



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, August 26, 2014

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 PUBLIC, VISION AND MISSION STATEMENTS
6. PRESENTATION OF MINUTES
 - 6.1 REGULAR MEETING OF THE BOARD OF TRUSTEES (2014/06/24)
7. REPORTS
 - 7.1. CHAIR'S REPORT
 - 7.2. BOARD COMMITTEES
 - 7.3. BOARD REPRESENTATIVES TO EXTERNAL ORGANIZATIONS
 - 7.4. ADMINISTRATION REPORTS
8. NEW BUSINESS
 - 8.1. ACTION ITEMS
 - 8.1.1. BOARD ANNUAL LEADERSHIP PLAN
 - 8.1.2. BOUNDARY CHANGE REQUEST
 - 8.2. INFORMATION ITEMS

B. Daverne

T. Sabir

9. ADJOURNMENT

Draft



MINUTES

Golden Hills School Division No. 75

Regular Meeting Of The Board Of Trustees

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, June 24, 2014

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

- Barry Kletke
- Sherri Nielsen
- Alan Larsen
- Joyce Bazant

d) Superintendent of Schools

- Bevan Daverne

e) Associate Superintendents

- Wes Miskiman (Associate Superintendent Miskiman left meeting at 2:42 p.m.)

f) Secretary/Treasurer

- Tahra Sabir

g) Reporting Secretary

- Kristy Polet

CALL TO ORDER

Chair Price called the meeting to order at 9:31 a.m.

IN CAMERA

Resolution #BD20140624.1001

MOVED by Trustee Nielsen that the Board of Trustees go in-camera at 9:35 a.m. to discuss legal issues.

CARRIED

Resolution #BD20140624.1002

MOVED by Trustee Larsen that the Board of Trustees rise from in-camera at 11:34 a.m.

CARRIED

**APPROVAL OF
AGENDA**

Resolution #BD20140624.1003

MOVED by Trustee Bazant that the Board of Trustees move agenda items 8.1.1 and 8.2.1 forward on the agenda to accommodate presentations from PCA Society Proposal and Friends of East Wheatland.

CARRIED

**PCA SOCIETY
PROPOSAL
(ACTION ITEMS)**

Resolution #BD20140624.1004

MOVED by Trustee Kletke that the Board of Trustee accepts the letter of commitment and support for \$1,000,000 from the PCA Society and approves the planned expansion and design of the footprint for the PCA Modernization to the extent that this funding will accommodate.

CARRIED

**FRIENDS OF EAST
WHEATLAND
UPDATE
(INFORMATION ITEMS)**

That the Board of Trustees receives the Friends of East Wheatland fundraising update as information and for the record.

BREAK

RECESSED 12:34 PM

RECONVENED 1:00 PM

**APPROVAL OF
AGENDA**

Resolution #BD20140624.1005

MOVED by Trustee Larsen that the Board of Trustees approve the agenda, as presented.

CARRIED

**PRESENTATION OF
MINUTES**

Resolution #BD20140624.1006

MOVED by Trustee Kletke that the Board of Trustees approve the minutes of May 27, 2014, as presented.

CARRIED

Resolution #BD20140624.1007

MOVED by Trustee Nielsen that the Board of Trustees approve the minutes of June 3, 2014, as presented.

CARRIED

**CHAIR'S REPORT
(REPORTS)**

Chair Price presented information on the following:

- ASBA Spring General Meeting was attended by all GHSD Trustees, Bevan Daverne and Tahra Sabir.
- Discussed Council of Council meeting held on June 12, 2014.
- Discussed East Wheatland BBQ and sign unveiling held June 23, 2014 - Councillor A. Booth, Councillor B. Knight and Dr. N. Brown were in attendance.
- Discussed email from The Honorable Bruce McAllister that was received by all Trustees, follow up late summer or early fall.

Resolution #BD20140624.1008

MOVED by Trustee Kletke that the Board of Trustees seeks legal advice from ASBA regarding conflicts for trustees who hold elected positions outside their trusteeship and the Board of Trustees holds a differing view from the other organization to which the Trustee has been elected.

CARRIED

**BOARD
REPRESENTATIVES
TO EXTERNAL
ORGANIZATIONS**
(REPORTS)

**ADMINISTRATION
REPORTS**
(REPORTS)

Superintendent Daverne presented information on the following items:

- HR update:
 - Staff recruitment and hiring.
 - Teacher Supervision and Evaluation Administration Procedure - implementation to provide support is ongoing.
 - Recognition to Karen Smith for securing scholarships.
 - Discussed Trochu Valley Modernization. Hopeful for students to move in January 2015. The gym will be ready early October 2014 for team sports. The exterior of the school will be finished soon.
 - Discussed PCA Modernization, everything is proceeding according to schedule.
 - Discussed the significant positive impact that International Students have in our school system. Even though the market has become very competitive, our numbers are looking great for the 2014-2015 school year.

Secretary-Treasurer Sabir presented information on the following items:

- Congratulations to Kelly-Anne for accepting the Transportation Manager position. She brings a wealth of knowledge and experience to the Transportation Department.

**THREE YEAR
(2014-2017)
EDUCATION PLAN
INTERIM REPORT**
(ACTION ITEMS)

Resolution #BD20140624.1009

MOVED by Trustee Nielsen that the Board of Trustees receives reviews and provides input on the draft Interim combined Three Year Education Plan and Annual Results Report for 2014/15 - 2016/17.

CARRIED

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

Secretary-Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report for May 31, 2014.

**REPORT ON
ADMINISTRATIVE
APPOINTMENTS**
(INFORMATION ITEMS)

Superintendent Daverne presented information on behalf of Associate Superintendent Miskiman on Administrative Appointments.

**THIRD QUARTERLY
FINANCIAL
REPORT(SEPT
2013-MAY2014)**
(INFORMATION ITEMS)

Secretary-Treasurer Sabir presented information on the Third Quarterly Financial Report for September 2013 - May 2014.

**AP 413 MULTIPLE
SCHOOL
COMMUNITY SITES**
(INFORMATION ITEMS)

Superintendent Daverne presented information on behalf of Associate Superintendent Miskiman on AP 413, Multiple School Community Sites.

**AP 414 LEAD
TEACHER**
(INFORMATION ITEMS)

Superintendent Daverne presented information on behalf of Associate Superintendent Miskiman on AP 414, Lead Teacher.

IN CAMERA

Resolution #BD20140624.1010

MOVED by Trustee Kletke that the Board of Trustees go in-camera at 3:04 p.m.

CARRIED

Resolution #BD20140624.1011

MOVED by Trustee Tucker that the Board of Trustees rise from in-camera at 3:51 p.m.

CARRIED

Resolution #BD20140624.1012

MOVED by Trustee Bazant that the Board of Trustees approve Schedule D dated June 23, 2014 effective September 1, 2013.

CARRIED

Resolution #BD20140624.1013

MOVED by Trustee Larsen that the Board of Trustees completed a board self-evaluation of accomplishments, challenges and board priorities for 2013-2014.

CARRIED

Resolution #BD20140624.1014

MOVED by Trustee Kletke that the Board of Trustees completed a Superintendent evaluation of accomplishments and challenges for 2013-2014.

CARRIED

ADJOURNMENT

Resolution #BD20140624.1015

MOVED by Trustee Kletke that the meeting adjourn at 3:54 p.m.

CARRIED

Chair

Secretary-Treasurer



BOARD ANNUAL LEADERSHIP PLAN

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

August 26, 2014

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 leadership plan with suggested timelines."

The Board's Annual Leadership Plan provides corporate direction and informs leadership flow for the administrative functions. A copy of the Board's Annual Leadership 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.

The Board of Trustees is urged to review the attached Annual Leadership Plan, to suggest and discuss any desired changes, and to consider additional opportunities for community engagement. The Board's Annual Leadership 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 Leadership 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".

Bevan Daverne
Superintendent



GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2014-2015

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*

Board Priorities	<p style="text-align: center;">The Board developed the following priorities for itself for 2014/15:</p> <ol style="list-style-type: none"> 1. Position our schools as “schools of choice” for students and their families. 2. Continue to build relationship with Alberta government and other partners including other partner School Boards. 3. Developing a relationship with the ATA Local that advances the quality of education in Golden Hills. 4. Build on existing advocacy strategies and strengthen the approach. 5. Continue to develop understanding of measures and the outcomes of the linkages between planning and budget processes. 6. Explore authentic opportunities to inform and consult with all communities. 7. Continue to expand and implement a strategy on social media. 	
August Regular Meeting REGULAR AUGUST 26 2014	<p><u>ORGANIZATIONAL MEETING</u></p> <p><u>REGULAR MEETING ITEMS</u></p> <ul style="list-style-type: none"> • Monthly Enrolment Monitoring Report • Board Leadership Plan 	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> School Organizational Day - August 26 and 27 <input type="checkbox"/> New Teacher Orientation - August 20 <input type="checkbox"/> First day for students – September 2
September REGULAR SEPTEMBER 30 AGENDA SETTING SEPTEMBER 23 2014	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Preliminary Enrolment Monitoring Report • IMR and Capital Projects Report (summer update) • Professional Development and Future Directions • Advocacy Planning • Provincial Exam Results (annual and five year trends – in-camera as per AB ED protocol) <p><u>Communications/Consultations:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting - September 5
October REGULAR OCTOBER 28 AGENDA SETTING OCTOBER 21 2014	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Enrolment Monitoring Report (September) • Diploma and Provincial Exam Results • Three Year Education and AERR – Draft • Human Resources Staffing Report • Provincial Exam Results (annual and five year trends) <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting (not yet posted on ASBA Calendar) <input type="checkbox"/> ASBA Fall General Meeting – November 16-18 <input type="checkbox"/> GHSD Institute Day <input type="checkbox"/> PSBAA Governance Seminar (Wed Oct 15 8:30 – 3:30), AGM Oct 15-17 – Sutton Place Hotel Edmonton



GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2014-2015

<p style="text-align: center;">November</p> <p style="text-align: center;">REGULAR NOVEMBER 25 AGENDA SETTING NOVEMBER 18 2014</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Audited Financial Statements • Enrolment Monitoring Report (October) • Final Budget Submission 2014-2015 • Three Year Education and AERR – Final • Diploma and Provincial Exam Results • Three Year Education and AERR – Draft • Provincial Exam Results (annual and five year trends) 	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Fall General Meeting – November 16 to 18 <input type="checkbox"/> PSBAA Fall Meeting
<p style="text-align: center;">December</p> <p style="text-align: center;">REGULAR DECEMBER 23 AGENDA SETTING DECEMBER 16 2014</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Locally Developed and/or Acquired Courses Report and Approvals for Semester II • System Improvement Monitoring Report • Enrolment Monitoring Report (November) • Class Size Report • Technology Services Report • School Summaries Monitoring Report <p><u>Presentations/School Reports:</u></p> <ul style="list-style-type: none"> • 	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting (not yet posted on ASBA calendar)
<p style="text-align: center;">January</p> <p style="text-align: center;">REGULAR JANUARY 27 AGENDA SETTING JANUARY 20 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • First Quarter Financial Report (Sept/Oct/Nov) • Enrolment Monitoring Report (December) • RCSD Report • International Services Report (2013-14 Results & 2014-15 Planning) • Inclusive Education Report (2013-14 Results & 2014-15 Plans) • Transportation Monitoring Report <p><u>Presentations/School Reports:</u></p> <ul style="list-style-type: none"> • 	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting(not yet posted on ASBA calendar)
<p style="text-align: center;">February</p> <p style="text-align: center;">REGULAR FEBRUARY 24 AGENDA SETTING FEBRUARY 17 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Enrolment Monitoring Report (January) • Budget Process Begins – (Principles, Direction, Envelope Review) • Policy Review <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting (not yet posted on ASBA calendar) <input type="checkbox"/> PSBAA Meeting – February 5 to 7 <input type="checkbox"/> Family Day, February 16 <input type="checkbox"/> Teachers' Convention, February 19 to 20
<p style="text-align: center;">March</p> <p style="text-align: center;">REGULAR MARCH 31 AGENDA SETTING MARCH 24 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Enrolment Monitoring Report (February) • School Year Calendar and approval alternate calendars • Capital Planning: Asset Management, Review of Facilities, IMR Plans and Capital Priorities Submission <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting (not yet posted on ASBA calendar)



GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2014-2015

<p style="text-align: center;">April REGULAR APRIL 28 AGENDA SETTING APRIL 21 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Second Quarter Financial Report (Dec/Jan/Feb) • Presentation of Budget Planning • PSBAA membership review • Enrolment Monitoring Report (March) <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 meeting CEPF – Mayor’s Showcase and Celebration
<p style="text-align: center;">May REGULAR MAY 26 AGENDA SETTING MAY 19 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Locally Developed and/or Acquired Courses Report and Approvals for Semester I • Enrolment Monitoring Report (April) • Calgary Educational Partnership Foundation (CEPF) Annual Report • Budget Submission • Policy Review <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Zone 5 Edwin Parr Teacher Award Recognition <input type="checkbox"/> Employee Retirement and Long Service Recognition Event <input type="checkbox"/> PSBAA Spring Assembly May 29 (eve.) 30 & 31 – Sheraton Hotel, Red Deer 2014 <input type="checkbox"/> Graduations
<p style="text-align: center;">June REGULAR JUNE 30 AGENDA SETTING JUNE 23 2015</p>	<p><u>Agenda and Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Board and CEO Evaluations • Enrolment Monitoring Report (May) • Policy Review • Report on Administrative Appointments • 3rd Quarter Financial Report • Interim Three Year Education Plan for 2014-2017 <p><u>Presentations/School Reports:</u></p>	<p><u>Other Events:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> ASBA Spring General Meeting, June 1 & 2 – Sheraton Hotel, Red Deer <input type="checkbox"/> Graduations



PROPOSED BOUNDARY CHANGE

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

August 26, 2014

Background:

A board establishes school attendance boundaries in accordance with the School Act s.13 (2). Attendance boundaries affect transportation funding which is calculated on the basis of students who reside more than 2.4 km from their designated school.

While attendance boundaries define the catchment area for a local school and determine transportation funding, parents have the right to enrol their children in any school that has the resources and facilities to accommodate them.

A request from two families' show that they would benefit from a boundary change without negatively impacting other families with school aged children attending Golden Hills. There is an opportunity to provide a higher level service to this family.

The proposed boundary change is cost neutral with minimal financial impact on the transportation budget. It would only effect ride time for directed students, resident to Carbon, that attend Three Hills as well as choice students who ride this bus. It should be noted that there are no other families who would be negatively impacted by the change.

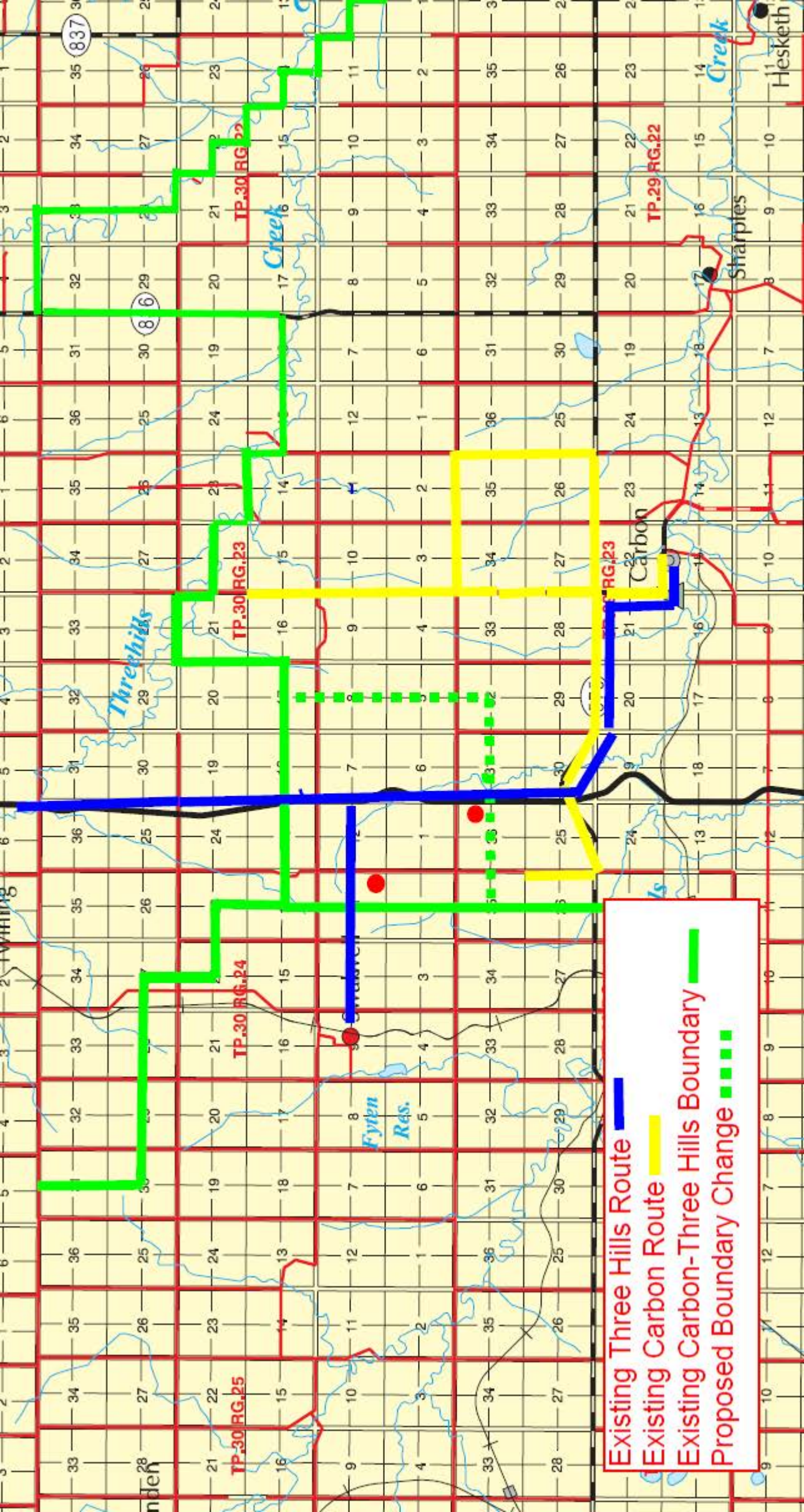
Recommendation:

That the Board of Trustees approves the following recommended attendance boundary change:

Remove from Carbon Area:	Add to Three Hills Area:
TWP 29 – RNG 23 – W4 N 1/2 SEC-31, NW ¼ SEC-32	TWP 29 – RNG 23 – W4 N ½ SEC-31, NW ¼ SEC-32
TWP 29 – RNG 24 – W4 NE ¼ SEC-35 N ½ SEC-36	TWP 29 – RNG 24 – W4 NE ¼ SEC-35 N ½ SEC-36
TWP 30 – RNG 23 – W4 W ½ SEC-5, SEC-8 ALL SEC-6, SEC-7 SW ¼ SEC-17 S ½ SEC-18	TWP 30 – RNG 23 – W4 W ½ SEC-5, SEC-8 ALL SEC-6, SEC-7 SW ¼ SEC-17 S ½ SEC-18
TWP 30 – RNG 24 – W4 ALL SEC-1, SEC-12 E ½ SEC-2, SEC-11 S ½ SEC-13 SE ¼ SEC-14	TWP 30 – RNG 24 – W4 ALL SEC-1, SEC-12 E ½ SEC-2, SEC-11 S ½ SEC-13 SE ¼ SEC-14

Bevan Daverne
Superintendent

Tahra Sabir
Secretary-Treasurer





ENROLMENT BACKGROUNDER

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

August 26, 2014

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 June 30, 2014 enrolment of provincially funded students, Siksika funded students and International funded students.

Alberta Education calculates funding for Kindergarten to Grade 9 based on the full-time equivalent student count as of September 30, 2013. 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.

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

Bevan Daverne
Superintendent

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

Tahra Sabir
Secretary-Treasurer

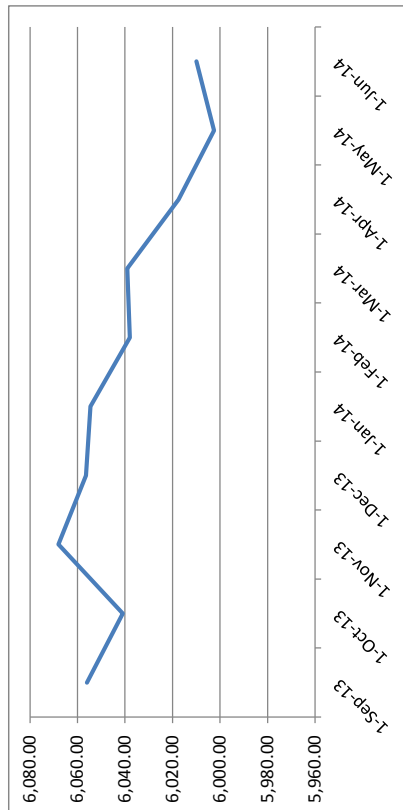
Golden Hills School Division No. 75 Enrolment

Summary of Totals - Monthly Change

May 31, 2014 - June 30, 2014

Funded Total Enrolment	30-June-14	31-May-14	Difference	% Change
Provincially Funded Students	5,710.00	5,702.50	7.50	0.13%
Siksika Students	155.00	155.00	0.00	0.0%
International Students	145.00	145.00	0.00	0.0%
Total	6,010.00	6,002.50	7.50	0.1%

Summary of Year



Grade Figure Analysis Comparison of Sept 2013 and Sept 2012

Provincially Funded	30-Sep-13	30-Sep-12	Difference	% Change
Kindergarten	216.00	204.50	11.50	5.6%
Grades 1-3	1,385.00	1,430.00	-45.00	-3.1%
Grades 4-6	1,361.00	1,312.00	49.00	3.7%
Grades 7-9	1,311.00	1,322.00	-11.00	-0.8%
Grades 10-12	1,483.00	1,430.00	53.00	3.7%
Total	5,756.00	5,698.50	57.50	1.0%

Schools - Monthly Change

Configuration	SCHOOL	June 30, 2014	May 31, 2014	Difference	% Change
K-6, 10-12	Acme School	177.50	177.50	0.00	0.0%
K-6	Brentwood Elementary School	337.50	337.50	0.00	0.0%
K-9	Carbon School	90.50	90.50	0.00	0.0%
K-6	Carseland School	69.00	69.00	0.00	0.0%
K-8	Central Bow Valley School	27.00	27.00	0.00	0.0%
7-9	Growther Memorial Jr. High School	546.00	545.00	1.00	0.2%
K-9	Dr. Elliott Community School	171.50	171.50	0.00	0.0%
7-12	Drumheller Valley Secondary School	347.00	346.00	1.00	0.3%
K-6	Greentree School	418.50	418.50	0.00	0.0%
K-6	Hussar School	47.00	47.00	0.00	0.0%
K-12	Prairie Christian Academy School	259.50	257.00	2.50	1.0%
K-6	Rockford School	37.00	37.00	0.00	0.0%
K-12	Standard School	209.00	207.00	2.00	1.0%
10-12	Strathmore High School	590.00	591.00	-1.00	-0.2%
K-12	Three Hills School	458.00	459.00	-1.00	-0.2%
K-9	Trinity Christian Academy	116.50	116.50	0.00	0.0%
K-12	Trochu Valley School	316.50	314.50	2.00	0.6%
K-6	Westmount School	421.50	423.50	-2.00	-0.5%
K-6	Wheatland Elementary School	363.50	359.50	4.00	1.1%
Totals		5,003.00	4,994.50	8.50	0.2%
Configuration	SCHOOL	Provincially Funded	Provincially Funded	Difference	% Change
7-9	Anchors II Outreach	10.00	10.00	0.00	0.0%
7-12	Drumheller Outreach	22.00	22.00	0.00	0.0%
1-12	Golden Hills Learning Academy	89.00	89.00	0.00	0.0%
1-12	NorthStar Academy	204.00	204.00	0.00	0.0%
7-12	Sequoia Outreach	0.00	0.00	0.00	0.0%
7-12	Strathmore StoreFront	38.00	38.00	0.00	0.0%
10-12	Trochu Valley Outreach	25.00	25.00	0.00	0.0%
Totals		388.00	388.00	0.00	0.0%
Configuration		Provincially Funded	Provincially Funded	Difference	% Change
K-9	Colonies	319.00	320.00	-1.00	-0.3%