



The Board of Trustees of Edmonton School Division
One Kingsway, Edmonton, Alberta

Via Zoom
Tuesday, January 12, 2021
2:00 p.m.

Board Meeting #08

- A. Roll Call
- B. Approval of the Agenda
- C. Communications from the Board Chair
- D. Communications from the Superintendent of Schools
- E. Minutes:
 - 1. DRAFT – Board Meeting #07 – December 8, 2020
- F. Comments from the Public and Staff Group Representatives
(NOTE: Pre-registration with the Board Office [780-429-8443] is required by 4:30 p.m. on Monday, January 11, 2021, to speak under this item.)
- G. Reports:
 - 2. Report #21 of the Caucus Committee (From the meeting held December 8, 2020) (Information)
 - 3. Readings of EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions (Recommendation)
 - 4. Update on the Model for the Collection of Race-based Data (Information)
- H. Other Committee, Board Representative and Trustee Reports
- I. Trustee and Board Requests for Information
- J. Notice of Motion
- K. Meeting Dates
- L. Adjournment

AGENDA

BOARD OF
TRUSTEES

Trisha Estabrooks
Board Chair

Shelagh Dunn
Board Vice-Chair

Sherry Adams
Michelle Draper
Ken Gibson
Nathan Ip
Michael Janz
Bridget Stirling

MINUTE BOOK**Board Meeting #07**

Minutes of the Board Meeting of the Board of Trustees of Edmonton School Division of the Province of Alberta held via Zoom on Tuesday, December 8, 2020, at 2:00 p.m.

Present:**Trustees**

Sherry Adams
Shelagh Dunn
Michelle Draper

Trisha Estabrooks
Ken Gibson
Nathan Ip

Michael Janz
Bridget Stirling

Officials

Angela Anderson
Todd Burnstad
Grace Cooke
Karen Mills

Leona Morrison
Kathy Muhlethaler
Kent Pharis
Nancy Petersen

Darrel Robertson
Carrie Rosa
Liz Yule

Board Chair: Trisha Estabrooks

Recording Secretary: Shirley Juneau

The Board Chair called the meeting to order with recognition that we are on Treaty 6 Territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Saulteaux, Blackfoot, Métis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Métis and Inuit whose footsteps have marked these lands for centuries.

A. Roll Call: (2:00 p.m.)

The Superintendent advised that all Trustees were present.

The Board Chair acknowledged that there were two reports scheduled to be presented – a proposed minor amendment to the Division's alcohol, tobacco and cannabis policy and an update on progress toward collecting race-based data. She advised that the reports will be deferred to January, given the number of items already slated on the December 8 agenda.

The Board Chair thanked everyone who worked to prepare the reports in time for the meeting and recognized that the Superintendent committed at the September 22, 2020, Board meeting to deliver a December update on the work to collect race-based data. The Board Chair explained that the report was ready for, and she looks forward to sharing it in January. The Board Chair shared that as part of developing a model to collect race-based data, the Superintendent has created an Equity Advisory Committee. She stated that the committee has staff, students, parents, community members and two Trustees as members and they had their first meeting on December 1, 2020.

MINUTE BOOK

The Board Chair thanked the 141 people who put their name forward to serve on the committee and thanked those who are now committee members and are offering their time to help guide this important work.

B. Approval of the Agenda

MOVED BY Trustee Ip:

**“That the agenda for the December 8, 2020, Board meeting be approved as printed.”
(UNANIMOUSLY CARRIED)**

C. Communications from the Board Chair

The Board Chair thanked Division staff and Administration for their continued hard work in supporting staff, students and parents. She said this continues to be a year where we must all be flexible and creative. The Board Chair shared her gratitude to the staff who helped make the pivot to online learning for Grades 7 to 12 as smooth as possible.

The Board Chair shared that her thoughts are with many families in the Division who are dealing with the realities of COVID-19 and the impact that it is having on their children, their loved ones and their lives. She recognized the protocols and transitions are not easy for many students and parents but it is a necessary step and part of schools doing their part. The Board Chair hopes that community members also do their part — so that the Division’s students can return to in-person classes on January 11, 2021.

The Board Chair stated she believes that transparency and communication continue to be key tools in the fight against COVID-19. She said that it is unfortunate that the provincial government has not yet shared with school divisions where in-school transmission is happening. The Board Chair believes this information is essential to share with school divisions to help ensure best practices are in place. She noted that AHS has inspected all of the Division’s schools experiencing an outbreak and they are very pleased with the Division’s protocols.

The Board Chair said that despite these challenging times, she knows amazing things are still happening in the Division. She expressed that school leaders and staff are finding new ways to connect with students learning online and that she is hearing inspiring stories about partner agencies stepping up to support kids and families at this time. The Board Chair remarked that relationships are stronger and staff and students are finding strength and compassion in each other and within themselves. The Board Chair expressed that everyone is digging a little deeper, with the hope that everyone will come out stronger on the other side of this pandemic.

The Board Chair advised December 8 is the final Board meeting until the New Year, and wished all staff, as well as Superintendent Robertson, and her hard working, caring colleagues on the Board a restful and safe winter break.

MINUTE BOOK**D. Communications from the Superintendent of Schools**

The Superintendent acknowledged that this has been a very challenging school year. He said that no matter what challenges the Division faces, Edmonton Public School's first priority is doing what is best for students. The Superintendent expressed his appreciation for Division staff, families and partners who have given their all, every day, to make sure every student gets what they need to be successful. The Superintendent also expressed his appreciation for the care and advocacy the Board of Trustees have shown to ensure all Division students and staff are supported. He said that even though it will be different this season, he hopes everyone can take time over the winter break to rest and recharge. The Superintendent wished everyone a safe and happy winter break.

E. Minutes

1. Board Meeting #06 – November 24, 2020

MOVED BY Vice-Chair Dunn:

**"That the minutes of Board Meeting #06 held November 24, 2020, be approved as printed."
(UNANIMOUSLY CARRIED)**

F. Comments from the Public and Staff Group Representatives

MOVED BY Vice-Chair Dunn:

**"That the 20-minute time allotted for registered speakers be extended to 60 minutes for this Board meeting."
(UNANIMOUSLY CARRIED)**

There were 14 registered speakers who advocated for an interfaith calendar.

There was a short break in the meeting.

G. Reports

2. Report #20 of the Caucus Committee (From the meeting held November 3, 2020)

Information was provided regarding actions taken at the November 3, 2020, Caucus Committee meeting.

3. Amendment to the 2020-21 School Year Calendar

MOVED BY Trustee Draper:

**"That the professional development day in the 2020-21 School Year Calendar be rescheduled from Monday, April 26 to Wednesday, April 21."
(UNANIMOUSLY CARRIED)**

MINUTE BOOK

4. Funds for the 2021-2022 Professional Improvement Program – Teacher Certificated Staff

MOVED BY Trustee Gibson:

“That an allocation of \$1,200,000 from the 2021-2022 operating budget be approved for the Professional Improvement Program – Teacher Certificated Staff for the purpose of granting professional improvement leaves and tuition support to teachers for the 2021-2022 school year.”

IN FAVOUR: Trustees Adams, Draper, Dunn, Estabrooks, Gibson, Ip and Stirling

OPPOSED: Trustee Janz

(CARRIED)

5. Funds for the 2021-2022 Exempt Staff Professional Improvement Program

MOVED BY Trustee Gibson:

“That an allocation of \$140,000 from the 2021-2022 operating budget be approved for the Exempt Staff Professional Improvement Program for the purpose of granting professional improvement leaves and tuition support to exempt staff for the 2021-2022 school year.”

IN FAVOUR: Trustees Adams, Draper, Dunn, Estabrooks, Gibson, Ip and Stirling

OPPOSED: Trustee Janz

(CARRIED)

MOVED BY Trustee Janz:

“That the agenda be amended to have the last four reports in the following order:

Reports 7, 8, 6 and 9.”

(UNANIMOUSLY CARRIED)

7. Three-Year Education Plan (2020-2023)

MOVED BY Trustee Stirling:

“That the Edmonton Public Schools’ Three-Year Education Plan (2020-2023) be approved.”

(UNANIMOUSLY CARRIED)

The following feedback was given:

- there was a lack of information about Campus EPSB; include information from Career Pathways in future Plans
- there was a lack of information regarding the effectiveness of graduation coaches; provide data that measures their impact in the Division in future reports
- there is a strong focus on learning in the report but nothing specific about leadership development; provide data about leadership professional development and their growth plans
- the 2020-2023 plan outlines broad goals and strategies – how will these be measured?
- it would be helpful to see the links between the Plan and the Alberta Education Results Report

MINUTE BOOK

- provide an opportunity for the Board of Trustees to provide input into the next Three-Year Education Plan

There was a short break in the meeting.

Trustee Draper left the meeting.

8. COVID-19 Update on Division Costs
(Response to Request for Information #081)

Information was provided regarding COVID-19 Division costs.

6. Motion re: Request to Premier Kenney

MOVED BY Trustee Janz:

"In order to assist with contact tracing, reduce in-school transmission, keep schools open, and avoid another lockdown, the Board of Trustees write a letter to Premier Kenney requesting:

- **Immediate access to the federal contact tracer app, "COVID Alert".**
- **Board flexibility to determine local transition to online learning for schools.**
- **Specific public metrics when to return to in-person learning, such as a zero-contact tracing backlog and a threshold of community transmission.**
- **Sharing of data on suspected incidents of in-school transmission with school divisions to inform and adapt safety measures."**

(UNANIMOUSLY CARRIED)

Trustee Draper was not present for this item.

MOVED BY Trustee Gibson:

"That the meeting continue past 6 p.m. in order to complete the agenda items for this meeting.

(UNANIMOUSLY CARRIED)

9. Impact of Changes to the Regional Collaborative Service Delivery
(Response to Request for Information #084)

Information was provided regarding the impact of changes to the Regional Collaborative Service Delivery (RCSD).

H. Other Committee, Board Representative and Trustee Reports

There were no reports for this item.

MINUTE BOOK**I. Trustee and Board Requests for Information**

Trustee Janz stated that free, fair, and transparent elections are the cornerstone of a healthy democracy and that the Edmonton Public Schools Board has advocated for reforms that can ensure a healthy local democracy. Trustee Janz asked that Administration provide the following information:

- 1) Outline the changes made regarding political action committees in Alberta (fall 2020).
- 2) As a school division, what changes could a school board require to ensure greater transparency related to political action committees?
- 3) Could the federal government, Elections Canada or the CRTC enact overriding provisions requiring transparency in political advertising (especially over social media) that could require political action committees to disclose their funders?

J. Notices of Motion - None**K. Next Board Meeting: Tuesday, January 12, 2021, at 2:00 p.m.****L. Adjournment: 5:45 p.m.**

The Board Chair adjourned the meeting.

Trisha Estabrooks, Board Chair

Karen Mills, Director of Board and
Superintendent Relations

DATE: January 12, 2021

TO: Board of Trustees

FROM: Trustee Shelagh Dunn, Caucus Committee Chair

SUBJECT: Report #21 of the Caucus Committee (From the meeting held December 8, 2020)

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

REFERENCE: [Trustees' Handbook](#) – Caucus Committee - Section 5.4

ISSUE

The Board approved the following recommendation at the March 3, 2015, Board meeting: That Section 5.4 of the Trustees' Handbook be revised to give the Caucus Committee final decision-making power on certain types of matters, and yet constrain that power so it is used only when absolutely necessary.

The following recommendations were approved at the December 8, 2020, Caucus Committee meeting:

Surplus Declaration of Vacant School Sites in Haddow and Callingwood

1. *That the declaration of the vacant school site in Haddow neighbourhood as surplus to Division need, be approved.*
2. *That the declaration of the vacant school site in Callingwood North neighbourhood as surplus to Division need, be approved.*

BACKGROUND

Administration initiated a review of the vacant school sites in Haddow and Callingwood North to determine if the assembled school sites could be declared surplus to Division need.

The number of students residing in the Haddow neighbourhood peaked in 2015 and can continue to be accommodated in existing Division schools. Given the need for additional capacity in new growth neighbourhoods to the south of Anthony Henday Drive, it would be difficult to prioritize a new school in Haddow as a new construction priority for the Division over a new school in the new growth neighbourhoods.

The Callingwood high school site is located within the West Jasper Place Outline Plan area, in the Callingwood North neighbourhood. The resident student population in this plan area is stable with a slight decline and is located within the Jasper Place School attendance area. The Division has a vacant high school site in The Hamptons neighbourhood and a future high school site planned in the Riverview area. In the future, the Division could look at developing a new high school on either site if needed to accommodate the high school students residing west and south of Anthony Henday Drive.

KM:sj

DATE: January 12, 2021

TO: Board of Trustees

FROM: Trustee Sherry Adams, Policy Review Committee
Trustee Michael Janz, Policy Review Committee
Trustee Bridget Stirling, Chair, Policy Review Committee

SUBJECT: First, Second, Third and Final Reading of Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

RESOURCE STAFF: Rachel Foley, Nancy Petersen

REFERENCE: [Trustees' Handbook Section 6.1 – Board Committee Protocols](#)
[Board Policy CH.BP – Framework for Policy Development and Review](#)

ISSUE

The Policy Review Committee is presenting Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions to the Board of Trustees (the Board) for first, second, third and final readings by the Board of Trustees at the December 8, 2020, public Board meeting.

BACKGROUND

The Policy Review Committee (PRC) reviewed Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions as part of their 2020-2021 work plan. Changes were made to Section A, Item 2 to ensure clarity regarding when the Superintendent has the authority to approve the serving of alcohol on Division property, as it relates to non-student events.

On October 26, 2020, the Policy Review Committee reviewed updated wording to Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions.

RELATED FACTS

This revision does not change the original intent of the policy as it was approved by the Board. It simply provides revised language to ensure clarity around the original intent.

RECOMMENDATION

That Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions be read for the first, second and third and final time and be approved.

OPTIONS

Based on the information provided in this report, the following options are considered most appropriate:

1. Approve the first, second, third and final reading of Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions.

2. Decline to approve Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions for first, second and third reading and provide feedback to the Policy Review Committee.

CONSIDERATIONS and ANALYSIS

Given the administrative nature of this change, online stakeholder engagement is not required.

NEXT STEPS

Once approved, Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions will be updated on the Division website.

ATTACHMENTS and APPENDICES

ATTACHMENT I Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions

APPENDIX I Changes to Board Policy EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions

BS:rf

CODE: EM.BP**EFFECTIVE DATE:** (28-01-2020)**TOPIC:** Alcohol, Tobacco and Cannabis on and in
Division Property and at Division Functions**ISSUE DATE:** (29-01-2020)**REVIEW YEAR:** (2025)

PURPOSE

To reflect the Board of Trustees' (the Board) mandated responsibility and expectation for providing a welcoming, inclusive, safe and healthy learning and working environment throughout the Division.

To establish expectations regarding alcohol, tobacco and cannabis on and in Division property (this includes Division vehicles) and at Division functions.

DEFINITIONS

Alcohol is the intoxicating agent in beverage alcohol, ethyl alcohol or ethanol.

Cannabis is a broad term used to describe the various products derived from the leaves, flowers and resins of Cannabis plants, synthetic cannabinoids, and/or medical cannabis. Cannabis can be consumed in a variety of ways, including but not limited to: smoking, vaporizing, eating or using water pipes.

Tobacco and **tobacco products** are composed in whole or in part of tobacco, including tobacco leaves and any extract of tobacco leaves. Tobacco can be consumed in a variety of ways, including but not limited to: smoking cigarettes and chewing tobacco.

Tobacco-like products are any products that mimic and are consumed in a manner similar to a tobacco product. Tobacco-like products can be consumed in a variety of ways, including but not limited to: smoking, using electronic cigarettes, vaporizing, or using water pipes or hookahs. For the purpose of this policy, tobacco-like products do not include regulated nicotine replacement therapy products.

POLICY

The Board believes that the consumption of alcohol, tobacco, tobacco-like products and cannabis on or in Division property or at Division functions is inappropriate.

Traditional tobacco is an important part of First Nations and Métis cultures. The Board recognizes that the ceremonial use of tobacco as part of cultural practice is appropriate in the Division.

EXPECTATIONS

A. ALCOHOL

1. The possession and/or consumption of alcohol is prohibited on and in Division property and at Division functions.

2. The Superintendent has the authority to approve the serving of alcohol on Division property provided it is not a Division sponsored function that would include students.
3. The Superintendent has the authority to approve Division students performing at venues where alcohol is available.

B. TOBACCO AND TOBACCO-LIKE PRODUCTS

1. The use of tobacco and tobacco-like products is prohibited on and in Division property and at Division functions.
2. Traditional use of tobacco for ceremonial purposes is permitted on Division property or at Division functions.

C. CANNABIS

1. The possession and/or consumption of cannabis is prohibited on and in Division property or at Division functions.
2. Notwithstanding Section C.1 of this policy, the possession and/or consumption of cannabis may be permitted for medical accommodations only when prior approval has been obtained as per Division-established processes.

ACCOUNTABILITY

The Superintendent will be responsible for implementing this policy through appropriate administrative regulations and communication with Division stakeholders, including staff, students and parents/guardians.

REFERENCES

AE.BP - Welcoming, Inclusive, Safe and Healthy Learning and Working Environments

DECA.AR - Operation and Maintenance of Division Fleet Vehicles

FA.BP - Human Resources Framework

FBCB.AR - Division Staff Code of Conduct

GICA.AR - Field Trips

HHCD.AR - Prescription and Non-Prescription Medication Management

IG.AR - Community Use of Division Buildings

IGD.AR - Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions

Edmonton Public Schools - Employee Health

Cannabis Act

Gaming, Liquor and Cannabis Act

Education Act Section 33(1)(d)

CODE: EM.BP**EFFECTIVE DATE:** (28-01-2020)**TOPIC:** Alcohol, Tobacco and Cannabis on and in
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POLICY

The Board believes that the consumption of alcohol, tobacco, tobacco-like products and cannabis on or in Division property or at Division functions is inappropriate.

Traditional tobacco is an important part of First Nations and Métis cultures. The Board recognizes that the ceremonial use of tobacco as part of cultural practice is appropriate in the Division.

EXPECTATIONS

A. ALCOHOL

1. The possession and/or consumption of alcohol is prohibited on and in Division property and at Division functions.

2. The Superintendent has the authority to approve the serving of alcohol on Division property at functions which would not include Division students, provided it is not a Division sponsored function that would include students.
3. The Superintendent has the authority to approve Division students performing at venues where alcohol is available.

B. TOBACCO AND TOBACCO-LIKE PRODUCTS

1. The use of tobacco and tobacco-like products is prohibited on and in Division property and at Division functions.
2. Traditional use of tobacco for ceremonial purposes is permitted on Division property or at Division functions.

C. CANNABIS

1. The possession and/or consumption of cannabis is prohibited on and in Division property or at Division functions.
2. Notwithstanding Section C.1 of this policy, the possession and/or consumption of cannabis may be permitted for medical accommodations only when prior approval has been obtained as per Division-established processes.

ACCOUNTABILITY

The Superintendent will be responsible for implementing this policy through appropriate administrative regulations and communication with Division stakeholders, including staff, students and parents/guardians.

REFERENCES

AE.BP - Welcoming, Inclusive, Safe and Healthy Learning and Working Environments

DECA.AR - Operation and Maintenance of Division Fleet Vehicles

FA.BP - Human Resources Framework

FBCB.AR - Division Staff Code of Conduct

GICA.AR - Field Trips

HHCD.AR - Prescription and Non-Prescription Medication Management

IG.AR - Community Use of Division Buildings

IGD.AR - Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions

Edmonton Public Schools - Employee Health

Cannabis Act

Gaming, Liquor and Cannabis Act

Education Act Section 33(1)(d)

DATE: January 12, 2021

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Update on the Model for the Collection of Race-based Data

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

**RESOURCE
STAFF:** Nancy Petersen

REFERENCE: [September 22, 2020, public Board meeting](#)

ISSUE

Administration is providing an update on the Division's progress toward creating a model to collect race-based data.

BACKGROUND

The following motion was passed unanimously at the September 22, 2020, public Board meeting:

Given that collecting race-based data is one necessary step in working to dismantle systemic racism and racial discrimination, the Edmonton Public School Board formally requests that Administration develop a model for the collection of race-based data in our Division, in consultation with communities in Edmonton impacted by racism.

Trustee Dunn requested that updates be provided to the Trustees and the general public on an ongoing basis. Superintendent Robertson advised that he would keep the Board apprised about the project, and would provide the first formal update to Trustees in December 2020.

CURRENT SITUATION

The collection of race-based data requires thoughtful and meaningful conversations with communities in Edmonton impacted by racism. The intention in collecting this data is to provide a measure of accountability, and if the work is to be meaningful, it must be done in collaboration with community, in order to respect any concerns about student and family privacy and the use of the data. To that end, and in keeping with the Division's Cornerstone Values of accountability, collaboration and integrity, Superintendent Robertson asked that an Equity Advisory Committee, comprising staff, student, parent, Trustee and community representatives, be formed.

A [call](#) for community applications went out on November 3 via the Division's social media channels, website, and a news release. The application deadline was November 12, 2020. A total of 141 applications were submitted: 80 parent, 38 community and 23 staff.

Applications were reviewed using a two-step process. The first review eliminated any incomplete applications and generated a short list of the applications best aligned to the purpose of the committee.

The second step of the process saw a panel review the remaining applications. Panel members independently reviewed the applications and categorized them based on best fit to the work of the committee. The panel members then came together to compare and discuss their assessment of the applications. They worked to come to consensus on a list of recommended applicants. For this second step, all applications were neutralized and were anonymous to the panel members.

Through a peer election process, the Student Senate identified two members to serve on the committee as student representatives.

The Board of Trustees also identified two members to participate in this work through an expression of interest and consensus process.

The committee, which does not have decision-making authority, will provide initial advice and recommendations to the Superintendent. The committee's first focus will be to provide recommendations to the Superintendent by the spring of 2021 on how the Division can set up a model to collect race-based data and next steps in this work. Committee members will look at questions such as:

- What does the Division need to consider when developing a model to gather race-based data?
- What's the purpose for collecting race-based data?
- How should the Division use race-based data?
- What details should be collected?

The first meeting of the Equity Advisory Committee was December 1, 2020. They will meet again on January 19 and March 2, 2021.

Applicants who are not selected to be part of this committee and other interested individuals will still have opportunities to join in important conversations about anti-racism. Our Division will seek meaningful feedback from the community in many ways, as part of ongoing work to advance equity across our organization.

Edmonton Public Schools is the first school jurisdiction in Alberta developing a process to collect race-based data. Ideally, however, race-based data would be collected by school jurisdictions across Alberta to inform practice and policy decisions at a provincial level. To that end, the Board wrote to the Minister of Education asking that she mandate the collection of race-based data in school divisions across the province.

KEY POINTS

- An 18-member Equity Advisory Committee, comprising student, staff parent, Trustee and community representatives, has been formed to provide advice to the Superintendent.
- The committee's first focus will be to provide recommendations to the Superintendent by the spring of 2021 on how the Division can set up a model to collect race-based data and next steps in this work.
- The Board has requested that the Minister of Education mandate the collection of race-based data in school divisions across the province.

KM:km