

DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Sherri O’Keefe, Chair, Governance and Evaluation Committee
Trustee Marsh Nelson, Governance and Evaluation Committee
Trustee Saadiq Sumar, Governance and Evaluation Committee

SUBJECT: Governance and Evaluation Committee 2023-2024 Work Plan Summary

RESOURCE STAFF: Karen Mills

REFERENCE Trustees’ Handbook - Section 6.1.1 Governance and Evaluation Committee

ISSUE

The Governance and Evaluation Committee is responsible for developing and presenting to the Board of Trustees an annual Work Plan. This report provides a summary of the work accomplished by the Committee over the 2023-2024 school year.

BACKGROUND

The Governance and Evaluation Committee 2023-2024 work plan was approved at the October 10, 2023 public Board meeting. In addition to the mandated Superintendent evaluation and Board self-evaluation work, the committee signaled our intent to develop resources for the Budget Toolkit and make updates to the Trustees’ Handbook.

CURRENT SITUATION

The Governance and Evaluation Committee had a busy and productive year. The following is a summary of the committee’s work.

- **Meeting Planning** - The committee planned the agendas and logistics for the Board’s fall and winter two-day off-site planning meetings.
- **Trustees’ Handbook Updates** - The committee made several updates to the Trustees’ Handbook, which is the policy regarding Board governance. They ensured that gender neutral language is used throughout the Handbook. They also made the following recommendations, which were approved by the Caucus Committee:
 - That the second paragraph of the Purpose text under Section 5.4 Caucus Committee be amended as follows: The Board holds in camera meetings to deal with land, labour, legal matters **advice** provided to the Board, **and strategy**. The Board also gathers privately for professional development **and to reviewing** the functioning of the Board, ~~and for strategic planning purposes~~. The requirement for confidentiality of in camera materials and proceedings is fundamental to protect individual privacy and the Division’s fiduciary and strategic interests. For this reason, all in camera meetings are closed to the public and news media.

- That the following be added as the last bullet in Section 11.2, Per Diem: attendance at the Public School Boards' Association Annual Spring and Fall General Meeting business sessions.
- That during the first opportunity in each Board meeting for Comments from the Public and Staff Group Representatives, speakers may only speak to an item on the meeting agenda.
- That speakers wishing to speak on an educational issue that is not on the meeting agenda may only do so at the second opportunity for Comments from the Public and Staff Group Representatives in the agenda, which is scheduled for the second Board meeting of the month.
- That in the event that there only be one Board meeting, Comments from the Public and Staff Group Representatives speaking on educational issues, be added to that Board meeting agenda.
- That speakers at Public Board meetings be required to attend in person.
- That instructions for speakers and delegations at public Board meetings be removed from IAB.BP Comments, Delegations and Presentation at Board Meetings by Public or Staff Representatives and be housed only in the Trustees' Handbook.
- That the Board restrict the number of times any individual or group may speak on an issue to a maximum of four times per school year.
- That the following be added to section 5.2.3 Comments from the Public and Staff Group Representatives: The Chair has full authority to maintain decorum and order of the meeting including interrupting any speaker who makes critical statements about particular individuals or groups of people, whether named or identifiable by the context; ruling the speaker out of order and terminating the speaker's privilege to address the Board of Trustees.
- **Superintendent Evaluation** - The Superintendent's evaluation consists of a survey of Division leaders and interviews with Trustees and Division Support Team members. The research is conducted by an external organization to ensure neutrality. The committee ran a tender process to contract the third party this year.

The evaluation supports the Division's practice of acknowledging strengths and striving for continuous improvement, and provides valuable feedback for the Superintendent. The evaluation is based on Alberta Education's [Superintendent Leadership Quality Standard](#). Input was received from all participants between March 7th and April 9th. The final report was received on April 25th and the Board met with the Superintendent to discuss the results on May 28th. A summary of the results was shared at the June 18th Board meeting.

- **Board Self-Evaluation** - The committee had the self-evaluation programmed with new software that allows Trustees to complete the survey over multiple time periods and save their work. The survey opened on May 30th and is scheduled to close on June 20th. Results were available for Trustees to consider at their fall planning meeting.

- **Budget Toolkit** - the committee worked with Division Communications to develop a two-pager designed to help parents and the public understand the impact of the weighted moving average funding model when combined with our growing enrolment. The two-pager was supported with a slide presentation and key messages for Trustees to use when speaking with school councils and other groups.
- **Professional Learning** - the committee surveyed all Trustees to determine which professional learning topics garnered the most interest. Based on the feedback, the committee arranged five sessions: advocacy tips with Bob Murray, sexual and gender diversity with Evan Westfal, governance best practices with Michael Solowan, the 60's scoop with Clarice Anderson and Sheila Williams, and a deeper dive into Board and administration roles with Terry Gunderson.

The committee makes the following recommendations to the incoming committee:

- That the same external contractor for the Superintendent's Evaluation be used again next year. They demonstrated great expertise and an open, collaborative approach.
- Review the following topics in the Trustees' Handbook: absences and leaves; directions regarding elections, campaigning and running for office while a Trustee
- That the committee poll Trustees to determine professional learning topics and then map out a schedule for learning sessions and generative discussions during the fall planning meeting and put it in the Trustees' shared calendar right away as coordinating all Trustee schedules is challenging.

The Committee thanks all Trustees for making time for the learning sessions, and for actively engaging in the Superintendent's Evaluation and Board self-evaluation.

KEY POINTS

- The committee conducted its mandated duties of facilitating the Superintendent evaluation and the Board self-evaluation.
- The committee organized five professional learning sessions for all Trustees.
- The committee recommended, and had approved, several updates to the Trustees' Handbook.
- The committee made recommendations to the incoming committee regarding Handbook topics for further review, the contractor for the Superintendent's evaluation, and professional learning practices.

ATTACHMENTS and APPENDICES

- ATTACHMENT I Governance and Evaluation Committee 2023-2024 Work Plan
ATTACHMENT II Budget two-pager

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Governance and Evaluation Committee 2023-2024 Work Plan

PURPOSE

The Governance and Evaluation Committee is responsible for assisting the Board of Trustees to:

- conduct an annual evaluation of the Superintendent of Schools in accordance with Board Policy [FGB.BP - Evaluation of Superintendent of Schools](#) and the review and/or renewal of the Superintendent of Schools' contract in accordance with the [Education Act](#);
- conduct an annual Board self-evaluation for continued Board development and improved Board performance with respect to the Board's role and responsibilities;
- identify and develop the priorities that will guide Division operations and the budget planning cycle for the Board's four-year term of office; and
- carry out its duties and commitments in relation to the Division Priorities by making recommendations on governance-related matters.

ACTIVITIES

Board Self-Evaluation

The Committee will:

- Review the Board's Self-Evaluation Instrument to determine if any changes are required. (February 2024)
- Initiate the process for the Board Self-Evaluation. Each Trustee will be asked to complete the Board Self-Evaluation Instrument. (June 2024)
- With support from the Director Board and Superintendent Relations, compile and summarize the individual evaluations for reporting purposes. (June/July 2024)
- Provide the final Board Self-Evaluation survey results to Trustees at a meeting for discussion (September 2024)
- Prepare a summary statement of the Board Self-Evaluation results to be read at a public Board meeting. (September 2024)

Superintendent of Schools' Evaluation

The Committee will:

- Conduct a public tender process to select an external administrator for the Superintendent's Evaluation. (October 2023 – January 2024)
- Initiate the process for the Superintendent's Evaluation. (March 2024)
- Provide the Superintendent an opportunity to review the Evaluation and discuss implications with the Committee Chair. (May 2024)
- Submit the final Superintendent's Evaluation results and a report to Caucus Committee, which includes a response to the evaluation from the Superintendent. (June 2024)
- Prepare a summary statement of the evaluation results to be read at a public Board meeting. (September 2024)
- If needed, work with the Policy Review Committee on Board-governance-related policy in the Trustee's Handbook through providing content recommendations to the Policy Review Committee on existing Board Policy [FGB.BP - Evaluation of Superintendent of Schools](#).

Governance

The Committee will:

- Develop schedules for Board off-site meetings, generative discussions and professional learning sessions, along with agendas and facilitation plans for each. (October 2023, with updates as needed)

- Continue resource development for the Budget Toolkit and the Trustee Toolkit (ongoing)
- Oversee revisions to the Trustees' Handbook as needed (ongoing)

REQUESTED RESOURCES

- Staff to assist with the tender process for the Superintendent Evaluation, along with assistance with the Trustees' Handbook updates will be required. The Committee will have support from the Director Board and Superintendent Relations to define the scope of work and required resources.
- Up to a maximum of \$5000 for two professional learning sessions of two to four hours each, to be facilitated by external facilitators is requested.

Budget breakdown

The Alberta government is giving Edmonton Public Schools more money for 2024–25—*so why is there a funding gap?*

Like many Albertans, Edmonton Public Schools is feeling the pinch as expenses continue to rise. Several factors are putting our budgets under pressure:

- in 2020, the Alberta government changed how it funds school divisions,
- student enrolment continues to skyrocket, and
- inflation takes a bigger bite from the budget each year.

Alberta’s funding formula

In 2020, the provincial government introduced a new funding model, which uses what’s called a **Weighted Moving Average (WMA)** to figure out how much money we receive. We used to be funded for each student enrolled. Now, the WMA looks at student numbers over a three-year period to calculate funding. That means that a growing school division like ours is never funded for the actual number of students we serve.

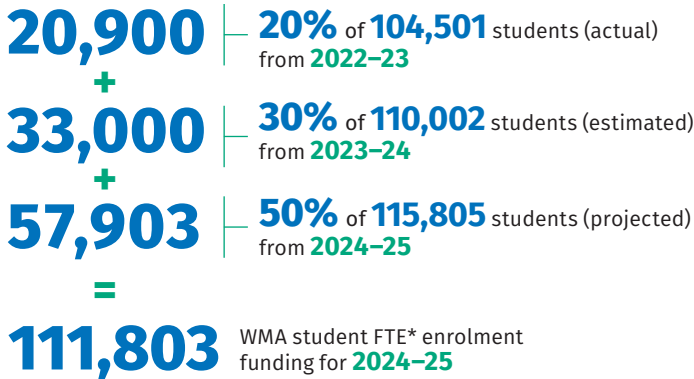
A [Fraser Institute study](#) of education spending in Canada shows that Alberta and Saskatchewan were the only two provinces that decreased their per-student spending between 2012 and 2021.

In 2012–13, Alberta had the third highest per-student spending of the provinces.

Nine years later, Alberta ranked last.



WMA funding formula breakdown



This means **we won’t be funded** for **4,002** of the **115,805** students we expect to serve in 2024–25.

That’s enough students to fill about **11** elementary schools.



*Students enrolled in an early childhood services program (e.g. Kindergarten and pre-Kindergarten) are counted as 0.5 FTE (full-time equivalent) in Division enrolment numbers.

Enrolment increases

While education funding has increased overall, it's not keeping up with enrolment.

We're growing at a rate not seen in almost 60 years!

2024–25 student enrolment budget comparison

Current funding

\$1.168 billion for
111,803 students.

That is a budget funding increase of

4.6%

If all students were funded

\$1.210 billion for
an actual enrolment of
115,805 students.

That is a budget funding increase of

8.3%

2023



Edmonton Public Schools has added

35,265
students over
13 years.



2010

Inflation pressures

Every year, inflation takes a bigger bite from our budgets. Like many families, school divisions are paying more for fixed costs.

Since 2020, inflation in the Edmonton area has increased by

20.7%

In **2024–25**, compared with what we spent five years ago, we expect to pay:



128.9%
more for
insurance



70.3%
more for
water & sewer



64.5%
more for
electricity



58.8%
more for
natural gas



Inflation is a general increase in prices and fall in the purchasing value of money.

Inflation projections are calculated based on information from Statistics Canada and the Bank of Canada.

Reach out to your Trustee if you have questions or to discuss the budget. Visit epsb.ca/ourdistrict/budget for more information.

