



# AGENDA

## Golden Hills School Division No. 75

**Vision:** *Inspiring confident, connected, caring citizens of the world*

**Mission:** *Engaging all learners in achieving their highest levels of academic and personal competence within a caring, innovative environment.*

### Regular Meeting Of The Board Of Trustees

Tuesday, September 25, 2012

Start time 9:30 AM

Boardroom of the Golden Hills School Division No. 75

### AGENDA

1. **ATTENDANCE**
2. **CALL TO ORDER**
3. **IN CAMERA**
4. **APPROVAL OF AGENDA**
5. **WELCOME AND OPENING PRAYER**
6. **PRESENTATION OF MINUTES**
  - 6.1 **ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES (2012/08/28)**
  - 6.2 **REGULAR MEETING OF THE BOARD OF TRUSTEES (2012/08/28)**
7. **REPORTS**
  - 7.1. **CHAIR'S REPORT**
  - 7.2. **BOARD COMMITTEES**
  - 7.3. **ADMINISTRATION REPORTS**
  - 7.4. **BOARD REPRESENTATIVES TO EXTERNAL ORGANIZATIONS (ALBERTA SCHOOL BOARDS ASSOCIATION ZONE 5, SEPTEMBER 7, 2012)**
8. **NEW BUSINESS**
  - 8.1. **ACTION ITEMS**
    - 8.1.1. **BOARD ANNUAL LEADERSHIP PLAN** B. Daverne
    - 8.1.2. **FIELD STUDIES/EXCURSION (STRATHMORE HIGH SCHOOL)** K. Jordan

**8.1.3. LOCALLY DEVELOPED COURSE**

E. Holt

**8.2. INFORMATION ITEMS**

**8.2.1. INFRASTRUCTURE AND MAINTENANCE RENEWAL (IMR) REPORT**

T. Sabir

**8.2.2. PRELIMINARY 2012-2013 ENROLMENT**

T. Sabir

**8.2.3. PROFESSIONAL DEVELOPMENT AND FUTURE DIRECTIONS**

K. Jordan

**9. ADJOURNMENT**

Draft



# MINUTES

## Golden Hills School Division No. 75

### Organizational Meeting Of The Board Of Trustees

Meeting Type : SPECIAL BOARD MEETING

Date : Tuesday, August 28, 2012

Start time : 9:30 AM

Location : Boardroom of the Golden Hills School Division No. 75

### MINUTES

#### ATTENDANCE

Present were:

**a) Chair**

- David Price

**b) Vice-Chair**

- Larry Tucker

**c) Trustee**

- Janet Bolinger
- Karen Harries
- Lawrence Maertz
- Bob McKay

**d) Superintendent of Schools**

- Bevan Daverne

**e) Associate Superintendent**

- Ed Holt

**f) Secretary/Treasurer**

- Tahra Sabir

**g) Recording Secretary**

- Brenda Scott

Absent:

**e) Associate Superintendent**

- Kandace Jordan

#### CALL TO ORDER

Secretary-Treasurer Sabir called the meeting to order at 10:09 a.m.

#### APPROVAL OF AGENDA

**Resolution #SM20120828.1001**

**Moved by Trustee Tucker** that the Board of Trustees approves the agenda for the Organizational Meeting as presented.

**CARRIED**

#### ELECTION OF CHAIR (ACTION ITEMS)

**Resolution #SM20120828.1002**

Secretary-Treasurer Sabir called for nominations for the role of Chair.

Trustee Harries nominated Trustee Price.

Secretary-Treasurer Sabir called for nominations for the role of Chair a second time.

Secretary-Treasurer Sabir called for nominations for the role of Chair a third time.

**Moved by Trustee Maerz that nominations cease.**

Secretary-Treasurer Sabir declared nominations closed.

**Trustee Price was acclaimed as Chair of the Golden Hills Board of Trustees for the 2012-2013 term.**

**CARRIED**

**ELECTION OF  
VICE-CHAIR**  
(ACTION ITEMS)

**Resolution #SM20120828.1003**

Chair Price called for nominations for the role of Vice-Chair.

Trustee Maerz nominated Trustee Tucker.

Chair Price called for nominations for the role of Vice-Chair a second time.

Chair Price called for nominations for the role of Vice-Chair a third time.

**Moved by Trustee Bolinger that nominations cease.**

Chair Price declared nominations closed.

**Trustee Tucker was acclaimed as Vice-Chair of the Golden Hills Board of Trustees for the 2012-2013 term.**

**CARRIED**

**PECUNIARY INTEREST  
FORMS**  
(ACTION ITEMS)

The Pecuniary Interest forms for Trustees were distributed with a request for changes.

**SIGNING AUTHORITY**  
(ACTION ITEMS)

**Resolution #SM20120828.1004**

**Moved by Trustee Harries** that the Board appoint the Chair or Vice-Chair or Trustee Bolinger as one of the signing authorities required together with either the Secretary-Treasurer or the Manager of Financial Services.

**CARRIED**

**MEETING TIMES AND  
DATES**  
(ACTION ITEMS)

**Resolution #SM20120828.1005**

**Moved by Trustee Bolinger** that the Board of Trustees Regular meeting dates be as follows:

BOARD MEETINGS 2012-2013		
September 25, 2012	October 21, 2012	November 27, 2012
December 11, 2012	January 22, 2013	February 26, 2013
March 26, 2013	April 23, 2013	May 28, 2013
June 25, 2013		

**CARRIED**

**TRUSTEE  
EXPENSE/PER  
DIEMS/MILEAGE  
RATE/BENEFIT  
RATE/OTHER  
EXPENSES**  
(ACTION ITEMS)

**Resolution #SM20120828.1006**

**Moved by Trustee McKay** that the Board of Trustees approves the trustee per diems/mileage rate/benefit rates/other expenses for the 2012-2013 year (attached Schedule A, Policy 7, Board Operations).

**CONFERENCE  
ATTENDANCE AND  
PROVINCIAL ALBERTA  
SCHOOL BOARDS  
ASSOCIATION  
MEETINGS AND  
CONFERENCES**  
(ACTION ITEMS)

**Resolution #SM20120828.1007**

**Moved by Trustee Tucker** that representatives to the ASBA Zone 5 remain in force for the 2012 term (Trustees Tucker and Maerz and Trustee Bolinger as alternate).

**CARRIED**

**NOMINATION/ELECTION  
OF STANDING  
COMMITTEE MEMBERS  
AND  
NOMINATION/ELECTION  
OF REPRESENTATIVES  
TO EXTERNAL  
COMMITTEES**  
(ACTION ITEMS)

**Resolution #SM20120828.1008**

**Moved by Trustee Bolinger** that the Trustee representatives to the Policy Committee remain in force for the 2012-2013 term (Trustees Harries and Tucker and Trustee Bolinger as alternate).

**CARRIED**

**ADJOURNMENT**

**Resolution #SM20120828.1009**

**Moved by Trustee Tucker** that the Board of Trustees adjourns the meeting at 11:07 a.m.

**CARRIED**

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Chair

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Secretary-Treasurer

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# MINUTES

## Golden Hills School Division No. 75

### Regular Meeting Of The Board Of Trustees

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, August 28, 2012

Start time : 1:00 PM

Location : Boardroom of the Golden Hills School Division No. 75

### MINUTES

#### ATTENDANCE

Present were:

**a) Chair**

- David Price

**b) Vice-Chair**

- Larry Tucker

**c) Trustee**

- Janet Bolinger
- Karen Harries
- Lawrence Maerz
- Bob McKay

**d) Superintendent of Schools**

- Bevan Daverne

**e) Associate Superintendent**

- Ed Holt

**f) Secretary/Treasurer**

- Tahra Sabir

**g) Recording Secretary**

- Brenda Scott

Absent:

**e) Associate Superintendent**

- Kandace Jordan

#### CALL TO ORDER

Chair Price called the meeting to order at 11:20 a.m.

#### IN CAMERA

**Resolution #BD20120828.1001**

**Moved by Trustee Maerz** that the Board of Trustees go in-camera at 11:25 a.m. to discuss board operations and a personnel matter.

**Resolution #BD20120828.1002**

**MOVED by Trustee Harries** that the Board Rise from in-camera at 12:17 p.m.

**CARRIED**

**Resolution #BD20120828.1003**

**Moved by Trustee Harries** that the Board of Trustees approve the annual salary rate

for the Superintendent as per Schedule L.

**CARRIED**

**APPROVAL OF  
AGENDA**

**Resolution #BD20120828.1004**

**MOVED by Trustee Tucker** to approves the agenda for the Regular Meeting of the Board of Trustees as presented.

**PRESENTATION OF  
MINUTES**

**Resolution #BD20120828.1005**

**Moved by Trustee McKay** that the Board of Trustees approves the minutes of the June 26, 2012 meeting as amended.

**CARRIED**

**CHAIR'S REPORT  
(REPORTS)**

Chair Price reported on the following items:

-August 28, 2012 meeting with Jason Hale, MLA (Brooks-Strathmore)

**ADMINISTRATION  
REPORTS  
(REPORTS)**

Associate Superintendent Holt reported on the following items:

-Attendance at Negotiating workshop

Superintendent Daverne reported on the following items:

-Trochu Valley modernization

-Prairie Christian Academy relocation

-Programming Enhancements with Golden Hills School Division No. 75

-August 27, 2012 attended International student orientation

Secretary-Treasurer Sabir reported on the following items:

-Trochu Valley modernization update

-Prairie Christian Academy relocation update

-Positive feedback on bussing re: fees and flexibility

**POLICY 7, BOARD  
OPERATIONS  
(ACTION ITEMS)**

**Resolution #BD20120828.1006**

**Moved by Trustee Tucker** that the Board of Trustees approves Policy 7, Schedule A as amended.

**CARRIED**

**POLICY 8, BOARD  
COMMITTEES  
(ACTION ITEMS)**

**Resolution #BD20120828.1007**

**Moved by Trustee Harries** that the Board of Trustees approves Policy 8, Committees of the Board to remain in force as is.

**CARRIED**

**LOCALLY  
DEVELOPED/ACQUIRED  
COURSE  
(ACTION ITEMS)**

**Resolution #BD20120828.1008**

**Moved by Trustee Tucker** that the Board of Trustees authorizes the use of locally developed course *Paleontology 35* (3 or 5 credits) developed by Golden Hills School Division No. 75 beginning February 1, 2013 until August 31, 2015 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

**CARRIED**

**MONTHLY ENROLMENT  
MONITORING REPORT  
(JUNE 2012)  
(INFORMATION ITEMS)**

Secretary-Treasurer Sabir presented information on the June 30, 2012 monthly enrolment.

**ADJOURNMENT**

**Resolution #BD20120828.1009**

**Moved by Trustee Maerz** that the Board of Trustees adjourns the meeting at 2:57 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

Draft





### Board Annual Leadership Plan

*"Inspiring confident, connected, caring citizens of the world"*

**September 25, 2012**

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#### **Background:**

In the Board's policy handbook at 2. Role of the Board, specifically 9, Selected Responsibilities, (9.1) "The board shall: Establish a comprehensive annual work plan with suggested timelines."

The Board's Annual Work Plan provides corporate direction and informs work flow for the administrative functions. A copy of the Board's Annual Work Plan is provided in the trustee's agenda packages for each regular board meeting. It is understood that internal forces as well as external organizations, such as Alberta Education, also establish timelines for various functions and these may result in ongoing changes and updates to the Board's Annual Work Plan.

Both *Inspiring Education* and *Inspiring Action* compel the board to consider community engagement processes and strategies including cross-sector collaboration as part of increased expectations for shared governance.

The Board of Trustees is urged to review the attached annual work plan, to suggest and discuss any desired changes, and to consider additional opportunities for community engagement. The Board's Annual Work Plan is usually approved with the understanding that internal and external factors may necessitate changes as the year progresses.

#### **Recommendation:**

That the Board of Trustees approves the Board's Annual Work Plan subject to the necessity for ongoing changes as a result of internal and external influences.

A handwritten signature in blue ink, appearing to read "Bevan Daverne", is written over a horizontal line.

Bevan Daverne  
Superintendent of Schools



**FIELD TRIP STUDIES/STUDENT EXCURSION**  
**Strathmore High School**

*"Inspiring confident, connected, caring citizens of the world"*

**September 25, 2012**

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**Background:**

Strathmore High School requests permission, in accordance with Administrative Procedure 260 and Board Policy 2, for a proposed field trip to Greece, Turkey and Crete from April 17-27, 2014. The students participating in this field trip will miss 1 day of school.

The administration will complete a risk assessment as required by Administration Procedure 260- *Field Studies/Student Excursions*. The risk assessment process will ensure that all the requirements of Procedure 260 are fully completed before departure.

**Recommendation:**

That the Board of Trustees approves the proposed high school field studies/excursion for Strathmore High School to Greece, Turkey and Crete from April 17-27, 2014 subject to advisory notices from Foreign Affairs and International Trade Canada website [http://www.voyage.gc.ca/countries\\_pays/updates\\_mise-a-jour-eng.asp](http://www.voyage.gc.ca/countries_pays/updates_mise-a-jour-eng.asp) such that if a travel warning is issued prior to the trip and not rescinded before the departure date, the trip will be cancelled and parents must be advised that this will be the case.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent of Schools

A handwritten signature in blue ink, appearing to read "Dr. Kandace Jordan".

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Dr. Kandace Jordan  
Associate Superintendent of Schools



## LOCALLY DEVELOPED COURSES

*"Inspiring confident, connected, caring citizens of the world"*

**September 25, 2012**

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### **Background:**

Alberta Education supports the local development and authorization of senior high school complementary courses which do not duplicate provincially authorized courses. The opportunity to authorize complementary courses allows boards to respond to the unique interests and abilities of its students and to foster educational improvement and excellence through innovation at the local level. Authorization for locally developed/acquired courses "shall be by board motion and shall be for a maximum of three years" (Alberta Education Policy 1.2.1, *Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses*).

A locally acquired course has been forwarded to Alberta Education for review regarding overlap with provincially authorized curriculum and is being submitted for the Board's consideration.

Chemistry 35 (AP) (5 credits)

Acquired from Red Deer Public School District No. 104

### **Recommendation:**

That the Board of Trustees authorizes the use of the acquired locally developed course *Chemistry 35 (AP)* (5 credits) acquired from Red Deer Public School District No. 104 beginning February 1, 2013 until August 31, 2013 and any learning resources detailed in the course outline for use in Golden Hills School Division No. 75.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent

A handwritten signature in black ink, appearing to read "Ed Holt".

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Ed Holt  
Associate Superintendent of Schools



### IMR MONITORING REPORT

Presented to the Board of Trustees by Bevan Daverne, Superintendent of Schools

Resource Persons:

Don Hartman

**September 25, 2012**

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#### OVERVIEW:

Alberta Education funds school divisions on an annual basis for buildings owned by the jurisdiction. Currently, the majority of Golden Hills school buildings are over 40 years old.

School facilities continue to age, and this is exacerbated by the gap in maintenance funding.

Alberta Education provides two envelopes of funding for Facilities as follows:

**Plant Operations and Maintenance (POM)** funding is for general maintenance and operation of school buildings to ensure safe, comfortable, and suitable learning. The majority of POM is based on a per student allocation. POM funding for 2011/2012 was \$5,071,397.00.

**Infrastructure Maintenance Renewal (IMR)** funding is to provide upgrading and/or replacing major building components to meet regulatory requirements for health and safety, extend the life and quality of school facilities meeting requirement of educational programs and students with special needs, and improve energy efficiency to achieve cost savings. IMR funding is determined using student enrolment (50%), age of building (24%), area of building (21%), geographic location (3%), and other factors (2%).

#### IMR Funding:

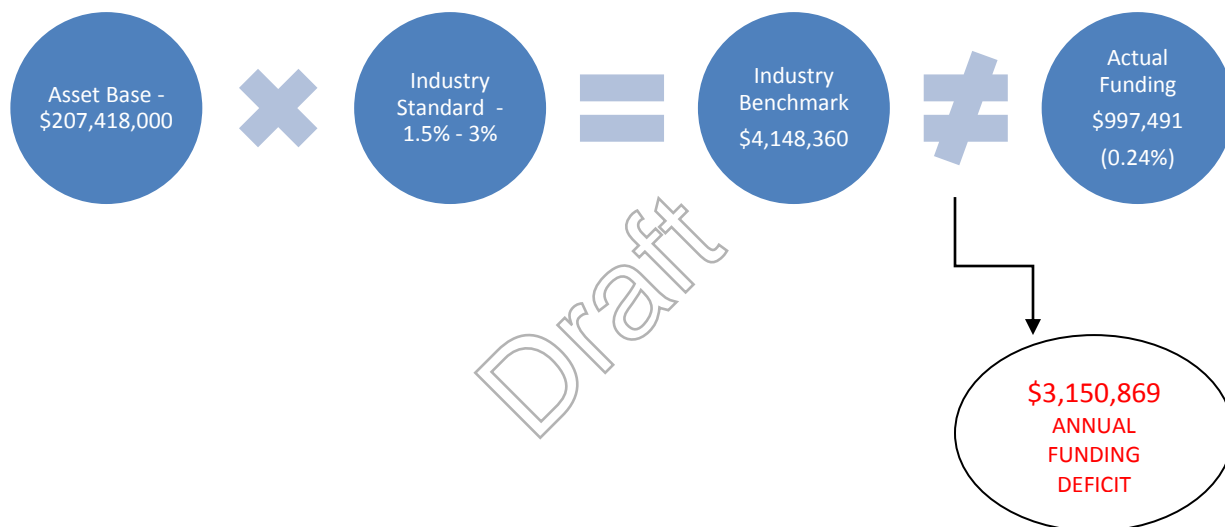
Description	Year	Dollar Amount
Prior Year Carry Over	2010/2011	\$ (\$5,595.87)
IMR Funding	2011/2012	\$ 997,491.00
Total IMR Funding	2011/2012	\$ 991,895.13

During the 2011/2012 year, the Facilities Department completed 49 projects in 16 schools as per the attached list of projects. Of the 41 projects, 34 were completed in the two summer months. There are no projects carried over into September.

### SUMMARY & IMPLICATIONS:

Currently Golden Hills has an asset replacement cost of \$207,418,000 in owned schools and facilities. Industry standard advises a minimum benchmark of 1.5% - 3% of Infrastructure Maintenance Renewal Funding. These are funds considered necessary for annual preservation and maintenance of buildings.

For the school year 2011/2012, Golden Hills received \$997,491 which is substantially less than the industry standard. Preferred funding at 2% is equivalent to \$4,148,360 which is a gap of \$3,150,869 in funding.



Deferring regular maintenance leads to dramatically increased loss of condition and value, and may carry other risks as well.

### RECOMMENDATION:

Board receives as information and continues to advocate for funding closer to the industry standard.

Bevan Daverne  
Superintendent

Tahra Sabir  
Secretary-Treasurer

## Appendix 1 for 8.2.1.: Infrastructure and Maintenance Renewal (IMR) Report

### 2011 - 2012 IMR Projects

2011-2012			
School	Project Cost 2011/2012	2011-2012	Scope
Acme	\$ 7,320.00	0.7%	water heater, CTS Lab (cosmetology)
Brentwood*	\$ 80,609.66	8.1%	roof, site, classroom doors
Carbon	\$ 24,480.98	2.5%	classroom flooring, change room flooring
Carseland	\$ 8,290.56	0.8%	classroom painting, playground hard surface
Central Bow Valley	\$ 5,595.87	0.6%	front entry carryover
Crowther Memorial	\$ 32,676.53	3.3%	barrier free entry doors, water heaters
Dr. Elliott	\$ 9,659.05	1.0%	fans for classrooms, new school sign
DVSS	\$ 113,968.92	11.5%	staff & student parking lots, car plugs
Greentree*	\$ 93,896.27	9.5%	classroom renovations, flooring, & painting
Standard	\$ 8,849.36	0.9%	roofing
Strathmore High School	\$ 55,478.28	5.6%	fire alarm panel, CTS lab, energy audit
Three Hills	\$ 68,114.15	6.9%	structural & building envelope studies, gym floor
Trochu Outreach	\$ 68,035.26	6.9%	roofing, classroom & washroom renovations
Westmount*	\$ 68,335.57	6.9%	classroom, wrap around services, flooring, site
Wheatland*	\$ 213,492.72	21.5%	exterior carryover, classroom, flooring,
Various	\$ 16,231.62	1.6%	VoIP phones
Projects in progress	\$ 116,860.33	11.8%	Brentwood Paving/water fillers in schools
TOTAL	\$ 991,895.13		

\*Additional Instructional Spaces required due to shortfall in capacity

Other Summer Projects Include:	Estimated Costs
PCA Jr/Sr high relocation	\$ 120,000.00
Trochu Valley School Decanting	\$ 400,000.00



## ENROLMENT BACKGROUNDER

*"Inspiring confident, connected, caring citizens of the world"*

September 25, 2012

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### **Background:**

The Board of Trustees regularly monitors enrolment and notes trends over time. Funding is primarily enrolment-driven and monitoring and projecting enrolment trends informs the board's budgeting processes.

As per the attached monitoring report, information is provided on the preliminary enrolment of resident funded students, Siksika funded students and International funded students. These are preliminary numbers and changes may occur prior to September 30, 2012.

Alberta Education calculates funding for Kindergarten to grade nine based on the full time equivalent student count as of September 30, 2012. High school funding is based on the Credit Enrolment Units earned per student.

### **Recommendation:**

That the Board of Trustees receives the Enrolment Monitoring Report for information and for the record.

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Bevan Daverne  
Superintendent

A handwritten signature in blue ink, appearing to read "Tahra Sabir".

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Tahra Sabir  
Secretary-Treasurer

## Appendix 1 for 8.2.2.: Preliminary 2012-2013 Enrolment

### Golden Hills School Division No. 75

#### Preliminary Spreadsheet for Enrolments September 2012

School	Last Year Sept 2011	Projected for 2012	Projected Difference from Last Yr.	Actual - Preliminary 2012/2013	Difference from Actual to Projected	Difference from this Year to Last Year	% Diff
Acme	189.00	188.00	-1.00	181.50	-6.50	-7.50	-4%
Brentwood	314.50	310.00	-4.50	312.50	2.50	-2.00	-1%
Carbon	143.50	110.00	-33.50	97.50	-12.50	-46.00	*
Carseland	88.00	83.50	-4.50	79.00	-4.50	-9.00	-10%
Central Bow Valley	43.50	42.50	-1.00	40.00	-2.50	-3.50	-8%
Crowther Memorial Junior High	526.00	517.00	-9.00	533.00	16.00	7.00	1%
Dr. Elliott	163.50	156.00	-7.50	157.50	1.50	-6.00	-4%
Drumheller Valley Secondary	337.00	332.00	-5.00	342.00	10.00	5.00	1%
Greentree	412.50	410.00	-2.50	409.50	-0.50	-3.00	-1%
Hussar	49.50	49.50	0.00	52.50	3.00	3.00	6%
Prairie Christian Academy	286.50	277.00	-9.50	256.50	-20.50	-30.00	-10%
Rockyford	35.00	31.00	-4.00	29.50	-1.50	-5.50	-16%
Standard	176.00	173.50	-2.50	185.50	12.00	9.50	5%
Strathmore High School	601.00	585.00	-16.00	613.00	28.00	12.00	2%
Three Hills	431.00	426.00	-5.00	458.00	32.00	27.00	6%
Trinity Chritian Academy	69.00	84.00	15.00	89.00	5.00	20.00	29%
Trochu Valley	364.00	361.00	-3.00	360.50	-0.50	-3.50	-1%
Westmount	381.00	400.50	19.50	427.00	26.50	46.00	12%
Wheatland	355.50	351.00	-4.50	354.50	3.50	-1.00	0%
			0.00		0.00	0.00	
Colonies	361.00	343.00	-18.00	353.50	10.50	-7.50	-2%
			0.00		0.00	0.00	
Drumheller Outreach	15.00	23.00	8.00	23.00	0.00	8.00	53%
Northstar Academy	124.00	115.00	-9.00	159.00	44.00	35.00	28%
Sequoia Outreach	22.00	20.00	-2.00	20.00	0.00	-2.00	-9%
Golden Hills Learning Academy	79.00	86.00	7.00	91.00	5.00	12.00	15%
Strathmore Storefront	34.00	39.00	5.00	39.00	0.00	5.00	15%
Trochu Outreach	27.00	28.00	1.00	28.00	0.00	1.00	4%
			0.00			0.00	
<b>GRAND TOTAL</b>	5,628.00	5,541.50	-86.50	5,692.00	150.50	64.00	1%



\* Carbon high school students were transferred to Acme as per Board Motion

#### Grade Configurations Analysis

	2012/2013	2011/2012	% Change
Kindergarten	406.00	411.00	-1%
Grades 1-3	1,426.00	1,396.00	2%
Grades 4-6	1,299.00	1,274.00	2%
Grades 7-9	1,332.00	1,282.00	4%
Grades 10-12	1,432.00	1,470.50	-3%
	5,692.00	5,628.00	1%

Siksika Students	
Central Bow Valley	49
Westmount	28
Strathmore High School	41
Standard	3
Crowther Memorial Junior High	26
Sequoia Outreach	30
	177





### PD AND FUTURE DIRECTIONS BACKGROUNDER

*"Inspiring confident, connected, caring citizens of the world"*

September 25, 2012

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#### **Background:**

Ongoing, relevant, and timely professional development is critical in order for school divisions to continue to meet the needs of their students and to run an efficient organization. In particular, teachers and administrators require ongoing professional development in order to learn about, and utilize, best research-based practices within education.

In order to meet the diverse learning needs of our teachers and administrators, we design numerous PD opportunities for our staff within our various projects and initiatives which include individual, school-based, and division-wide opportunities.

The PD and Future Directions Monitoring Report outlines the main PD activities of the 2011/2012 school year and indicates some of the future trends and directions.

#### **Recommendation:**

That the Board of Trustees receives the PD and Future Directions Monitoring Report for information and for the record.

A handwritten signature in blue ink, appearing to read "Bevan Daverne".

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Bevan Daverne  
Superintendent

A handwritten signature in blue ink, appearing to read "Dr. Kandace Jordan".

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Dr. Kandace Jordan  
Associate Superintendent of Schools



### Golden Hills School Division #75

#### Report to the Regular Meeting of the Board of Trustees

#### Regular Agenda

September 25, 2012

**To:** Bevan Daverne, Superintendent

**From:** Dr. Kandace Jordan (Associate Superintendent of Schools)

**Re:** Professional Development and Future Directions

**Purpose:** Information for the Board of Trustees and for the Record

**Resource Persons:** Tamara Gordon, Sue Humphry, Deborah Hinds-Nunziata

#### Overview:

In order to foster innovative thinkers, doers and connectors, students in Golden Hills School Division (GHSD) need to acquire the skills and attributes necessary to be successful in an advanced, globally connected world. With this in mind, it has become clear that learning experiences need to continue to move beyond the delivery and memorization of knowledge and skills. Instead, learning experiences need to foster deeper thinking which will enable students to think about and understand related concepts, solve problems and apply learning across settings and through time.

In a continued effort to examine how to best meet the needs of students, Alberta Education is working on three key initiatives; *Inspiring Action on Education*, *Action on Inclusion* and *Action on Curriculum* (see communications section for websites). Alberta is in a transition phase where the traditional model for special education is shifting to a more inclusive model that is designed to better meet the needs of all learners with a Response to Intervention (RTI) model. The RTI model identifies three different tiers of support for students and emphasizes the need for a universal level of exceptional programming as its foundation. Students who are not successful in this environment of well-designed and delivered instruction are then provided with more targeted supports.

This new model for education in Alberta has not yet been clearly articulated by Alberta Education. However, there are numerous aspects that do provide direction for our professional development work in GHSD. We have been working with Alberta Education and other partners to anticipate these changes, examine current research, and put best practices into place.

### Results:

There have been numerous professional development activities within Golden Hills that have advanced our goal of having top quality educational experiences for all students. A summary of the key activities within the main initiatives/projects is detailed below.

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### SUMMARY OF KEY PROFESSIONAL DEVELOPMENT

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#### AISI Assessment for Learning

- Five different teacher curriculum groups were established (20-50 teachers per group) and met 2- 5 times each. The goal was to design learning opportunities for students that covered the curriculum essentials, provided choice to students, were engaging, included assessment for learning strategies, and were appropriate for all of our diverse learners. Judy Martin from the University of Calgary Galileo Educational Network was one of the key resource personnel brought in to support this learning.
  - Administrators were provided with PD related to AISI at every administration meeting throughout the year. This included presentations by teachers showcasing student work.
  - AISI lead teachers from each school met 7 times throughout the year with the AISI coordinators for ongoing training and PD.
  - AISI coordinators, administrators and teachers attended various external PD opportunities including AB Ed meetings, conferences, workshops, and planning meetings with other divisions.
  - All teachers had the opportunity for additional PD that was funded out of their school-based AISI PD funds. The majority of the time was spent in small groups and many were inter-school groupings.
  - Senior administrators attended several CASS Leadership Academy sessions.
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#### New Curriculum

- Implementation of the new grade 11 math curriculum began in Sept 2011 (grade 12 will begin in Sept 2012). High school teachers were supported in making this change by the formation of three professional learning groups based on learning needs. The teachers were provided with 4 PD days to plan, learn, and design together.
  - A total of 18 junior high teachers attended a CRC session on analyzing grade 9 PAT results.
  - The Curriculum Coordinator was a part of the CRC Math Advisory group and helped plan PD for Zone 5 teachers. Several teachers attended CRC PD opportunities.
  - The Curriculum Coordinator attended several Zone 5 meetings to receive information on curriculum updates and to provide Alberta Education with feedback. Information gathered was shared with teachers and administrators.
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#### Action on Inclusion

- The new funding formula under Action on Inclusion will be implemented this September 2012. Coding of diverse learners will continue for demographic information.
  - Golden Hills School Division implemented two key initiatives during the 2011- 2012 school year.
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### **Inclusive Education Planning Tool (IEPT)**

The IEPT is a digital resource that focuses on helping teachers change their instructional practice to better meet the diverse learning needs of all students. The resource offers information and strategies on getting to know students, understanding the implications of medical conditions and disabilities on student learning, and identifying instructional supports students need to be successful. During the 2011- 2012 school year, Greentree Elementary, Dr. Elliott and Three Hills School all participated in the IEPT pilot. As part of the pilot, they were not required to complete Individualized Program Plans (IPP) for Coded Students. The teachers felt that although the IEPT was a useful resource, it does not replace the individualized goal setting process with students and their families that is part of an IPP. They were concerned about the lack of accountability measures using an IEPT instead of an IPP. All three schools have chosen not to participate in a second year of the pilot which was announced by Alberta Education in spring 2012.

### **Learning Coaches**

Action on Inclusion dollars were used to support the implementation of Learning Coaches in Golden Hills School Division in the early spring of 2012. The Learning Coaches worked as part of school-based learning teams to build the capacity of school to meet the needs of diverse learners, particularly at the universal level. The learning coaches worked side by side with teachers to design learning experiences that were accessible, effective and engaging for all students.

- The GHSD Student Services has begun the process of revising GHSD Special Education policies and the Special Education handbook to reflect inclusive education principles and practices. An extensive review of Inclusive Education documents currently used in school jurisdictions across Canada was completed.
- GHSD will be represented at the September 12, 2012 meeting in Edmonton focused on the development of a Regional Collaborative Service Delivery Model that will possibly replace existing service delivery programs such as Student Health Partnerships, Children and Youth with Complex Needs and Regional Consulting Services.
- The Alberta Regional Consortiums have now been given the responsibility of supporting the Action on Inclusion Initiative. Professional development opportunities will be explored and staff from GHSD will participate as appropriate.

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### **English Language Learning (ELL)**

- The ELL coordinator completed her TESL Canada Teaching English as a Second Language Level 1 certificate program offered through the University of Calgary.
  - The ELL coordinator is a member of the CRC ESL steering committee Zone 5. She attended all steering committee meetings and all ELL PD training sessions offered by the CRC.
  - The ELL coordinator will be co-leading two CRC PD training sessions for administrators in 2013 (with Kathy Salmon from Alberta Education).
  - An ELL presentation was offered to GHSD teachers at the Division Institute day:
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Vocabulary Strategies for ELL learners.

- A workshop on the Alberta Education ESL Benchmarks was presented to Trochu Valley teachers.
  - An ELL Proficiency report card pilot project was conducted with Trochu Valley teachers.
  - Vocabulary Strategies for ELL learners workshops were offered at Westmount, Greentree and Dr. Elliot.
  - The ELL coordinator worked in conjunction with IMC to develop ELL resources (purchase of dual-language books and dual-language picture dictionaries)
  - The ELL coordinator will be co-presenting at the ATA ESL specialist council in November on Teaching Hutterite Students.
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### Literacy

- GHSD is one of 5 districts in Alberta to participate in a Provincial Literacy Initiative (Learning Strategies Project). The Initiative is a partnership with Alberta Education, Pearson Canada and the CRC and is in its 2<sup>nd</sup>, and last, year of implementation. The goal is to provide teachers with the knowledge and skills needed to incorporate literacy instruction across all content areas. Teachers were supported in continuing to integrate these strategies into the design of their learning.
  - GHSD participated in the Advancing Adolescent Reading Initiative (AARI), an Alberta Learning initiative focused on improving First Nations Literacy Levels. One staff member received on-going, weekly PD.
  - The GHSD Early Literacy team provided a full day early literacy workshop to all grade 1 and 2 teachers
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### Early Child Development (ECD) Mapping Initiative

- GHSD is part of the ECD Mapping Initiative, led by Alberta Education, as part of a five-year research and community development project. All kindergarten schools in our district have administered the Early Development Instrument (EDI) for the past two years and have received training on the implementation and interpretation of this instrument. The results will be used to map needs in the community to direct Early Childhood programming and development prior to children entering school. Consultants have participated in zone training and meetings throughout the region and have brought results back to the kindergarten teachers. Project is a partnership with McMaster University, The Early Learning Branch and the University of Alberta.
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**Financial Implications:** Providing ongoing, timely and relevant professional development to over 400 teachers and administrators requires a significant allocation of financial resources.

Next year there will be a 50% reduction in AISI funds. AISI is our largest source of PD funds and this cut is significant. Fortunately, we have carefully aligned all of our initiatives/projects so that our broad goals are being achieved through many initiatives/projects, not just a few. This will help us to continue to provide excellent PD in a comprehensive and cohesive manner. However, a reduction of this significance will undoubtedly have repercussions.

### **Future Implications:**

The 2012-2013 school year will provide teachers and administrators with a variety of different PD opportunities to meet their individual learning needs. This will include targeted and extensive PD for several AISI curriculum groups as well as individual and group work related to other projects and initiatives.

### **Governance Implications:**

Professional development is critical in order for GHSD to continue to develop and provide exceptional learning programs. Without highly skilled teachers and administrators it would be impossible to meet our goals. There is a strong movement of change within Alberta Education and we continue to work with the government to explore best practices, incorporate change, and reflect on our work.

### **Communications:**

Alberta Education has several publications related to this report. These documents can be located on the following websites:

Inspiring Action on Education:

<http://ideas.education.alberta.ca/media/2905/inspiringaction%20eng.pdf>

Action on Inclusion:

<http://education.alberta.ca/department/ipr/inclusion.aspx>

Action on Curriculum:

<http://education.alberta.ca/department/ipr/curriculum.aspx>

**Response:** That the Board of Trustees receives the PD and Future Directions report for information and the record.