



GOLDEN HILLS

SCHOOL DIVISION

AGENDA

TYPE: Regular Board Meeting

DATE: 6/24/2025 **TIME:** 9:30 AM

LOCATION: Boardroom of the Golden Hills School Division

DETAILS:

"Powering Hope and Possibilities" Vision: Inspiring confident, connected, caring citizens of the world

Mission: Intentionally maximizing learning for all

1.0 Attendance

2.0 Call to Order

3.0 Acknowledgment

4.0 In Camera

4.1 In Camera Action

4.2 Out of In Camera Action

5.0 Approval of Agenda

5.1 Approval of Agenda Action

6.0 Welcome Public, Vision and Mission Statements

7.0 Presentation of Minutes

7.1 Regular Minutes of May 27, 2025 Action

8.0 REPORTS

A) Chair's Report

B) Board Committees

C) Board Representatives to External Organizations

D) Administration Reports

E) Round Table Discussion

9.0 NEW BUSINESS

A) Information Items

9.1 Monthly Enrolment Monitoring Report - May 2025 (T. Sabir) Info

9.2 Third Quarter Financial Report - Mar/Apr/May 2025 (T. Sabir) Info

9.3 Administrative Designations (W. Miskiman) Info

9.4 Elections 2025/2026 - General Information Update (T. Sabir) Info

9.5 Administrative Procedures - 140, 161, 231 (J. Grimsdale) Info

B) Action Items

9.6 Elections - Board of Trustees 2025/2026 Meeting Dates - Aug/Sept/Oct (T. Sabir) Action

- | | |
|---|--------|
| 9.7 Advance Vote - Elections 2025 (T. Sabir) | Action |
| 9.8 Bylaw 05/2025 - Establish Voting Stations - additional location (T. Sabir) | Action |
| 9.9 Field Trip Studies/Student Excursion - France and Spain - Strathmore High School (J. Grimsdale) | Action |
| 9.10 Field Trip Studies/Student Excursion - Italy - Drumheller Valley Secondary School and Crowther Memorial Junior High (J. Grimsdale) | Action |
| 9.11 Locally Developed/Acquired Courses (J. Grimsdale) | Action |

10.0 Round Table Discussion

11.0 ADJOURNMENT

- | | |
|------------------|--------|
| 11.1 Adjournment | Action |
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MINUTES

Golden Hills School Division

Regular Meeting of the Board of Trustees

Location: Golden Hills School Division

Tuesday, May 27, 2025 (9:30 AM)

1.0 Attendance

Present:

- a) Chair
 - Laurie Huntley
- b) Vice Chair
 - Rob Pirie
- c) Trustees
 - Justin Bolin
 - Jim Northcott
 - Barry Kletke
- d) Superintendent
 - Jeff Grimsdale
- e) Deputy Superintendent
 - Wes Miskiman
- f) Secretary Treasurer
 - Tahra Sabir
- g) Recording Secretary
 - Kristy Polet

2.0 Call to Order

Chair Huntley called the meeting to order at 9:25 AM. Carried

3.0 Acknowledgment

In the spirit of reconciliation, we acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Stoney Nakoda Nations, the Métis Nation (District 3 and 4), and all people who make their homes in the Treaty 7 region of Southern Alberta.

4.0 In Camera

4.1 In Camera

Recommendation: BD#20250527.1001

MOVED by Trustee Northcott that the Board of Trustees go In Camera at 9:27 AM.

Carried

4.2 Out of In Camera

Recommendation: BD#20250527.1002

MOVED by Trustee Kletke that the Board of Trustees rise from In Camera at 12:20 PM.

Carried

Recessed at 12:21 PM

Reconvened at 1:00 PM

5.0 Approval of Agenda

5.1 Approval of Agenda

Recommendation: BD#20250527.1003

MOVED by Trustee Bolin that the Board of Trustees approve the agenda as amended with the addition of the following action items:

- 9.8 Board Evaluation
- 9.9 Superintendent Evaluation
- 9.10 CUPE Collective Agreement

Carried

6.0 Welcome Public, Vision and Mission Statements

7.0 Presentation of Minutes

7.1 Regular Minutes of April 29, 2025

Recommendation: BD#20250527.1004

MOVED by Trustee Pirie that the Board of Trustees approve the Regular Minutes of April 29, 2025, as presented.

Carried

8.0 REPORTS

A) Chair's Report

Chair Huntley presented information on the following topics:

Meetings and correspondence:

- All correspondence has been forwarded as it was received.
- May 1, 2025 - Alberta Teachers Association (ATA) Induction, invitation to local boards to attend, indicative of the continued positive relationship we have with out locals.

Chair Initials _____ Secretary Treasurer Initials _____

- May 21, 2025 - Media Announcement regarding Westmount School, approved to enter design phase.
- May 29, 2025 - Long Service Awards at the Travelodge.
- May 30, 2025 - Edwin Parr Awards Evening, congratulations to our nominee Jamie Doyle. Thank you to Trustee Northcott for volunteering his time to be on the planning committee.

B) Board Committees

No information to report on at this time.

C) Board Representatives to External Organizations

Trustee Pirie had no new information to present regarding the Teachers Employer Bargaining Association (TEBA).

Trustee Northcott presented information on the Alberta School Boards Association (ASBA) Zone 5 meeting held May 2, 2025.

Discussion and presentation of reports were as follows:

- Received communications from Alberta Education around the following:
 - Education Amendment Act, 2024 (formerly Bill 27), supports families and students navigating complex conversations around gender identity, sexual orientation and human sexuality, while also supporting continuity in a student's learning during a public health emergency or state of emergency.
 - Teachers Employer Bargaining Association (TEBA) and;
 - Bill 51, Education Amendment Act, 2025, would amend the Education Act to strengthen transparency, accountability and efficiency in Alberta's education system.
- Discussion on funding, wages, Spirit Awards, Teacher retention and recruiting, Jordan's Principal, Artificial Intelligence (AI) K-12 legislature.

Trustee Kletke had no new information to present regarding the Public School Boards' Association of Alberta (PSBAA).

- PSBAA Spring General Assembly will take place on June 1-3, 2025, at the Westin Downtown Calgary.

Trustee Northcott presented information regarding the Rural School Board Caucus (RSBC).

- Rural Caucus will be hosting a meeting on June 1, 2025, at 3:30 PM during the Alberta School Boards Association SGM.

D) Administration Reports

Secretary Treasurer Sabir presented the following information:

Transportation Update:

- Additional driver training sessions are scheduled for June.
- New buses that were purchased have been placed on bus runs.
- Field trips have increased significantly, currently 1,200+

Facilities Update:

- Westmount School – the valve was repaired on May 16, 2025. The Town of Strathmore replaced the water meter, which was not functioning properly, and EPCOR repaired the broken shut-off valve. All systems are now fully operational.
- Strathmore High School Modular - the foundation has been approved; work will begin mid to end of June 2025.

Superintendent Grimsdale presented information on the following topics:

- May 13, 2025 - Golden Hills hosted our Collaborative Facilitators' Day. There will be a slight change in structure at the August 1, 2025, collab day. After feedback from the survey, Teacher Liaison Advisory Committee (TLAC) group, instructional coaches, administrators and our facilitators, we will be hosting it virtually and only a part day.
- May 15, 2025 - Artificial Intelligence (AI) Professional day.
- May 26, 2025 - Math 4-6 Professional Development along with the CRC.
- May 27 and 28, 2025 - Trades and Technologies Summit.

Human Resources Update:

- Administrative Appointments are as follows:
 - Vice Principal of Trinity Christian Academy - Rhonda Giesbrecht
 - Vice Principal of Wheatland Crossing - Michelle Gordon
- Long Service Awards (LSA) will be held on May 27, 2025, at the Travelodge in Strathmore, AB.

9.0 NEW BUSINESS

A) Action Items

9.1 Bylaw 04/2025 - Voting Hours (T. Sabir)

Recommendation: BD#20250527.1005

MOVED by Trustee Kletke that the Board of Trustees give first reading to Bylaw 04/2025 - Establish Voting Hours.

Unanimous

BD#20250527.1006 MOVED by Trustee Mertz that the Board of Trustees give second reading to Bylaw 04/2025 - Establish Voting Hours.

Unanimous

BD#20250527.1007 MOVED by Trustee Pirie that the Board of Trustees give unanimous consent for the third and final reading of Bylaw 04/2025 - Establish Voting Hours. Unanimous

BD#20250527.1008 MOVED by Trustee Northcott that the Board of Trustees give third reading to Bylaw 04/2025 - Establish Voting Hours.

Unanimous

BD#20250527.1009 MOVED by Trustee Northcott that the Board of Trustees approve the current Bylaw 04/2025 - Establish Voting Hours.

Unanimous

BD#20250527.1010 MOVED by Trustee Kletke that the Board of Trustees rescind Bylaw 04/2021 and adopt Bylaw 04/2025 - Bylaw to Establish Voting Hours.
Unanimous

9.2 Bylaw 05/2025 - Establish Voting Stations (T. Sabir)

Recommendation: BD#20250527.1011

MOVED by Trustee Pirie that the Board of Trustees give first reading to Bylaw 05/2025 - Establish Voting Stations.
Unanimous

BD#20250527.1012 MOVED by Trustee Mertz that the Board of Trustees give second reading to Bylaw 05/2025 - Establish Voting Stations.
Unanimous

BD#20250527.1013 MOVED by Trustee Bolin that the Board of Trustees give unanimous consent for the third and final reading of Bylaw 05/2025 - Establish Voting Stations. Unanimous

BD#20250527.1014 MOVED by Trustee Mertz that the Board of Trustees give third reading to Bylaw 05/2025 - Establish Voting Stations.
Unanimous

BD#20250527.1015 MOVED by Trustee Northcott that the Board of Trustees approve the current Bylaw 05/2025 - Establish Voting Stations.
Unanimous

BD#20250527.1016 MOVED by Trustee Pirie that the Board of Trustees rescind Bylaw 05/2021 and adopt Bylaw 05/2025 - Bylaw to Establish Voting Stations.
Unanimous

9.3 Locally Developed/Acquired Courses (J. Grimsdale)

Recommendation: BD#20250527.1017

MOVED by Trustee Northcott that the Board of Trustees authorizes the use of the below listed acquired locally developed courses and any learning resources detailed in the course outline for use in Golden hills School Division.
Carried

- Film & Media Art 15/25/35, (3 & 5 credits), September 1, 2025, until August 31, 2029, Acme School, Prairie Christian Academy, Strathmore High School.
- Instrumental Jazz 15/25/35, (3 & 5 credits), September 1, 2025, until August 31, 2029, Strathmore High School, Trochu Valley School, Prairie Christian Academy.
- Band 15/25/35, (3 & 5 credits), September 1, 2025, until August 31, 2029, Prairie Christian Academy.
- Design Thinking for Innovation 15/25/35, (3 & 5 credits), September 1, 2025, until August 31, 2029, Trochu Valley School.
- Choir 15/25/35 (3 & 5 credits), September 1, 2025, until August 31, 2029, NorthStar Academy. - Content Literacy (3 & 5 credits), September 1, 2025, until August 31, 2029, Strathmore High School.

- Forensic Studies 25 (3 credits only) & Forensic Studies 35 (3 & 5 credits), September 1, 2025, until August 31, 2029, NorthStar Academy, Strathmore High School, Prairie Christian Academy, Three Hills School, Acme School.
- Understanding Video Games 15 (5 credits only), September 1, 2025, until August 31, 2029, Acme School.
- Surviving Financially as an Adult 25 & 35 (5 credits only), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy, Strathmore High School (25 only). - Cybersecurity 15 (5 credits only), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy.
- European History 35 (3 & 5 credits), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy.
- Medicine Wheel 15 (3 credits only), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy, Strathmore High School.
- Seven Teachings 15 (3 credits only), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy, Strathmore High School.
- Academic Achievement through English Language Acquisition Beginner 15 (3 & 5 credits), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy.
- Academic Achievement through English Language Acquisition Intermediate 15 (3 & 5 credits), September 1, 2025, until August 31, 2029, Golden Hills Learning Academy.
- Academic Achievement through English Language Development 35 (3 & 5 credits), September 1, 2025, until August 31, 2026, Golden Hills Learning Academy.

9.4 Education Plan and Budget (J. Grimsdale)

Recommendation: BD#20250527.1018

MOVED by Trustee Bolin that the Board of Trustees receives and reviews the final Education Plan 2025-2028 and annual Budget 2025-2026 (subject to the Board being advised of any minor adjustments, which may be necessary before the budget is submitted to Alberta Education) for submission to Alberta Education on May 31, 2025.

Carried

9.5 Budget Submission 2025/2026 (T. Sabir)

Recommendation: BD#20250527.1019

MOVED by Trustee Kletke that the Board of Trustees approve the 2025/2026 budget for submission to Alberta Education, subject to the Board being advised of any minor adjustments, which may be necessary before the budget is submitted to Alberta Education.

Carried

9.6 Field Trip Studies/Student Excursion - Colombia - Prairie Christian Academy (J. Grimsdale)

Recommendation: BD#20250527.1020

MOVED by Trustee Kletke that the Board of Trustees approves the proposed high school field studies/excursion for Prairie Christian Academy to Colombia from February 12, 2026 to February 22, 2026, 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 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.

Carried

9.7 Joint Elections Agreement - Returning Officer Appointment (T. Sabir)

Recommendation: BD#20250527.1021

MOVED by Trustee Mertz that the Board of Trustees approve Golden Hills School Division to appoint the Town of Strathmore's Returning Officer as the Returning Officer, in the boundaries of Strathmore, for the purpose of the school trustee election.

Carried

9.8 Board Evaluation

Recommendation: BD#20250527.1022

MOVED by Trustee Kletke that the Board of Trustees approve the Board self-evaluation report as developed at the facilitated workshop of April 29, 2025, and that the Board Chair be authorized to make technical edits, to monitor the priorities and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.

Carried

9.9 Superintendent Evaluation

Recommendation: BD#202505.27.1023

MOVED by Trustee Pirie that the Board of Trustees approve the Superintendent's Evaluation Report as developed in the evaluation of May 27, 2025, as an accurate accounting of the Superintendent's performance for the period September 1, 2025, to May 27, 2025, and further, the Board authorizes the Chair to make any required technical edits and to sign the report on the Boards' behalf.

Carried

Recommendation: BD#20250527.1024

MOVED by Trustee Mertz that the Board of Trustees, based on the approval of the annual Superintendent Evaluation review, the Board accepts Schedule E.

Carried

9.10 CUPE Collective Agreement

Recommendation: BD#20250527.1025

MOVED by Trustee Northcott that the Board of Trustees approve the Collective Agreement between Golden Hills School Division and the CUPE Local 2347 for the period September 1, 2024, to August 31, 2028, as presented.

Carried

B) Information Items

9.11 Monthly Enrolment Monitoring Report - April 2025 (T. Sabir)

Secretary Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report for April 2025 to the Board of Trustees as information and for the record.

10.0 Round Table Discussion

11.0 School Monitoring Report Visit

11.1 Golden Hills Learning Academy

Golden Hills Learning Academy monitoring visit will be rescheduled for a later date.

11.2 Colony Schools

Colony monitoring visit will be rescheduled for a later date.

12.0 Guest

12.1 Troy Tait, Executive Director and CEO PSBAA Dennis MacNeil, President

Superintendent Grimsdale and Chair Huntley welcomed Executive Director, Troy Tait and CEO, Dennis MacNeil of Public School Boards' Association of Alberta (PSBAA) to Golden Hills Board of Trustees meeting. The meeting was very constructive and collaborative, all participants contributed meaningful and insightful conversation.

13.0 ADJOURNMENT

13.1 Adjournment

Recommendation: BD#20250527.1026

The Board of Trustees adjourned at 3:45 PM.

Carried

Chair

Secretary Treasurer

Chair Initials _____ Secretary Treasurer Initials _____



ENROLMENT BACKGROUNDER

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

June 24, 2025

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 September 30, 2024, enrolment of provincially funded students, Siksika funded students and International funded students.

Recommendation:

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

Jeff Grimsdale
Superintendent

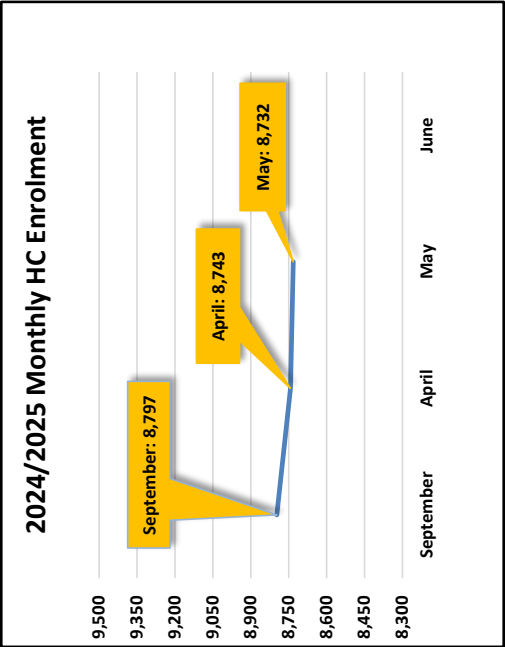
Tahra Sabir
Secretary Treasurer

Golden Hills School Division Enrolment

Schools - Month to Month Comparison
Apr 30 to May 31, 2025

*Please note
kindergarten adjusted to
1.0

* Enrolment information has been adjusted for the
New Funding Model



Configuration	School	September 30, 2024*	May 31, 2025	April 30, 2025	Difference
K-6, 10-12	Acme School	225.00	223.00	223.00	0.00
K-9	Carbon School	60.00	56.00	56.00	0.00
K-6	Carsland School	77.00	76.00	76.00	0.00
7-9	Crowther Memorial Jr. High School	466.00	472.00	472.00	0.00
K-9	Dr. Elliott Community School	191.00	192.00	192.00	0.00
7-12	Drumheller Valley Secondary School	364.00	362.00	360.00	2.00
K-6	École Brentwood Elementary School	186.00	186.00	186.00	0.00
K-9	George Freeman	476.00	473.00	471.00	2.00
K-6	Greentree School	361.00	371.00	372.00	-1.00
K-12	Prairie Christian Academy School	316.00	316.00	316.00	0.00
10-12	Strathmore High School	694.00	693.00	697.00	-4.00
K-12	Three Hills School	449.00	446.00	450.00	-4.00
K-9	Trinity Christian Academy	247.00	242.00	243.00	-1.00
K-12	Trochu Valley School	270.00	264.00	264.00	0.00
K-6	Westmount School	372.00	373.00	373.00	0.00
K-12	Wheatland Crossing	326.00	329.00	329.00	0.00
K-6	Wheatland Elementary School	310.00	315.00	317.00	-2.00
	Sub Total	5,390.00	5,389.00	5,397.00	-8.00
7-9	Colonies	405.00	389.00	389.00	0.00
7-12	Drumheller Outreach	12.00	22.00	22.00	0.00
1-12	Golden Hills Learning Academy	926.00	916.00	915.00	1.00
1-12	NorthStar Academy	394.00	394.00	394.00	0.00
7-12	Strathmore StoreFront	144.00	142.00	139.00	3.00
	Sub Total	1,881.00	1,863.00	1,859.00	4.00
	Homeschool	882.00	869.00	875.00	-6.00
	Shared Responsibility	199.00	192.00	193.00	-1.00
	Sub Total	1,081.00	1,061.00	1,068.00	-7.00
	Provincial Total	8,352.00	8,313.00	8,324.00	-11.00
	Siksika	148.00	148.00	148.00	0.00
	International (Incl. Online)	297.00	271.00	271.00	0.00
	Sub Total	445.00	419.00	419.00	0.00
	Total HEADCOUNT	8,797.00	8,732.00	8,743.00	-11.00



THIRD QUARTERLY FINANCIAL REPORT

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

June 24, 2025

Background:

The Office of the Auditor General (OAG) recommends that school board trustees hold management accountable for achieving goals while staying within budget. In order for Trustees to hold management accountable they must monitor actual spending against the budget. The OAG recommends that this monitoring should be through quarterly interim reporting.

The Quarterly Financial Report (attached) provides monitoring information and major variances will be reviewed.

Recommendation:

That the Board of Trustees receives the Quarterly Financial Report as information and for the record.

Jeff Grimsdale
Superintendent

Tahra Sabir
Secretary Treasurer

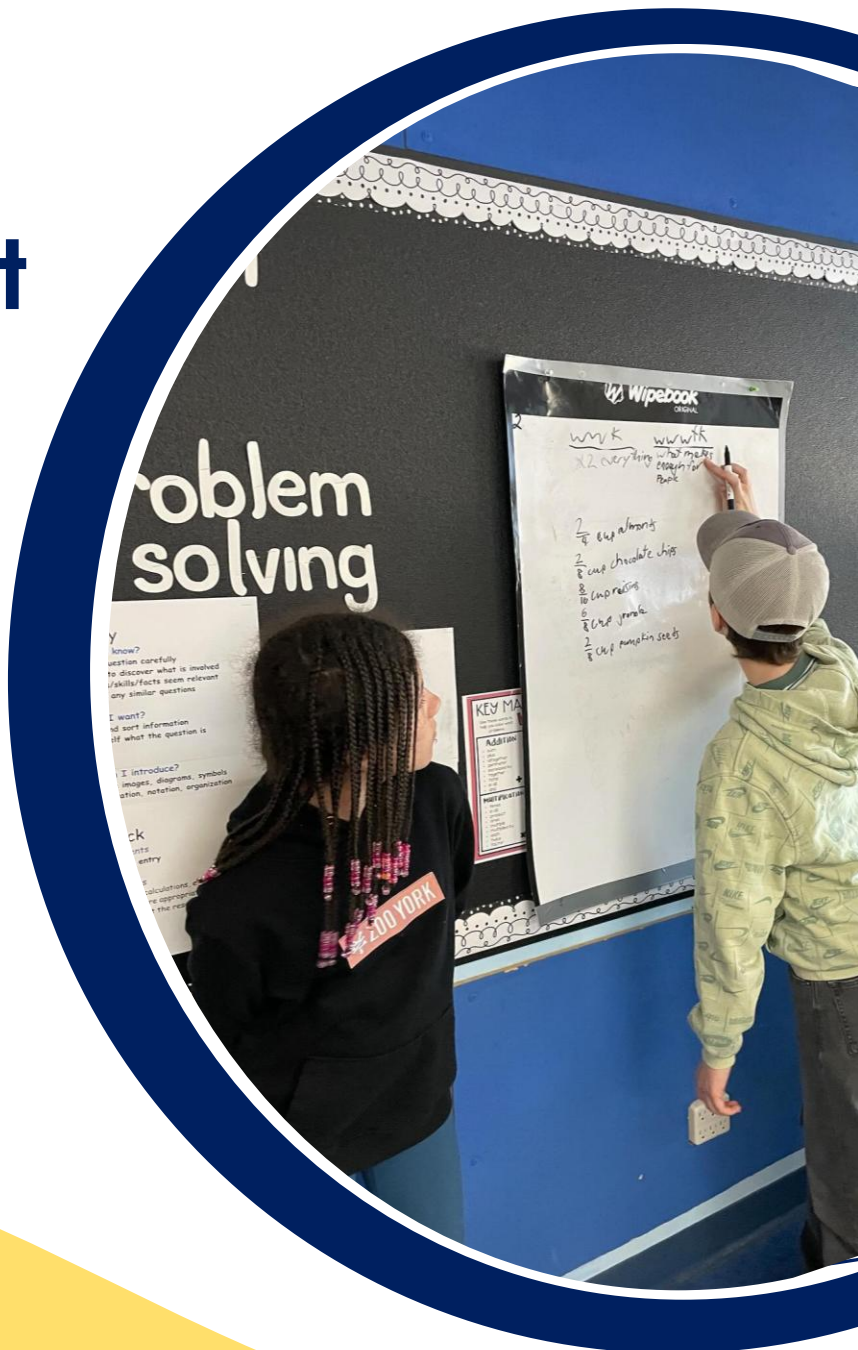


Q3 2025

Finance Report

September 2024 to May 2025

Prepared by the Finance Department
for the June 24, 2025 Board Meeting



I BUDGET REVISITED

The second quarterly financial report lists revenues and expenditures recorded to **May 31, 2025**, representing the first **nine** months of the fiscal year. As there are nine (9) months expended in Q3, the normal benchmark for comparison is 75% (9/12 months). For some categories 90% (9/10 months) is used to reflect expenses incurred only during the instructional months.

The **Spring 2024-25 Budget** was prepared by GHSD and submitted to Alberta Education. All budget points referenced in this report are from this spring 2024-25 budget.

Golden Hills School Division
Statement of Revenue and Expenses - Comparison to Budget
Period - September 1, 2024 - May 31, 2025

	Annual Budget 2024/2025	Q3 Prorated Budget	Q3 Actuals 2024/2025	YTD Budget Variance	Q3 % Budget	Q3 Benchmark %
Revenues						
Alberta Education/Infrastructure	86,485,520	64,864,140	64,721,289	(142,851)	75%	75%
Federal Government/First Nations	1,487,032	1,338,329	1,800,588	462,259	121%	90%
Fees	1,543,886	1,389,497	8,601,472	7,211,975	557%	90%
Fundraising Revenues	343,171	257,378	326,461	69,083	95%	75%
Other Revenues	11,821,648	8,866,236	4,717,617	(4,148,619)	40%	75%
Amortization	4,478,921	3,359,191	3,415,187	55,996	76%	75%
Total Revenues	106,160,178	80,074,771	83,582,614	3,507,843	79%	80%
Expenses						
Certificated Salaries & Benefits	54,773,772	41,080,329	39,977,064	1,103,265	73%	75%
Non-Certificated Salaries & Benefits	19,284,703	17,356,233	17,595,365	(239,132)	91%	90%
Sub-Total	74,058,475	58,436,562	57,572,429	864,133	78%	83%
Supplies and Services	27,077,219	20,307,914	18,630,678	1,677,236	69%	75%
Amortization	5,993,588	4,495,191	4,771,243	(276,052)	80%	75%
Interest Charges	-	-	7,063	(7,063)	100%	75%
Other	-	-	-	-	-	-
Total Expenses	107,129,282	83,239,667	80,981,413	2,258,254	76%	75%
Surplus/(Deficit)	(969,104)	(3,164,896)	2,601,201	5,766,097		

The surplus of \$2.6M for the third quarter is due to higher than expected fees and other revenues, which includes SGF funds collected by schools and enrolment of students in International Student Services.

Certificated salaries and benefits are lower than projected while non-certificated salaries and benefits were higher than projected. Supplies and services are variable, but typically higher in the first three quarters of the year. These expenses also variably increase or decrease in tandem with SGF and ISS revenue changes.

B NOTES ON COMPARISON TO BUDGET –REVENUES

The **\$2.6M** year-to-date **surplus of revenues over expenses** is due, to the difference in enrolment numbers from the Spring to the Fall budget. Enrolment was conservatively estimated in the spring.



**Additional payments from
Alberta Education**



School Generated Funds

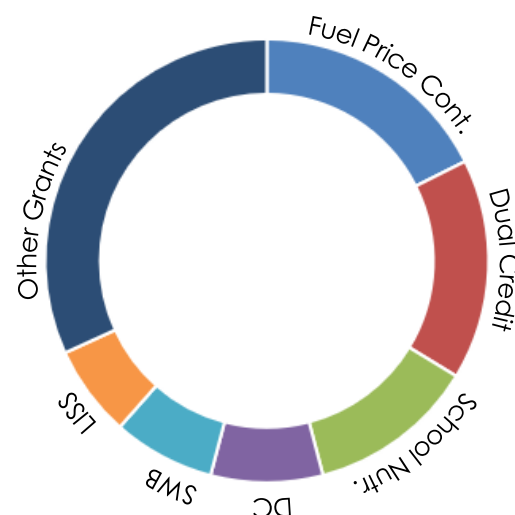


**International
Student Fees**

In these categories, expenses typically lag behind revenue recognition, creating surpluses in the first quarter. We expect surpluses in the above categories to decrease in subsequent quarters as the full years' expenses are incurred.

- **Additional Payments from Alberta Education** are normally disbursed on a monthly basis. Exceptions to this are those payments which are received either annually, bi-annually or as a one-time-payment:

Additional Payments Received Q3	Amount Received
■ Fuel Price Contingency	107,812
■ Dual Credit Program	98,603
■ School Nutrition	74,845
■ Dual Credit Programming-Start Up	50,000
■ Student Well-Being Mental Health	45,606
■ Low Incidence Supports/Services	40,800
■ Other Irregular Grants < 40K	198,815
	376,946



- **School Generated Funds** Included in the Q3 operations are as follows:

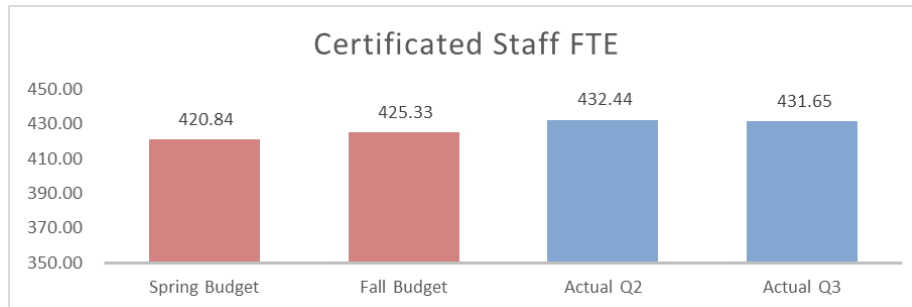
Category	Current year
Fees	2,935,633
Extracurriculars	566,339
Cafeteria/Lunch Programs	457,752
Trips	379,696
FT Kindergarten	150,184
Total	4,489,604

The majority of SGF fees are received and recorded in the first two quarters of the school year and represent current programs for students. All fees charged by schools are cost neutral.

C Notes on Comparison to Budget –Expenses

Certificated Salaries and Benefits

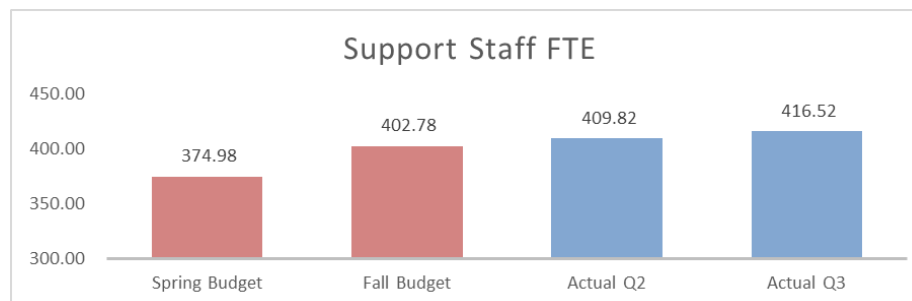
Total certificated salaries and benefits for the Q3 were **\$39.3M** (73% of a \$54.8M budget) which is within the range of what the budget would permit by the 3rd quarter.



Overall, certificated salary and benefit costs are under the annual budgeted amounts.

Non-Certificated Salaries and Benefits

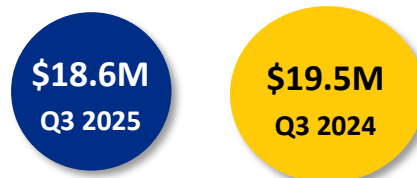
Total non-certificated salaries and benefits for the Q3 were **\$17.6M** (91% of an \$19.3M budget) which is higher than the pro-rated budget. A significant portion of non-certificated staff is paid over 10 months and not 12 months; therefore, the expenditure is typically higher for first 10 months but decreases in the last two months of the fiscal year.



Enrolment fluctuations in the fall may require staffing adjustments. As a result the budgeted amounts are often higher until June and balance out by the end of the year. Also, payroll costs trend lower over the summer months: we anticipate some fluctuation in quarterly labour costs.

Supplies and Services

Supplies and services year-to-date are **\$19.5M** (69% of \$27M budget). Typically, many of these costs occur over a 10-month school year and not the 12-month fiscal year, resulting in higher costs in Q1-Q3 and lower costs in the Q4.



Supply costs year-to-date are comparable to the prior year, but remain lower compared to the Q3 benchmark.

III AVERAGE SOURCE AND USE OF CASH

A APPROXIMATE AVERAGE MONTHLY CASH FLOW VALUES

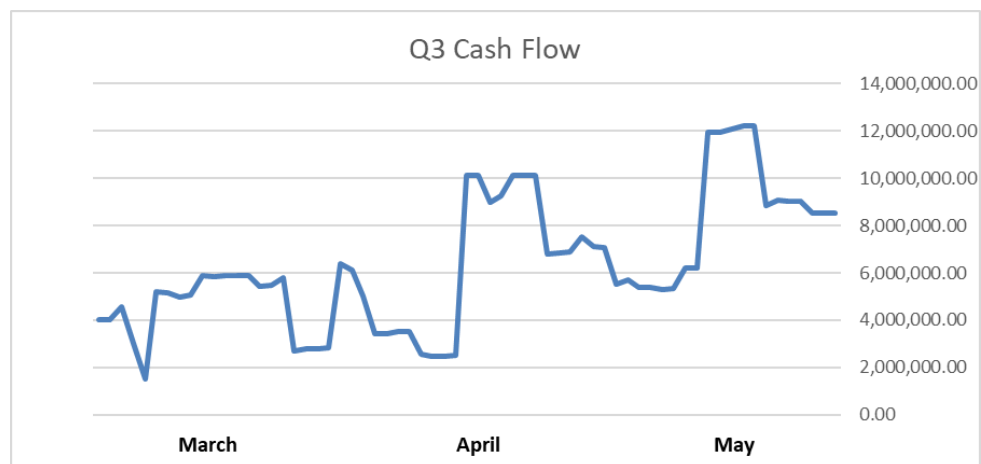
Monthly Cash Flow May	
Government revenue	8,585,553
GIC Maturity	1,103,000
ISS Revenue	1,761,125
SGF Revenue	494,352
	11,944,030
Accounts Payable	2,068,853
Payroll	7,231,307
SGF amounts	284,333
Board Funded Capital Payments	63,356
Total Cash Out	9,647,849

B GOLDEN HILLS IS CURRENTLY IN A POSITIVE CASH POSITION.

As of May 31, 2025, **\$8.5M** of the cash balance has been invested into GIC's with maturing dates ranging from July 18, 2025 to September, 2027, earning yields averaging 4.06%. Of these investments, **\$2M** are cashable within 90 days.

As at the end of Q3 2025 **\$744K** was earned on short and long term 100% guaranteed investments.

Our cash reserves have been allowed to accumulate past our typical **2M** float due to increased payroll demands at the end of June. We have allowed our cash reserves to build up in anticipation of this demand, with a forecast June 30 balance of **\$5.5M**. July and August typically demand increased cash as summer O&M projects are at their highest.



IV REVENUE AND EXPENSES BY ENVELOPE

A

Golden Hills School Division Revenue and Expenses by Envelope Period - September 1, 2024 - May 31, 2025									
	SGF	ECS -Grade 12	Operations and Maintenance	Transportation	Board and System Admin	External Services	Total	Budget %	Benchmark %
Revenue									
Alberta Education/ Infrastructure	-	53,042,784	5,245,287	4,075,413	2,357,805	-	64,721,289	76%	75%
Federal Gov't/First Nations	-	1,651,116	149,472	-	-	-	1,800,588	77%	90%
Fees	2,712,273	202,945	-	-	-	5,686,254	8,601,472	557%	90%
Fundraising revenues -SGF	326,461	-	-	-	-	-	326,461	95%	75%
Other sales & services	1,450,870	1,323,345	-	49,476	-	-	2,823,691	26%	75%
Investment Income	-	-	-	-	733,430	10,892	744,322	99%	75%
Gifts & donations -SGF	-	67,547	-	-	-	-	67,547	102%	90%
Rental of facilities	-	8,325	8,152	-	-	-	16,477	12%	75%
Gain on disposal of Capital assets	-	-	-	6,525	-	-	6,525	100%	75%
Other revenues	-	523,936	405,817	-	129,302	-	1,059,055	100%	90%
Amortization of capital allocations	-	171,705	3,243,482	-	-	-	3,415,187	76%	75%
Total revenues	4,489,604	56,991,703	9,052,210	4,131,414	3,220,537	5,697,146	83,582,614	122%	80%
Expenditures									
Certificated salaries & wages	-	31,759,160	-	-	408,360	179,589	32,347,109	73%	75%
Certificated benefits	-	7,558,369	-	-	51,113	20,473	7,629,955	74%	75%
Non-certificated salaries & wages	-	8,422,131	1,747,635	1,948,580	983,471	766,786	13,868,603	90%	85%
Non-certificated benefits	-	2,611,490	452,418	257,289	250,511	155,054	3,726,762	97%	85%
Service, contracts and supplies	4,118,860	5,666,892	3,357,442	1,431,933	712,070	3,343,481	18,630,678	69%	75%
Amortization	-	525,881	3,308,996	625,837	191,265	119,264	4,771,243	80%	75%
Interest/bank charges	-	360	-	-	-	6,703	7,063	100%	75%
Total expenses	4,118,860	56,544,283	8,866,491	4,263,639	2,596,790	4,591,350	80,981,413	83%	78%
Positive/-Negative variance to date	370,744	447,420	185,719	(132,225)	623,747	1,105,796	2,601,201		
ECS -Grade 12 labour cost analysis									
	Prior Yr Q3	Current Yr Q3	\$ Change	% Change					
Certificated salaries	30,614,794	31,759,160	1,144,366	3.7%					
Certificated benefits	7,409,742	7,558,369	148,627	2.0%					
Non-certificated salaries & wages	7,855,451	8,422,131	566,680	7.2%					
Non-certificated benefits	2,231,238	2,611,490	380,252	17.0%					
Total ECS -Grade 12 labour cost	48,111,225	50,351,150	2,239,925	4.7%					

B ANALYSIS OF REVENUE/EXPENSES BY ENVELOPE

1. INSTRUCTION

School Generated Funds are allowable fees collected and held by individual schools and are associated with non-curricular supplies and travel as well as other fees to enhance education.

2. PLANT OPERATIONS AND MAINTENANCE (PO&M)

Golden Hills School Division
Statement of Revenue and Expenses - Comparison to Budget
Plant Operations and Maintenance
From September 1, 2024 - May 31, 2025

	Annual Budget	Q3 Budget	Q3 Actuals	Budget Remaining \$	Q3 Budget %	Q3 Benchmark
Revenues						
Alberta Education	6,729,856	5,047,392	5,245,287	1,484,569	78%	75%
Other revenues	300,000	225,000	563,441	-263,441	100%	75%
Amortization of capital allocations	4,096,256	3,072,192	3,243,482	852,774	79%	75%
Total revenues	11,126,112	8,344,584	9,052,210	2,073,902	86%	75%
Expenses						
Non-certificated salaries & benefits	3,014,122	2,260,592	2,200,053	814,069	73%	75%
Supplies and services	4,487,921	3,365,941	3,357,442	1,130,479	75%	75%
Amortization	4,243,274	3,182,456	3,308,996	934,278	78%	75%
Total expenses	11,745,317	8,808,988	8,866,491	2,878,826	75%	75%
Surplus/(deficit)	(619,205)	(464,404)	185,719			
	Prior Year Q3	Current Year Q3	% Change			
Expenses						
Non-certificated salaries & wages	1,660,749	1,747,635	5.2%			
Non-certificated benefits	444,157	452,418	1.9%			
Total Labour expenses	2,104,906	2,200,053	4.5%			
Services, contracts & supplies	3,356,763	3,357,442	0.0%			
Amortization	3,314,361	3,308,996	-0.2%			
Total service & supplies	6,671,124	6,666,438	-0.1%			
Total expenses	8,776,030	8,866,491	1.0%			

The annualized bottom line agrees to the estimated budget for the year, with some timing variations in revenue and spending. Management anticipates PO&M to meet its budget target at year-end.

3. TRANSPORTATION

Golden Hills School Division
Statement of Revenue and Expenses - Comparison to Budget
Transportation
From September 1, 2024 - May 31, 2025

	Annual Budget	Q3 Prorated Budget	Q3 Actuals	Budget Remaining \$	Q3 Budget %	Q3 Benchmark
Revenues						
Alberta Education	5,255,074	3,941,306	4,075,413	1,179,661	77.6%	75.0%
Other revenues	0	0	56,001	-56,001	100.0%	75.0%
Total revenues	5,255,074	3,941,306	4,131,414	1,123,660	78.6%	75.0%
Expenses						
Non-certificated salaries & benefits	2,353,825	2,118,443	2,205,869	147,956	93.7%	90.0%
Contracted Bus Services	100,000	90,000	101,390	-1,390	101.4%	90.0%
Fuel	960,000	720,000	718,514	241,486	74.8%	75.0%
Other Supplies and services	1,301,584	976,188	612,029	689,555	47.0%	75.0%
Amortization	539,665	404,749	625,837	-86,172	116.0%	75.0%
Total expenses	5,255,074	4,256,610	4,263,639	991,435	81.1%	81.0%
Surplus/(deficit)	-	(315,304)	(132,225)			

	Prior Yr Q3	Current Yr Q3	% Change
Expenses			
Non-certificated salaries & wages	1,764,497	1,948,580	10.4%
Non-certificated benefits	222,726	257,289	15.5%
Total Labour expenses	1,987,223	2,205,869	11.0%
Services, contracts & supplies	1,582,451	1,431,933	-9.5%
Amortization	632,333	625,837	-1.0%
Total service & supplies	2,214,784	2,057,770	-7.1%
Total expenses	4,202,007	4,263,639	1.5%

Overall, with careful monitoring of expenses throughout the year, management anticipates Transportation to meet its budget target by year-end.

4. BOARD AND SYSTEM ADMINISTRATION

Board and System Administration currently has a surplus **\$187K** for the 3rd quarter of the current year. Expenses are weighted more heavily in the first half of the year, and management would expect the department to be in a deficit position without higher than normal interest revenue. No other unusual changes in budgeted to actual expenses have been experienced, it is anticipated that revenues and expenses will reach a breakeven point by year end.

Golden Hills School Division
Statement of Revenue and Expenses - Comparison to Budget
Board of Trustees
From September 1, 2024 - February 28, 2025

	Annual Budget	YTD Actuals	Budget Remaining	% Budget Used
Revenues				
Budgeted Revenues	301,050	301,050	-	100%
Total revenues	301,050	301,050	-	100%
Expenses				
Trustee Earnings and Benefits	212,050	91,215	120,835	43%
Trustee Travel & Supplies	89,000	37,110	51,890	42%
Total expenses	301,050	128,325	172,725	43%

To date, Board expenses are in line with the range of projected expenditure amounts.

5. EXTERNAL SERVICES

Golden Hills School Division
Statement of Revenue and Expenses - Current to Prior Year Comparison
External Services
From September 1, 2024 - May 31, 2025

	Q3 2024	Q3 2025	\$ Change	% Change
Total revenues	5,284,172	5,697,146	412,974	8%
Expenditures				
Certificated salaries & wages	179,589	179,589	-	0%
Certificated benefits	19,996	20,473	477	2%
Non-certificated salaries & wages	753,887	766,786	12,899	2%
Non-certificated benefits	145,080	155,054	9,974	7%
Service, contracts and supplies	3,309,775	3,343,481	33,706	1%
Amortization	116,114	119,264	3,150	3%
Interest/bank charges	10,260	6,703	(3,557)	-35%
Total expenses	4,534,701	4,591,350	56,649	1%
Net Surplus/(deficit) to date	749,471	1,105,796	356,325	-

External Services has generated more revenue in 2025 due higher program enrollment numbers. External services continues to see strong demand, including on line students, despite some changes with external operator.

Q3 ISS REVENUE**\$5.7M**

Up 13% from prior year Q3

ENROLMENT**234****STUDENTS**

Students represent 21 countries and territories around the world

DORM OCCUPANCY**83%**Strathmore dorm capacity – 96
Drumheller dorm capacity - 88**HOMESTAY****17**

External Services includes International Services, joint-use agreements, and external contract service agreements. Included within this period is the recognition of **\$5.5M** of **ISS tuition fees** revenue, out of the total **\$6.2M** unearned revenue as at Aug 31, 2024. ISS Revenues are received in unequal amounts throughout the year, and most international students prepay tuition several months in advance. As a result, this unearned tuition revenue related to the 2023/2024 fiscal year is pro-rated to each quarter based on an estimation of related expenses (35%/30%/25%/10%), while expenses are recognized when they occur.

GHSD charges a fixed 3.6% admin fee to the ISS and Siksika programs to recognize the administrative costs that these programs use, but which are otherwise not directly charged to the program accounts.

Expenses are expected to increase in Q4 versus revenues and management expects external services to continue to remain in a surplus position to year-end. These dollars will allow us to invest in our dorm facilities which will see increased capital maintenance in future years.

6. SUMMARY AND ACCUMULATED SURPLUS

QUARTERLY SUMMARY

Golden Hills continues to manage expenses in line with expected funding despite higher cost inflation in some areas. At the end of Q3 Golden Hills is in a surplus position for the year.

Overall, GHSD is keeping expenditures within the parameters of the Board's May 25, 2024 approved and submitted 2024-25 budget.

We continue to fund programs that are in alignment with our goals and vision of inspiring confident, connected, caring citizens of the world.



ADMINISTRATIVE DESIGNATIONS BACKGROUNDER

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

June 24, 2025

Background:

The following new administrative appointments have been made in accordance with the Teachers' Collective Agreement and Administrative Contracts (AP 431). The administrative appointments are renewed at the discretion of the Superintendent who informs the Board. For contract purposes, principals and vice principals are evaluated in accordance with the Role of the Principal (AP 435) or Role of the Vice Principal (AP 436) and as per the School Administrator Evaluation (AP 437).

The Board is advised of the following new 2024/2025 administrative appointments:

Acting Vice Principal Designations:

Matthew Laslo	George Freeman School (September to June)
Michael Bradford	Strathmore High School (January to June)

The Board is advised of the following new 2025/2026 administrative appointments:

Director Designations:

Jody Lammle	Director of Human Resources
Linda Tucker	Director of Learning Services

Principal Designations:

Michelle Hilton	Crowther Memorial Junior High School
Sherry Krulicki	Trinity Christian Academy
Chantalle Van Otterloo	Trochu Valley School
Ryan Hunter	Wheatland Crossing School

Vice Principal Designations:

James Atkinson	Crowther Memorial Junior High School
Michael Bradford	Strathmore High School
Alicia Nameth	Strathmore Storefront School
Rhonda Giesbrecht	Trinity Christian Academy
Nicole Kubinec	Trochu Valley School
Michelle Gordon	Wheatland Crossing School

Acting Principal Designations:

Adam Baxter	Carseland School
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Acting Vice Principal Designations:

Rachel Cool	Westmount School (September to June)
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The Board is advised of the following renewal of Administrative appointments for the 2025/2026 school year:

Principal Designations:

Sadie Oberle	Acme and Dr. Elliott Schools
Dana Yemen	Drumheller Valley Secondary School
Shane Stockwood	Hutterite Colony Schools
Marci Penner	NorthStar Academy
Joan Boles	Three Hills School
Emily Garrioch	Wheatland Elementary School

Vice Principal Designations:

Jennifer Walker-Aoki	Acme and Dr. Elliott Schools
Dana Levesque	Drumheller Valley Secondary School
Katie Coulter	Ecole Brentwood Elementary
Chelsea Berry	Golden Hills Learning Academy
Peter Ehrman	Greentree Elementary
Angela Paine	NorthStar Academy
Barry Sommer	Prairie Christian Academy
Adam Baxter	Westmount School
Meagen Vesely	Wheatland Elementary School

Recommendation:

That the Board receives the administrative appointments as information.



Jeff Grimsdale
Superintendent of Schools



Wes Miskiman
Deputy Superintendent/Human Resources



ELECTIONS – GENERAL INFORMATION

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

June 24, 2025

Background:

Important Dates

January 1, 2025	First Day to receive Nomination Papers
September 8, 2025	First Notice of Nomination Day s.26 (1) (Link: Local Authorities Election Act)
September 15, 2025	Second Notice of Nomination Day
September 22, 2025	NOMINATION DAY
September 29, 2025	Notice of Advance Vote (as early as possible - submit to newspapers – if applicable)
October 6, 2025	First Notice of Election Day
October 13, 2025	Second Notice of Election Day
October 18, 2025	Advance Vote - Last day to hold an advance vote (if applicable – will partner with Municipalities where we can))
October 20, 2025	ELECTION DAY s.11 (1) (Link: Local Authorities Election Act)

What are the Wards? (Link: [see ward maps](#))

WARD ONE	WARD TWO	WARD THREE	WARD FOUR	WARD FIVE
Polling Stations	Polling Stations	Polling Stations	Polling Stations	Polling Stations
Huxley	Acme	Drumheller	Strathmore	Carseland
Three Hills	Carbon			Cheadle
Torrington	Linden and area			Cluny
Trochu	Swalwell			Gleichen
				Hussar
				Lyalta
				Rockyford
				Rosebud
				Standard
				Wheatland County

- Polling stations will be determined after September 22, 2025 – Nomination Day.

What's New?

Term of Office: The term of office for elected officials is four years.

Voter ID Requirements: s. 53 (1) [Local Authorities Election Act](#)

53 (1) Proof of elector eligibility

53(1) Every person who attends at a voting station for the purpose of voting must be permitted to vote if

- (a) the person is named on the permanent electors register, and
 - (i) produces one piece of identification issued by a Canadian Government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the person, or
- (b) if the person

- (i) makes a statement that the person is eligible to vote as an elector in the presence of an officer at the voting station, in the prescribed form, and
- (ii) validates the person's identity and address of the person's residence in accordance with subsection (3)

The Role of a Trustee?

Alberta School Boards Association (ASBA) Information Package (Guide for School Board Trustees):
[Alberta School Boards Association of Alberta](#)

Locations to submit Nomination Papers

Golden Hills School Division Office: 435A Highway No. 1, Strathmore, AB T1P 1J4
Village of Acme office: 203 Clarke Street, Acme, AB T0M 0A0
Town of Drumheller Municipal office: 224 Centre St., Drumheller, AB T0J 0Y4
Village of Standard office: 120 Elsinore Avenue, Standard, AB T0J 3G0
Town of Three Hills Municipal office: 232 Main St., Three Hills, AB T0M 2A0
Town of Trochu Municipal office: 222 Northfield Rd., Trochu, AB T0M 2C0

Can I Vote? S.47 (1) [Local Authorities Election Act](#)

Requirements:

- 18 years of age
- Canadian citizen
- Reside in Alberta and their place of residence is located in the school board's boundaries on election day
- Proof of eligibility (one piece of government Identification)

References

(Download free PDF versions on Queen's Printer website)

Link: [Education Act](#)

Link: [Local Authorities Election Act](#)

Unknowns

Advance Vote Dates: dependent on partnerships with municipalities. This motion will be made at the June 24, 2025, Board Meeting to align dates and locations with municipalities.

Bylaw 04/2025 - Voting Hours: dependent on partnerships with municipalities

Bylaw 05/2025 - Voting Stations: dependent on acclamations or

Why Be a Part of Golden Hills?

Powerful Learning videos that showcase what is happening in Golden Hills education programs.

Link: [Education Today in Golden Hills](#)

What do Schools in Golden Hills Offer?

Inspiring Education Initiatives/Improvements

- Focus on Powerful Learning Designs
- Pre-School Partnerships
- Full-Time or Part-Time Kindergarten

- Advanced Placement Classes
- Career Technology Studies (CTS) Rural School Co-operations
- Enhanced Technology
- Hockey Programs
- Enhanced Transportation
- No Transportation Fees

For more information contact your local school to find out the programs available.

Bylaws and Motions

Past

- Bylaws passed:
 - #01/2020 – Electoral Wards and/or Subdivisions (October 2020) (did not bring this to the Board as GHSD Wards did not change)
 - #02/2020 – Establish Nomination Locations
 - #03/2021 – Establish Voter Identification (s.53(1) no longer required - VOID)
 - #04/2025 – Establish Voting Hours
 - #05/2025 – Establish Voting Stations (additional)
- Motions made:
 - Substitute Returning Officer - 20250429.1005 (April 2025)
 - Joint Elections - 20250429.1006 (April 2025)
 - Joint Elections Agreement (Returning Officer Appointment/Town of Strathmore) - 20250527.1021 (May 2025)
- RO & Deputy completed Oath requirements
- Board of Trustees Elections – Update (Bylaws and Resolutions that will be coming forward)

Present

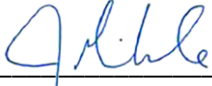
- Motions to be made:
 - Advance Vote – to coincide with municipalities
 - Board Meeting Dates – Establish August, September & October meeting dates due to being an election year
- Additional Information Update:
 - Elections 2025 – General Information Update (for information)

Future

- Additional Information Update:
 - Elections Review 2025 – recap (for information)
 - Advertising Deadlines

Recommendation:

That the Board of Trustees receives as information and for the record.



Jeff Grimsdale
Superintendent



Tahra Sabir
Secretary Treasurer



ADMINISTRATIVE PROCEDURES

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

June 24, 2025

Background:

Administrative Procedures (AP) are regularly reviewed, and new procedures are drafted to support the necessary changes in administrative best practices. This process of review and development, with opportunity for input by the appropriate stakeholders, leads to effective operations within the school system. The following APs have been reviewed by appropriate stakeholders and are recommended for implementation:

- AP 140 Responsible Use of Technology
- AP 161 Harassment
- AP 231 At-Home Learning

The above APs are attached for review.

Recommendation:

That the Board of Trustees receives the attached information around the development of *AP 140 Responsible Use of Technology, AP 161 Harassment and AP 231 At-Home Learning*.

Jeff Grimsdale
Superintendent



RESPONSIBLE USE OF TECHNOLOGY

Background

Golden Hills School Division believes that, within a safe, caring and respectful environment, the use of technology adds significant value to student learning and that the skills acquired through its use are essential in preparing students for future success. Digital citizenship is the ability to navigate digital environments in a way that is responsible, safe and effective. All students are taught and encouraged to be successful digital citizens.

Additionally, the Division relies on its Technology Resources to conduct business. This includes Human Resources, Finance, Transportation and overall division administration.

Digital Citizenship for all users encompasses:

- Respect - personal information, equity in access, appropriate conduct online
- Protect - privacy, security, appropriate use
- Education - evaluation of digital tools and information, communication

Definitions

Users: Staff members, students and other people who use Golden Hills School Division's Technology Resources.

Division Technology Resources: Includes, but is not limited to, email, internet access, artificial intelligence (AI), installed software, personnel and student file storage and hardware.

Procedures

1. Principals shall:
 - 1.1. inform students, families and staff of the Division's and school's expectations for the responsible use of Division Technology Resources, each school year.
 - 1.2. support teachers in deliberately promoting healthy digital citizenship of students and staff.
 - 1.3. ensure the safe and effective use of school social media accounts.
2. All Users have the responsibility to respect and protect the rights of every other user in the Division and on the internet.
3. Staff will act professionally, ethically and morally when using Division Technology Resources.
4. Students will use Technology Resources responsibly and appropriately. They will:
 - 4.1. be supervised when using Division Technology Resources at school.
 - 4.2. be taught digital citizenship skills.
 - 4.3. use Division Technology Resources to enhance their learning.
 - 4.4. not share or post personal contact information for themselves or others. This includes full names, addresses, phone numbers and school address.
5. Division Technology Resources may not be used to:
 - 5.1. transmit information that violates provincial or federal legislation.
 - 5.2. duplicate, store or transmit threatening or abusive material.
 - 5.3. duplicate, store or transmit pornographic material.
 - 5.4. duplicate, store or transmit material in violation of copyright law.

6. Student Disciplinary Measures
 - 6.1. Inappropriate or irresponsible use will be dealt with at the discretion of the Principal. Discipline for inappropriate or irresponsible use of technology may include:
 - 6.1.1. a warning
 - 6.1.2. conversation with student and/or parents/guardians
 - 6.1.3. temporary removal of access
 - 6.1.4. permanent removal of access
7. All information and communication on division devices, email and files are subject to privacy regulations.
8. In using or accessing Division Technology Resources, users must comply with the following provisions.
 - 8.1. Users should not have an expectation of privacy in anything they create, store, send or receive on the Division system.
 - 8.2. All users will keep their passwords confidential.
9. Users of the Guest Wireless Network are subject to all division policies and procedures, and any provincial or federal laws related to internet use.

Reference:

- Education Act. AS.A 2012



HARASSMENT

Background

The Division is committed to providing an environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional workplace without harassment or discriminatory practices.

The Division will not tolerate harassment, whether engaged in by employees, volunteers, parents, or students. The Division acknowledges its responsibility to support and assist any employee, student or volunteer who is subjected to harassment.

Definitions

Harassment is defined as any incident or repeated incidents of objectionable or unwelcome verbal comment, physical or digital/online conduct (email, social media, AI), bullying or action by a person that the person knows or ought reasonably to know will cause offence or humiliation to a person or adversely affects the person's health and safety. This may include conduct, comments, bullying or actions (online or in person) based on race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

Harassing behaviour can include:

- Unwelcome conduct, comments, gestures or contact which causes offence or humiliation that occurs in person or online (e.g., name calling, harassing phone calls/emails/social media, spreading rumours);
- Deliberate misgendering;
- Physical or psychological bullying which creates fear or mistrust or which ridicules or devalues the individual;
- Exclusion or isolation of individuals;
- Intimidation;
- Cyber bullying (e.g., posting or sending offensive or intimidating messages through social media or email);
- Deliberately setting the individual up to fail (e.g., making unreasonable demands, setting impossible deadlines, interfering with work);
- Intentionally withholding information or giving the wrong information;
- Taking away work or responsibility without cause, and;
- Displaying or circulating offensive pictures or materials (real or AI-generated) in print or electronic form.
- Deepfakes or AI-generated content that is defamatory or harmful in nature.

Sexual harassment is unwanted sexual advances, unwanted requests for sexual favours, and other unwanted verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or;
- Submission to or rejection of such conduct by an individual affects that individual's employment.

Sexual harassment can include such things as pinching, patting, rubbing, leering, "dirty" jokes, pictures, or pornographic material, comments, suggestions, innuendos, requests or demands of a sexual nature.

Reasonable actions taken by the employer or supervisor while managing and directing workers are not considered harassment.

No action shall be taken against an individual for making a complaint unless the complaint is made maliciously without reasonable and probable grounds.

GOLDEN HILLS SCHOOL DIVISION

Procedures

1. Work-Related Harassment

Harassment can occur in places other than the school, Division office or other work locations. It can also occur:

- At school related social functions; or
- On school-related travel or field trips; or
- Elsewhere where the individuals involved have a work-related or school-related relationship, including social media and other online interactions including AI-facilitated harassment.

2. Individuals Covered

- 2.1 This administrative procedure applies to all individuals working or volunteering for the Board, students attending Board schools, and parents or other community members interacting with staff and/or students.
- 2.2 Complaints of harassment by a student will be managed by their teacher or principal using regular student discipline measures.

3. Confidentiality

- 3.1 The Division recognizes the difficulty of reporting harassing behaviour and understands that confidentiality is important.
- 3.2 Confidentiality will be maintained throughout the complaint procedure. Information relating to the complaint will only be disclosed to the extent necessary to investigate the complaint.

4. Responsibility

The Division is responsible for providing a work and learning environment free from harassment. The Superintendent will implement procedures that will inform all employees, volunteers, students, and parents/community members about the Division's harassment procedures and the procedures for investigating complaints.

5. Reporting of Complaints

- 5.1 Those who have experienced harassment are encouraged to:
 - 5.1.1 Keep a written record of dates, times, the nature of the behaviour, the names of people who may have witnessed the incidents, and the actions taken to stop the harassment;
 - 5.1.2 If possible, advise the offender, either verbally or in writing, that their behaviour is unacceptable and unwelcome and ask them to stop; and
 - 5.1.3 Promptly report the incident(s) to the Teacher, Principal, Supervisor or Superintendent.
- 5.2 Any employee or student who believes that a colleague has experienced or is experiencing harassment or retaliation, is encouraged to notify the Principal, Supervisor or Superintendent.
- 5.3 This administrative procedure does not preclude the complainant from reporting harassment complaints to the Alberta Human Rights Commission or Alberta Occupational Health and Safety, or if the matter is perceived to be of a criminal nature, to the police.

6. Resolution of Complaints

- 6.1 Where harassment is reported to a teacher, the teacher may, if he/she considers the harassment to be minor, attempt to resolve the complaint. If the teacher considers the complaint to be major, he/she will report the complaint to the Principal except where the Principal is the alleged harasser and, in that case, the complaint shall be reported to the Superintendent.
- 6.2 All complaints will be dealt with in the manner as outlined in these procedures.

7. Complaint Process

- 7.1 Students, employees, or volunteers who believe they have been subjected to harassment may discuss the situation with the Teacher, Principal, Supervisor, or Superintendent and can expect to be provided with support and guidance with the process, which may include:
 - 7.1.1 Keeping a written record and advising the offender that his or her behaviour is unwelcome and asking him/her to stop.
 - 7.1.2 Informal resolution by mediation with both parties.

- 7.1.3 The Teacher, Principal, Supervisor or Superintendent taking action on the complaint or requesting additional written information.
8. Formal or Written Complaints and Investigation
- 8.1 Those who believe they have been harassed may submit a written complaint to a teacher, Principal, or Supervisor. A letter of complaint is to contain the following information: who the alleged harasser was/is, where the alleged harassment took place, when the alleged harassment took place, the nature of the alleged harassment, and witnesses (if any).
- 8.2 The teacher shall notify the Principal except in the case where the Principal is the alleged harasser in which case the Deputy Superintendent or designate shall be notified. The Principal, in consultation with the reporting teacher, will determine the severity of the charge and will, depending on the severity of the case, either attempt to resolve the complaint or refer it to the Deputy Superintendent or designate.
- 8.3 The Deputy Superintendent or designate will investigate the details of the complaint, hear evidence from the parties involved, and recommend solutions to identified problems. The Deputy Superintendent or designate may take whatever appropriate action they deem necessary.
- 8.3.1 All documents and evidence submitted by the complainant shall be made available to the alleged harasser. All documents and evidence submitted by the respondent shall be made available to the complainant;
- 8.3.2 The Deputy Superintendent or designate may wish to secure additional information from files, records, etc.;
- 8.3.3 Significant information secured from files will be provided to both parties and both parties will have the opportunity to respond to such additional information, and;
- 8.3.4 The time period between the initial contact by the complainant and a resolution/decision by the Deputy Superintendent or designate is not to exceed two months.
- 8.4 Should the complainant request, the investigation will be stopped at any point except where the alleged harasser requests that the investigation continue. (This might arise where an investigation had involved obtaining records, etc., and where the person(s) against whom the complaint had been made wished to “clear their names.”) In such circumstances, the request will be considered by the Deputy Superintendent or designate.
- 8.5 At any time, the Deputy Superintendent or designate may choose to continue with the investigation or close it. Such a decision may be appealed to the Superintendent.
9. Decision of the Deputy Superintendent or Designate
- 9.1 At the conclusion of the Deputy Superintendent or designate’s investigation, the Deputy Superintendent or designate will make a full report including:
- 9.1.1 Whether the alleged harasser is guilty or not guilty of harassment;
- 9.1.2 The discipline or other action to be taken if the alleged harasser is judged guilty;
- 9.1.3 Whether the matter has been referred to an appropriate outside agency (e.g., the Alberta Human Rights Commission, Alberta Occupational Health, and Safety);
- 9.1.4 What administrative or other changes will be made in order to avoid re-occurrence of a similar case;
- 9.1.5 The specific sanctions to be imposed on the complainant if the complainant is judged to have deliberately and knowingly made false allegations in an attempt to cause harm to the alleged harasser.
- 9.2 The Deputy Superintendent or designate will communicate the decision to the complainant and respondent. Any sanctions imposed by the Deputy Superintendent or designate will be set out in the written notification.
10. Complaints against the Superintendent
- 10.1 If the alleged harasser is the Superintendent and if an informal solution is not possible or acceptable, the complainant is asked to file a complaint with the chair of the Golden Hills Board of Trustees.

11. Complaints of Sexual Abuse Involving Children

11.1 Complaints of sexual abuse to a child shall be handled as outlined in Administrative Procedure 325 – Child Abuse.

12. Supports for Employees Involved in Harassment

12.1 Employees who are the victims of harassment should consider consulting a healthcare professional or contacting the Golden Hills Employee Family Assistance Program.

Reference:

- Education Act. AS.A 2012
- Canadian Human Rights Act
- Child Welfare Act
- Criminal Code
- Individual's Rights Protection Act
- Alberta Occupational Health and Safety Act, Regulations and Code



AT-HOME LEARNING

Background

The Division will provide at-home learning for students when circumstances necessitate such action.

Definitions

At-Home Learning: teacher-directed education programming provided by a Board to a student on a temporary basis at the student's residence or at a location other than the student's regularly attended school.

Procedures

1. The Superintendent will strictly limit the at-home learning option for students.
2. The Superintendent will ensure an in-person learning option is available for all students in grades one to twelve if temporary shifts to at home learning within the Division occur.
 - 2.1 Exemptions to this requirement may occur for a period of up to three days through a notification to the Minister of Education by the Superintendent.
 - 2.2 An exemption for a period of longer than three days may occur on a request to the Minister by the Superintendent and a subsequent Ministerial Order.
3. The Superintendent will make reasonable efforts to enable each student to continue with the same courses and education program that the student is enrolled in as of the date at-home learning begins.

Reference:

- Education Act. AS.A 2012
- Emergency Management Act
- Emergency Medical Aid Act
- Freedom of Information and Protection of Privacy Act
- Health Information Act
- Occupational Health and Safety Act
- Public Health Act
- Communicable Disease Regulation (AR 238/85)
- In-Person Learning Regulation (AR13/2025)



BOARD OF TRUSTEES 2025-2026 MEETING DATES Election 2025

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

June 24, 2025

Background:

As per the Education Act, A.R. 82/2019 (1) The organizational meeting of a board (a) subject to clause (b), must be held annually, and (b) in any year in which a general election takes place, must be held within four (4) weeks following the date the statement of the results of that election is announced or posted. The regular meetings 2(1) The board must hold as many regular meetings as it considers necessary to deal adequately with its business.

Due to 2025 being a Board of Trustee Election year, meeting dates should be set for the upcoming months of August, September, and October 2025-2026 Calendar year prior to Election Day of October 20, 2025.

Below, highlighted in yellow, are possible dates for the upcoming Board of Trustees meetings if an election is called:

- August 19, 2025 (Regular Meeting)
- September 23, 2025 (Regular Meeting)
- October 21, 2025 (Regular and Organizational Meeting)

Golden Hills School Division 2025 – 2026 SCHOOL YEAR - DIVISION OFFICE USE ONLY																				
AUGUST 2025							SEPTEMBER 2025							OCTOBER 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2 →	3	4	5	6				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15	16	17	18	19 +	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24 ♥	25
24/ 31	25	26	27 ♠	28 ♥	29 ♠	30	28	29	30					26	27	28	29T	30T	31	

Recommendation:

That the Board of Trustees review and approve the upcoming Board of Trustees meeting dates for the months of August, September, and October due to 2025 being an Election year.

Jeff Grimsdale
Superintendent of Schools

Tahra Sabir
Secretary Treasurer



ADVANCE VOTE – TRUSTEE ELECTIONS 2025

“Inspiring confident, connected, caring citizens of the world”

June 24, 2025

Background:

As per the Local Authorities Election Act s. 73 - *Advance Vote*, (2) Subject to subsection (3), an elected authority may by resolution provide for holding an advance vote for an election; (3) Subject to subsections (4) and (7), a municipality having a population greater than 5,000 must provide for holding an advance vote on

- (a) the election of municipal councillors, including by-elections, and
- (b) the submission of a bylaw or questions to electors under section 7.

In subsection (6) The returning officer (RO) must determine the days and hours when the advance vote under subsection (2) or (3) is to be held.

Golden Hills School Division engages in potential joint use agreements with municipalities and towns to support the administration of upcoming elections. These collaborations are designed to streamline the use of facilities and resources, ensuring efficient and accessible voting experiences for all.

Below outlines key dates for the Board’s consideration:

SEPTEMBER 2025

- **Nomination Day** - Monday, September 22, 2025

OCTOBER 2021

- **Advance Vote** – TBD (Dates and locations to coincide with Municipalities)
- **Election Day** – Monday, October 20, 2025

Recommendation:

That the Board of Trustees establishes dates and locations for advance voting for the 2025 Elections that align with those of the respective municipalities where feasible, and retains the discretion to establish additional advance voting opportunities independently if necessary.

Jeff Grimsdale
Superintendent

Tahra Sabir
Secretary Treasurer



BYLAW 06/2025: *A Bylaw to Establish Voting Stations*

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

May 27, 2025

Background:

As per the *Local Authorities Election Act Section 37 (1)* the returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area and (3) the elected authority may pass a bylaw by June 30 of a year in which a general election is to be held allowing the returning officer of the elected authority to designate (a) more than one voting station for each subdivision and (b) the location of those voting stations.

Bylaw 05/2025, *A Bylaw to Establish Voting Stations* (attached), must be passed prior to June 30, 2025.

Bylaw 05/2025 was passed at the May 27, 2025, Board of Trustees meeting as per below motions.

- **9.2 Bylaw 05/2025 - Establish Voting Stations (T. Sabir)** **Recommendation: BD#20250527.1011**

MOVED by Trustee Pirie that the Board of Trustees give first reading to Bylaw 05/2025 - Establish Voting Stations. **Unanimous**

BD#20250527.1012 MOVED by Trustee Mertz that the Board of Trustees give second reading to Bylaw 05/2025 - Establish Voting Stations. **Unanimous**

BD#20250527.1013 MOVED by Trustee Bolin that the Board of Trustees give unanimous consent for the third and final reading of Bylaw 05/2025 - Establish Voting Stations. **Unanimous**

BD#20250527.1014 MOVED by Trustee Mertz that the Board of Trustees give third reading to Bylaw 05/2025 - Establish Voting Stations. **Unanimous**

BD#20250527.1015 MOVED by Trustee Northcott that the Board of Trustees approve the current Bylaw 05/2025 - Establish Voting Stations. **Unanimous**

BD#20250527.1016 MOVED by Trustee Pirie that the Board of Trustees rescind Bylaw 05/2021 and adopt Bylaw 05/2025 - Bylaw to Establish Voting Stations. **Unanimous**

Further discussion was held after Bylaw 05/2025 was passed regarding the potential addition of another voting station within Ward Two. This would aim to improve accessibility and ensure equitable voter representation across the jurisdiction.

Recommendation:

That the Board of Trustees give **first reading** of Bylaw 06/2025, A Bylaw to Establish Voting Stations.

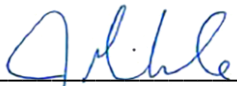
That the Board of Trustees give **second reading** of Bylaw 06/2025, A Bylaw to Establish Voting Stations.

That the Board of Trustees **give consent** for **third and final reading** of Bylaw 06/2025 – Bylaw to Establish Voting Stations. (unanimous consent required)

If so,

That the Board of Trustees **approve** the current Bylaw 06/2025 – Bylaw to Establish Voting Stations.

That the Board of Trustees **rescind** Bylaw 05/2025 and adopt Bylaw 06/2025 – Bylaw to Establish Voting Stations



Jeff Grimsdale
Superintendent



Tahra Sabir
Secretary Treasurer

BYLAW NO. 06/2025
A BYLAW OF THE GOLDEN HILLS SCHOOL DIVISION
A BYLAW TO ESTABLISH VOTING STATIONS

WHEREAS pursuant to Section 37 (1) the returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area and (3) the elected authority may pass a bylaw by June 30 of a year in which a general election is to be held allowing the returning officer of the elected authority to designate (a) more than one voting station for each subdivision and (b) the location of those voting stations for that election.

WHEREAS provisions in the *Local Authorities Election Act, Revised Statutes of Alberta 2000, s.37(1)* and amendments thereto, designates more than one voting station for each subdivision (Ward) and the location of those voting stations for that election.

NOWHEREFORE the Board of Trustees of the Golden Hills School Division enacts the addition of voting stations as follows:

WARD ONE	WARD TWO	WARD THREE	WARD FOUR	WARD FIVE
Polling Stations	Polling Stations	Polling Stations	Polling Stations	Polling Stations
Huxley	Acme	Drumheller	Strathmore	Carseland
Three Hills	Carbon			Cheadle
Torrington	Linden and area			Cluny
Trochu	Swalwell			Gleichen
				Hussar
				Lyalta
				Rockyford
				Rosebud
				Standard
				Wheatland County

READ A FIRST TIME THIS 24th day of June 2025.

Chair, Golden Hills Schools Division

Secretary Treasurer

READ A SECOND TIME THIS 24th day of June 2025.

Chair, Golden Hills Schools Division

Secretary Treasurer

A Board motion to give Bylaw 06/2025 Third and Final reading on 24th day of June 2025 was approved unanimously.

READ A THIRD TIME WITH THE UNANIMOUS CONSENT THIS 24th day of June 2025.

Chair, Golden Hills Schools Division

Secretary Treasurer



FIELD TRIP STUDIES/STUDENT EXCURSION Strathmore High School

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

June 24, 2025

Background:

Strathmore High School requests permission, in accordance with Administrative Procedure 260 and Board Policy 2, for an international high school field trip to France and Spain from April 1, 2026 to April 11, 2026.

Field Excursion Summary:

- The purpose of the 2026 Europe trip is to allow students to become Global citizens by experiencing many different European cultures.
- Students: 62 grades 11 and 12
- The trip will be 10 days
- Two days of instructional time will be missed
- Supervision to student ratio 1:3 (11 chaperons, 11 SHS Teachers)
- Trip Itinerary attached

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.

Please find attached, for your reference, the Itinerary for the Field Trip/Student Excursion.

Recommendation:

That the Board of Trustees approves the proposed high school field studies/excursion for Strathmore High School to France and Spain from April 1, 2026 to April 11, 2026 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 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.

Jeff Grimsdale
Superintendent of School

Trip Details:

This is a planned 10 - Day Tour, leaving Wednesday, April 1, 2026 and returning Saturday, April 11, 2026 with EF Tours. We plan to travel to France and Spain. The students will miss two instructional days (Wednesday, April 1, and Wednesday, April 2, 2026)

Itinerary:

Day 1- Overnight flight to Paris from Calgary
Day 2-Paris
Day 3-Paris
Day 4-Paris, Loire Valley, Bordeaux
Day 5- Bordeaux, Basque Coast
Day 6- Basque Coast, San Sebastian, Pamplona
Day 7- Pamplona, Zaragoza, Barcelona
Day 8- Barcelona
Day 9- Barcelona
Day 10- Depart home



FIELD TRIP STUDIES/STUDENT EXCURSION DVSS and CMJHS

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

June 24, 2025

Background:

Drumheller Valley Secondary School and Crowther Memorial Jr. High School request permission, in accordance with Administrative Procedure 260 and Board Policy 2, for an international immersion trip to Arezzo, Italy from November 11, 2026, to November 22, 2026.

Field Excursion Summary:

- The purpose of the 2026 immersion trip is to give students the opportunity to fully experience an educational and cultural experience by learning, living and touring in Italy
- Students: 15 (from DVSS and CMJHS)
- The trip will be 12 days
- Eight instructional days of instructional time will be missed in Canada, but students will be attending school in Italy
- Supervision to student ratio 1:5 (1 staff from CMJHS, 1 from DVSS and 1 from International)
- Students will be staying with vetted host families, 2 students per host family
- Trip Itinerary attached

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.

Please find attached, for your reference, the Itinerary for the international immersion trip.

Recommendation:

That the Board of Trustees approves the proposed junior and senior high school immersion trip for Drumheller Valley Secondary School and Crowther Memorial Jr. High School to Arezzo, Italy from November 11, 2026 to November 22, 2026 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 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.

Jeff Grimsdale
Superintendent of School



IMMERSION PROGRAM – TENTATIVE ITINERARY

LOCATION: AREZZO, ITALY

Day 1 – Arrival

- Arrival of international guests
- Transfer to host families
- Settle in and rest
- **Evening:** Welcome buffet dinner or light refreshments with host families

Day 2 – Orientation & City Discovery

- Breakfast with host family
- **Morning:** Welcome session at school + student presentations on Italian culture
- Lunch at school or with host families
- **Afternoon:** Scavenger Hunt activity to discover the landmarks and hidden corners of Arezzo
- **Evening:** Dinner with host families

Day 3 – History & Art in Arezzo

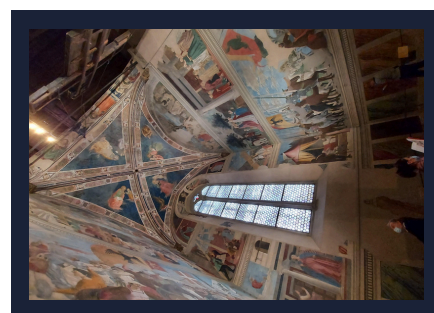
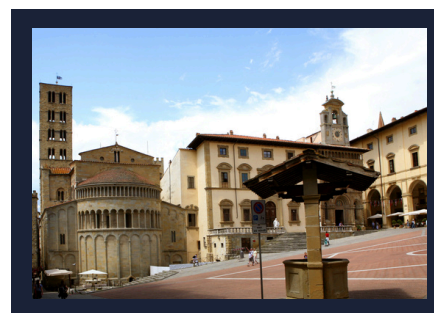
- Breakfast with host family
- **Morning:** Attend classes at the host school
- Lunch at school cafeteria or packed by host family
- **Afternoon Visits:**
 - Basilica of San Francesco (Piero della Francesca frescoes)
 - Archaeological Museum
- **Evening:** Dinner with host families

Day 4 – Architecture & Literature

- Breakfast with host family
- **Morning:** Attend classes at the host school
- Lunch at school or packed lunch
- **Afternoon Visits:**
 - Santa Maria della Pieve & the Cathedral (Duomo)
 - House of Petrarca and/or House of Vasari
- **Evening:** Dinner with host families

Day 5 – Local Life & Districts

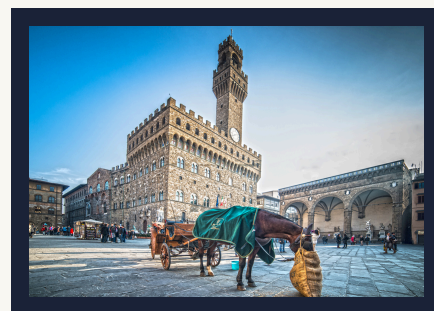
- Breakfast with host family
- **Morning:** Attend classes at the host school
- Lunch at school
- **Afternoon Visits:**
 - Guided tour of the historic districts of Arezzo
- **Evening:** Dinner with host families





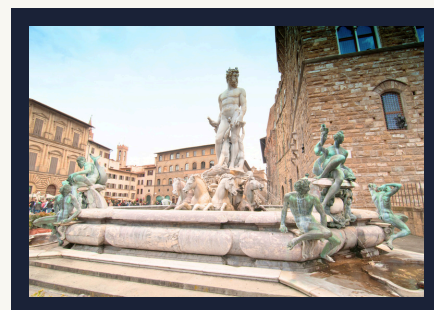
Day 6 – Full-Day Trip to Florence

- Breakfast with host family
- **Day Trip:** Explore Florence
 - Suggested sites: Duomo, Uffizi (optional), Ponte Vecchio, Piazza della Signoria
- Lunch in Florence (students cover own cost or group arrangement)
- Return to Arezzo in the evening
- **Evening:** Dinner with host families



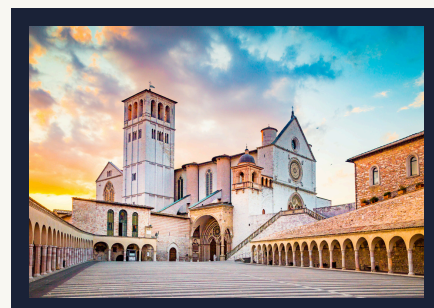
Day 7 – Excursion to Siena, Perugia, or Pisa

- Breakfast with host family
- **Day Trip:** Choose one:
 - *Siena* – Medieval charm and Palio history
 - *Perugia* – Umbrian capital with chocolate & culture
 - *Pisa* – The iconic leaning tower and Campo dei Miracoli
- Lunch during the excursion (students cover or arranged picnic)
- Return to Arezzo
- **Evening:** Dinner with host families



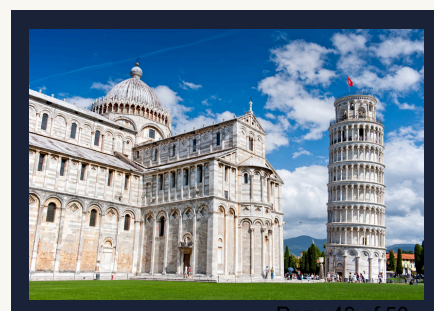
Day 8 – School + Gold Factory or Vineyard Visit

- Breakfast with host family
- **Morning:** Classes at host school
- Lunch at school
- **Afternoon:** Visit to
 - UNOAERRE (Arezzo's historic gold factory), and/or
 - A nearby vineyard for a guided tour
- **Evening:** Dinner with host families



Day 9 – Cooking Class

- Breakfast with host family
- **Morning:** Classes at host school
- Lunch at school
- **Afternoon:** Italian cooking class – Learn to make pizza or pasta
- **Evening:** Enjoy the food prepared during the class as dinner





Day 10 – Saturday Market & Family Time

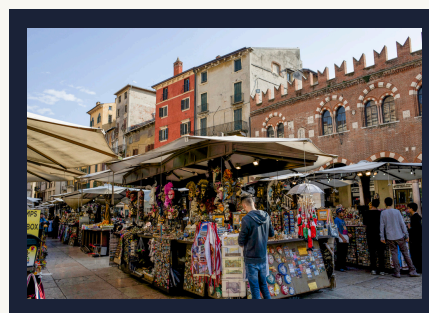
- Breakfast with host family
- **Morning:** Visit the street market in Giotto district
- **Lunch & afternoon:** Free time with host families
- **Dinner:** With host families

Day 11 – Sunday with Host Family

- **All day:** Enjoy local life, excursions, or relaxation with host families
- **Meals:** Breakfast, lunch, and dinner with host families

Day 12 – Farewell Evening

- Breakfast & lunch with host family
- **Morning or afternoon:** Final cultural activity or reflection session
- **Evening:** Farewell dinner with full group and teachers



WHAT IS INCLUDED IN THE FEE?

- Entry tickets to all monuments, museums, and parks
- All meals
- Licensed travel guide
- Ground transportation in Italy
- Travel & medical insurance
- 24hr emergency contact



WHAT IS NOT INCLUDED?

- Flight
- Pocket money



**SEE YOU IN
ITALY!**





LOCALLY DEVELOPED/ACQUIRED COURSES

"Inspiring confident, caring citizens of the world"

June 24, 2025

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 four years" (Alberta Education Policy 1.2.1, Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses).

The following locally developed courses are being submitted for the Board's consideration and approval.

<i>Leadership, Character & Social Responsibility 15/25/35 (3 & 5 credits)</i>	September 1, 2025, until August 31, 2029	Trochu Valley School Prairie Christian Academy Three Hills School
The course supports students in developing an understanding and recognition of their personal leadership styles and examines case studies to build a foundation to lead others by example. Through active participation in class and community initiatives, students apply what they learn in real-world contexts. Core values include leadership, critical thinking, communication, empathy, creativity and collaboration, helping students better understand themselves as leaders and develop the skills to lead in more structured, impactful ways.		

Recommendation:

That the Board of Trustees authorizes the use of the above acquired locally developed course and any learning resources detailed in the course outline for use in Golden Hills School Division.

Jeff Grimsdale
Superintendent