

Date: April 24, 2024 **Agenda Item:** 8.3

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Jonathan Konrad, Deputy Superintendent, Education Services

Governance Policy: [Board Policy 700: Superintendent of Schools](#)

Additional Reference: *Education Act: Sections 8, 11(1), 52-53, 222, 223, 224*
Freedom of Information and Protection of Privacy Act
Superintendent of Schools Regulation 98/2019
Superintendent Leadership Quality Standard

Assurance Domain: Student Growth & Achievement
Teaching & Leading
Learning Supports
Governance
Local & Societal

Superintendent Leadership Quality Standard (SLQS)SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):

- Building Effective Relationships
- Modeling Commitment to Professional Learning
- Visionary Leadership
- Leading Learning
- Ensuring First Nations, Métis, and Inuit Education for All Students
- School Authority Operations and Resources
- Supporting Effective Governance

Subject: **Deputy Superintendent, Education Services Report**

Purpose:

For information.

Background:

In alignment with the Division's mission, vision, values and goals, the Deputy Superintendent, Education Services collaborates with the Superintendent to accomplish the overarching and specific responsibilities outlined in the Education Act and Board policy. The Deputy Superintendent reports directly to the Superintendent and plays a pivotal role within Sturgeon Public Schools, providing leadership and support in areas such as curriculum and instruction, educational planning, Indigenous student success, student and learning support services, information technology, marketing and communications, as well as leadership and program development.

This report highlights recent events, projects and meetings attended by the Deputy Superintendent, directly contributing to educational advancement and the fulfillment of the Board's mission and values. By sharing this information, the Board gains insights necessary for effective governance.

Curriculum and Instruction

Providing leadership and vision in implementing professional development to equip teachers and leaders with the knowledge and skills to deliver research proven approaches to teaching literacy, numeracy, science, social studies, financial and computer literacy. Ensuring excellence in teaching across the Division.

- Supported the final round of resource purchasing to support the new curriculum in schools. Science K-3, Math 4-6 and ELAL 4-6 were the focus, with some preparation toward the introduction of Science 4-6 next year.
- Mid-year Reading Comprehension Tool (RCAT) testing occurred in all schools with grades 5 to 9. This allowed teachers to consider which of the five comprehension strategies to focus on: Associate Meaning, Evaluate, Identify and Interpret Ideas and Details, Interpret Text Organization and Make Connections.
- Attended meetings with Alberta Education to provide feedback on the Draft Social Studies Curriculum. Internal meetings were also held and feedback from Division leaders was provided to Alberta Education.
- Attended the Division PD day and supported the organization of the event to ensure all staff shared in learning, while creating time for school specific activities to occur in the afternoon.

Educational Planning

Providing leadership and vision in the examination of achievement metrics and input from stakeholders, both at the division and school levels, to shape and establish effective educational strategies that enhance outcomes and align with the Board's mission, vision, and values, creating optimal learning for all students.

- Supported the last round of School Presentations to the Board. The Director of Education Planning met with each Principal in person and helped leadership to understand school assurance measures data and determine which elements of their School Education plan should be included in the presentation.
- Reviewed grade 1 Literacy and Numeracy screeners from January. This data allowed Learning Coaches to work with teachers in addressing any learning challenges students may have, and design intervention activities to help students gain needed skills.
- Reviewed the School Assessment Plan template and supported Principals to finalize conversations with staff to produce and publish school assessment plans. All schools will post these plans by the end of the year to support student success in 2024 - 2025.

- Rebuilt the Provincial Achievement Tests accommodation and exemption process. Template communication was created and shared with the Principals with tracking designated at the Central Office.
- Worked on the question set for each survey that went out to Parents, Students and Staff in April. Analysis of results was also supported and an early report was provided to the Board.
- The Student Advisory Committee met online to discuss what students need to be successful in school and how to navigate high school. A summary of feedback was provided to the Board.
- Student leaders from the Student Advisory Committee have met, and are now ready to host an in-person, student engagement in the coming weeks. Results from those meetings will inform School plans and Division plans.

Indigenous Student Success

Providing leadership and vision in supporting Indigenous student success by promoting well-being, participation, engagement and achievement. Teachers and administrators are supported through professional development to apply foundational knowledge about First Nations, Métis and Inuit for the benefit of all students.

- Indigenous Family nights were celebrated at Camilla, Lilian Schick and Four Winds. These encouraged understanding of Indigenous ways and supported deeper belonging and connection in each school.
- Worked with Alberta Education, Saddle Lake First Nation, Onion Lake First Nation and the Federal government to support students attending Sturgeon Public Schools living at Lionsheart Wellness Centre.
- Cree Language teachings have been added to the Aboriginal Studies course at Sturgeon Composite High School. Students in this course had the opportunity to travel to Hinton and Jasper, join with students from Alexander First Nation, and learn about the land and Indigenous history.
- Met with leadership from Kipohtakaw Education Centre, Camilla School and Sturgeon Composite High School to discuss current challenges we share in education and opportunities for students and staff to work together. Several events were celebrated and planned for.
- Supported the Indigenous keynote panel for the March 11th PD day. This allowed all Sturgeon Public staff to hear directly from Indigenous leaders and reflect on how the practice could enhance classroom experience with Indigenous ways of knowing.

Student and Learning Support Services

Providing leadership and vision in implementing professional development to equip teachers and leaders in establishing and sustaining inclusive learning environments where diversity is embraced and every student is welcomed, cared for, respected and safe. Ensuring all students' needs are met with programming aligned to ensure success.

- Collected and reviewed the 2024-2025 supply lists for each school. This ensures reasonable requests are made to families and that schools generally align with classroom materials.

- Collected and reviewed each School's Student Code of Conduct. In accordance with Board Policy, a Student Code of Conduct should be clear for students and parents and the strategy for communication shall be established prior to the commencement of a new school year.
- Supported the organization of two additional cohorts of TCIS training. This year, Sturgeon Public trained five cohorts of teachers and EAs in TCIS and will train one more in May. The number of staff trained is over 130 across the division. In addition to the targeted cohort training, all Sturgeon Public Schools have hosted understanding TCIS PD for staff, so that all staff are aware of the program and its approach.
- Attended the monthly CASA Classroom Leadership Meetings and supported the Learning Services team and school administration in improving this program for students.
- PD for Library Technicians was approved and arranged for March 11th PD so they could attend ME Lazerte High School and discuss ways they support literacy, improve school collections, and work with students to develop deeper research skills. The PD was deeply appreciated.
- Administrative Assistants and Office Clerks will be invited to attend the final PowerSchool SIS User Group meeting on April 29th. This is a full day of training and has been built to ensure student data is efficiently and accurately maintained and our staff is supported.

Information Technology

Providing leadership and vision in implementing professional development to equip teachers and leaders to use innovative technology to engage students, meet unique learning needs, and inspire new ways of teaching and learning. Ensuring resources are allocated across the Division in a fair and equitable manner for all students.

- With feedback from Principals, the Educational Assistant Chromebook Rollout has been adjusted from a 1 to 1 initiative to a pod or group based model. EAs indicated they appreciate the improved access to technology, however, they do not require a daily, personal device.
- All STEAM Games activities and challenges have been planned. The technical package, which prepares schools for this event went out at the beginning of April, Judges have been invited, and excitement is now building! The event will be held at SCHS on May 23, 2024.
- Reworked the Division's Evergreen and net-new student device program to provide for a 2 to 1 ratio in all schools in 2024-2025. This will ensure equity of access in all Sturgeon Public Schools and allow Principals to make decisions regarding additional, unique technology they may support in schools.
- The Google First initiative was reviewed and clearly communicated to all Leadership. Starting in August, all staff will have a single Sturgeon ID and all files will be organized in Google Drive. Google Workspace and Apps for Education will be the supported platforms creating less variety in file formats and more consistency in storage location.
- Student Information Services (SIS) attended 9 evening events in schools. The team talks with parents to help them understand how to log in to PowerSchool, how to use the App, and answer other questions related to finding and understanding student academic information.

Marketing and Communications

Providing leadership and vision in promoting and enhancing the Division's reputation by spotlighting the outstanding educational programs within each school and the remarkable success stories of Sturgeon Public Schools' students. Building a profile in the media with a positive narrative, including community connection and celebrating our students' achievement.

- Directly supported a few Schools with Open Houses and promoted all Open Houses across the division to showcase the great work in our schools and ensure parents in the community came out to learn of new programs for the fall.
- Organized and supported the Division's 2024 - 2025 registration blitz process. This is the third year Sturgeon Public has promoted a registration blitz for families to indicate their interest in remaining with or joining the Division for the coming school year. This supports more accurate planning in schools and helps ensure students and families are prepared for next year.
- Honoured Pink Shirt Day and discussed with Principals how to address bullying, and embrace kindness and respect in schools.
- Summer School programming was finalized, and Marketing and Communications worked to promote courses and activities in all schools. Registration opened on March 18th. Response was very quick with CALM and Physical Education filling up fast. A review has already started regarding program capacity for next year.
- Attended Teal Up Day at Guthrie School and supported communication and promotion of the Month of the Military Child in our schools and community. Marketing and Communications worked with MFRC and Guthrie School leadership to host many positive experiences on Teal Up Day and promote events within the community.

Leadership and Program Development

Providing leadership and vision in creating opportunities for teachers and school leaders to develop leadership capacity and to support staff in fulfilling their educational roles. Ensuring all schools develop and implement innovative programming to motivate students to pursue their unique path to succeed in the global community.

- Guided and supported Principals to understand the requirements for the Edwin Parr Teaching Award. Supported nomination submissions to the Board and encouraged celebration of the achievement of new teachers.
- Continued to share all changed or edited Administrative Procedures with Principals at Admin. Council meetings. On a related note, organized and chaired all Admin. Council meetings each month to ensure school leadership has the opportunity to support each other and discuss with Central Office direction and future initiatives.
- Supported and participated in the Franklin Covey leadership PD on April 11th. This reviewed the four disciplines of execution or 4D model to reach important goals. In addition, leadership reflected on the recent 360 evaluations and how to turn feedback into goals for continual improvement.

- Worked with the Senior Executive team to rebuild the program planning documents and process. This will allow school leaders to better understand how to staff programs and ensure support is in place to meet student needs.
- Supported the principal community of practice and SALT cohort ensuring current and future school leadership is engaged in learning about and meeting the LQS to support schools.
- Met with school leaders in French Immersion and division finance to review OLEP funding and support. A new procedure for grant application and disbursement will be implemented for next year.
- Reviewed current LOGOs enrolment and worked with the principals of Lilian Schick and Landing Trail to approach community leaders regarding promotion and potential redesign of the program in schools.
- Participated in the Superintendent's Monthly Principal meetings, gaining insight into monthly school successes and challenges, offering support and follow-up.
- Attended weekly Senior Executive meetings to ensure clear interdepartmental communication, facilitating problem-solving and insight into departmental challenges.
- Planned and hosted monthly Education Services Leadership meetings to foster regular communication and collaboration among leaders, ensuring alignment with the Education Plan.
- Conducted monthly 1:1 meetings with direct reports. These sessions offer focused planning and developmental feedback for continuous growth and improvement.
- Attended the CASS Zone 2/3 meeting and the CASS Spring Conference. Each event offered the opportunity to provide feedback to Alberta Education regarding curriculum and needed support. The Spring Conference offered specific information and training on AI in schools. Connections with other divisions and their work with AI were developed.

Program Enhancement and Development

Providing leadership, vision, and support to division and school leaders to develop and enhance a wide variety of programming choices for students. These programs build engagement and ensure all students can find their own, unique path to success.

- Supported Dual Credit programming to include students from neighboring school divisions which brings in financial support, and allows Sturgeon students to have access to Dual Credit programs in those divisions as well.
- Traveled to Medicine Hat (Prairie Rose School Division) to tour and discuss the Aviation programs for students. This first hand experience allowed for conversation with division and classroom leadership, and to see directly what student learning looked like at an airport and how it could support future career success.
- Reviewed, edited and approved field trips to Jasper, Hinton, Camp Nakamun, Vermillion, Long Lake, Jackson Lake, Calgary, Rocky Mountain House, and Sun Peaks.
- Teachers from Redwater and CO visited New Myrnam School to learn more about how a very small school is working with the town and businesses to offer engaging programming. Exciting ideas include renovating a bus, building a tiny home, creating a greenhouse with hydroponics and many more that can be done with small numbers of staff and students!

Stakeholder Assurance

Provide leadership in engaging stakeholders, analyzing feedback, and providing assurance of continuous improvement. This includes thoughtful, considerate, and respectful dialogue with Division Stakeholders - Parents, Staff, Community - in order to improve programming, resolve student behaviour incidents, and strengthen parent/guardian and community connection.

- Supported communications and school leadership to encourage parents to participate in the annual Alberta Education Assurance Survey. Schools were encouraged to highlight actions and strategies aligned with each of the assurance domains in January and February so parents could provide informed feedback.
- Improved optional academic reporting that can be generated by specific schools to support more traditional reporting than PowerSchool look-up. This will help reach parents who struggle with technology to stay informed regarding student progress.
- Worked with Principals to share ideas for the Alberta School Council Engagement (ASCE) Grant. This supports parent engagement in schools and the development of School Councils. Next year the tracking of funding will be more available to school Finance Clerks.
- Hosted the second Council of School Council's meeting at Sturgeon Heights School. The evening provided clarity on the role of School Council, Parent Fundraising, and School Administration. Insight regarding insurance and the School Council's responsibility for playgrounds and structures was provided.
- Attended and supported the remaining Parent Engagement evenings. These were designed to encourage parents to share both areas of success and growth or improvement for schools. The nights were well attended and provided meaningful conversations and data for local and division leaders to create plans for improvement.
- Supported the work of the Board through providing a variety of reports and presentations highlighting the work of Education Services and each specific school.
- Answered regular calls and emails from principals, vice principals and division leaders regarding student discipline, parent concerns, field trip considerations, and staff interactions.
- Built communication letters for Principals to use to inform parents about upcoming PATs in May and June.

Administration is prepared to respond to questions at the April 24, 2024, Public Board meeting.

Attachment(s):

Not applicable.