



Parkland School Division No. 70

BOARD OF TRUSTEES

A G E N D A

February 11, 2020

Public Session: 9:30 AM

*Our Vision:
Our students possess the confidence, resilience, insight and skills required to thrive in, and positively impact, the world.*

Parkland School Division No. 70

BOARD OF TRUSTEES REGULAR MEETING

February 11, 2020

Public Session
9:30 AM
Parkland School Division Centre for Education, Stony Plain

A G E N D A

Page Number

1. CALL TO ORDER at 9:30 AM

- 1.1. National Anthem
- 1.2. Treaty Six Acknowledgement
- 1.3. Announcements
- 1.4. Changes to the Agenda
- 1.5. Approval of the Agenda

2. APPROVAL OF MINUTES

- 2.1. Regular Board Meeting of January 14, 2020

3. BUSINESS ARISING FROM THE MINUTES

- 3.1. The Alberta School Boards Association has released the deadline for Edwin Parr Teacher Award nominations. Due to the release of a later deadline, the Parkland School Division Edwin Parr selection committee has extended their deadline for submissions to February 28, 2020.

4. DELEGATION/PRESENTATION

- 4.1. Students from Forest Green School will be making a presentation on CTF STEAM Challenges at Forest Green

5. BOARD CHAIR REPORT

- 5.1. Correspondence

Recess Break / Public Question Period

Where the World Opens Up

6. SUPERINTENDENT’S REPORT

- 6.1. Superintendent’s Report
- 6.2. Construction Update

7. ACTION ITEMS

There are no action items.

8. ADMINISTRATION REPORTS

- 10- 8.1. Occupational Health & Safety Report (M. Francis)

9. TRUSTEE REPORTS

- 14- 9.1. Education Committee (A. Montgomery)
- 16- 9.2. PSD Tomorrow (L. Stewart)
- 9.3. Public School Boards’ Association of Alberta (S. Kucher-Johnson)
- 9.4. Alberta School Boards Association (E. Cameron)
- 9.5. Chamber of Commerce (L. Stewart)
- 9.6. Shaping the Future Conference (R. Heinrichs, S. Kucher-Johnson)

10. FUTURE BUSINESS

10.1. Meeting Dates:

Board - Open to the Public:

- Mar 10, 2020 Regular Board Meeting 9:30 am, Centre for Education
- Mar 17, 2020 Special Board Meeting 9:30 am, Centre for Education

Committees - Closed to the Public:

- Feb 18, 2020 Teacher Board Advisory Committee 4:15 pm, ATA Office
- Feb 20, 2020 Student Advisory Committee (Approximately 9:00 & 11:00 am) Meetings will take place at various schools
- Feb 25, 2020 PSD Tomorrow Committee 9:30 am, Centre for Education
- Mar 13, 2020 Student Advisory Committee (Approximately 9:00 & 11:00 am) Meetings will take place at various schools
- Mar 18, 2020 Benefits Committee 3:30 pm, Centre for Education
- Mar 31, 2020 PSD Tomorrow Committee 12:30 pm, Centre for Education

Other:

Feb 20, 2020 Council of School Councils 7:00 pm, Centre for
Education

Mar 12, 2020 Council of School Councils 7:00 pm, Centre for
Education

- 10.2. Notice of Motion
- 10.3. Topics for future agendas
- 10.4. Requests for information
- 10.5. Responses to Requests for Information

11. IN CAMERA: Legal, Land

12. ACTION IN RESPONSE TO IN CAMERA

13. ADJOURNMENT



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE PARKLAND SCHOOL DIVISION HELD AT SEBA BEACH SCHOOL IN SEBA BEACH, ALBERTA ON JANUARY 14, 2020.

TRUSTEE ATTENDANCE:

Lorraine Stewart, Chair	Present
Eric Cameron, Vice Chair	Present
Ron Heinrichs	Present
Paul McCann	Present
Darlene Clarke	Present
Anne Montgomery	Present

ADMINISTRATION ATTENDANCE:

Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Dr. Dianne McConnell, Associate Superintendent
Scott McFadyen, Associate Superintendent
Jason Krefting, Director, Business & Finance
Jordi Weidman, Director, Communications & Strategic Planning
Felicia Ochs, Wellness Coordinator
Keri Zylla, Executive Assistant, Recording Secretary

REGRETS:

Sally Kucher-Johnson

CALL TO ORDER

Board Chair Stewart called the meeting to order at 6:00 p.m.

NATIONAL ANTHEM

TREATY SIX ACKNOWLEDGMENT

CHANGES TO THE AGENDA

APPROVAL OF THE AGENDA

Res 001-20

MOVED by Trustee Heinrichs that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Res 002-20

MOVED by Trustee Clarke that the minutes of the Regular Board Meeting held on December 17, 2019 be approved as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

DELEGATION / PRESENTATION

There was no delegation.

BOARD CHAIR REPORT

Board Chair Stewart Shared her report and correspondence.

SUPERINTENDENT REPORT

Superintendent Boyce shared her report and Associate Superintendent McFadyen gave construction updates.

There was no Question Period.

ACTION ITEMS

EDWIN PARR SELECTION COMMITTEE

Res 003-20

MOVED by Trustee Heinrichs

1. That the Board of trustees establishes a submission deadline of February 11, 2020 for schools to nominate a first year teacher for the Alberta School Boards' Association's Edwin Parr Award; and
2. That the Board of Trustees identifies three Trustees to sit on an Edwin Parr selection committee for 2020.

CARRIED UNANIMOUSLY

Deputy Superintendent Francis provided information on the motion and responded to questions.

The following Trustees volunteered to form the committee: Trustee Montgomery, Trustee McCann and Vice Chair Cameron.

Question Period began at 6:18 p.m. Superintendent Boyce addressed two questions presented at the meeting and deferred more in-depth answers until after the School Viability Report. Question period closed at 6:20pm.

SCHOOL VIABILITY REPORT

Res 004-20

MOVED by Vice Chair Cameron that the Board of Trustees accepts the Seba Beach School Viability Study, with the recommendation to close Seba Beach School after the 2019-2020 school year, as presented at the Regular Meeting of January 14, 2020.

CARRIED UNANIMOUSLY

Superintendent Boyce provided additional information on the motion and responded to questions.

Board Chair called a recess at 7:27 p.m. Superintendent Boyce addressed the questions from Question Period and several additional questions from community members during the recess. Meeting resumed at 7:40 p.m.

ADMINISTRATION REPORTS

QUARTERLY FINANCIAL REPORT – PERIOD ENDED NOVEMBER 30, 2019

The Board of Trustees received for information, the Quarterly Financial Report – Period Ended November 30, 2019 as presented at the Regular Meeting of January 14, 2020.

Associate Superintendent McFadyen and Mr. Krefting provided additional information and responded to questions.

WELLNESS PROJECT REPORT

The Board of Trustees received for information, the Wellness Project Report as presented at the Regular Meeting of January 14, 2020.

Associate Superintendent Dr. McConnell and Ms. Ochs provided additional information and responded to questions.

TRUSTEE REPORTS

PSD TOMORROW COMMITTEE – DECEMBER 17, 2019

The Board of Trustees received for information, the PSD Tomorrow Committee minutes of December 17, 2019 as presented at the Regular Meeting of January 14, 2020.

PUBLIC SCHOOL BOARDS’ ASSOCIATION OF ALBERTA

There was no report.

ALBERTA SCHOOL BOARDS ASSOCIATION

Vice Chair Cameron shared his report.

CHAMBER OF COMMERCE

There was no report.

FUTURE BUSINESS

Meeting Dates

Board - Open to the Public:

- Jan 28, 2020 Education Committee 8:45 am, Centre for Education
- Feb 11, 2020 Regular Board Meeting 9:30 am, Centre for Education

Committees - Closed to the Public:

- Jan 28, 2020 PSD Tomorrow Committee 12:30 pm, Centre for Education
- ~~Feb 04, 2020 Student Advisory Committee 9:00 am, Rescheduled~~
- Feb 18, 2020 Teacher Board Advisory Committee 4:15 pm, ATA Office (Stony Plain)

Feb 20, 2020 Student Advisory Committee 9:00 am, TBD
Feb 25, 2020 PSD Tomorrow Committee 9:30 am, Centre for
Education

By Invitation:

Jan 16, 2020 Conversations on Choice in Education 4:30 pm,
Centre for Education

Other:

Feb 20, 2020 Council of School Councils 7:00 pm, Centre for
Education

Notice of Motion

Board Chair Stewart gave notice of the following motion to be presented at the Special Board Meeting of March 17, 2020:

That the Board of Trustees considers the closure of Seba Beach School effective June 30, 2020 and that the Board's decision on this potential closure be made at the Special Board Meeting to be held March 17, 2020.

Topics for Future Agendas

There were no future agenda items.

Request for Information

There were no requests for information.

Responses to Requests for Information

The Board of Trustees received as a response to their request for information on November 5, 2019, a report on Aggression in Schools, as presented at the Regular Meeting of January 14, 2020.

Associate Superintendent Dr. McConnell provided additional information and responded to questions.

In Camera

There was no in camera.

Action in Response to In Camera

There was no action in response to in camera.

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

DRAFT



MEMORANDUM

Date February 11, 2020

To Board of Trustees

From Shauna Boyce, Superintendent

Originator Mark Francis, Deputy Superintendent

Resource Serge LaBrie, Director of Facilities
Shae Abba, Director of Human Resources

Governance Policy Board Policy 2: Role of the Board
Board Policy 12: Role of the Superintendent

Additional Reference BP 2: Appendix 2.1 Board Work Plan
Administrative Procedure 736: Workplace Violence and/or Harassment
Occupational Health and Safety Act of Alberta

Subject **OCCUPATIONAL HEALTH & SAFETY REPORT**

Purpose

For information. No recommendation required.

Background

The Superintendent is committed to building and preserving a safe, productive, and healthy working environment for staff, students and school community and responsible to ensure the legislative requirements of the Occupational Health and Safety (OHS) Act of Alberta are followed in Parkland School Division (PSD). In addition, the Board is responsible to adhere to the Board Annual Work Plan. The following report is in response to this commitment and these responsibilities.

Report Summary

PSD complies with regulations set forth in the Alberta OHS and has enacted measures to ensure the safety of students, employees and community who are involved within PSD facilities. The following report is a summary of OHS programs, practices and statistical information for PSD employees.

Administration would be pleased to respond to any questions.

SM:kz



Occupational Health and Safety Report February 2020

Presented to Board of Trustees, February 11, 2020

Mark Francis, Deputy Superintendent

Resource: Shae Abba, Director of Human Resources, Serge LaBrie, Director of Facilities

The province of Alberta has continued to stress the importance of the Occupational Health and safety Act. On June 1, 2018 changes to the *Occupational Health and Safety Act* came into effect. Employers are expected to adhere to these codes of conduct and any changes, in effort to protect employees from workplace incidents.

Further changes have been announced by the Minister of Labour and Immigration in December of 2019.

Summary of Changes: (2019 OHS Amendments)

Streamlined training requirements

- Government-approved training is mandatory for work site health and safety committee co-chairs and worker representatives. The number of training courses will be reduced from two to one to reduce repetitive content and time spent away from work.

Streamlined rules for workplace committees

- Rather than being required at each work site, committees and representatives will be required for each employer regardless of how many sites the employer operates. For example, a school division will require only one committee rather than having a committee at each school in the division.

Enshrining workers' rights: (2018 OHS Amendments)

Right to know

- All employers must inform workers about potential hazards and have access to basic health and safety information on site.

Right to participate in workplace health and safety

- Ensures workers are involved in health and safety discussions, including participation in health and safety committees.

Right to refuse dangerous work

- Workers may refuse to perform dangerous work and are protected from any form of reprisal for exercising this right.
- A worker must continue to be paid while a work refusal is being investigated.

- Other workers may be assigned to the work if they are advised of the refusal, reason for it, and made aware of their own right to refuse the work after the employer determines there is not a risk.

Reporting incidents

- Injuries resulting in a worker being admitted to hospital must be reported to Alberta Labour. This replaces the previous threshold of having to be in hospital for two days.
- Employers must report “potentially serious” incidents to Alberta Labour. These are incidents that had potential to cause serious injury to a person, but did not.
 - PSD70 is working with schools and applicable ministries to clarify procedures required to be in compliance with this legislation

SUMMARY OF INJURIES

2018-2019

	Sum of Employee Injuries	Sum of Employees Who Sought Medical Attention	Sum of Employees with Time Loss
Support EA/School Based	55	25	8
Support Other/Custodian	5	4	4
Teacher	47	23	10
Grand Total	107	52	22

2019-2020 (INCLUDES INJURIES UP TO DECEMBER 19, 2019)

	Sum of Employee Injuries	Sum of Employees Who Sought Medical Attention	Sum of Employees with Time Loss	Sum of Student Related Injuries	Sum of Facilities Related Injuries	Sum of Activity Related Injuries
Assistant Principal	3	0	0	1	2	0
Support EA/School Based	27	17	7	11	10	6
Support Other/Custodian	6	3	0	1	0	5
Teacher	16	9	3	9	3	4
Grand Total	52	29	10	22	15	15



MEMORANDUM

Date February 11, 2020

To Board of Trustees

From Anne Montgomery, Trustee, Education Committee Chair

Originator Dr. Dianne McConnell, Associate Superintendent

Resource Parkland School Division Learning Services

Governance Policy Board Policy 8: Board Committees
Board Policy 12: Role of the Superintendent

Additional Reference (BP 8) Appendix 8.2 Education Committee
(BP 12) 12.2 Educational Leadership
(BP 12) 12.6 Superintendent / Board Relations

Subject **EDUCATION COMMITTEE**

Purpose

Information. No recommendation is required.

Background

The Board of Trustees supports the opportunity to meet with various stakeholders to undertake detailed examination of issues of a curricular and program nature, discuss possible program initiatives and provide recommendations to the Board. The following report shares information from the January 28, 2020 forum in which participants shared a variety of information in support of these educational purposes.

Report Summary

On January 28, 2020, the Education Committee participated in an interactive tour of alternative programming in Parkland School Division. The following report is a record of this meeting.

DM:kz



MINUTES OF THE EDUCATION COMMITTEE

MEETING HELD AT CENTRE FOR EDUCATION STONY PLAIN, ALBERTA ON TUESDAY,

JANUARY 28, 2020

ATTENDANCE:

Anne Montgomery, Trustee, Education Committee Chair
Lorraine Stewart, Board Chair
Eric Cameron, Board Vice Chair
Ron Heinrichs, Trustee
Shauna Boyce, Superintendent
Scott Johnston, Associate Superintendent
Dr. Dianne McConnell, Associate Superintendent
Brenda Mellor-Stumbur, Director, School & Community Services
Felicia Ochs, Wellness Coordinator
Nicole Lakusta, Curriculum Educational Technology Facilitator
Travis McNaughton, Principal, CFL-Outreach
James Coghill, Assistant Principal, CFL
Pam McNeil, Student Services, Collaborative Teaching Partner
Kyla Moore, Teacher, Facilitator, CFL
Miranda Niebergall, Student Services, Collaborative Teaching Partner
Angela Coulombe, Program Manager, Community Clinics & Crisis Services
Kelly Falardeau, Author
Halie Mark, Board President, Program Supervisor, My Path Learning Society
Ken Mark, Board of Directors, Westview Primary Care Network Board

REGRETS:

Sally Kucher-Johnson, Trustee
Paul McCann, Trustee
Darlene Clarke, Trustee
Mark Francis, Deputy Superintendent
Scott McFadyen, Associate Superintendent

INTERACTIVE TOUR OF ALTERNATIVE PROGRAMS: 8:45 am – 11:30 am

Members of the Education Committee, along with community partners, gathered at 8:45 am and participated in an interactive tour of Alternative Programming in Parkland School Division. Excursions included visitations to the Family Connection Centre and Connections for Learning to learn about the (Y)our, My Path and Stony Creek Programs.

Next Meeting: April 28, 2020, at 9:00 am



MEMORANDUM

Date February 11, 2020

To Board of Trustees

From Lorraine Stewart, Board Chair

Originator Lorraine Stewart, Board Chair

Resource Board of Trustees and Executive Team

Governance Policy Board Policy 8: Board Committees
Board Policy 12: Role of the Superintendent

Additional Reference BP 8: 8.1 PSD Tomorrow Committee
BP 8: Appendix 8.1

Subject PSD TOMORROW COMMITTEE

Purpose

Information. No recommendation is required.

Background

The Board of Trustees supports the opportunity for all trustees to engage in dialogue on generative governance and to inform on long range plans and strategic modeling. The Superintendent reports directly to the corporate Board and is accountable to the Board of trustees for the conduct and operation of the Division. The following report shares the Minutes from the January 28, 2020 meeting, in which participants share their perspectives for these purposes.

Report Summary

On January 28, 2020, the PSD Tomorrow Committee met to discuss a number of topics chosen in advance by both the Board of Trustees and the Executive Team. The following report is a record of this meeting.

LS:kz



**MINUTES OF THE PSD TOMORROW COMMITTEE
MEETING HELD AT THE CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA
ON TUESDAY, JANUARY 28, 2020**

ATTENDANCE:

Lorraine Stewart, Board Chair
Eric Cameron, Board Vice Chair
Ron Heinrichs, Trustee
Paul McCann, Trustee (*via video conferencing*)
Darlene Clarke, Trustee
Anne Montgomery, Trustee
Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Dr. Dianne McConnell, Associate Superintendent
John Blood, Director of Transportation
Jason Krefting, Director of Business and Finance
Jordi Weidman, Director of Communications & Strategic Planning
Keri Zylla, Recording Secretary

REGRETS:

Sally Kucher-Johnson, Trustee
Scott McFadyen, Associate Superintendent

1. CALL TO ORDER: Board Chair Stewart called the meeting to order at 12:30 p.m.

1.1. Changes to the Agenda:

Move School Fees before Seba Beach Next Steps
Add Education Committee before School Fees
Add Meeting with MLA Turton after Board Budget
Remove Board Development Plan
Add ASBA Special Meeting of January 24, 2020 before Board Advocacy Plan

1.2. Approval of the Agenda: Moved by Vice Chair Cameron that the Board of Trustees accepts the agenda as amended.

CARRIED UNANIMOUSLY

1.3. Learning Moment:

Board Chair Stewart led the committee through an exercise focused on strengthening the systems at Parkland School Division to combat social devaluation.

1.4. School Councils: Trustees shared updates and governance items that were raised at school council meetings they attended.

2. ADMINISTRATIVE UPDATES:

2.1. Critical Incident Responses: Deputy Superintendent Francis reviewed critical incident responses within Parkland School Division (PSD). Procedures have been developed in coordination with a number of agencies to keep procedures current, effective and efficient to keep staff and students safe. Discussion ensued.

2.2. Student Advisory Committee - February 20 & March 13, 2020:
Trustee Montgomery and Deputy Superintendent Francis reviewed a new format for Student Advisory:

Grades 6 - 9: Trustees will visit students in their schools
High School: Students to attend selected Board Meetings

2.3. Early Education Transportation:
Superintendent Boyce reviewed the plans for Early Education Transportation for the 2020-2021 school year and discussed some of the hurdles early education programming schedules and transportation schedules create. Effective September 2020, PSD will no longer provide transportation for early education students. Students with critical needs would have parent-supported transportation maintained directly from the government rather than PSD Transportation. Discussion ensued.

Director of Business and Finance, Jason Krefting, and the new Director of Transportation, John Blood, entered the meeting at 1:41 p.m.

2.4. Education Committee:
Board Chair Stewart thanked the Education Committee for the interactive tour showcasing alternative programming in PSD and shared some of the information compiled from the participants. Trustee Montgomery asked for suggested topics for the upcoming April 2020 Education Committee meeting.

2.5. School Fees:
Mr. Krefting and Mr. Blood reviewed the risks and benefits of four possible scenarios for transportation fees for the 2020-21 school year. Discussion ensued. The committee narrowed the scenarios from four to two options for further examination and consideration. The Board will also review the maximum rate per family. Mr. Krefting also reviewed several preliminary changes to Administrative Procedure 522: School Fees with the committee.

Administration will provide more information on the two remaining scenarios before the February 25, 2020 PSD Tomorrow meeting. Administration will be meeting with Principals for further discussion on school-based fees.

*Deputy Superintendent Francis exited the meeting at 2:10 p.m.
Mr. Krefting and Mr. Blood exited the meeting at 2:19 p.m.*

2.6. Seba Beach Next Steps:

Superintendent Boyce updated Trustees on recent engagements regarding the potential closure of Seba Beach School and highlighted the next steps in procedures following Board Policy 15: School Closures. An agenda has been drafted for the public meeting scheduled for February 4, 2020 at Seba Beach School. Parents were emailed regarding scheduling an interview following the public question and answer period. After the February 4, 2020 public meeting, parents will have an opportunity to apply to present a delegation for the March 10, 2020 meeting. Discussion ensued.

Board Chair Stewart called a break at 2:34 p.m. Associate Superintendent Dr. McConnell, Associate Superintendent Johnston and Mr. Weidman exited the meeting. Meeting resumed at 2:41 p.m.

3. GENERATIVE DISCUSSION:

3.1. Board Budget:

Chair Stewart and Trustee Montgomery met on January 8, 2020 to review the Board Budget and take a closer look at the Board's professional development spending. Trustee Montgomery shared a proposal for the remainder of 2019-2020 and 2020-2021 with Trustees for their consideration. Discussion ensued. Each Trustee will review their professional development and evaluate the conferences they can eliminate and advise Chair Stewart and Ms. Zylla.

3.2. Alberta School Boards Association (ASBA) Special Meeting – January 24, 2020:

Vice Chair Cameron presented a report regarding the Special Meeting of the ASBA Board of Directors, ASBA Executive Staff, Board Chairs held on January 24, 2020. The event was well attended with the opportunity to hear from all boards on topics of mutual interest. Information from the Minister of Education was also shared.

3.3. Board Advocacy Plan:

The Board Advocacy Plan was tabled for the February 25, 2020 PSD Tomorrow meeting.

3.4. Meeting with Spruce Grove-Stony Plain MLA Serle Turton:

Chair Stewart met with MLA Turton on January 25, 2020 and discussed the funding framework, the current pause on curriculum review, the choices in education in PSD, the Choice in Education Act, and other topics.

4. ADJOURNMENT:

Meeting adjourned at 3:52 p.m.

NEXT MEETING: Tuesday, February 25, 2020 @ 9:30 am.