

Table of Contents

	<u>Resolution #</u>
Approval of Agenda	094
Approval of Minutes	095
Motions	
Memorandum of Agreement of Agreement Between Sturgeon Public Schools and The Alberta Teachers' Association	096
March Public Board Meeting	097
Policy 205: Operational School Year	098

DRAFT

MINUTES OF THE PUBLIC BOARD MEETING

Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, December 20, 2023, at 9:00 a.m.

Attendance:

Irene Gibbons, Board Chair

Cindy Briggs, Vice Chair

Joe Dwyer, Trustee

*Stacey Buga, Trustee - Electronic

Tasha Oatway-McLay, Trustee

Trish Murray-Elliott, Trustee

Shawna Warren, Superintendent

Lisa Lacroix, Associate Superintendent, Human Resources

Sean Nicholson, Associate Superintendent, Corporate Services

Michelle Wilde, Recording Secretary

left at 10:45 a.m.

Daniel Shaw, Tech Support

left at 10:05 a.m.

Christina Dafoe, Presenter

left at 9:45 a.m.

Konnor Wood, Presenter

left at 9:45 a.m.

*Janet Westworth, Local ATA President

arrived at 9:30 a.m.

left at 9:45 a.m.

**Attended meeting virtually*

Regrets:

Janine Pequin, Trustee

Jonathan Konrad, Deputy Superintendent, Education Services

Call to Order

Board Chair Gibbons called the meeting to order at 9:00 a.m.

Land Acknowledgement

Board Chair Gibbons read the Land Acknowledgement Statement.

Approval of Agenda

094/2023 - Moved by Trustee Oatway-McLay that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Approval of Minutes

095/2023 - Moved by Trustee Murray-Elliott that the minutes of the Regular Meeting of November 29, 2023, be approved as presented.

Business Arising From The Minutes

No business arising from the minutes.

Presentations/Delegations

STEAM Presentation

Christina Dafoe and Konnor Wood presented on STEAM.

ATA Report

Janet Westworth, Local ATA President provided an update.

Action Items

Memorandum of Agreement Between Sturgeon Public Schools and The Alberta Teachers' Association

Please find below a summary of the proposed changes with detailed wording contained in the attachment:

Service outside of Operational Days (3.8)

- Teachers directed to work outside the operational school year shall be compensated 1/200th of their annual salary per full day or 1/400th for half day.

Paid Leave for Principals and Vice Principals (4.7.1 and 4.7.2):

- Principals: three (3) paid leave days per school year.
- Vice Principals: two (2) paid leave days per school year.

Administrative Allowance Responsibilities (4.7.3):

- Acknowledges professional responsibility for site operationality on the opening day.
- Allows flexibility in developing a schedule for administrators with schools open before the school year with submission to the Superintendent or designate.

Substitute Teacher Booking System (5.6):

- Division commits to maintaining a reliable system for booking substitute teachers.

Job Share Initiative (6.5):

- Division maintains a list of teachers expressing an interest in job sharing.

Temporary Leave of Absence (12.2.1):

- Central Office may grant a temporary leave of absence, with pay, due to unsafe road conditions.

Communication of External Postings (16.7):

- All positions for the new school year are posted externally and communicated to currently employed teachers with an active Division email account.

Letter of Understanding XX - Professional Development for Substitute Teachers:

- Substitute teachers with 50 or more full days in 2023/24, who have attended one school based professional development day, may receive one full day of substitute teacher salary provided they have been granted permission to attend by the Principal.

Letter of Understanding X - Distributed Education Conditions of Practice:

- Information provided to the Association before June 30th, 2024, for Morinville Learning Center, Sturgeon Learning Center, and Sturgeon Public Virtual Academy includes:
 - Number of students, credits, courses, or subject areas a teacher may be assigned.
 - Amount of course design and development expected.
 - Class composition and complexity.
 - Amount of non-instructional time for teachers.
 - Processes for incomplete courses.
 - Processes and timing for enrolling students in courses or programs.

096/2023 - Moved by Trustee Oatway-McLay that the Board of Trustees approve the Memorandum of Agreement Between Sturgeon Public Schools and The Alberta Teachers' Association as presented at the December 20, 2023, Public Board meeting.

CARRIED 5/1

Abstained: Trustee Dwyer

As per Section 8(2)(b) of the Board Procedures Regulation, Trustee Dwyer abstained from the vote on this question due to a pecuniary interest in the matter as required by section 88(1) of the Education Act.

March Public Board Meeting

In line with the decisions made during the Organizational Meeting on August 23, 2023, and in adherence to Policy 235: Board Operations, the Board established a schedule for regular meetings, including the Public Board meeting slated for March 27, 2024. However, this date falls within spring break, a crucial time for students, staff and families, many of whom may have vacation plans. In an effort to ensure maximum participation and inclusivity, it is proposed that the Public Board meeting be rescheduled to March 20, 2024. This adjustment would also necessitate moving the Committee of the Whole meeting, originally scheduled for March 13th, to March 6th. These changes aim to align to the 2023-2024 school year calendar.

097/2023 - Moved by Chair Gibbons that the Board of Trustees approve that the March Public Board meeting be moved from March 27, 2024, to March 20, 2024.

CARRIED 5/1
Against: Trustee Dwyer

Policy 205: Operational School Year

The role of the Board in determining the School Year Calendar is clearly defined in the Education Act, Section 60, “a board shall determine and make publicly available for each school year the days, dates and number of days of school operation”. The Education Act also clearly defines school year requirements to provide sufficient instructional days to attend to the hours of instruction required by Alberta students.

The Board’s Policy 225: Role of the Board states “*The Board shall carry out any other matters that the Minister prescribes (Education Act s.33(1)(n). Specifically the Board:*

Performs Board functions required by governing legislation and Ministerial directives.”

098/2023 - Moved by Trustee Murray-Elliott that the Board of Trustees rescind Policy 205: Operational School Year as presented at the December 20, 2023 Public Board meeting.

CARRIED UNANIMOUSLY

Administrative Reports

Class Size Information Survey Reporting

Shawna Warren, Superintendent, brought forward as information, a report on Class Size Information Reporting.

September 2019, Alberta Education discontinued the Class Size Information Survey initiative and reporting by school jurisdictions. Administration continues to track class size data to provide a Division snapshot and trend analysis. Class Size Information is gathered using the same criteria as the previous *Alberta Education Class Size Information Survey* initiative:

- A class is defined as a group of students with ONE teacher for 50% or more of the instructional time devoted to a subject.
- A multi-grade classroom with one teacher is counted as one class.
- Multi-graded classrooms are included in the higher-grade level. i.e. Grade 3/4 combined class would be included in the Grade 4 category.
- For High School, only first semester courses are included in this report.
- Only core courses are included – Language Arts, Social Studies, Math and Science. Irregular classes such as Work Experience and Distance Learning are not included.
- Outreach Programs, the Hutterite Colony, Oak Hill, and Legal Public School are not included in the report.
- Data reported in this survey is as of September 29, 2023.

Summary of Programs Currently Available Across Sturgeon Public School Division

Shawna Warren, Superintendent, brought forward as information, a Summary of Programs Currently Available Across Sturgeon Public School Division.

Every child is unique. In Sturgeon Public School Division, families have access to a wide array of programs designed to meet the diverse interests and needs of all students while following Alberta's program of study.

Programs of Choice and Alternative Programming

Programs of choice provide students access to unique educational experiences such as French Immersion and Christian (LOGOS) Education. Alternative programming allows students to learn in alternate settings such as outreach and distance learning, or with modified outcomes, such as Knowledge and Employability.

- Adult Education
- French Immersion
- Home Education
- Knowledge & Employability Courses
- LOGOS Christian Program
- Open Air Kindergarten
- Off-Campus Education
- Outreach Programming
- Various Academies, including:
 - Hockey

- Performing Arts
- Animal Wellness
- STEAM
- Innovate
- CISCO Networking
- Recreation
- Sports (Various names)
- Virtual Learning at SPVA

Specialized Programs

More than 600 students within Sturgeon Public School Division have been diagnosed with special needs. The Division provides a full range of specialized programs* that serve students with behavioral, communication, intellectual, learning and physical disabilities.

Wherever possible, first consideration is given to serving students with special needs through reasonable accommodations in a regular classroom setting in their designated catchment school. All students identified with learning or developmental needs are supported through the development of an Individualized Program Plan (IPP), implemented primarily by classroom teachers in cooperation with the child's parents.

- Pre-Kindergarten Programming
- Specialized Programming in K to 12
- CASA Classroom

*All specialized programs are accessed by referral to Learning Services.

Transportation Services Department Report

Sean Nicholson, Associate Superintendent, Corporate Services, brought forward as information, the Transportation Services Department Report.

Communications Report - November & December 2023

Shawna Warren, Superintendent, brought forward as information, the Communications Report for November & December 2023.

Quarterly Financial Report

Sean Nicholson, Associate Superintendent, Corporate Services, brought forward as information, the Quarterly Financial Report.

2023-2024 Superintendent Discretionary Fund

Shawna Warren, Superintendent, brought forward as information, the 2023-2024 Superintendent Discretionary Fund report.

Superintendent Report

Shawna Warren, Superintendent, brought forward as information, the Superintendent Report.

Reports from Trustees and Standing Committees

Chair's Report

Below is the Chair's submitted report.

Chair Gibbons (Gibbons/Lamoureux)

Chair Gibbons reported that she attended:

- Committee of the Whole (Dec. 6)
- Gibbons Pancake Breakfast (Dec. 15)
- Gibbons School Christmas Concert (Dec. 20)
- Meeting with the Superintendent (Dec. 15)
- Meeting with the Town of Bon Accord (Dec. 13)
- Member of Parliament Visit Social 30-1 Class Presentation at SCHS (Dec. 18)
- National School Board Association Rural Education Virtual Summit (Dec. 13)
- Public Board Meeting (Dec. 20)

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School Christmas Concert (Dec. 21)
- Committee of the Whole (Dec. 6)
- Lilian Schick School Christmas Concert (Dec. 13)
- Lilian Schick School Christmas Lunch (Dec. 20)
- NSBA Rural Education PD Session (Dec. 13)
- Oak Hill School Visit and Legal School Visit (Dec. 20)
- Public Board Meeting (Dec. 20)
- SCHS Christmas Concert at the Arden Theatre (Dec. 14)
- Town of Bon Accord Meeting (Dec. 13)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Alternate Learning Christmas Luncheon (Dec. 15)
- ASBA Speaker's Corner (Dec. 11)
- ASBA Zone 2/3 (Dec. 1)
- Committee of the Whole (Dec. 6)
- ÉMPS Fringe (Dec. 21)

- NSBA Rural Summit (*Dec. 13*)
- Public Board Meeting (*Dec. 20*)
- Sturgeon Heights Christmas Celebration (*Dec. 7*)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Camilla School Pancake Appreciation
- Camilla School Christmas Concert
- Morinville Colony School Christmas Concert
- Namao School Christmas Concert
- Rotary Meetings

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

Trustee Murray-Elliott reported that she attended:

- Committee of the Whole (*Dec. 6*)
- Four Winds School Outcome Based Reporting Info Session (*Dec. 6*)
- MP Dane Lloyd at SCHS (*Dec. 18*)
- NSBA Rural Education Summit (*Dec. 13*)
- Public Board Meeting
- Staff Appreciation Cards to SCHS and Sturgeon Heights (*Dec. 15*)
- Sturgeon Heights Winter Concert (*Dec. 7*)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Committee of the Whole (*Dec. 6*)
- Guthrie School Council (*Dec. 11*)
- Guthrie Winter Concert (*Dec. 20*)
- Public Board Meeting (*Dec. 20*)
- SCHS Winter Concert (*Dec. 14*)

Board Strategic Work Plan

MLAs Shane Getson and Dale Nally accepted the Boards' invitation to meet and will be meeting individually in January 2024.

Committee of the Whole

The Board of Trustees received as information, the unapproved Minutes of the meeting from the December 6, 2023, Committee of the Whole meeting.

Rotary Report

Trustee Dwyer shared his report.

Reports from Special Committees/Task Groups

Alberta School Boards Association Representative

No update provided.

Public School Boards Association of Alberta Representative

Trustee Murray-Elliott brought forward as information, the Public School Boards Association of Alberta report.

Advocate Newsletter was emailed to everyone on December 15, 2023.

Highlights: Going forward, only one newsletter per month as of January, 2024, at end of each month.

Info on upcoming PSBC events in February, April and 2024 Spring General Assembly and links to register.

Link to Alberta Budget 2024 Consultation Survey.

Notice that National Congress on Rural Education in Canada is ending due to steady decline in attendance and participation.

Virtual Holiday Card emailed December 14, 2023.

Unfinished Business

No unfinished business.

Comment and Question Period

No comments or questions from the public.

Meeting recessed for break at 10:39 a.m.

Meeting resumed at 10:46 a.m.

In Camera

099/2023 - Moved by Trustee Oatway-McLay that the Board of Trustees move to In Camera at 10:46 a.m.

CARRIED UNANIMOUSLY

[100/2023 - Moved by Trustee Oatway-McLay](#) that the Board of Trustees revert to a public meeting at 11:45 a.m.

CARRIED UNANIMOUSLY

Adjournment

Trustee Murray-Elliott adjourned the meeting at 11:45 a.m.

Chair

Date

Associate Superintendent,
Corporate Services

DRAFT