVesconte, Secretary Treasurer, Corporate Services
Subject: 2021-2022 Distance Rate

Background:

Transportation Services has created a reliable and consistent process to ensure transparent and consistent calculations for Distance Rates. As per the Transportation Agreement, the Distance Rate is evaluated annually, for review and approval by the Board.

Historical diesel fuel rates are obtained from the Natural Resources Canada website. The calculation includes monthly data collected over a one year period (01 March to 28 February inclusive) within the current operational year as it represents the most recent data. This timeline aligns with the Division's Budget process.

Based on the recent trends, and the increase in the carbon tax levy, we anticipate the diesel fuel rate will continue to escalate, therefore included a rate of \$0.98/liter within the 2021/2022 Budget.

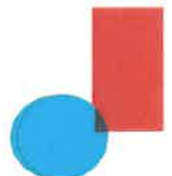
Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

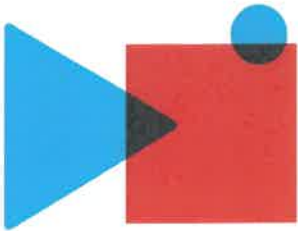
Recommendation:

That the Board of Trustees approve in principle the 2021-2022 Distance Rate at \$0.98 per liter for Bus Contractors, and forward to the June 23, 2021, Public Board Meeting for final approval.

Sincerely,

Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liz Kohle, Trustee
Aaron Chute, Principal, Bon Accord Community School
Shelley Greenwood, Principal, Lilian Schick School
Subject: Town of Bon Accord – Joint Use Agreement

Background:

Attached for review and discussion is the Town of Bon Accord – Joint Use Agreement.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

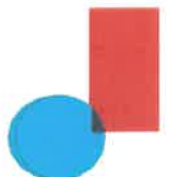
That the Board of Trustees review the Town of Bon Accord – Joint Use Agreement and forward to the June 23, 2021, Public Board Meeting for approval.

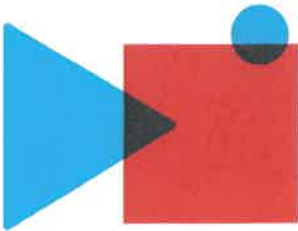
Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO

Attachment





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Mary Lynne R. Campbell, Superintendent/CEO
Subject: Summer Board Meetings

Background:

At the Organizational Meeting of the Board of Trustees held on August 26, 2020, the following motion was made:

S-07/2020 – Moved by Mr. Jewell that the regular Public Board meeting be held on the fourth Wednesday of each month at 4:00 p.m. at the Frank Robinson Education Centre in Morinville and the Committee of the Whole meeting be held on the second Wednesday of each month at 4:00 p.m. at the Frank Robinson Education Centre in Morinville.

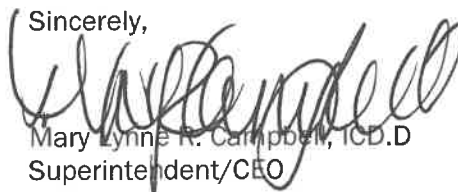
CARRIED UNANIMOUSLY

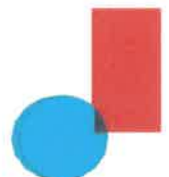
Therefore, the Committee of the Whole meetings are scheduled for Wednesday, July 14, 2021, and Wednesday, August 11, 2021; the Public Board meetings are scheduled for Wednesday, July 28, 2021, and Wednesday, August 18, 2021.

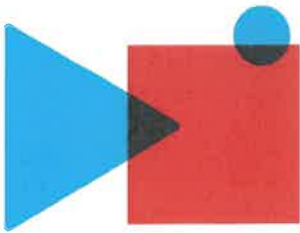
Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

That the Board of Trustees review the meeting dates for the Committee of the Whole meetings for July and August 2021, as well as the meeting date for the Public Board meeting for July 2021 and forward a recommendation to June 23, 2021, Public Board Meeting.

Sincerely,

Mary Lynne R. Campbell, ICD.D
Superintendent/CEO





BOARD
MEMORANDUM

Date: June 9, 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Education Committee
Subject: Policy 900 – Student Conduct

Background:

Attached for Trustee review is *Policy 900 – Student Conduct* with suggested revisions for Trustee consideration.

Also attached for information is *Administrative Procedure 900 – Student Conduct*.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

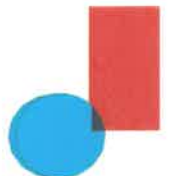
That the Board of Trustees review *Policy 900 – Student Conduct and Discipline* and refer the Policy to the June 23, 2021, Public Board Meeting for approval.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO

Attachment



Student Conduct and Discipline

EFFECTIVE: March 27, 2019

REVISED: March 25, 2020

REVIEW: 2020-2021

1.0 POLICY

Policy 900 shall be reviewed by the Board of Trustees on an annual basis and shall be publicly available on Sturgeon Public Schools web site.

The Board believes that each student and staff member has the right to learn and work in an environment that promotes: equity, diversity, inclusion and human rights.

The Board believes that to maintain a welcoming, caring, respectful and safe learning and working environment, students must attend school regularly, be punctual, diligent in their studies, and be respectful and considerate to everyone in the school community.

The Board believes that parents and guardians are partners in education and expects that they will support the schools in ensuring a welcoming, caring, respectful and safe working and learning environment.

2.0 DEFINITIONS

- 2.1 **Bullying:** Repeated and hostile or demeaning behavior by an individual in the school community where the behavior is intended to cause harm, fear or distress to one or more individuals in the school community, including psychological harm or harm to an individual's reputation.
- 2.2 **Diversity:** The presence of a wide range of human qualities and attributes within a group, organization, or society. The dimensions of diversity include, but are not limited to, ancestry, culture, ethnicity, gender, gender identity, language, physical and intellectual ability, race, religion, sexual orientation, and socio-economic status.
- 2.3 **Discrimination** is an action or a decision that treats a person or a group badly for reasons such as their race, age or disability. The Human Rights Act lists as grounds for which discrimination is prohibited: national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, disability and conviction for an offence for which a pardon has been granted or in respect of which a record suspension has been ordered.

References: Policy 115 - Sexual Orientation, Gender Identity, and Gender Expression
Policy 120 - Harassment Policy
Policy 230 - Board Committees and Appointed Representation
Administrative Procedure: AP900 – Student Conduct
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197
Alberta Human Rights Act
Freedom of Information and Protection of Privacy Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Vision, Mission and Values Statement

Student Conduct and Discipline

EFFECTIVE: March 27, 2019

REVISED: March 25, 2020

REVIEW: 2020-2021

- 2.4 Harassment: Harassment is a form of discrimination. It includes any unwanted physical or verbal behavior that offends or humiliates you. Generally, harassment is a behavior that persists over time. Serious one-time incidents can also sometimes be considered harassment.
- 2.5 Illicit: all prohibited substances, which include but are not limited to, illegal drugs as defined in the Controlled Drugs and Substances Act. Examples include: Methamphetamines, Cocaine, Ecstasy and Heroin.
- 2.6 Restricted/Prohibited: controlled legal substances which have parameters for legal use. Examples include, but are not limited to, Tylenol 3, Benzodiazepines, Barbiturates, Cannabis, tobacco, ~~and~~-tobacco-like products and alcohol.

3.0 GUIDELINES

- 3.1 Each school shall develop a code of student conduct to be reviewed annually by the Superintendent/CEO or designate.
- 3.1.1 Principals will review the Code of Student Conduct with School Council annually.
- 3.1.2 Principals will review the Code of Student Conduct with students annually.
- 3.2 The Board believes that students must comply with school rules set out in the school's code of student conduct.
- 3.3 The Board prohibits bullying, harassing, discriminatory, and violent behaviors and expects allegations of such behavior to be investigated in a timely and respectful manner.
- 3.4 Attendance
- 3.4.1 The Board believes that regular attendance is a significant contributing factor to student learning and therefore that students enrolled in school should attend on a regular basis.
- 3.4.2 The Board believes that, although student attendance is primarily the responsibility of the student and the parent/guardian, the school has a responsibility to encourage student attendance.

References: Policy 115 - Sexual Orientation, Gender Identity, and Gender Expression
Policy 120 - Harassment Policy
Policy 230 - Board Committees and Appointed Representation
Administrative Procedure: AP900 – Student Conduct
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197
Alberta Human Rights Act
Freedom of Information and Protection of Privacy Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Vision, Mission and Values Statement

Student Conduct and Discipline

EFFECTIVE: March 27, 2019

REVISED: March 25, 2020

REVIEW: 2020-2021

3.5 Illicit, Prohibited and Restricted Substances

- 3.5.1 The possession, distribution and/or use of illicit, prohibited and restricted substances are forbidden.
- 3.5.2 The Board believes that the Division, in co-operation with families, community and law enforcement agencies, has a responsibility to:
- 3.5.2.1 Ensure all division schools, grounds and school sponsored events are designated smoke, vape and tobacco free environments.
 - 3.5.2.2 Educate students regarding illicit, prohibited and restricted substance abuse.
 - 3.5.2.3 Ensure that students who are under the influence of illicit, prohibited or restricted substances or possess drug paraphernalia while under school supervision receive appropriate consequences, which may include recommendation for expulsion.
 - 3.5.2.4 Ensure that students who possess ~~and/or distribute illicit, prohibited or restricted substances~~ ~~and/or distribute illicit, prohibited or restricted substances~~ while under school supervision ~~are recommended for an expulsion~~ receive appropriate consequences, which may include recommendation for expulsion.
 - 3.5.2.5 Ensure that students who possess ~~and/or distribute illicit, prohibited or restricted~~ ~~restricted~~ substances while under school supervision are recommended for expulsion.
- 3.5.3 Principals shall take disciplinary action with a student found at school or at a school sanctioned activity, who has consumed, is under the influence of, is in possession of, or is distributing illicit, prohibited or restricted substances.

- 3.6 Students will be held responsible and accountable to Sturgeon Public Schools and its agents for their behavior and conduct beyond the hours of school operation, if that behavior or conduct has a connection back to the school and demonstrated detrimental impact on the welfare of individual students.

References: Policy 115 - Sexual Orientation, Gender Identity, and Gender Expression
Policy 120 - Harassment Policy
Policy 230 - Board Committees and Appointed Representation
Administrative Procedure: AP900 – Student Conduct
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197
Alberta Human Rights Act
Freedom of Information and Protection of Privacy Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Vision, Mission and Values Statement

Student Conduct and Discipline

EFFECTIVE: March 27, 2019

REVISED: March 25, 2020

REVIEW: 2020-2021

3.7 Suspension/Expulsion

- 3.7.1 The Board believes the suspension or expulsion of a student is to be invoked when other measures have proven to be ineffective or when the seriousness of the offense warrants such action.
- 3.7.2 The Board believes an impartial Student Discipline Committee of the Board should be delegated the responsibility for conducting meetings and either expelling or reinstating students as provided for in the Education Act.
- 3.7.3 In the event that expulsion becomes necessary, the Board reserves the right to make rules respecting the conditions under which an expelled student may be re-enrolled.
- 3.7.4 Discipline Hearing Process - See Policy 230 – Board Committees and Appointed Representation, Appendix C - Student Discipline Committee.

References: Policy 115 - Sexual Orientation, Gender Identity, and Gender Expression
Policy 120 - Harassment Policy
Policy 230 - Board Committees and Appointed Representation
Administrative Procedure: AP900 – Student Conduct
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 197
Alberta Human Rights Act
Freedom of Information and Protection of Privacy Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Vision, Mission and Values Statement



PURPOSE

Sturgeon Public Schools recognizes its responsibility to maintain a welcoming, caring, respectful and safe learning and working environment in schools.

PROCESS

The Associate Superintendent Education Services shall be responsible for administering this Administrative Procedure.

PROCEDURE

1. Principals shall develop a written School Code of Student Conduct consistent with Board Policy 900 Student Conduct and Discipline and in consultation with students, parents/guardians, the school council and staff.
2. Principals shall make copies of the School Code of Student Conduct available to students, parents/guardians and staff, on the school's website and in print if requested.
3. Schools shall review the School Code of Student Conduct with students annually.
4. A school code of student conduct shall include:
 - 4.1 expectations for student behavior;
 - 4.2 a range of specific corrective measures that will be taken when students are found responsible for unacceptable behaviour;
 - 4.3 provisions regarding safety and security offenses;
 - 4.4 any other matter which the Principal deems necessary.
5. Students will be held responsible and accountable to Sturgeon Public Schools and its agents for unacceptable behaviour whether it occurs within the school building, during the school day or by electronic means.

References: Board Policy: 230 Board Committees and Appointed Representatives
900 Student Conduct and Discipline
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 196, 197
Freedom of Information and Protection of Privacy Act
Alberta Human Rights Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Violent Threat Risk Assessment (VTRA) Protocol
Vision, Mission and Values Statement



6. Beyond school hours students will be held responsible for unacceptable behaviour if that behaviour has a connection back to the school and has a demonstrated detrimental impact on the welfare of other students or staff.
7. Students and their parents/guardians, as partners in education, have the responsibility to:
 - 7.1 attend school regularly and punctually,
 - 7.2 ensure the student is ready to learn and actively engage in and diligently pursue the student’s education; including completion of assignments and homework,
 - 7.3 ensure that the student’s conduct contributes to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging,
 - 7.4 respect the rights of others in the school,
 - 7.5 refrain from, report and not tolerate bullying or bullying behaviour directed toward others in the school, whether it occurs within the school building, during the school day or by electronic means,
 - 7.6 be accountable to the student’s teachers and other school staff for the student’s conduct,
 - 7.7 fully cooperate with school authority and personnel authorized to provide educational programs and other services throughout the school day and during all school sponsored activities and beyond the hours of school operation if that behavior or conduct has a connection back to the school and a demonstrated detrimental impact on the welfare of individual students, and
 - 7.8 positively contribute to the student’s school and community.

References: Board Policy: 230 Board Committees and Appointed Representatives
900 Student Conduct and Discipline
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 196, 197
Freedom of Information and Protection of Privacy Act
Alberta Human Rights Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Violent Threat Risk Assessment (VTRA) Protocol
Vision, Mission and Values Statement



8. Consequences including intervention, suspension and/or recommendation for expulsion, from school or bus, depending on individual circumstances, may be imposed when a student fails to meet the expectations for student conduct articulated in the School Code of Conduct and/or Education Act. Some examples of unacceptable behaviours include but are not limited to:
 - 8.1 conduct which verbally, physically or emotionally threatens the safety of students or staff;
 - 8.2 conduct which demonstrates disrespect for ethnic, racial, religious and sexual diversity;
 - 8.3 possession of a weapon, or anything used, or intended for use in causing injury to any person, or for the purposes of threatening or intimidating any person;
 - 8.4 assault;
 - 8.5 possession, distribution and/or use of illicit, prohibited or restricted substances in school or on school property;
 - 8.6 willful damage to school or other's property;
 - 8.7 discrimination or harassment;
 - 8.8 participating in or contributing to cyber bullying;
 - 8.9 participating in, or contributing to froshing or hazing activities;
 - 8.10 extortion;
 - 8.11 disruptive behaviour, willful disobedience or defiance of authority;
 - 8.12 interference with the orderly conduct of classes and school activities;
 - 8.13 tampering with items such as fire alarms, or safety equipment;

References: Board Policy: 230 Board Committees and Appointed Representatives
900 Student Conduct and Discipline
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 196, 197
Freedom of Information and Protection of Privacy Act
Alberta Human Rights Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Violent Threat Risk Assessment (VTRA) Protocol
Vision, Mission and Values Statement




- 8.14 criminal activity;
- 8.15 bystander encouragement or involvement
- 9. When disciplining a student, a teacher or Principal will consider:
 - 9.1 whether the student has failed to comply with the *Education Act*, Division Code of Conduct or with the School Code of Student Conduct;
 - 9.2 the effect of the student's behaviour upon other students, the staff, the school and the community;
 - 9.3 the nature of the action or incident that calls for disciplinary measures;
 - 9.4 informing and/or consulting with the student's parents/guardians when it is warranted;
 - 9.5 the student's previous conduct;
 - 9.6 the student's unique circumstances (age, maturity, extenuating circumstances);
 - 9.7 the impact of proposed action on the student's future behaviour;
 - 9.8 any other information the teacher or Principal considers appropriate or relevant;
 - 9.9 whether the student's conduct is injurious to the physical or mental well-being of others in the school.
- 10. Dependent on the resources that are available, the Principal shall arrange for support, if needed, for students who may be impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour.

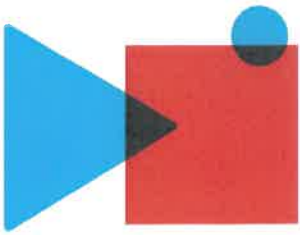
References: Board Policy: 230 Board Committees and Appointed Representatives
900 Student Conduct and Discipline
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 196, 197
Freedom of Information and Protection of Privacy Act
Alberta Human Rights Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Violent Threat Risk Assessment (VTRA) Protocol
Vision, Mission and Values Statement



11. Where the behaviour of a student involves a violent threat, the Principal shall refer to the Violent Threat Risk Assessment (VTRA) protocol. This protocol allows the Principal, in consultation with the Director, Learning Support, to involve regional partners such as RCMP, Alberta Health Services and Children Services to collaborate on the risk assessment and implementation of recommendation for support.
12. Each teacher or Principal will ensure that appropriate documentation procedures are employed to record disciplinary actions.
13. As per the Education Act, the Principal or designate has the responsibility for and the authority to establish and maintain appropriate procedures conducive to an acceptable standard of student discipline.

A decorative graphic element on the left side of the page, consisting of a vertical blue bar and a red semi-circle partially overlapping the bar.

References: Board Policy: 230 Board Committees and Appointed Representatives
900 Student Conduct and Discipline
Education Act: Sections 31, 32, 33, 34, 35, 36, 37, 196, 197
Freedom of Information and Protection of Privacy Act
Alberta Human Rights Act
Prevention of Youth Tobacco Use Regulation 149/2003
Tobacco Reduction Act
Violent Threat Risk Assessment (VTRA) Protocol
Vision, Mission and Values Statement



BOARD MEMORANDUM

Date: June 9, 2021

To: Board of Trustees

From: Mary Lynne R. Campbell, Superintendent/CEO

Originator(s): Shawna Walter, Associate Superintendent, Education Services
Jonathan Konrad, Director, Curriculum and Instruction
Sandra Brenneis, Director, Learning Support/Home Education

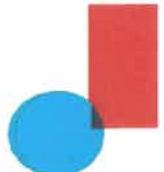
Subject: Administrative Procedures

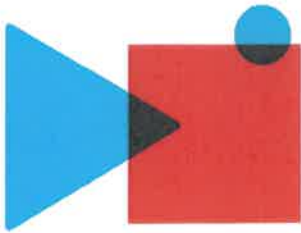
Background:

Attached for Trustee information are the following Administrative Procedures:

- AP500 – Child Abuse and Neglect Prevention;
Administration has reviewed this Administrative Procedure and will speak to the amendments included in the attached document.
- AP805 – Assessment, Evaluation and Reporting of Student Achievement;
Administration has reviewed this Administrative Procedure and will speak to the amendments included in the attached document.
- AP810 – Protocol for Reporting of Provincial Achievement Test and Diploma Examination Results;
Administration has reviewed this Administrative Procedure and will speak to the amendments included in the attached document.
- AP860 – Student Division Awards, Scholarships and Bursaries;
Administration has reviewed this Administrative Procedure and will speak to the amendments as outlined below.

Sturgeon Public Schools believes students should be recognized for excellence in various curricular, extra-curricular and service programs. Senior High Academic Awards and Grade 12 Scholarships are awarded annually to Sturgeon Public students. Based on feedback from High School Administration and criteria from surrounding School Divisions, AP860 has been updated to align Senior High Academic Awards and Grade 12 Scholarship criteria with the Government of Alberta Alexander Rutherford High School Achievement Scholarship criteria. This change will come into effect beginning the 2021-2022 school year.





B O A R D
MEMORANDUM

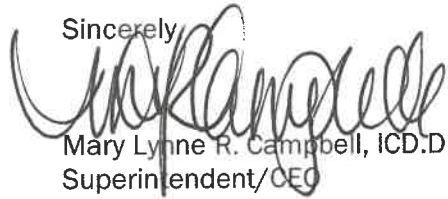
- AP910 - Student Illness or Injury;
Administration has reviewed this Administrative Procedure and will speak to the amendments included in the attached document.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

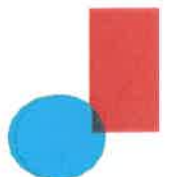
That the report be received as information.

Sincerely,



Mary Lynne R. Campbell, ICD.D
Superintendent/CEO

Attachments





PURPOSE

Children, as a matter of right, should be safe, secure and adequately cared for at home, at school and in the community.

The school has a responsibility to protect the confidentiality, safety and well-being of students where access by outside agencies for investigative purposes is required.

While parents/guardians have primary responsibility to ensure the welfare of their children, the helping professions and community institutions such as schools, human services, medical services, police and the courts have particular responsibility beyond that of citizens to safeguard children from abuse and neglect.

Under the Child, Youth and Family Enhancement Act, staff are obliged to report suspected cases of child abuse and neglect to appropriate authorities and, also, to cooperate as necessary with ~~Child and Family~~ Children’s Services, police and medical services in the investigation of alleged child abuse and neglect.

PROCESS

School principals shall ensure that all school personnel and volunteers understand system expectations, prescribed behaviors by adults, and the physical, behavioral and emotional indicators of child abuse and neglect.

Obligation to Report

The Child, Youth and Family Enhancement Act outlines the legal obligation to report suspected neglect or abuse to the ~~Child and Family~~ Children’s Services Authority.

Obligation to Cooperate with Investigation

School system staff have a legal obligation and moral responsibility to work collaboratively with those involved in investigating alleged cases of child abuse or neglect.

PROCEDURE

- 1. Reporting
 - 1.1 Internal Reporting

References: *Child, Youth and Family Enhancement Act*
Student Services Form, ~~Alberta Children’s and Family Services & Law Enforcement Disclosure~~
Student Services Form, ~~Confirmation of Report to Alberta Children’s Services~~



Responsible Administrator: Associate Superintendent
Education Services

- 1.1.1 Any staff member having reasonable and probable grounds to believe that a student has been subjected to abuse or neglect, or who is concerned about abuse or neglect of a student, may consult with their Principal, the Vice Principal, their school counsellor, ~~the system psychologist,~~ or the Director, of Learning Support.
- 1.1.2 It is possible that allegations of child abuse may be made against teachers or other school personnel. In all such cases, the Principal and the Associate Superintendent shall be informed, whether the report originates in the school or elsewhere.
- 1.1.3 If a staff member has reported suspected abuse or neglect of a child and remains uncertain of the child’s safety following the report, they may pass information on to the Director of Learning Support who may contact the appropriate ~~Child and Family~~ **Children’s** Services Director.

1.2 External Reporting

- 1.2.1 The staff member who has received the report has the legal obligation to contact the appropriate authorities of ~~Child and Family~~ **Children’s** Services. When such a report is made to ~~Child and Family~~ **Children’s** Services, the staff member must inform the Principal that a report has been made.
- 1.2.2 The Principal or designate shall ensure that a record of each report to ~~Child and Family~~ **Children’s** Services is recorded on the, Confirmation of Report to Alberta ~~Child and Family~~ **Children’s** Services form. This form shall be stored confidentially in a counselling file ~~or and a copy submitted to with~~ the Director, Learning Support and not in the Cumulative Record.
- 1.2.3 Knowledge of a suspected case of child abuse or neglect is confidential and the details of a report to ~~Child and Family~~ **Children’s** Services shall be restricted to the staff member initiating the report and the school professionals they consulted within 1.1.1. Information should be disclosed in a manner that balances the safety of a child with confidentiality.

References: *Child, Youth and Family Enhancement Act*
Student Services Form, [Alberta Children’s and Family Services & Law Enforcement Disclosure](#)
Student Services Form, [Confirmation of Report to Alberta Children’s Services](#)



2. Cooperation with Investigation – Refer to AP505 Agencies Interviewing Students

2.1 Access to Students

2.1.1 The Child, Youth and Family Enhancement Act mandates investigation of suspected child abuse or neglect and provides authority for ~~Child and Family~~ **Children's** Services workers and peace officers to enter schools. Access to students for investigative purposes is required where the student is an alleged victim of abuse or neglect. Investigators are expected to consider the convenience of school and student when negotiating a time for access.

3. Investigative Interviews with School Staff

3.1 ~~Child and Family~~ **Children's** Services or police authorities, investigating a complaint of child abuse or neglect from whatever source, may wish to interview teachers or other school personnel having regular contact with the student or having other specific information pertinent to the investigation. The Principal will assist the investigators by identifying and facilitating these contacts.

4. Child Personal Safety Education

4.1 Principals of primary schools shall ensure implementation of the Safety and Responsibility outcomes from the Health & Life Skills program of studies.

References: *Child, Youth and Family Enhancement Act*
Student Services Form, ~~Alberta Children's and Family~~ Services & Law Enforcement Disclosure
Student Services Form, Confirmation of Report to Alberta Children's Services



PURPOSE

Sturgeon Public Schools believes that fair and just practices for **accurate** assessment, evaluation and reporting of student achievement **in relation to Alberta Learning outcomes** form an essential component of a quality educational system.

The Primary Responsibility for continuing evaluation of student achievement lies with each school and its teachers.

The Division believes in the importance of reporting to parents/guardians the assessment and evaluation criteria as well as student achievement information.

PROCESS

The Associate Superintendent Education Services is responsible for maintaining this Administrative Procedure.

PROCEDURE

1. The following terms for the use of this administrative procedure and the interpretation of related documentation and actions are defined as:
 - 1.1 “Fair” means free from bias or dishonesty, and “fairness” is concerned with addressing the student as an individual.
 - 1.2 “Just” means deserved, and “justice” is concerned with assessing groups of students equitably, in accordance ~~with standards or requirements~~ **to learning outcomes**.
 - 1.3 “Accurate” means to be correct or true, and “accurate assessment” **correctly reflects a student’s understanding or demonstration of learning outcomes**.
 - ~~1.3.1~~ 1.4 “Assessment” refers to the process of collecting, interpreting, and communicating information about a student’s progress in relation to the learning outcomes.
 - ~~1.3.1.1~~ 1.4.1 “Formative assessment” or “assessment for learning” ~~refers to assessments that take place during instruction and learning~~ **is an ongoing exchange of information between students and teachers to:**
 - ~~1.3.1.1.1~~ 1.4.1.1 inform students, ~~on an ongoing basis,~~ about their progress towards achieving the intended learning outcome(s),

References: Board Policy: 245 Appeals



~~1.3.1.2~~ **1.4.1.2** identify the gains and difficulties students are experiencing in what they are being asked to learn or perform,

~~1.3.1.3~~ **1.4.1.3** provide specific, descriptive and meaningful feedback that encourages growth, and

~~1.3.1.4~~ motivate students to learn by providing feedback on a continuous basis, and

~~1.3.1.5~~ **1.4.1.4** monitor student performance toward the expected learning outcomes as set out in the programs of study and adjust instruction on the basis of the findings inform teachers of student progress, allowing timely adjustments to instruction where necessary.

~~1.3.2~~ **1.4.2** “Summative assessment” or “assessment of learning” refers to assessment that takes place after an instructional segment such as a group of integrated lessons, unit, reporting period or grade to:

~~1.3.2.1~~ **1.4.2.1** describe the degree to which each student has achieved can demonstrate the achievement of learning outcomes as set out in the programs of study,

~~1.3.2.2~~ understand the students’ achievement at the end of the instructional segment and to inform future instructional planning,

~~1.3.2.3~~ synthesize assessment information and results obtained from assessments conducted for each instructional segment for the reporting period to form grades and comments, which summarize each student’s strengths and areas of need, to be communicated to students and parents/guardians at the end of the reporting period, and

1.4.2.2 provide accurate information of each student’s strengths and areas of need to inform teachers evaluations and communication to students and parents/guardians, and

~~1.3.2.4~~

1.4.2.3 evaluate the effectiveness of the instruction used during the reporting period instructional segment to inform future teaching practice.



- ~~1.4~~1.5 “Evaluation” is judgment about the student’s level of ~~performance in relation to standards or requirements~~ understanding or performance of learning outcomes based on evidence gathered from a variety of assessment methods.
- 1.6 “Reporting” refers to communication of student achievement; “formal reporting” refers to written reports for permanent records used to communicate student progress to parents and to assist in ~~promotion~~ programming decisions; “informal reporting” refers to ~~written~~ progress reports not kept in the student’s file or oral reporting to parents.
2. Assessment, evaluation and reporting of student achievement are the responsibility of a student’s teachers under the supervision of the school Principal.
 3. Assessment shall include clear and timely communication between parents/guardians, students and teachers.
 4. Principals shall ensure that the school has a clear and concise policy related to the assessment and evaluation of student achievement in accordance with Board policy and guidelines and Alberta Education regulations.
 5. Principals shall ensure that teachers use the Divisional reporting system to provide clear and concise information on student achievement to student, parents/guardians and school staff.
 6. Principals shall ensure that:
 - 6.1 Each student in Kindergarten to grade 9 receives a minimum of ~~one written~~ three timely written teacher comments concerning individual, academic growth during a full year course either from their homeroom teacher or a subject specialist as determined by the principal. ~~a minimum of three times per year, to coincide with two parent teacher conferences and the end of the school year.~~
 - ~~6.1~~6.2 Each student in grade 10 to 12 receives a minimum of three timely written teacher comments concerning individual, subject specific, academic growth during a full year course, or two timely academic comments for a semestered course. One comment will be completed by the end of the course and include a recommendation for programing advancement.
 - 6.3 Teachers who teach a complementary course or non-core course shall provide students with a minimum of one written comment ~~in~~ by the end of their course. ~~complimentary courses at the end of each term.~~



- 6.3 ~~Principals shall direct, at the school level, who is most responsible for grade level commenting based on the individual school's homeroom environment and the number of academic teachers at grade level.~~
- 67 Teachers shall ensure that learning outcomes for each course and/or program and the criteria for successful completion of each are clearly specified and communicated to students and parents/guardians at the beginning of each course or program.
- 7.1 The course description, including learning outcomes, evaluation components and weighting, shall be **available online and placed referenced** in the section of the Teacher Gradebook provided for such description.
- 7.2 The course description, evaluation components and weightings shall be updated annually or as otherwise required.
- 8 Teachers shall ensure that a variety of assessment techniques, ~~both formative and summative~~, are used to measure student **growth and achievement**. ~~and are~~ **Summative assessments are** included in the Teacher Gradebook.
- 8.1 Descriptions shall be included for all assessment tasks shown in the Teacher Gradebook. The description shall also include the date on which the assigned assessment task is due, and include or reference, where applicable, any rubric, scale or other criteria used to judge student performance on the task.
- 8.2 Notwithstanding the exercise of teacher judgment regarding the progress of any student, formative assessments shall not normally be included in the determination of a student's final grade.
- 9 A student's final standing in any course shall be based on a number of indicators of achievement throughout the term.
- 10 Evaluation of student growth as a learner and development of personal and social skills shall be reported separate from academic achievement of learner outcomes.
- 11 Using the electronic reporting system mandated by the Division, updating of student progress towards achievement of learning outcomes shall be undertaken by teachers **in a timely manner** ~~on a regular basis~~ as directed by the Superintendent/CEO and communicated through the Superintendent's Administrator Council.
- 12 Student achievement shall be reported in writing to students and parents/guardians on a schedule approved as part of the school's annual program planning by the Principal.



**Sturgeon
Public Schools**

Date: ~~July 24, 2020~~ May 20, 2021

**Responsible Administrator: Associate Superintendent
Education Services**

- 13 A schedule of parent-teacher interviews shall be approved as part of the school's annual program planning by the Principal and be complemented by additional home contact as needed to support student growth and achievement.
- 14 The Principal shall develop and apprise students and parents/guardians of an appropriate school appeal policy for when a student or parent/guardian requests a review of a final achievement mark in a course.

References: Board Policy: 245 Appeals



DRAFT

AP – CURRICULUM AND INSTRUCTION – 810

AP810 – Protocol for Reporting of Provincial Achievement Test and Diploma Examination Results

Sturgeon
Public Schools

Date: ~~July 24, 2020~~ May 20, 2021

Responsible Administrator: Associate Superintendent
Education Services

PURPOSE

Sturgeon Public Schools believes that schools should report on an annual basis to its public results on Provincial Achievement Tests and Provincial Diploma Examinations.

PROCESS

The Associate Superintendent Education Services will be responsible for administering this Administrative Procedure.

PROCEDURE

1. Principals shall report to their public in the following areas:
 - 1.1 Results for the Acceptable Standard and the Standard of Excellence on Provincial Achievement Tests and Diploma Examinations for all students enrolled in the grade level or course.
 - 1.2 Five Year Analysis of Provincial Achievement Test and Diploma Examination results.
 - 1.3 Achievement of School and Division Targets as outlined in the ~~Three-Year~~ Education Plan.
 - 1.4 School and Division Planning documents shall be implemented to address areas of need.
2. Principals shall report to their public in accordance with guidelines established by Alberta Education.

References: Board Policy: 245 Appeals
 Admin Procedure: 805 Assessment, Evaluation and Reporting of Student Achievement
 Education Act: Section 67
 Guide to Education



DRAFT

**Sturgeon
Public Schools**

**Date: July 2, 2020 May 20, 2021
In effect for the 2021 2022 school year**

**Responsible Administrator: Associate Superintendent
Education Services**

PURPOSE

Sturgeon Public Schools recognizes outstanding student performance and significant improvement in performance in various curricular, extra-curricular and service programs.

PROCESS

The Principal, in consultation with staff members, shall be responsible for the selection of students to be recognized for outstanding student performance or significant improvement in performance.

Recognition of outstanding student performance and improvement shall be given through letters, Board meetings, special events, Trustee attendance at individual school awards ceremonies, or media.

Grade 12 students are eligible to apply for a Sturgeon Public Schools' \$1000.00 1000 scholarship and a \$500.00 500 bursary.

PROCEDURE

Senior High Academic Awards

- ~~1.~~ In order to qualify for an academic award, students must have obtained at least 30 credits completed at the grade level for which the award was intended in subjects at a high school in the Division. Grades 10, 11 and 12 High School Honour and Merit shall be awarded annually to students who have met the Alexander Rutherford High School Achievement Scholarship requirements.
 - 1.1 1.1 A Division bookmark will be presented to students, who have an 80% average in 25 credits achieved honours according to the Alexander Rutherford High School Achievement Scholarship requirements.
 - ~~1.1.1~~ Five of these credits must be English.
 - ~~1.1.2~~ A maximum of 5 credits in any of the following programs may be used: RAP, Work Experience and Special Projects.
 - ~~1.1.3~~ Green Certificate credits are excluded.
 - ~~1.2~~ Alberta Distance Learning Center (ADLC) courses administered at a high school in the Division may be considered as part of the 30 credits.
 - 1.2 A Division pen and pencil set will be presented to the student in each high school in the Division achieving the highest standing in Grade 10, 11 and 12 on the basis set out in 1.1 and 1.2.1.
 - ~~1.3~~

References: Board Policy: 905 Awards Policy -- Students
Alexander Rutherford High School Achievement Scholarship requirements



Junior High Academic Awards

2. On the recommendation of the Principal, in consultation with staff members, awards will be presented to each student in full-time attendance at the Grade 7, 8 and 9 levels as follows:
 - 2.1 A Division refrigerator magnet will be presented to students who have an 80% average in Language Arts, Social Studies, Mathematics and Science, and a pass mark in all other subjects in which the student is enrolled. French Immersion may include French Language Arts (FLA); 80% average in four of the five core subjects (FLA, ELA, SS, SC and Math – lowest mark may be removed from average)
 - 2.2 A Divisions pen will be presented to the student at each school achieving the highest standing in Grade 7, 8 and 9 on the basis set out in 2.1.

Book Awards

3. A book is presented to the most deserving student in each homeroom in Grades K-9. The award can be customized to each student's preference i.e. a book or books, DVD's, digital apps (iTunes card), educational computer games, etc.

Selection of the winners will be made by the staff of each school on the following criteria:

- Individual development;
 - Contribution to the welfare and progress of the homeroom and school.
4. The Principal shall submit to the ~~Finance Adviser~~ **Director, Financial Services**, a "Sturgeon Public Schools Book Awards Eligibility Form" for each school year.
 5. The Principal of each school shall submit to the Executive Assistant to the Associate Superintendent Corporate Services, a "Student Awards Order Form" by the end of May in each school year. The exception will be Division high schools that hold their awards ceremony in the fall of the following school year.
 6. A list of award recipients and any unused award items shall be returned to the Executive Assistant to the Associate Superintendent Corporate Services following each school's awards ceremony.
 7. Principals shall submit, for approval, to the Superintendent/CEO criteria for any and all in-school awards developed by Division schools.



Grade 12 Scholarship

8. A scholarship of ~~\$1000.00~~ 1000 will be awarded to all grade 12 students upon completion of their scholarship year who meet the following guidelines:
- 8.1 Apply for the scholarship by September 30th of the calendar year in which the student graduates from high school;
 - ~~8.18.2~~ Have attended a Division school in the school year for which the scholarship is awarded;
 - ~~8.28.3~~ ~~Have earned at least 30 credits in Grade 12 level courses at a high school in SPS Sturgeon Public Schools;~~ Meet the Grade 12 Honours criteria according to the [Alexander Rutherford High School Achievement Scholarship requirements](#).
 - ~~8.38.4~~ Qualify for a High School Diploma;
 - ~~8.4~~ Have an average of 80% based on the student's highest marks at the Grade 12 level in 25 credits;
 - ~~8.4.1~~ Five of these credits must be English.
 - ~~8.4.2~~ Five (5) one credit CTS courses at the 3000 series can be combined and used as an option, with the average marks of the five (5) CTS courses constituting one of the other subjects at the grade 12 level.
 - ~~8.4.3~~ A maximum of 5 credits in any of the following programs may be used: Dual Credit, RAP, Work Experience and Special Projects.
 - ~~8.4.4~~ Green Certificate credits are excluded.
 - ~~8.4.5~~ Alberta Distance Learning Center (ADLC) courses administered at a high school in the Division may be considered as part of the credits referenced in 8.2.
 - 8.4.68.4.1 Results of Diploma Appeal Examinations will be accepted with the onus being on the students to notify the school of the results of the appeal prior to September 1st of the scholarship year.
 - 8.4.2 The mark used for determining eligibility is the final mark awarded to the student on the Alberta Education Results Statement.

References: Board Policy: 905 Awards Policy -- Students
[Alexander Rutherford High School Achievement Scholarship requirements](#)



Date: ~~July 2, 2020~~ **May 20, 2021**
In effect for the **2021 2022** school year

Responsible Administrator: Associate Superintendent
Education Services

~~8.4.7~~

~~8.5~~ **8.4** Enroll in a full-time program of studies at a university or post-secondary educational institution, or enroll in an apprenticeship program, within fifteen (15) months after high school graduation.

~~8.6~~ **8.5** Obtain ~~between~~ **after** September 15 ~~– 30~~ for the Fall Term or **after** January 15 ~~– 31~~ for the Winter Term, confirmation of enrollment at a university or other post-secondary institution, or enrolment in an apprenticeship program. The confirmation of enrollment is to be submitted to ~~the Executive Assistant to the Deputy~~ **Associate** Superintendent Education Services by October 15th or February 15th, appropriate to the registered term. Such confirmation shall be required prior to the issuance of a student's scholarship cheque.

~~8.7~~ **Apply for the scholarship by September 30th of the calendar year in which the student graduates from high school.**

~~8.8~~ **8.6** The scholarship shall be payable to the student and presented at their school's annual awards night or following their confirmation of enrolment at a university or recognized post-secondary institution, or enrolment in an apprenticeship program.

Grade 12 Bursary

9. Each year two graduating students of the Division who do not qualify for a Grade 12 scholarship will be awarded a ~~\$500.00~~ **500** bursary.

9.1 The number of bursaries shall be two (2) per year, one ~~\$500.00~~ **500** bursary to a student graduate from Redwater School and one ~~\$500.00~~ **500** bursary to a student graduate from Sturgeon Composite High School.

9.2 The bursary shall be payable to the student and presented at their school's annual awards night following their confirmation of registration at a recognized post-secondary institution or in an apprenticeship program.

9.3 The school principal, in consultation with a school selection committee, shall recommend a student to receive the bursary and submit such name and other required details to the Executive Assistant to the ~~Deputy~~ **Associate** Superintendent, **Education Services**.

9.4 Factors to be taken into consideration by the Principal and school selection committee shall include:

9.4.1 the level of student achievement and the effort exhibited by the student in attaining this level,

References: *Board Policy: 905 Awards Policy – Students*
[Alexander Rutherford High School Achievement Scholarship requirements](#)



Date: ~~July 2, 2020~~ May 20, 2021
In effect for the 2021 2022 school year

**Responsible Administrator: Associate Superintendent
Education Services**

- 9.4.2 the student's participation in co- and extra-curricular activities, both school and community, and
- 9.4.3 other bursaries or scholarships for which the student may be eligible.
- 9.5 The student must have attended a Division high school and qualify for a high school diploma with an average of 70% based on the student's Grade 12 level courses in at least 25 credits.
- 9.6 The student must enroll in a course of studies at a recognized post-secondary institution or apprenticeship program within fifteen (15) months after high school graduation.
- 9.7 The student must submit confirmation of enrollment at a post-secondary institution or in an apprenticeship program. Such enrolment shall be confirmed by the Executive Assistant to the ~~Deputy~~ **Associate** Superintendent **Education Services** prior to the issuance of a student's bursary cheque.
- 9.8 The student must apply for the bursary by September 30th of the calendar year in which the student graduates.

References: *Board Policy: 905 Awards Policy – Students*
[Alexander Rutherford High School Achievement Scholarship requirements](#)



PURPOSE

Sturgeon Public Schools recognizes that situations may arise where a student is injured or becomes ill. In some situations, where students remain at school, the school shall make a reasonable effort to contact the parent/guardian and to make the student comfortable.

The Division also recognizes that, in some instances, the health needs of the ill or injured student are best served by the transportation of such student(s) to an appropriate medical facility. When responding to emergency medical situations, staff shall determine the safest possible means of transportation.

~~SPS~~Sturgeon Public Schools recognizes that emergency medical transportation authorized by a staff member is the safest possible means of transportation.

Division staff members are expected to take any action to provide medical assistance as would be expected of any reasonable adult.

Reasonable effort shall be made to secure parent/guardian transport of ill or injured students.

PROCESS

The Associate Superintendent, Education Services, shall be responsible for administering this Administrative Procedure.

PROCEDURE

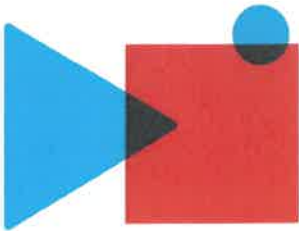
1. Where, in the opinion of the Principal or designate, an ill or injured student may remain at school, the Principal or designate shall:
 - 1.1 Attempt to notify the parent/guardian of the extent of the illness or injury.
 - 1.2 Take the student to the medical room and arrange for the student's comfort.
 - 1.3 Ensure reasonable supervision of the student while in the medical room.
 - 1.4 In case of injury, record the incident on the "Student Injury Report Form".
 - 1.4.1 For injuries requiring a physician or ambulance, the original of this report must be forwarded to the Associate Superintendent Corporate Services and a copy retained in the school.

References: Education Act: Sections 33, 52, 53, 196, 197
[Concussion Management Protocol](#) (located in the SPS Emergency Preparedness Response Plan Binder)
[Sturgeon Public Schools Form – Student Injury Report](#)



2. If consideration is given to sending an ill or injured student home from school, the Principal or designate shall:
 - 2.1 Contact parent/guardian by telephone, at home or place of work, to ensure the student is escorted home, or to a designated agreed upon location.
 - 2.2 Keep the student at school until the parent/guardian is contacted.
3. In cases where a concussion is suspected or diagnosed, refer to the Concussion Protocol Flow Chart (attached).
4. Where, in the opinion of the Principal or designate, an ill or injured student must be transported to a medical facility, the employee shall:
 - 4.1 Notify the parent/guardian, if possible, of the extent of the illness or injury.
 - 4.2 Arrange for transportation from the following transportation modes:
 - 4.2.1 transport by the parent/guardian of the student;
 - 4.2.2 transport in a vehicle owned by a properly certified ambulance service;
5. Where an employee of the Board accompanies the student during transportation, he/she shall be granted leave of absence from regular duty with full pay and benefits.
6. Where transportation occurs by means of a properly certificated ambulance driver:
 - 6.1 A staff member or designate shall accompany the student, either within the ambulance or by private vehicle.
 - 6.2 A staff member shall, as soon as it is practicable, submit a written report to the Principal detailing all circumstances.
 - 6.3 All invoices for ambulance service are the responsibility of the parent. The School shall provide the parent all applicable forms to arrange for reimbursement from the Board Student Injury Policy Insurers.

References: *Education Act: Sections 33, 52, 53, 196, 197*
[Concussion Management Protocol](#) (located in the SPS Emergency Preparedness Response Plan Binder)
[Sturgeon Public Schools Form – Student Injury Report](#)



BOARD
MEMORANDUM

Date: 9 June 2021
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent/CEO
Originator(s): Liliana LeVesconte, Secretary Treasurer, Corporate Services
Subject: Monthly IT Report

Background:

Please find attached a written IT Report for SPS Chromebooks and major outages for the month of May 2021.

Administration is prepared to respond to questions at the June 9, 2021, Committee of the Whole Meeting.

Recommendation:

That the report be received as information.

Sincerely,



Mary Lynne R. Campbell, CD.D
Superintendent/CEO

Attachment

