



Date: December 18, 2024 **Agenda Item:** 8.4

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Jonathan Konrad, Deputy Superintendent, Education Services
Robert Litchfield, Director, Technology Services

Subject: **Transition to Windows 11 for Enhanced Security and Learning**

Background:

In alignment with the Division’s Mission to create safe, respectful and collaborative learning and working environments, this memo outlines the proactive approach to address the upcoming end of support for Windows 10 on October 14, 2025. Unsupported operating systems pose significant security risks, potentially jeopardizing the Division’s efforts to maintain healthy environments where students feel safe, connected and supported in their learning.

To ensure that teaching and learning remain uninterrupted and protected, the team will upgrade all Division devices running Windows to Windows 11. This transition reflects a commitment to excellence in teaching by equipping staff with secure, modern tools that inspire engagement and connection.

Implementation Plan

Recognizing a shared responsibility to provide a strong educational foundation, the Division will implement a structured upgrade schedule. Each location will receive a comprehensive list of devices prior to their scheduled date, allowing for seamless preparation and communication.

Schedule of Upgrades

- **January 12 - 16:** Morinville Public School
- **January 19 - 23:** Camilla School
- **January 26 - 30:** Bon Accord Community School / Oak Hill School
- **February 2 - 4:** Legal Public School/Morinville Colony School
- **February 23 - 27:** Four Winds Public School
- **March 2 - 6:** Gibbons School
- **March 10 - 13:** Legal Public School
- **March 16 - 19:** Ochre Park School
- **March 30 - April 10:** Sturgeon Composite High School
- **April 20 - 24:** Guthrie School
- **April 27 - May 1:** Landing Trail School
- **May 4 - 8:** Lilian Schick School

- **May 11 - 14:** Learning Centres
- **May 19 - 22:** Namao School
- **May 25 - 29:** Redwater School
- **June 2 - 5:** Sturgeon Heights School
- **June 8 - 12:** Central Office and Trustees

Next Steps

Aligned with the Division's Value of communication, the team will provide timely and open updates to staff and administrators throughout the process. An IT team member will be at the school site and available during the Windows upgrade to ensure smooth implementation, minimize disruptions, and address concerns promptly.

Status & Relationship to Superintendent Leadership Quality Standard (SLQS):

This report aligns with the [SLOS](#) in the following way:

COMPETENCY: (1) Building Effective Relationships
INDICATORS: a. collaborating with community and provincial agencies to address the needs of students and their families;
e. establishing constructive relationships with students, staff, school councils, parents/guardians, employee organizations, the education ministry and other stakeholder organizations; and
f. facilitating the meaningful participation of members of the school community and local community in decision-making.

COMPETENCY: (6) School Authority Operations and Resources
INDICATORS: a. providing direction on fiscal and resource management in accordance with all statutory, regulatory and school authority requirements;
e. establishing data-informed strategic planning and decision-making processes that are responsive to changing contexts; and
h. implementing programs and procedures for the effective management of human resources in support of mentorship, capacity building and succession planning.

COMPETENCY: (7) Supporting Effective Governance
INDICATORS: b. ensuring that all students and staff are provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;
j. building the capacity of the board and staff to predict,

communicate and respond to emergent circumstances, including emergency readiness and crisis management, and to political, social, economic, legal and cultural contexts and trends; and
I. facilitating ongoing public communication about the board's operations and the achievement of its goals and priorities.

Governance Implications:**[Policy 105: Vision, Mission and Values](#)****MISSION**

Working together as a team of trustees, parents, community, staff and students, we create safe, respectful and collaborative learning environments where students are prepared to meet and excel at the challenges presented by the global community.

[Policy 110: Welcoming Inclusive, Safe and Healthy Environments](#)

The Board believes in the importance of, and is committed to, establishing, and maintaining a welcoming, inclusive, equitable, safe, and healthy environment that respects diversity and fosters a sense of belonging.

[Policy 225: Role of the Board](#)**Education Planning and Programming**

The Board shall deliver appropriate education programming to meet the needs of all students enrolled in a school operated by the Board and to enable their success [Education Act s. 33(1)(a)].

Resource Stewardship

The Board shall ensure effective stewardship of the Board's resources.

[Administrative Procedure 865: Information and Communication Technology](#)

To ensure technology is used in the service of learning and supports efficient system administration and operations.

2. The Deputy Superintendent Education Services shall be responsible for the oversight and monitoring of the Division Technology Funding and Evergreening Plan.
 - 2.1 Technology purchases, deployment, installation and associated costs included in the Division's Technology Budget and Evergreening plan are the responsibility of the Division's Technology Services Department.
 - 2.2 The Division's Evergreening Plan includes computing technology for students, teachers, administrators, administrative support and system software.



Administration is prepared to respond to questions at the December 18, 2024, Public Board meeting.

Attachment(s):

Not applicable.