



**Date:** June 19, 2024 **Agenda Item:** 8.7

**To:** Board of Trustees

**From:** Shawna Warren, Superintendent

**Originator(s):** Shawna Warren, Superintendent

**Governance Policy:** [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:** **Superintendent Report**

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### **Purpose:**

For information.

### **Background:**

A superintendent of schools, as referred to in the Education Act, as chief executive officer of the board and chief education officer of the school authority, provides the board with information, advice and support required for the fulfillment of its governance role, and reports to the Minister on all matters required of the superintendent as identified in the Education Act and other provincial legislation (SLQS). Quality superintendent leadership occurs when the superintendent's ongoing analysis of the context, and the superintendent's decisions about what leadership knowledge and abilities to apply, result in quality school leadership, quality teaching and optimum learning for all students in the school authority.

The Alberta government has a system for schools and school authorities to consistently assess progress and demonstrate success called the Assurance Framework. The framework has 5 assurance areas with related performance measures that enable schools and school authorities to show their communities how they are performing each year.

The Senior Administrative Leadership Team is committed to keeping the Board informed regarding progress in the Board's approved outcomes, measures and strategies articulated in the Division's Education Plan to meet our priority of Student Achievement. Using key insights from the Annual Education Results Report, the Division's Education Plan directs the work in schools and at a system level.

This report offers a concise overview of recent events and attended meetings that have influenced the Division's trajectory in the past month. By highlighting significant interactions and their implications, this report aims to provide the Board of Trustees with valuable insights into the Division's proactive leadership, collaborative partnerships, and ongoing operations enhancement.

### **Building Effective Relationships**

A superintendent establishes a welcoming, caring, respectful and safe learning environment by building positive and productive relationships with members of the school community and the local community.

- ★ On the evening of May 24, the Superintendent, Board Chair Gibbons, Vice Chair Briggs and Trustee Murray-Elliott joined SCHS leadership and the Division nominee to attend the ASBA Zone 2/3 Awards Banquet to honour the Edwin Parr & Friends of Education nominees. The Division's Edwin Parr nominee was Christopher Jansen, teacher at SCHS. The event celebrated exceptional first-year Kindergarten to Grade 12 teachers from Zone 2/3 who were nominated by their respective school divisions for the Edwin Parr Teacher Award for their outstanding contributions to education.



- ★ On May 24, the media interviewed Konnor Wood, teacher at Gibbons School, for a video produced by Alberta Medical Association and Makers with Change. The interview highlighted the program and the volunteer efforts of the school, which have contributed to creating inclusive tools for people with disabilities. The video should be released on June 27, 2024 through the AMA eNews.
- ★ In partnership with Sturgeon County and the RQB Agricultural Society, this year's County Bounty in July will be held on Camilla School grounds and in the RQB Arena, due to the closure of Cardiff Park this summer. The Division was happy to accommodate in facilitating this event for our community partners, ensuring the continuation of this valued community tradition.
- ★ Following the final Student Advisory Committee meeting of the 2023-2024 school year, the Superintendent sent Thank You cards to all participants, expressing heartfelt gratitude for their involvement. The message acknowledged the invaluable insights contributed by our student leaders, emphasizing the significant impact their voices have in shaping the future of Sturgeon Public Schools.
- ★ Four Winds Public School issued a challenge to Central Office staff: "Are you ready to take on Four Winds classes in a structure-building challenge?" The school's leadership group and Child and Youth Care worker team organized this event to support Youth Empowerment and Support Services (YESS) in Edmonton, an organization dedicated to assisting youth in need. Classes created "snack structures" that were judged before being donated to YESS. Central Office was invited to join in the challenge, with judging and collection occurring on May 31.



- ★ On June 1, the Superintendent, Board Chair Gibbons and Trustee Pequin attended the Redwater Graduation Ceremony. Trustee Pequin and the Superintendent delivered speeches congratulating the graduates. Both shared words of encouragement, celebrating the achievements of the students as they reached this significant milestone and participated in the handing out of certificates.
  
- ★ The Superintendent shared information with School Administrative Teams about the return of the annual "West Country Hearth Attack" obstacle course and team-building event, which serves as a fundraiser for a senior facility in Villeneuve. The event, held in September, is a significant public relations initiative, bringing together community members, local politicians, families, Sturgeon employees and local schools for a fun-filled day supporting a great cause. The event is known for its challenging obstacle course, attracting participants of all fitness levels who work together to overcome obstacles. The Superintendent highlighted the strong support from Sturgeon Schools in the past and included a poster, a promotional video link, and the event registration link.
  
- ★ The Division celebrated Pride Week from June 4-7, embracing diversity and promoting inclusivity throughout the school community. Various activities and events were organized to raise awareness, support LGBTQ+ students and staff, and foster an environment of acceptance and respect. The celebration highlighted the Division's commitment to creating a welcoming and inclusive atmosphere for everyone, reinforcing the values of equality and understanding. Pride Week was a vibrant and meaningful occasion, demonstrating the Division's dedication to supporting all individuals and celebrating the richness of diversity.



- ★ On June 6, the Superintendent and Board Chair Gibbons attended the SCHS Fine Arts Awards, celebrating the achievements of students in Music, Art and Drama.
- ★ On June 11, the Superintendent and Trustee Buga were honoured to attend the Morinville Pride Flag Raising at Town Hall. This event was a significant occasion, celebrating diversity and inclusivity within the community. By participating in the flag-raising ceremony, the Superintendent and Trustee Buga demonstrated their support for the LGBTQ2+ community and reinforced the Division's commitment to fostering a welcoming and inclusive environment for all.



- ★ On June 11, the Superintendent and Trustee Murray-Elliott attended the Sturgeon Athletics Award Banquet and Dinner at Sturgeon Composite High School. The Superintendent delivered a speech congratulating the accomplishments of the school's athletes.
- ★ Since the last report, monthly Principal meetings, organized by school groupings (K-4; K-9, 5-9, and 10-12), have continued to effectively bring together school-based leadership along with the Superintendent and the Education Services leadership team. These sessions have been instrumental as a vital platform for engaging in meaningful discussions, exchanging ideas, and developing innovative strategies aimed at enhancing the success and well-being of both students and staff. These are the final meetings of the 2023-2024 school year.
- ★ The Superintendent commenced the third and final round of School Tours/Superintendent Visits for the 2023-2024 school year at the end of May, continuing into June. This series of

visits aimed to connect with each school within the Division, reinforcing the commitment to collaboration, student success and inclusive environments. By visiting the schools, the Superintendent fostered stronger relationships, gained valuable insights and ensured that the Division's goals and values were consistently upheld across all educational settings. These visits concluded in June, marking a successful end to the school year.

- ★ On June 14, the Superintendent organized a BBQ lunch for Central Office staff to celebrate the end of the school year and usher in the summer break.
- ★ On June 20, the Joy Squad will distribute their final item for the 2023-2024 school year. The Joy Squad, dedicated to fostering a positive and vibrant culture within the office, has consistently organized events and small gestures throughout the year to boost morale and create a sense of community.
- ★ On June 25, the Superintendent will visit a classroom at Morinville Colony School. This visit will provide an opportunity to engage with students and staff, observe the learning environment and support the educational initiatives taking place at the school. The Superintendent looks forward to gaining insights into the school's unique programs and fostering connections with the Morinville Colony School community.
- ★ On June 26, the Superintendent will attend the Awards and Grade 4 Farewell Ceremony at Landing Trail School. This event will celebrate the achievements of students and mark an important milestone for the Grade 4 students as they transition to the next stage of their education. (All Year-end Awards Ceremonies will have Central Office Staff Representation).
- ★ On June 27, the Superintendent will attend the MLC/SLC Graduation Dinner. This event will celebrate the accomplishments of the graduating students from both the MLC and SLC programs. The Superintendent looks forward to honoring the graduates' hard work and achievements, congratulating them on reaching this significant milestone and sharing in the joy of their success with students, families and staff members.
- ★ On June 28, the Superintendent will attend the Sturgeon Composite High School Graduation Ceremony. She will also deliver a speech to celebrate and congratulate the graduates on their achievements.
- ★ The Superintendent, Associate Superintendent of Corporate Services and Director of Facilities participated in ongoing meetings with the Town of Gibbons' Chief Administrative Officer (CAO) and administrative staff. These meetings support the strategic partnership that aligns the Division's capital plan with Gibbons' growth and development objectives. By ensuring that educational planning and town expansion efforts are closely coordinated, these meetings reflect a commitment to mutual progress and community development.

- ★ The Superintendent has continued an initiative introduced in January 2023, aimed at recognizing Central Office staff members' birthdays each month.
- ★ The Superintendent continues to write personalized thank you cards to various Division staff members for events and celebrations occurring throughout the Division. This practice fosters a culture of acknowledgment and appreciation.
  - June 2024, the Superintendent wrote personalized thank you cards to the 117 staff, students and community members who coached Jr. and Sr. High sports teams across the Division over the course of the 2023-2024 school year acknowledging their countless hours of dedication and commitment to our athletic programs.
- ★ The Senior Executive Weekly Meetings, attended by the Superintendent, Deputy Superintendent of Education Services, Associate Superintendent of Corporate Services and Associate Superintendent of Human Resources, cover key topics such as Public Board Meeting Presentations, Agendas, Alberta Education Deadlines and pressing issues requiring collaboration. These meetings also address stakeholder feedback and review action items from Board Meetings.
- ★ The Redwater and District Agricultural Society has requested the use of the Redwater School field for their upcoming Discovery Day Weekend, scheduled from August 16-18. This event, which has been held on the school field for the past 15 years, has received permission to proceed as planned.

### **Leading Learning**

A superintendent establishes and sustains a learning culture in the school community that promotes ongoing critical reflection on practice, shared responsibility for student success and continuous improvement.

- ★ The Fédération Culturelle Canadienne-française (FCCF) is launching ImmersART, a microfinancing program designed to fund artistic and cultural activities in French immersion schools for students in grades 7 to 12. This initiative, supported by Canadian Heritage, aims to enrich the French learning experience by offering immersive life experiences in French and fostering a sense of belonging within a diverse, pan-Canadian Francophonie. The contact information was provided by the Superintendent's Office to two schools in the Division that have French immersion students in grades 7 to 12; Four Winds Public School and Sturgeon Composite High School. This strategic collaboration is anticipated to significantly enhance the educational landscape for French immersion students by integrating meaningful cultural engagement into their curriculum. More information to come in August.
- ★ In June, the Admin Council's professional learning session for Vice Principals and Principals included an afternoon dedicated to Data Review, Education Plan Review and School-based

PD planning for 24-25. Additionally, norms were developed in collaboration with School Leadership to guide these efforts.

- ★ The Associate Superintendent of Corporate Services attended the ASBOA Annual Conference from June 9-11, 2024, in Calgary. The conference, a premier event for school business leaders, featured sessions to enhance vertical and horizontal leadership skills across various areas such as Finance, Human Resources, Technology and more. It aimed to foster better leadership, resulting in improved workplaces and greater student success.
- ★ Therapeutic Crisis Intervention for Schools (TCIS) - June 5, a meeting was held with the Train the Trainers (TXTs) and school designates. During the meeting, participants received a comprehensive 6-hour Training Binder, which included materials, slideshows and links necessary for conducting a successful professional development with school based staff session on August 27 to kick off the new school year. Additionally, the June assessments for staff needing to complete the re-assessment to maintain certification were distributed. Certificates for all staff who successfully completed TCIS training were also provided and will be shared with the appropriate individuals for their own records.
- ★ The Science 4-6 Curriculum Working Group met on June 6 for a full-day session. Teachers were provided materials and resources to enhance the curriculum and spent the day collaborating on valuable supports for the entire Division.
- ★ June 10, the Assessment of Basic Language and Learning Skills (ABLLS) Cohort Two which includes Pre-K and K teachers, LSLs and members of the Learning Services team, convened to outline the rollout plan for ABLLS in the upcoming school year. This initiative aims to address curriculum gaps and support the continuous growth and learning of students with complex needs from Pre-K through Grade 12 in our Division.
- ★ June 10, Learning Support Leads (LSL) met to explore what worked well from the year, what changes they need to look at and what training was the most helpful. They also discussed some new processes for next year and explored what the new service delivery model could look like.
- ★ June 10, the Call to Action Cohort completed a comprehensive review of their roles and responsibilities and reflected on their successes and challenges related to the group's seven commitments: attending all meetings, sharing learning with school staff, acting as connectors to resources, advocating for First Nations, Métis, and Inuit student success, creating safe and decolonized spaces in Sturgeon Public Schools, leading and planning school events that promote truth and reconciliation and completing a Winter Count Project to represent their year's learning. Each cohort member shared their Winter Count projects, which included wood carvings, beaded lanyards, finger-woven sashes, image collections, drawings, paintings and poetry, showcasing their deep investment and reflection. The



meeting also covered the year-end reflection survey, offering participants a chance to provide feedback on this year's learning opportunities and input for future planning.

- ★ June 13, the Learning Coach meeting focused on enhancing team collaboration and defining the role of a Learning Coach. Key agenda items included the importance of land acknowledgments, sitting in a circle to foster a supportive community and reviewing the roles and responsibilities of Learning Coaches. The meeting also covered discussions on how Learning Coaches can support school leadership teams and explored transformational coaching to refine teaching practices. High Impact Teaching Strategies in Literacy and Numeracy instruction were introduced, along with activities incorporating these strategies to be used as breaks throughout the day.
- ★ On June 26, Learning Services will have their final meeting of the 2023-2024 school year. In this meeting they will look back on the year and look ahead to the next year. The plan for the service delivery model and the level of services provided next year will be shared.
- ★ Every month, the Superintendent holds one-on-one meetings with direct reports, promoting open dialogue and personalized leadership throughout the Division. These meetings are crucial for evaluating performance, setting goals and addressing issues or opportunities. They provide a platform for personalized advice and support while offering a comprehensive understanding of the Division's operations from various perspectives. This consistent interaction enhances professional growth and strengthens the leadership team's collective impact, aligning efforts with the division's educational objectives. These meetings will be suspended during the summer holidays and will resume when everyone returns in August.

### **Modeling Commitment to Professional Learning**

A superintendent engages in career-long professional learning and ongoing critical reflection, identifying and acting on research-informed opportunities for enhancing leadership, teaching, and learning.

- ★ A 6-hour professional development session for TCIS was successfully completed, marking the end of the first year of training and setting the stage for the next academic year. TXT trainers attended this event, held in the Coronado Room, where they engaged in a comprehensive review of the training materials and participated in a re-testing session to maintain their TXT Certification. The day facilitated a constructive exchange of feedback, ideas and support among the trainers, aligning with the administrators' desire for a consolidated annual training session. The event also served as a preparatory step for the trainers, equipping them to effectively roll out the TCIS training in their respective schools for the upcoming year.

- ★ June 24 - Leadership Support in the World of Artificial Intelligence - A group of Superintendents from Zone 2/3 coming together to collaborate as a collective body to unpack AI.
  
- ★ The Superintendent has registered to attend the CASS/ASBOA Summer Learning Conference August 14-16, 2024. This conference offers an opportunity for system education and school business leaders to enhance their professional learning. It features seven CASS Continuing Education Program (CEP) courses and a course specifically for ASBOA members, designed to empower delegates with leadership knowledge and skills. These courses provide invaluable insights and practical strategies for navigating the evolving landscape of system education and school business leadership.
  - The Superintendent has been asked to join a former Superintendent and a current Superintendent to lead out the CEP course titled “Leading to Support Effective Governance”.
  - This course is designed to guide system leaders through readings, discussions and reflections on their roles and responsibilities in supporting effective governance, a crucial competency for superintendents and aspiring superintendents. It includes practical activities and scenarios to develop concrete actions. Participants will clearly define their role in effective governance, identify actions within their school jurisdiction, learn tactics to enhance trustees’ understanding of governance, acquire necessary communication skills and create a personalized roadmap for working productively with a Board.
  
- ★ The 2024 CASS Leading for Learning Program for Experienced School Leaders event will be held at Olds College from July 2-4. The Leading for Learning short course is designed to bring leaders together as a learning community to reflect on their own leadership style and education practices. The Superintendent was asked by a CASS Leadership Consultant to jointly present a session titled “Leadership from Within”. The Superintendent has asked Dan Requa, Principal, to join her in this presentation to provide his current SPS school leadership perspective and experiences. This CASS professional development is open to school-based leaders across the province.
  - In today’s rapidly evolving world, leadership isn’t about positional authority; it’s about influence, inspiration and impact. True leadership stems from within, from a deep understanding of oneself, and a commitment to continuous growth and development. “Leadership from Within” emphasizes that leadership is not just a role or a set of skills; it’s a way of thinking and living. There are no shortcuts on the journey to authentic leadership. It requires introspection, courage and a willingness to challenge oneself. In this session, participants will gain practical insights, tools and techniques to lead with authenticity, integrity and resilience. Whether you’re a seasoned leader or an emerging talent, “Leadership from Within” will challenge you to unlock your full potential and make a positive difference in your school/school authority and beyond. Through a series of interactive exercises, discussions and

reflective practices, participants will discover how to cultivate their unique leadership style, harness their inner resources and lead with purpose and authenticity.

### **Visionary Leadership**

A superintendent engages with the school community in implementing a vision of a preferred future for student success, based on common values and beliefs.

- ★ May 28 - The Superintendent, Deputy Superintendent and the Division Principals met with the Chief Executive Officer of Edmonton Global to discuss future collaboration opportunities and foster connections with industry to ensure the success of our students.
  
- ★ The Communications Team crafted and shared a post on the Rural Caucus of Alberta School Boards website, highlighting the fifth annual Sturgeon STEAM Games titled "[Fifth Annual STEAM Games Highlight Sturgeon Public Schools' Talent](#)." This dynamic event, held on May 23rd, brought together approximately 220 students from Grades 1 to 12 across 13 schools in the Division to showcase their skills in science, technology, engineering, arts, and mathematics. The post detailed how the event fostered collaboration, critical thinking and creative problem-solving through challenges themed around outer space. Students tackled various tasks, including a Programming Challenge, Prototype Challenge, and Pathway Challenge and created sculptures for an Artistic Design Challenge. The post celebrated the remarkable talent and ingenuity of the students, reflecting the Division's commitment to nurturing future leaders in STEAM fields and the vibrant educational environment at Sturgeon Public Schools.
  
- ★ This year marks the 30th anniversary of the [Prime Minister's Awards](#), celebrating 69 of Canada's top educators who have demonstrated exceptional creativity and dedication in their fields. The Honourable François-Philippe Champagne and the Honourable Jenna Sudds, on behalf of Prime Minister Justin Trudeau, recognized educators across categories such as Teaching Excellence, Teaching Excellence in STEM and Excellence in Early Childhood Education. These awards highlight the pivotal role educators play in shaping the future of Canadian youth, fostering an environment of curiosity, creativity and ambition.

Among the esteemed recipients, [Christina Dafoe](#) from Sturgeon Public Schools stands out for her pioneering work in creating a STEAM academy, integrating cutting-edge practices in robotics, coding and 3D printing. Congratulations, Christina, for your outstanding contribution to education and for inspiring the next generation of innovators within our very own Division!

- ★ June Admin Council, Principals and central office leaders spent dedicated time to vision setting for the 24-25 school year. The vision setting included two groups with two separate topics:

- Principals and leadership - develop a broad vision for Career Pathways and Student Success within Sturgeon Public Schools and Community.
- CO leadership - Breaking Down Silos, improving communication and collaboration between departments, establishing a regular Director and Manager Meeting

### **Ensuring First Nations Métis and Inuit Education for all Students**

A superintendent establishes the structures and provides the resources necessary for the school community to acquire and apply foundational knowledge about First Nations, Métis and Inuit for the benefit of all students.

- ★ On May 29th, the Central Office Tipi was set up, and all Central Office staff were invited to join in a special event. From 10:00 AM until 2:00 PM, Joanna and Kyle Campiou, along with staff and students from Camilla School, hosted Tipi Teachings and the set-up process. This event provided an opportunity for staff to engage in cultural learning and community building through hands-on participation in the Tipi setup and teachings.
- ★ On June 1st, School Leaders and Central Office Administration were extended an invitation to participate in a Sweat Lodge led by Mason Arcand and Elder Fred Campion. This optional event required a full-day commitment and offered a local ceremony focused on connection, prayer and healing, involving exposure to heat.
- ★ On June 5, staff and students had the opportunity to virtually attend Métis Jigging 101, a free session offered by Rupertsland Institute. Information about this event was shared with staff and posted around schools to encourage participation. Luc Gauthier, a highly regarded jigger within the Métis Nation of Alberta, led the session. Gauthier, known for his extensive experience and representation of the Métis Nation in the province, provided an excellent workout and a rich learning experience focused on the cultural dance of the Métis people.
- ★ In June, the Indigenous Education Hub focused on "National Indigenous History Month," emphasizing the importance of recognizing and celebrating the history, heritage and contributions of Indigenous peoples in Canada. Resources provided included a slideshow for "National Indigenous Peoples Day," celebrated on June 21st, which is a day dedicated to honoring the diverse cultures and outstanding achievements of First Nations, Inuit, and Métis peoples. Additionally, a Teacher and Parent Guide for Indigenous Peoples Day was made available, along with specific resources for students in K-6 and 7-12, to enhance understanding and appreciation of Indigenous history and culture.
- ★ The 2024 Indigenous Education Support and Partnership Review, which was provided to the KEC leadership team, highlighted various initiatives and events that took place throughout the year. Key activities included completing Blanket Exercises for specific grades at several schools, staff PD sessions on Métis history and identity and sharing residential school experiences. Community connections were strengthened through presentations,

inter-school learning experiences and family engagement nights. Local Elders and Knowledge Keepers provided valuable insights and cultural teachings. The Division also focused on integrating Indigenous knowledge into the curriculum, offering land-based lessons and expanding the SCHS Aboriginal Studies Program. Collaborative efforts with KEC and SPS included leadership meetings, student success meetings and PD opportunities, emphasizing the importance of fostering meaningful partnerships to support Indigenous students' success.

- ★ The utilization of Jordan's Principle funding to provide support through Educational Assistants (EAs) and Child and Youth Care Workers (CYCs) has been instrumental in fostering the academic, social and emotional development of 20 students. Personalized lesson plans, supplementary resources and individualized guidance have led to marked improvements in their academic performance. The staff's ability to tailor teaching strategies to individual learning needs has ensured academic parity and bolstered students' confidence. EAs and CYCs have also played a crucial role in supporting students' social and emotional wellbeing by creating a safe and nurturing environment, offering empathetic listening and providing targeted interventions. This comprehensive support has resulted in notable improvements in academic performance, classroom engagement and peer interactions, as well as increased confidence and a positive attitude towards learning. The transformative impact of this support, made possible through Jordan's Principle funding, has empowered students to overcome challenges, achieve academic success, and develop essential life skills. Moving forward, there is a commitment to continue leveraging this support to further enhance students' academic and social-emotional wellbeing.
  
- ★ On June 10, the Superintendent and Trustee Pequin joined students, staff and community members for an assembly at Ochre Park School for Dallas Arcand's Hoop Dance performance.
  
- ★ On June 21, all schools across the Division will host activities to recognize National Indigenous Peoples Day. These events celebrate Indigenous culture, history and contributions, providing students and staff with opportunities to engage in various educational and cultural activities. The activities aim to foster a deeper understanding and appreciation of Indigenous heritage, promoting inclusivity and respect within the school communities.

### **School Authority Operations and Resources**

A superintendent directs school authority operations and strategically allocates resources in the interests of all students and in alignment with the school authority's goals and priorities.

- ★ In March, the Superintendent sent a memo to all central office 12-month staff members regarding the Summer Closure and Friday Lieu Time Program. The memo announced that the Central Office would be closed on Friday, August 2, 2024, and Tuesday, August 6, 2024.

Additionally, the office would close to the public on Fridays throughout July, offering staff the options to participate in the Summer Friday Lieu Time Program, use vacation days, or attend work as usual.

- ★ On May 29, the Superintendent sent a message to all Sturgeon Public families regarding the 2024-2025 Budget, which was approved at the May 28 Special Board meeting. The communication included [a letter and a graphic](#), providing detailed information about the budget decisions and their implications for the upcoming school year.
- ★ On June 3, the Superintendent celebrated Namao School's administrative staff for their exceptional performance in the registration blitz by sharing a "Soup with the Sup" lunch, awarded as a prize for their remarkable success. Thank you to Division Principal, Kari Morgan, for her homemade soup! Namao School registered 98.84% of their students by the deadline.
- ★ In May, Alberta Education contacted the Division, along with other Divisions who received the MHIN Pilot Grant, to feature the Division's initiatives in a series of interviews and videos. Their communications team filmed key activities, including Morning Regulation Routines, Positive Playgrounds for structured recess, Social Emotional Learning with Kimochis, and Community Connections with local organizations like the Boys and Girls Club and FCSS. These insights were compiled into a concise two-minute video, highlighting the positive impact of the MHIN Pilot Grant on schools. The video was officially released on June 4th and can be viewed [here](#).
- ★ Sturgeon Public Virtual Academy (SPVA) will undergo changes for the 2024-2025 school year due to low enrolment numbers. SPVA will no longer offer programming for grade 7 students and there will be a shift to an independent learning model. Support and course delivery will still be available from teachers through the learning center. The Division remains committed to providing alternative education platforms and will continue to offer the Home Education option to families.
- ★ Transportation registrations for the 2024-2025 school year are currently ongoing. Families are encouraged to complete their registrations promptly to ensure transportation arrangements are in place for the upcoming school year. Timely registration helps the Division plan routes and allocate resources effectively, ensuring a smooth and efficient transportation experience for all students. For more information and to register, please visit the Division's transportation webpage.

### **Supporting Effective Governance**

A superintendent of schools as referred to in the Education Act, as chief executive officer of the board and chief education officer of the school authority, provides the board with information, advice and support required for the fulfillment of its governance role, and reports to the Minister on

all matters required of the superintendent as identified in the Education Act and other provincial legislation.

- ★ The third Student Advisory Committee meeting was held on May 28, 2024, at Namao School. Discussions focused on defining acceptance and inclusivity, identifying career pathway opportunities and sharing treasured school memories.
- ★ On May 28, the Board of Trustees convened a Special Board meeting to address critical matters for the upcoming years. During this Special Board meeting, the [2024-2025 budget](#) was reviewed and approved, ensuring financial stability and strategic allocation of resources. Additionally, the [Education Plan 2024-2027](#) was passed, outlining a comprehensive roadmap for academic and operational excellence over the next three years. This meeting marked a significant step forward in setting the foundation for continued growth and success within the Division.
- ★ On June 5 and June 13, the Board participated in Professional Learning and conducted its annual self-evaluation to assess its performance in relation to its roles and responsibilities. This systematic review aimed to identify strengths and areas needing improvement within the Board's operations. The self-evaluation was structured around the Board's role and responsibility statement, ensuring a focused and comprehensive analysis.
- ★ During the Board's Professional Learning Day on June 5, Brian Callaghan, a PSBAA Education Consultant, presented Trustee Buga and Chair Gibbons with Certificates of Completion for successfully completing the 21 professional development modules. This accomplishment reflects their dedication to continuous learning and improvement, demonstrating their commitment to personal and professional growth and to the enhancement of public education. The PSBAA designed these modules to provide valuable knowledge and support for school boards. The completion of these modules highlights their passion for excellence and proactive leadership, contributing to the success and well-being of students, teachers and staff in their communities.



- ★ The Superintendent provided Trustees with the monthly speaking points for School Council meetings and Stakeholders in general to support effective governance.
- ★ At the June 19 Public Board meeting, the Board of Trustees will schedule their Organizational Meeting and the first Public Board meeting for the 2024-2025 school year. More information about these upcoming meetings can be found in memo 7.1.
- ★ Work has begun on planning the Trustees Board Retreat, scheduled for September 12-13. This retreat aims to facilitate strategic discussions, team building and goal setting for the upcoming year.
- ★ The "Superintendent Week-at-a-Glance" initiative, launched in the 2022-2023 school year, will continue to enhance transparency and trust within the school community. This effort involves sharing the Superintendent's weekly schedule with the Board, school-based leaders, and central office leadership, providing insights into the Superintendent's planned activities. The initiative will conclude at the end of the school year and will commence again when staff return at the end of August. This practice is instrumental in promoting transparency and improving communication.
- ★ The Board Chair, Vice Chair and the Superintendent continue to hold regular agenda review meetings for the Committee of the Whole and Public Board sessions, demonstrating their commitment to thorough preparation and strategic foresight. These reviews, conducted prior to each meeting, ensure that the administration is well-prepared to address all topics and provide the necessary information to support the Board's governance role. In June, only one agenda review meeting was held due to no Committee of the Whole meeting.
- ★ The Superintendent remains committed to the creation and distribution of the "Trustee Talk" newsletter on a monthly basis, reflecting an ongoing effort to maintain open and effective communication. This initiative includes distributing the newsletter throughout the Division and publishing it on the Division's website and the web pages of all schools. By doing so, the Superintendent ensures transparent sharing of information, updates, and insights from the Trustees, keeping all school community members informed. However, there will be no "Trustee Talk" in July due to the absence of Board meetings during that month.

Administration is prepared to respond to questions at the June 19, 2024, Public Board meeting.

**Attachment(s):**

Not applicable.