



AGENDA

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

CFE McCauley Chambers
Tuesday, September 10, 2024
2 p.m.

Board Meeting

Land Acknowledgement

- A. O Canada
- B. Roll Call
- C. Approval of the Agenda
- D. Communications from the Board Chair
- E. Communications from the Superintendent of Schools
- F. Approval of the Minutes
 - 1. DRAFT – Board Minutes – June 18, 2024
 - 2. DRAFT – Organizational Board Minutes – June 18, 2024
- G. Comments from the Public and Staff Group Representatives on Items on the Meeting Agenda
(NOTE: Pre-registration with the Board Office [780-429-8443] is required by 12 p.m. on Monday, September 9, 2024, to speak under this item.)
- H. Reports
 - 3. Report #14 of the Caucus Committee (From the meeting held on June 18, 2024)
(Information)
 - 4. Process and Timeline for the Fall Review of the 2023-2024 Results and the Plans for 2024-2025
(Recommendation)
 - 5. Actions Taken Under Delegation of Authority – 2024 Summer Recess
(Information)
 - 6. Governance and Evaluation Committee 2023-2024 Work Plan Summary
(Information)
 - 7. Infrastructure Committee 2023-2024 Work Plan Summary
(Information)
 - 8. Policy Review Committee 2023-2024 Work Plan Summary
(Information)
 - 9. Advocacy Committee 2023-2024 Work Plan Summary
(Information)
- I. Other Committee, Board Representative and Trustee Reports
- J. Trustees and Board Requests for Information
- K. Notices of Motion
- L. Meeting Dates
- M. Adjournment

BOARD OF TRUSTEES

Julie Kusiek
Board Chair

Jan Sawyer
Board Vice-Chair

Trisha Estabrooks
Dawn Hancock
Marcia Hole
Marsha Nelson
Sherri O'Keefe
Saadiq Sumar

MINUTE BOOK**Board Meeting**

Minutes of the meeting of the Board of Trustees of Edmonton School Division of Alberta held in the Centre for Education McCauley Chambers on Tuesday, June 18, 2024, at 2 p.m.

Present:**Trustees**

Trisha Estabrooks
Dawn Hancock
Marcia Hole

Julie Kusiek
Marsha Nelson

Sherri O'Keefe
Jan Sawyer
Saadiq Sumar

Officials

Angela Anderson
Todd Burnstad
Grace Cooke
Andrea Cooper

Karen Mills
Kent Pharis
Nancy Petersen
Cliff Richard

Darrel Robertson
Carrie Rosa
Ron Thompson
Liz Yule

Board Chair: Julie Kusiek

Recording Secretary: Catherine Angeles

The Board Chair called the meeting to order and called upon Trustee O'Keefe to provide a land acknowledgement.

Trustee O'Keefe acknowledged and gave thanks to the land on which she was born, lives, works and plays, and to the Indigenous peoples who have cared for it since time immemorial. Amiskwaciwaskahikan or Edmonton sits on Treaty 6 land and she said she is truly privileged to call it home. She was raised knowing the importance of history and today she thanked the Elders and Knowledge Keepers for sharing their knowledge and wisdom through stories, experiences and lessons. Like the history passed on to her from her ancestors, she commits to learning more about First Nations, Metis, and Inuit cultures and perspectives. She said that as she enters the second half of her life, she also recognizes she has an opportunity and obligation to share what she learns with her own children and grandchildren as well as other family and friends.

**A. O Canada
Recognition of National Indigenous Peoples Day**

Ms. Sheila Williams, a First Nations, Métis and Inuit teacher consultant with Curriculum and Learning Supports, sang O Canada in Cree.

Ms. Clarice Anderson, Supervisor with Curriculum and Learning Supports, spoke about the importance of National Indigenous History Month and National Indigenous Peoples Day. She shared a video created for

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Division teachers. In the video, Leo McGilvery shares his gift of song and music through the Grandmother Song, a song about healing.

B. Roll Call: 2:00 p.m.

The Superintendent advised that all Trustees were present.

C. Approval of the Agenda

MOVED BY Trustee Nelson:

**“That the agenda for the June 18, 2024, Board meeting be approved as printed.”
(UNANIMOUSLY CARRIED)**

D. Communications from the Board Chair

The Board Chair said that this time of year is filled with emotion. Being tired. But also feeling satisfied with a job well done. Students are finishing their exams, class projects and final concerts. Teaching staff are in a flurry of activity preparing progress reports. Schools are wrapping up administrative, custodial and other duties prior to the summer break. Central staff are there to support it all. The Board Chair expressed thanks, she thanked school staff, students and families for all the hard work they’ve put in this year to make the 2023-2024 school year a memorable one.

The Board Chair shared that Vice-Chair Jan Sawyer and she returned this weekend from a week in Germany as part of the Government of Alberta’s Education Delegation, to learn more about dual vocational education in that country. This was a great opportunity to learn more about this model and to bring home ideas to further strengthen Edmonton Public Schools’ already excellent Career Pathways, Campus EPSB and dual credit opportunities. Various German Ministers they met with expressed their admiration for several aspects of the Alberta school system, including one special mention to Bannerman School resulting from the visit the German delegation participated in last fall. The Division’s high achievement ratings, use of data to drive educational practices, and the way we support diverse students and staff was also celebrated. Chair Kusiek said we have a lot to be proud of in Alberta and at Edmonton Public Schools, and she looks forward to continuing conversations with the Minister of Education on how to further enhance pathways to student success.

The Board Chair stated that yesterday, the Minister of Education announced a new policy restricting use of personal mobile devices during the school day. This will come into effect for the 2024/2025 school year and Division staff will be working to develop administrative regulations to comply with requirements of government for this Ministerial Order. More information about the announcement can be found at gov.ab.ca under the heading “Limiting distractions in Alberta’s classrooms.”

The Board Chair, on behalf of the Board, wished everyone a fantastic summer, and said Go Oilers Go!

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E. Communications from the Superintendent of Schools

The Superintendent welcomed everyone watching online and those attending in person today.

The Superintendent shared news about M.E. LaZerte School Principal George Hoyt, who received the Alberta Schools' Athletic Association (ASAA) Robert H. Routledge Award. This is the highest award the ASAA offers and was given to George for his contributions to high school sports. Superintendent Robertson congratulated George on behalf of everyone in the Division.

The Superintendent offered the Division's congratulations to Jacqueline Yaniv from the Curriculum and Learning Services department who has been selected to participate in the Teachers Institute on Canadian Parliamentary Democracy in Ottawa in November. The Teachers Institute is a unique week-long professional development event that takes place annually at Parliament. It's a chance for educators to explore the legislature in the company of parliamentary experts and connect with teachers from across the country.

The Superintendent said that this is the final Board meeting of the year, and he wished staff, families, students and the Board a wonderful summer break. Many staff continue to work throughout the summer to get our buildings ready for the 120,000 students we are anticipating to serve next year, so he expressed his gratitude for those who continue to work. He said he is excited to see everyone back in late-August.

F. Approval of the Minutes

1. Special Board Meeting – May 24, 2024
2. Board Meeting – May 28, 2024

MOVED BY Trustee Hole:

**"That the minutes of the Special Board meeting held May 24, 2024 and Board meeting held May 28, 2024, all be approved as printed."
(UNANIMOUSLY CARRIED)**

G. Comments from the Public and Staff Group Representatives on Items on the Meeting Agenda

The Board of Trustees heard from two registered speakers regarding the second, third and final reading of Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression.

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H. Reports

- 3. Report #12 of the Caucus Committee (From the meeting held May 14, 2024)
- 4. Report #13 of the Caucus Committee (From the meeting held May 28, 2024)

Information was provided regarding actions taken at the May 14, 2024 and May 28, 2024, Caucus Committee meetings.

- 5. Locally Developed Courses

MOVED BY Trustee Hancock:

“That the following elementary, junior high and senior high school developed courses be approved for use in Edmonton Public Schools:”

Senior High School LDCs

Course Name	Course Codes	Version	Approval Period (School Years)
Biology (Advanced) 35	LDC3202	3 credits (2024-2028)	2024–2025 to 2027–2028
Dance Performance 15 Dance Performance 25 Dance Performance 35	LDC1299 LDC2299 LDC3299	3 and 5 credits (2024-2028)	2024–2025 to 2027–2028
English Literature 35	LDC3169	3 and 5 credits (2024-2028)	2024–2025 to 2027–2028
ESL Introduction to Mathematics 15	LDC1350	5 credits (2024-2028)	2024–2025 to 2027–2028
Improvisational Theatre 15 Improvisational Theatre 25 Improvisational Theatre 35	LDC1551 LDC2551 LDC3551	3 and 5 credits (2024-2028)	2024–2025 to 2027–2028
Religious Studies: Islamic Studies 15 Religious Studies: Islamic Studies 25 Religious Studies: Islamic Studies 35	LDC1785 LDC2785 LDC3785	5 credits (2024-2028)	2024–2025 to 2027–2028
Theatre Performance 15 Theatre Performance 25 Theatre Performance 35	LDC1367 LDC2367 LDC3367	5 credits (2024-2028)	2024–2025 to 2027–2028

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Elementary and Junior High School LDCs

Course Name	Course Codes	Approval Period (School Years)
French as a Second Language 1 French as a Second Language 2 French as a Second Language 3 French as a Second Language 4 French as a Second Language 5 French as a Second Language 6 French as a Second Language 7 French as a Second Language 8 French as a Second Language 9	ELM1210 ELM2210 ELM3210 ELM4210 ELM5210 ELM6210 JHS7351 JHS8351 JHS9351	2024–2025 to 2027–2028
Hebrew Language Arts Kindergarten Hebrew Language Arts 1 Hebrew Language Arts 2 Hebrew Language Arts 3 Hebrew Language Arts 4 Hebrew Language Arts 5 Hebrew Language Arts 6	KGN0140 ELM1140 ELM2140 ELM3140 ELM4140 ELM5140 ELM6140	2024–2025 to 2027–2028

(UNANIMOUSLY CARRIED)

6. Second, third and final reading of Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression

Trustee Hole requested the second paragraph in the Purpose section of the policy be updated to include the following:

To reflect the Board's mandated responsibility and expectation for providing a welcoming, inclusive, safe and healthy learning and working environment **that respects diversity and supports a sense of belonging** throughout the Division.

This was accepted as a friendly amendment by Trustee Sumar.

There was a short break in the meeting before the vote on Recommendation 1 was completed.

Trustee Hole requested the definition of Gender Identity be updated to flip the placement of the terms transgender and two-spirit in the definition, as two-spirit is listed first in the term 2SLGBTQIA+.

This was also accepted as a friendly amendment by Trustee Sumar.

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MOVED BY Trustee Sumar:

“1. That Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression be considered for a second time.”

(UNANIMOUSLY CARRIED)

“2. That Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression be considered for a third and final time and be approved”.

MOVED BY Trustee Hancock the motion be amended:

“That Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression be referred back to the Policy and Review Committee to add the definitions for gender diverse and sexually diverse and review the accountability section of the policy to provide greater clarity.”

The Board Chair called the question to the amendment.

IN FAVOUR: Trustees Hancock, Kusiek, O’Keefe and Sawyer

OPPOSED: Trustees Estabrooks, Hole, Nelson, and Sumar

(DEFEATED)

The Board Chair called the question on the original motion:

IN FAVOUR: Trustees Estabrooks, Hole, Kusiek, Nelson, Sawyer, and Sumar

OPPOSED: Trustees Hancock and O’Keefe

(CARRIED)

7. Proposed 2024-2025 Caucus, MST and Board Meeting Schedule

MOVED BY Board Chair Kusiek:

“That the 2024-2025 Caucus, MST and Board schedule as presented in Attachment I be approved.”

IN FAVOUR: Trustees Estabrooks, Hancock, Kusiek and Sawyer

OPPOSED: Trustees Hole, Nelson, O’Keefe, and Sumar

(DEFEATED)

8. Delegation of Authority

MOVED BY Trustee Estabrooks:

“That in accordance with Section 3 of the *Education Act* Board Procedures Regulation, any special Board meetings during the 2024 summer recess be at the call of the Board Chair or, in their absence, the Board Vice-Chair.”

(UNANIMOUSLY CARRIED)

“That in accordance with Section 52(1) of the *Education Act*, effective immediately following the June 18, 2024, Organizational Board meeting, delegation of authority to the Superintendent of Schools to make decisions during the 2024 summer recess on behalf of the Board be approved.”

(UNANIMOUSLY CARRIED)

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“That a report of all such decisions be brought to the first public Board meeting in the fall of 2024.”

(UNANIMOUSLY CARRIED)

9. 2023-2024 Superintendent of Schools’ Evaluation Summary

The Board of Trustees provided, to the public, a summary of the annual Superintendent evaluation results from the 2023-2024 school year.

I. Comments from the Public and Staff Group Representatives on Educational Issues – 5 p.m.

There were no registered speakers for this item.

J. Other Committee, Board Representatives and Trustee Reports

Trustee Sumar wished Eid Mubarak to all those observing Eid Al Adha, also known as the Festival of Sacrifice.

Trustee Sumar expressed thanks to the school communities of J. Percy Page, W.P. Wagner, Braemar, Vimy Ridge, Millwoods Christian, and Eastglen for inviting him to bring greetings to graduating students on behalf of the Board of Trustees.

Trustee Sumar thanked Escuela Mill Creek and W.P. Wagner for invitations to end of year celebrations.

Trustee Sumar also thanked the teams at Thelma Chalifoux and T.D. Baker Schools, and Corey Wells in particular, for inviting him to the Elder and Youth Gathering event last week. Youth, Elders, and members of the community had created art tiles which were put together into four different animal representations: the Eagle, the Bison, the Bear, and the Wolf. This art will be on display at City Hall over the summer and in schools this fall.

Trustee Hole shared an Edmonton Public Schools Foundation (Foundation) update:

- Earlier today, the Foundation and their partners Go Auto and the Edmonton Stingers unveiled the newly renovated basketball court at Centennial School, along with a new school mural. This was all part of the Fresh Hoops program. Fresh Hoops started as a grassroots movement replacing basketball nets and has expanded to offer full court refreshes at multiple Division schools. The Foundation is thrilled to continue providing updated basketball courts to schools through a partnership with the Edmonton Stingers’ Fresh Hoops program. Last year, the Foundation received an initial \$500,000 donation from Go Auto to support basketball court renovations at many schools in Edmonton. In addition to this generous gift, Go Auto will match all donations up to \$500,000 made to the program, bringing the total investment from Go Auto to an incredible \$1,000,000! This matched donation will mean new courts for even more schools!

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- The Foundation was fortunate to be included as a beneficiary of the Breaking the Silence Walk and Run this past Saturday, June 15. The event promotes mental and physical wellness through running, walking and jogging, all while raising awareness and funds for mental health. Funds raised from this year's event will support mental wellness in our schools.
- The Foundation thanked all those who attended the 33rd annual Bids for Kids events last month. The Public Schools Administrators Association raised more than \$18,000 in support of the Foundation at this year's event.
- The final Foundation Board meeting of 2023-2024 took place on May 24 and staff would like to thank the Foundation's Board of Directors for bringing their passion, enthusiasm and expertise to support their mission. They provide guidance, donate their time and advocate for the work the Foundation is doing and they wouldn't be able to do their work without them. Over the coming months, the Foundation will be embarking on the important and exciting work of developing its strategic plan for the next few years, so stay tuned.

Trustee O'Keefe expressed thanks and gave a general shout out for all the invitations to attend year-end celebrations.

Trustee O'Keefe congratulated the graduates at Queen Elizabeth School. She appreciated being able to speak at their graduation. She said it was heartwarming to see students walk across the stage who attended the school where she was principal before being a Trustee.

Trustee O'Keefe said the Division Retirement event is later this week. It will be a time to celebrate staff for all their contributions to the Division and she is looking forward to attending this event.

Board Chair Kusiek shared a Ward F Update:

- She attended the LYC Abilities Expo and said it was fantastic. This Expo is designed to showcase and recognize the abilities of students with mild intellectual disabilities to participate in vocational areas in and beyond school as they enter the world of work. L.Y. Cairns staff connected with other high schools (and adult volunteers) in and around Edmonton to offer the opportunity to students to participate and connect with peers in the areas of metal fabrication, culinary arts, and cosmetology. Students took two hours to complete a specific task in one of the vocational areas. Feedback was provided to the participants and their accomplishments were celebrated with a lunch. Students from eight schools and six different school divisions attended the event at L.Y. Cairns School along with their teachers, career education and special education staff leaders. Events like this are important. It gives students a chance to prove to themselves and show the community at large that they have the ability to make a meaningful contribution to the workforce and society. It's about enhancing pathways to success and helping students one day transition to a life of dignity and fulfillment. Board Chair Kusiek said it was a joy to meet these students and she wishes them well in their continued studies exploring various career opportunities.
- She attended the Richard Secord Diversity Days, which share and celebrate diversity at RS Fest. There was song, dance, demonstrations, traditional dress, food, crafts and personal stories. Board Chair Kusiek thanked parents and staff for all their work with this beautiful event.
- She was invited and attended D.S. MacKenzie School to view a classroom lesson from the Impact Society, along with Minister Dan Williams (Mental Health and Addiction).

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- Board Chair Kusiek said attending graduations and year-end celebrations has been great. She's looking forward to celebrating with students, families and staff at all of the upcoming events before the end of the school year.

K. Trustees and Board Requests for Information - None**L. Notices of Motions**

Trustee Hancock withdrew her May 28, 2024, motion:

That the Board approve the following motion for presentation to the Alberta School Boards Association Fall General Meeting: "That the Alberta School Boards Association work with the Canadian School Boards Association to advocate to the federal government to ban all flavoured ingredients, including mint and menthol flavours, in all vaping products."

M. Next Board Meeting: Tuesday, September 10, 2024, at 2 p.m.**N. Adjournment: 4:27 p.m.**

The Board Chair adjourned the meeting.

Julie Kusiek, Board Chair

Karen Mills, Director Board and
Superintendent Relations

MINUTE BOOK**Organizational Board Meeting**

Minutes of the Organizational Board meeting of the Board of Trustees of Edmonton School Division of Alberta held in Centre for Education McCauley Chambers on Tuesday, June 18, 2024.

Present:**Trustees**

Trisha Estabrooks
Dawn Hancock
Marcia Hole

Julie Kusiek
Marsha Nelson

Sherri O'Keefe
Jan Sawyer
Saadiq Sumar

Officials

Angela Anderson
Todd Burnstad
Grace Cooke
Andrea Cooper

Karen Mills
Kent Pharis
Nancy Petersen

Cliff Richard
Carrie Rosa
Ron Thompson
Liz Yule

Board Chair: Julie Kusiek

Recording Secretary: Catherine Angeles

A. Roll Call: 4:41 p.m.

The Superintendent advised that all Trustees were present.

B. Approval of the Agenda

MOVED BY Trustee O'Keefe:

"That the agenda for the June 18, 2024, Organizational Board meeting be approved as printed."

(UNANIMOUSLY CARRIED)

C. Reports

1. Confirmation of Committees, Board Representation and Regular Meetings

RECOMMENDATIONS

That the following actions be taken for the 2024 -2025 school year:

1. **That the following standing committees of the whole be confirmed:**

Caucus Committee

Audit Committee

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2. That the following Board committees be confirmed:
 - a) Governance and Evaluation
 - b) Policy Review

3. That Board representation on the following Division staff negotiating committees as required be confirmed:
 - a) Custodial Staff (CUPE Local 474)
 - b) Maintenance Staff (CUPE Local 784)
 - c) Support Staff (CUPE Local 3550)
 - d) Teaching Staff (Edmonton Public Teachers' Local 37)

4. That Board membership and representation on the Public School Boards' Association of Alberta (PSBAA) be confirmed:
 - Provincial Executive
 - Public School Boards Council (PSBC) Representative
 - Public School Boards Council (PSBC) Alternate Representative

5. That Board membership and representation on the Alberta School Boards Association of Alberta (ASBA) be confirmed:
 - Provincial Executive
 - Zone 2/3 Executive and Provincial Executive - Alternate
 - Zone 2/3 Executive - Alternate

6. That the following Ad Hoc Committee and Board representative assignments be confirmed:
 - Ad Hoc Advocacy Committee
 - Edmonton Public Schools Foundation Board of Governors

7. That the Board reappoint or review the following positions and committees:

1.	Standing Committee of the Whole:	2023-2024
	a) Board Chair	Julie Kusiek
	b) Board Vice-Chair	Jan Sawyer
	c) Audit Chair	Dawn Hancock
2.	Board Committees:	
	a) Governance and Evaluation (4 members*)	Marsha Nelson Sherri O'Keefe (C) Saadiq Sumar
	b) Policy Review (4 members*)	Marcia Hole Jan Sawyer Saadiq Sumar (C)

(*Trustees voted at the May 28, 2024, Caucus meeting to increase committee membership from three to four members.)

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3.	Negotiations:	2023-2024
	a) Custodial Staff (CUPE Local 474)	Dawn Hancock Sherri O’Keefe
	b) Maintenance Staff (CUPE Local 784)	Marcia Hole Marsha Nelson
	c) Support Staff (CUPE Local 3550)	Trisha Estabrooks Jan Sawyer
	d) Teaching Staff – Edmonton Public Teachers’ Local 37	Jan Sawyer Saadiq Sumar (TEBA Rep)
4.	Representatives for the Public School Boards’ Association of Alberta (PSBAA): (3 representatives)	
	a) Provincial Executive – Director	Jan Sawyer
	b) PSBC Representative	Marsha Nelson
	c) PSBC Alternate Representative	vacant (<i>new requirement</i>)
5.	Representatives for the Alberta Schools Board Association (ASBA):	
	a) Provincial Executive ⁺ <i>*Provincial Board of Directors – Director terms will commence every November of even-numbered years for one Director and one Alternate Director and will be eligible for re-election for one successive term of two years.</i>	Dawn Hancock
	b) Provincial Executive – Alternate	Trisha Estabrooks
	c) ASBA Zone 2/3 Executive	Trisha Estabrooks
	d) ASBA Zone 2/3 Executive – Alternate	Sherri O’Keefe
6.	Ad Hoc Committee and Board Representative Assignment:	
	a) Ad Hoc Advocacy Committee (up to 9 members)	Trisha Estabrooks Julie Kusiek Marsha Nelson (C) Sherri O’Keefe
	b) Representative Assignment <ul style="list-style-type: none"> • Edmonton Public Schools Foundation 	Marcia Hole
7.	Board Representatives on Division Committees:	
	a) Equity Advisory Committee (2 members)	Marcia Hole Saadiq Sumar

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MOVED BY Trustee Sawyer:

“That recommendations 1 to 7 be approved.”

MOVED BY Trustee Nelson the motion be amended:

“That recommendations 1 to 7 be approved as amended and defer the assignment of the Ad Hoc Advocacy Committee membership until September 2024.”

(UNANIMOUSLY CARRIED)

The Board appointed and approved the following positions and committees:

1.	Standing Committee of the Whole:	2024-2025
	a) Board Chair	Julie Kusiek
	b) Board Vice-Chair	Jan Sawyer
	c) Audit Chair	Dawn Hancock
2.	Board Committees:	
	a) Governance and Evaluation (4 members)	Dawn Hancock Marsha Nelson Sherri O’Keefe Jan Sawyer
	b) Policy Review (4 members)	Trisha Estabrooks Marcia Hole Sherri O’Keefe Saadiq Sumar
3.	Negotiations:	
	a) Custodial Staff (CUPE Local 474)	Dawn Hancock Sherri O’Keefe
	b) Maintenance Staff (CUPE Local 784)	Marcia Hole Marsha Nelson
	c) Support Staff (CUPE Local 3550)	Trisha Estabrooks Jan Sawyer
	d) Teaching Staff – Edmonton Public Teachers’ Local 37	Marsha Nelson Saadiq Sumar (TEBA Rep)
4.	Representatives for the Public School Boards’ Association of Alberta (PSBAA): (3 representatives)	
	a) Provincial Executive – Director	Jan Sawyer
	b) PSBC Representative	Sherri O’Keefe
	c) PSBC Alternate Representative	Marsha Nelson

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		2024-2025
5.	Representatives for the Alberta Schools Board Association (ASBA):	
	a) Provincial Executive* <i>*Provincial Board of Directors – Director terms will commence every November of even-numbered years for one Director and one Alternate Director and will be eligible for re-election for one successive term of two years.</i>	Dawn Hancock
	b) Provincial Executive – Alternate	Saadiq Sumar
	c) ASBA Zone 2/3 Executive	Saadiq Sumar
	d) ASBA Zone 2/3 Executive – Alternate	Jan Sawyer
6.	Ad Hoc Committee and Board Representative Assignment:	
	a) Ad Hoc Advocacy Committee (up to 9 members)	Deferred to September 2024
	b) Representative Assignment <ul style="list-style-type: none"> Edmonton Public Schools Foundation 	Marsha Nelson
7.	Board Representatives on Division Committees:	
	a) Equity Advisory Committee (2 members)	Trisha Estabrooks Saadiq Sumar

D. Next Board Meeting: Tuesday, September 10, 2024, at 2 p.m.

E. Adjournment: 4:58 p.m.

The Board Chair adjourned the meeting.

 Julie Kusiek, Board Chair

 Karen Mills, Director of Board and
Superintendent Relations

DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Sawyer, Caucus Committee Chair

SUBJECT: Report #14 of the Caucus Committee (From the meeting held on June 18, 2024)

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 June 18, 2024, Caucus Committee meeting:

Proposed Surplus School Sites

That the Board of Trustees declare the Mount Royal School site as surplus to Division needs.
That the Board of Trustees declare the Montrose School site as surplus to Division needs.
That the Board of Trustees declare the Rundle School site as surplus to Division needs.
That the Board of Trustees declare the Lawton School site as surplus to Division needs.
That the Board of Trustees declare the R. J. Scott School site as surplus to Division needs.
That the Board of Trustees declare the Queen Mary Park School site as surplus to Division needs.

BACKGROUND

Guided by the Board of Trustees and the Infrastructure Planning Principles, the Division Real Estate Strategy was initiated to recommend a course of action for non-operational properties and vacant reserve sites. With the large number of properties held by the Division, retaining all of these sites is no longer sustainable as there is no funding to invest into capital renewal nor to operate or maintain them. In addition, the Division's fiscal reality is becoming increasingly challenging. By declaring non-reserve buildings and sites surplus to Division need, the process to dispose of these sites may commence and potential revenue could be realized by the Division if the sale of the properties occurs. This revenue could be utilized by the Division to address a number of needs.

KM:ca

DATE: September 10, 2024

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Process and Timeline for the Fall Review of the 2023-2024 Results and the 2024-2025 Plans

ORIGINATOR: Kathy Muhlethaler, Assistant Superintendent Instructional and Strategic Division Supports

RESOURCE STAFF: Anne Belley, Nancy Petersen, Christine Simmons

REFERENCE: [Education Act](#) Section 33 (1) (b & c)
[Administrative Regulation AFA.AR - Results Review](#)

ISSUE

Under the provincial Assurance Framework, the school board planning and Results Review reporting processes are conducted annually and should be completed before the last Board of Trustees meeting in November. To assist Division staff and the Board of Trustees with this work, Administration has prepared a process and timeline for approval by the Board of Trustees.

BACKGROUND

The Board of Trustees approves the process and timeline for review of the previous year's results, as well as the review of the plans established for the current school year. Through discussions, they have an opportunity to learn about the results achieved by schools and central decision units and the implications those results may have for Board of Trustee work plans. They also gain an understanding of how schools and central decision units will develop their plans in support of Division priorities.

Schools and central decision units will report on their results (Attachment II) achieved from the goals that were established for 2023-2024. They will also identify the biggest challenges and improvement opportunities that will impact their 2024-2025 plans, which will detail at least two goals for the upcoming school year that align with the Division's Strategic Plan (Attachment III).

RELATED FACTS

- School Trustee Results Review meetings have been scheduled to take place November 20, 21, 27 and 28, 2024. During these meetings, Trustees, in collaboration with Assistant Superintendents, will facilitate a group dialogue. Proposed agendas and guiding questions for both school and central meetings are provided in Attachment IV.
- To support planning for this year's Results Review schedule, dates were identified and held in Trustee calendars at the end of the school year. This year's proposed schedule was built around these dates (Attachment V).
- Attachment V also identifies the proposed groupings, which are based on Trustee wards, for Trustee Results Review. This schedule is finalized in September and accounts for changes in school principalship.
- Central Results Review meetings have been scheduled to take place November 28 and 29, 2024.

There will be three central Results Review meetings scheduled for a maximum of two and a half hours per session.

- The Superintendent will present the Division’s results as part of the Annual Education Results Review (AERR) at the public Board meeting on November 26, 2024.
- As in previous years, schools with first- and second-year principals will be reviewed by Assistant Superintendents. These meetings will be scheduled by the Assistant Superintendents prior to November 30, 2024.
- Results Review meetings are planned to be held in person at suggested host schools which are highlighted in green on the schedule (Attachment V). Schools are encouraged to invite students, parents and key community partners to these meetings to listen and support the conversation, where appropriate.

RECOMMENDATION

That the process and timeline for the 2023-2024 Results Review and the 2024-2025 Plans as outlined in Attachment I, be approved.

NEXT STEPS

If approved by the Board of Trustees, the 2023-2024 Results Review and the 2024-2025 Plans process and timeline will be communicated to principals and central decision unit leaders.

ATTACHMENTS and APPENDICES

ATTACHMENT I	Process and Timeline for the 2023-2024 Results Review and 2024-2025 Plans (Calendar)
ATTACHMENT II	2023-2024 Results Review - Document Template
ATTACHMENT III	2024-2025 Plans - Document Template
ATTACHMENT IV	Proposed Agenda
ATTACHMENT V	Proposed Schedule for the School and Central Decision Units 2023-2024 Results Reviews and 2024-2025 Plans – Trustees Results Review

NP:amb

**PROCESS & TIMELINE CALENDAR
2023-2024 RESULTS REVIEW & 2024-2025 PLANS
ATTACHMENT I**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30 National Day For Truth And Reconciliation	1	2	3	4 BPS opens for Results Review & Plans	5
6 OCT	7	8 BOARD 2:00 PM	9	10	11 PD Day (no students)	12
13	14 Thanksgiving	15 BPS opens for fall Budget	16 PSBAA Fall Conference & AGM	17 PSBAA Fall Conference & AGM	18 PSBAA Fall Conference & AGM	19
20	21	22 BOARD 2:00 PM	23	24	25 Budget, Results Review & Plans due in BPS	26
27	28	29	30	31	1 PD Day (no students)	2
3 NOV	4	5 BOARD 2:00 PM	6 Distribute Results Review & Plans Packages to Trustees & Assistant Superintendents	7	8 Board Approved Non-instructional Day (no teachers or students)	9
10	11 Remembrance Day	12 Board Approved Non-instructional Day (no teachers or students)	13 Teachers' Day in Lieu (no teachers or students)	14	15	16
17 ASBA Fall General Meeting	18 ASBA Fall General Meeting	19 ASBA Fall General Meeting	20 School Results Review	21 School Results Review	22 Audit Committee Presentation of Audited Financial Statements	23
24	25	26 BOARD 2:00 PM	27 School Results Review	28 School & Central Results Review	29 Central Results Review	30
		AERR & Audited Financial Statements presented to Board	Audited Financial Statements Submitted to the Province			

**PROCESS & TIMELINE DETAILS
2023-2024 RESULTS REVIEW & 2024-2025 PLANS
ATTACHMENT I**

TIMELINE	PROCESS
October 4, 2024	BPS opens for Results Review and Plans
October 15, 2024	BPS opens for fall Budget
October 25, 2024	Budget, Results Review and Plans due in BPS
November 6, 2024	Distribute Results Review and Plans Packages to Trustees and Assistant Superintendents
November 20, 21, 27 and 28, 2024	School Results Review Meetings
November 28 and 29, 2024	Central Results Review Meetings

DRAFT

RESULTS REVIEW TEMPLATE

Reporting on the 2023-2024 School Year

Division Priorities 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance actions towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

Based on the goals that were established for 2023-2024, report on the results you achieved (with evidence, including referencing the school's Assurance Measures results, if applicable) and describe how achievement of the goal supports the above Division's Priorities (reference the priority number in your response).

Goal #1: *goal will be imported from the 2023-2024 Plans*

Results Achieved:

Goal #2: *goal will be imported from the 2023-2024 Plans*

Results Achieved:

Goal #3 (Optional): *goal will be imported from the 2023-2024 Plans*

Results Achieved:

Challenges:

What were the biggest challenges encountered in 2023-2024?

Improvement Opportunities:

What are the opportunities for improvement from 2023-2024 that will inform your plan for 2024-2025?

PLANS TEMPLATE

Planning the 2024-2025 School Year

Division Priorities 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance actions towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

In reflecting on our work towards continuous improvement as a Division, reflective questions have been included in the Budget Planning Guide as a resource to help inform goal setting: Goals must align with 2022-2026 Division Priorities. All schools are to set two goals with one being in support of Priority 1. Schools also have the flexibility of setting an optional third goal. All Central DU's are to set two or three goals and indicate the priority area each goal supports.

Goal #1:

What data will you use to track continuous improvement?

Goal #2:

What data will you use to track continuous improvement?

Goal #3 (Optional):

What data will you use to track continuous improvement?

AGENDA
TRUSTEE RESULTS REVIEW MEETINGS
2023-2024 RESULTS REVIEW &
2024-2025 PLANNING

1. Welcome by the Trustee and introductions by the Assistant Superintendent. (3 min.)
2. Introductions by Principals/Central DU executive of any staff, students, parents or community members in attendance. (4 min.)
3. Introductory remarks by the Trustee. (5 min.)
4. Group discussion facilitated by the Trustee and Assistant Superintendent. (2 hours.)
5. Break where appropriate. (10 min.)
6. Final remarks and closing of the meeting by the Trustee. (5 min.)

LUNCH

- There will be a 1 to 1 ½ hour break between the a.m. and p.m. sessions to allow time for lunch.



**SCHOOL/CENTRAL REVIEW 2023-2024 RESULTS
AND 2024-2025 PLANS
POTENTIAL SPEAKING NOTES FOR THE
CHAIRPERSON, TRUSTEE RESULTS REVIEW**

Suggested Trustee Welcome and Introductions

We acknowledge that we are on Treaty 6 territory, a traditional meeting grounds, gathering place, and traveling 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.

My name is () and I am pleased to welcome each of you to the Trustee Results Review meeting of the 2023-2024 results and the 2024-2025 plans. I am going to begin by calling upon the Assistant Superintendent () to introduce each principal who will in turn introduce staff, students, parents as well as any community members who are with us today.

Suggested Trustee Opening Remarks

The Board of Trustees is elected to represent the public and is responsible and accountable to the public and to the provincial government for the expenditure of the Division's annual budget.

In collaboration with staff, students, parents and the general public, the Board established the Division's vision, mission and priorities. A Division plan was then developed to align with, and support these priorities.

As part of the accountability process, Trustees have the opportunity to review the results of schools from the previous year, and to learn about the plans for the current school year in support of the overall Division Priorities. This helps us formulate a better picture of what is happening not only in your school but in all schools across the Division. These meetings allow Trustees to hear about:

- A success story from the 2023-2024 school year demonstrating progress towards a goal area.
- Where there remains opportunity for continuous improvement; this may include sharing unanticipated barriers or challenges.
- What the plans/goals are for the 2024-2025 school year.

I would now like to call upon the principal of each school to start the discussion by: (for example using the suggested common question #1 from below) highlighting a goal that was established last year in their school plan around Priority 1. If possible, please refer to any measure that supports your results.

RECOMMENDED FORMAT

Please note the following suggested format is provided as a guide to support Trustees in facilitating Results Review conversations and also to support consistency among all the Results Review meetings. For these conversations, please:

- Approach Results Review as conversation-based dialogue versus a formal presentation.

- It would be helpful at the start of the meeting, to remind people that the purpose of Results Review is to look back on the 2023-2024 school year and to look ahead to the new school based on these results.
- Set a tone that promotes safety/openness for schools to share both successes and any challenges that may have been encountered.
- Build the conversation around the uploaded Results Review document, with no additional documents to be provided.

While Trustees may ask any questions they have or seek further clarification around a response, the suggested common questions outlined below are intended to help with consistency across Results Review. These questions are shared with schools in advance to support principals in being adequately prepared to respond.

Suggested Common Questions:

- 1. 2022-2026 Strategic Plan Priority 1 focused question:**
 - Reflecting on any available data or other local measures, discuss an area of success or the progress achieved related to this goal. This discussion should include highlighting intentional actions that contributed to the progress made and implications for potential next steps.
- 2. Second question reflecting on any area of last year's results:**
 - Reflecting on any available data or other local measures, share what is the greatest opportunity for continued improvement this coming school year. This discussion should include a summary of what progress was observed and potential next steps to support continued growth in this area.
- 3. Shifting ahead to the 2024-2025 school year:** *This is an opportunity to look ahead to the new school year. Ask each principal to reflect upon how their results and current progress informed the development of their 2024-2025 school plan and invite them to share one goal from their plan. This discussion should include a brief summary of the data they looked at, the actions they are taking to support progress and what will be their evidence of success.*

Each schools' goal will align with one of (not necessarily all three of) the three priority areas of the 2022-2026 Strategic Plan:

- 1. Priority 1: Build on outstanding learning opportunities for all students:**
 - a. As you have built relationships with students and gotten to know where they are at in their learning, what have you observed?
 - b. What do we need to prioritize in education as we look to the future and aspire to “empower(s) each student to live a life of dignity, fulfillment, empathy and possibility”?
- 2. Priority 2: Advance action towards anti-racism and reconciliation:**
 - a. The Division has released its Anti-racism, Reconciliation and Equity Action Plan Year Two Update. Where is your school on its path in support of this work?
 - b. What's in place that supports First Nation, Métis and Inuit education and self-identified First Nations, Métis and Inuit student success within your school community?
- 3. Priority 3: Promote a comprehensive approach to student and staff well-being and mental health:**
 - a. These past few years have been challenging. Coming back from the summer break, how are your students doing? How are your staff? What is your school community looking forward to?
 - b. What things are in place that support positive mental health and well-being?

- c. How can we, as Trustees, advocate to help support the mental health needs of your school community?
4. **Advocacy:** Part of the role of Trustee is advocacy in support of high quality public education. When you think about the needs of your students, the students across your catchment and the Division's work in support of 120,000 plus students, are there key areas that require support or solutions that the Board should be aware of?
5. **Community connections:** How have relationships with community members helped to enhance learning or well-being for your school community?
6. **Questions for guests:** If there is time, questions could be posed to some of the guests attending the Results Review. Some possible questions are:
- Students:
 - What helps you to be successful in your learning?
 - What are you most looking forward to this school year?
 - Parents:
 - How has the school provided you with opportunities to be involved in your child's learning?
 - What is your child looking forward to this school year?
 - Community member:
 - Tell us about the work you do with the students at _____ school.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 20, 2024
9:00 To 11:30 AM

WARD A	WARD B	WARD F	WARD H
TRUSTEE: Sherri O'Keefe	TRUSTEE: Marsha Nelson	TRUSTEE: Julie Kusiek	TRUSTEE: Jan Sawyer
<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule
<u>SCHOOLS:</u> Dickinsfield Evansdale Killarney Major General Griesbach	<u>SCHOOLS:</u> Delwood Horse Hill Kildare Soraya Hafez	<u>SCHOOLS:</u> Brander Gardens Esther Starkman Lansdowne* Lillian Osborne <small>*School is part of Ward F but reports to Ron Thompson's leadership group</small>	<u>SCHOOLS:</u> Donald R. Getty Dr. Anne Anderson Dr. Margaret-Ann Armour* Roberta MacAdams <small>*School is part of Ward H but reports to Kent Pharis' leadership group</small>

Highlighted schools will host Results Review meetings.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 20, 2024
1:00 To 3:30 PM

WARD A	WARD C	WARD D	WARD G
TRUSTEE: Sherri O'Keefe	TRUSTEE: Marcia Hole	TRUSTEE: Trisha Estabrooks	TRUSTEE: Saadiq Sumar
<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis
<u>SCHOOLS:</u> Baturyn Lago Lindo Lorelei Mary Butterworth	<u>SCHOOLS:</u> David Thomas King LaPerle Winterburn	<u>SCHOOLS:</u> Academy at King Edward Garneau King Edward Old Scona	<u>SCHOOLS:</u> J. Percy Page Mill Creek* Thelma Chalifoux Tipaskan <small>*School is part of Ward G but reports to Ron Thompson's leadership group</small>

Highlighted schools will host Results Review meetings.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 21, 2024
9:00 To 11:30 AM

WARD C	WARD E	WARD F	WARD G
TRUSTEE: Marcia Hole	TRUSTEE: Dawn Hancock	TRUSTEE: Julie Kusiek	TRUSTEE: Saadiq Sumar
<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper
<u>SCHOOLS:</u> Britannia Coronation Victoria* Westglen <small>*School is part of Ward C but reports to Ron Thompson's leadership group</small>	<u>SCHOOLS:</u> Aleda Patterson Alex Janvier Callingwood	<u>SCHOOLS:</u> Allendale Parkallen Queen Alexandra Strathcona	<u>SCHOOLS:</u> Braemar Clara Tyner Holyrood Vimy Ridge Academy

Highlighted schools will host Results Review meetings.

**Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review**

November 21, 2024
1:00 To 3:30 PM

WARD E	WARD F	WARD G	WARD I
TRUSTEE: Dawn Hancock	TRUSTEE: Julie Kusiek	TRUSTEE: Saadiq Sumar	TRUSTEE: Jan Sawyer
<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis
<u>SCHOOLS:</u> Lynnwood Patricia Heights Rio Terrace Stratford	<u>SCHOOLS:</u> D. S. MacKenzie Duggan Greenfield Steinhauer	<u>SCHOOLS:</u> Edith Rogers Lee Ridge Malcolm Tweddle Millwoods Christian	<u>SCHOOLS:</u> Ekota Sakaw Satoo

Highlighted schools will host Results Review meetings.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 27, 2024
9:00 To 11:30 AM

WARD D	WARD E	WARD F	WARD G
TRUSTEE: Trisha Estabrooks	TRUSTEE: Dawn Hancock	TRUSTEE: Julie Kusiek	TRUSTEE: Saadiq Sumar
<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper
<u>SCHOOLS:</u> Abbott Highlands Norwood wihkwentowin	<u>SCHOOLS:</u> Crestwood Laurier Heights Parkview	<u>SCHOOLS:</u> Harry Ainlay L. Y. Cairns Malmo Rideau Park	<u>SCHOOLS:</u> Jackson Heights Metro W. P. Wagner Weinlos

Highlighted schools will host Results Review meetings.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 27, 2024
1:00 To 3:30 PM

WARD C	WARD E	WARD I
<i>TRUSTEE:</i> Marcia Hole	<i>TRUSTEE:</i> Dawn Hancock	<i>TRUSTEE:</i> Jan Sawyer
<i>ASSISTANT SUPERINTENDENT(S):</i> Kent Pharis	<i>ASSISTANT SUPERINTENDENT(S):</i> Liz Yule	<i>ASSISTANT SUPERINTENDENT(S):</i> Andrea Cooper
<i>SCHOOLS:</i> Dovercourt Inglewood Prince Charles Westmount	<i>SCHOOLS:</i> Bessie Nichols Centennial Talmud Torah	<i>SCHOOLS:</i> Crawford Plains Daly Grove T. D. Baker

Highlighted schools will host Results Review meetings.

**Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review**

November 28, 2024
9:00 To 11:30 AM

CENTRAL RESULTS REVIEW	WARD C	WARD D	WARD I
TRUSTEES: Sherri O'Keefe Marsha Nelson	TRUSTEE: Marcia Hole	TRUSTEE: Trisha Estabrooks	TRUSTEE: Jan Sawyer
<i>Darrel Robertson, Superintendent</i> <i>Kathy Muhlethaler</i> <i>Assistant Superintendent, Instructional and Strategic Division Supports</i>	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis
<u>DECISION UNITS:</u> Communications Hospital Campuses Instructional Supports <ul style="list-style-type: none"> ● Specialized Learning Supports ● Curriculum Learning Supports Strategic Division Supports	<u>SCHOOLS:</u> Aldergrove amiskwaciy Academy Belmead Thorncliffe	<u>SCHOOLS:</u> Argyll Centre Gold Bar McNally Rutherford	<u>SCHOOLS:</u> Jan Reimer Michael Strembitsky Shauna May Seneca

Highlighted schools will host Results Review meetings.

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 28, 2024
1:00 To 3:30 PM

CENTRAL RESULTS REVIEW
TRUSTEES: Dawn Hancock Marcia Hole Trisha Estabrooks
<i>Darrel Robertson, Superintendent</i> <i>Todd Burnstad, Chief Financial Officer</i> <i>Grace Cooke, General Counsel</i> <i>Angela Anderson, Chief Human Resources Officer</i>
<u>DECISION UNITS:</u> Financial Services General Counsel ● Division Support Services Human Resources

Schools and Central DU's Review of the 2023-2024 Results and 2024-2025 Plans -
Trustee Results Review

November 29, 2024
9:00 To 11:30 AM

CENTRAL RESULTS REVIEW
TRUSTEES: Jan Sawyer Julie Kusiek Saadiq Sumar
<i>Darrel Robertson, Superintendent</i> <i>Cliff Richard</i> <i>Chief Infrastructure and Technology Officer</i>
<u>DECISION UNITS:</u> Infrastructure Technology & Information Management

DATE: September 10, 2024

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Actions Taken Under Delegation of Authority – 2024 Summer Recess

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

REFERENCE: [Board Policy CHA.BP – Board Delegation of Authority Education Act – Section 52\(1\)](#)
[June 18, 2024, Board Report – Delegation of Authority – 2024 Summer Recess](#)

ISSUE

The Superintendent reports to the Board on any decisions he made under the Delegation of Authority during the summer recess on matters that would normally be brought to the Board.

BACKGROUND

The Board passed the following motion at the June 18, 2024, Board meeting:

1. That in accordance with Section 3 of the Education Act Board Procedures Regulation, any special Board meetings during the 2024/2023 summer recess be at the call of the Board Chair or, in their absence, the Board Vice-Chair.
2. That in accordance with Section 52(1) of the *Education Act*, effective immediately following the June 18, 2024, Organizational Board meeting, delegation of authority to the Superintendent of Schools to make decisions during the 2024 summer recess on behalf of the Board be approved.
3. That a report of all such decisions be brought to the first public Board meeting in the fall of 2024.

CURRENT SITUATION

The Superintendent reports that he took no actions on behalf of the Board.

KM:ca

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 was 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

SO:km

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

20,900	20% of 104,501 students (actual) from 2022–23
+	
33,000	30% of 110,002 students (estimated) from 2023–24
+	
57,903	50% of 115,805 students (projected) from 2024–25
=	
111,803	WMA student FTE* enrolment funding for 2024–25

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.



DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Dawn Hancock, Chair, Infrastructure Committee
Trustee Julie Kusiek, Infrastructure Committee
Trustee Sherri O’Keefe, Infrastructure Committee

SUBJECT: Infrastructure Committee 2023-2024 Work Plan Summary

RESOURCE STAFF: Kim Holowatuk, Roland Labbe, Karen Mills, Carla Stolte, Cliff Richard, Christopher Wright

REFERENCE [Trustees’ Handbook](#), Section 6.1.2 – Board Committees, Infrastructure Committee

ISSUE

The Infrastructure Committee is responsible for developing and presenting to the Board of Trustees an annual work plan. This report summarizes the committee’s accomplishments over the past school year.

BACKGROUND

The Board of Trustees approved the formation of a Trustee Infrastructure Committee on April 10, 2014, to assist Trustees in further understanding the issues, impacts and next steps related to infrastructure over the course of their term. A Terms of Reference was developed and actions are informed through the development of an annual work plan. The Infrastructure Committee 2023-2024 work plan was approved at the November 7, 2023, Board meeting.

CURRENT SITUATION

The majority of the items on the 2023-2024 work plan have been completed. Advocacy for funding for high-quality, adequate learning environments that keep pace for growing student enrolment happened throughout the year through meetings with and letters to provincial Ministers and City officials, the committee’s input to the Three-Year Capital Plan and the sharing of an infrastructure fact sheet and slide presentation.

Following engagement with the provincial government, the options for alternative infrastructure funding model was significantly updated with a comprehensive plan addressing immediate-, interim- and long-term capital needs.

One of the committee’s most notable accomplishments is the update to the Real Estate Strategy values statement, which gives Administration a clear direction when recommending closed school sites and non-reserved sites as surplus.

Over time, building off previous committees’ work, a number of initiatives were identified and regular reporting to the Board of Trustees on infrastructure-related topics have been established as accountability measures. These include, but are not limited to, the documents listed below:

- 10-Year Facilities Plan

- Three-Year Capital Plan
- Energy and Environmental Strategy Update
- Transportation Update
- Student Accommodation Plan
- Operational Efficiencies Update
- Centre for Education Capital Plan
- Real Estate Strategy
- Playground Guide

Discussions with City Council around long-term city neighborhood planning and active transportation are yet to be scheduled, but can be planned through the Board chair and administration.

Given the completion of the work plan items and the significant number of reports on infrastructure-related issues that are regularly delivered to the Board, the committee recommended that the Infrastructure Committee be disestablished. That recommendation was approved at the May 28, 2024 Caucus meeting.

KEY POINTS

The Infrastructure Committee:

- completed the goals set out in their work plan
- reviewed the infrastructure-related reports delivered to the Board annually
- recommended the disestablishment of the Infrastructure Committee. This recommendation was approved at the May 28, 2024 Caucus meeting.

ATTACHMENTS and APPENDICES

Attachment I Infrastructure Committee 2023-2024 Work Plan

Attachment II Infrastructure Fact Sheet

DH:km

Infrastructure Committee 2023-2024 Work Plan

PURPOSE

The committee's purpose as outlined in the Terms of Reference is:

- Understand the impacts of infrastructure to students, families, communities, and the Division, both positive and negative.
- Assist Trustees in further understanding the issues, impacts and next steps related to infrastructure, over the course of their term.
- Recommend governance direction in matters related to the implementation of the Division's infrastructure strategy, as articulated through a suite of instruments including:
 - EA.BP Infrastructure Planning Principles
 - Student Accommodation Plan
 - Ten-Year Facilities Plan and Three-Year Capital Plan
 - Real Estate Strategy
 - Growth Control Model and Low Enrolment Program Model
 - Modular classroom plans and requests
 - Student transportation planning
 - Energy and Environment Strategy
- Advise and provide feedback on strategic infrastructure initiatives.
- Recommend governance direction in matters related to student transportation.
- Consider alternative funding approaches for school infrastructure and outline the feasibility of these approaches.
- Advocate for infrastructure and student transportation support through multiple interests such as the City of Edmonton, Province of Alberta and other school jurisdictions.

ACTIVITIES

- Continue advocacy for funding for high-quality, adequate learning environments that keep pace for growing student enrolment, including sustainable, predictable infrastructure funding
 - Highlight the need for both new spaces and modernizations
 - Continue advocacy for incorporating space for mental health services within schools
 - Raise awareness of the benefits of making space within existing inventory or building new spaces to enhance career-focused programming
 - Bring attention to need for modularity, as well as a more transparent process for their acquisition
- Explore advocacy opportunities and supportive governance direction for environment-related infrastructure developments
 - Participate in the review of EA.BP Infrastructure Planning Principles, with an environmental active transportation lens
 - Follow up with federal government on proposed carbon tax strategy for school divisions
- Explore advocacy opportunities and governance around student transportation
 - Work in collaboration with the City of Edmonton and other partners to improve active transportation options for students and staff to Division buildings

- Champion improvements to the playground construction and renewal process
 - Work with the partners including parent groups, the City of Edmonton, Province of Alberta and advice of Division staff to streamline processes and overcome challenges to the current playground construction and renewal process
- Explore options for alternative infrastructure funding
 - Revisit, and update where necessary, the foundational work done by previous Infrastructure Committees
 - Collaborate with other metro school divisions to see if there is common ground for advocacy
- Recommend an implementation plan for Real Estate Strategy

SUPPORTING ACTIONS/INFORMATION REQUESTED FROM ADMINISTRATION

- Plans and reports as highlighted in the Purpose section above
- Periodic verbal updates on the Energy and Environment Strategy
- Updated information in the committee's Background Reading Google Folder

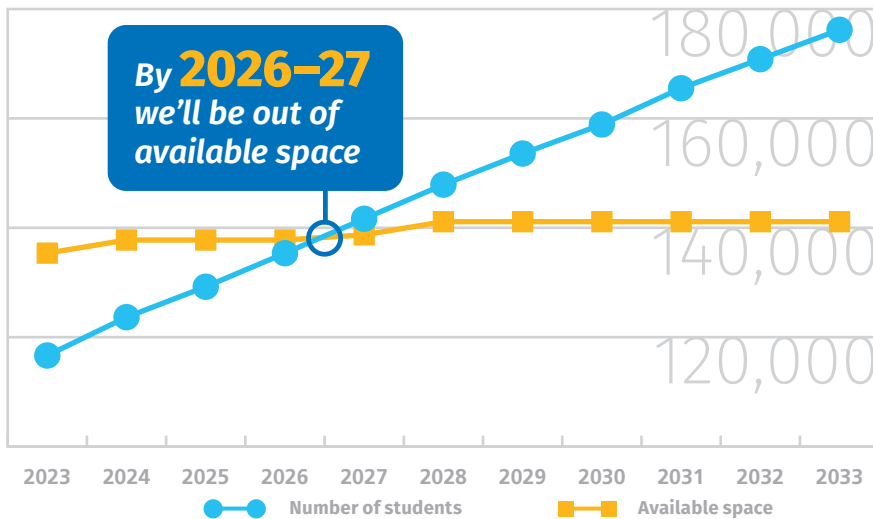
REQUESTED RESOURCES

- Continued support of the Infrastructure department and Director Board and Superintendent Relations
- No funding needs are anticipated at this time

Space to learn is critical to a good education.

Every year, more students enrol in Division schools. With this growth and few new school announcements, there is more pressure on existing school space.

Number of students vs. available space




It takes
3-5
years to
build and open
a new school.

When space is limited, so are parents' options.

As school space fills up, families will have fewer options when schools close boundaries and implement lotteries for registration.



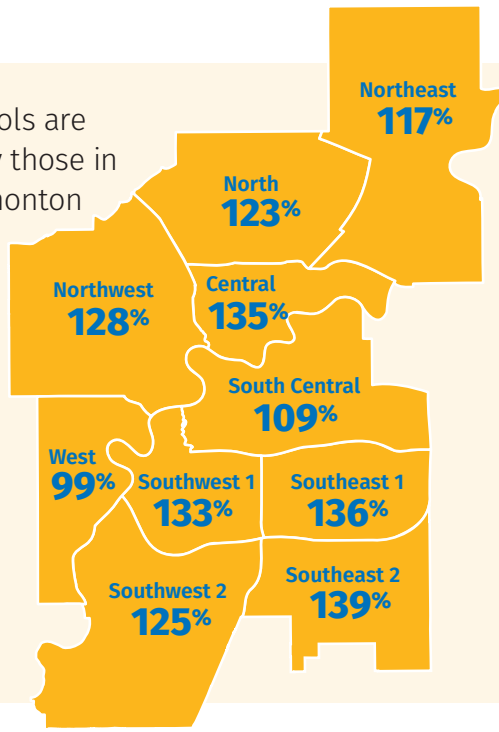
In 2024-25 there will be 7 lottery schools.



We introduced growth control measures in 2020. A **lottery system** is the final stage.

Many Division schools are filling up, especially those in growing, south Edmonton communities.

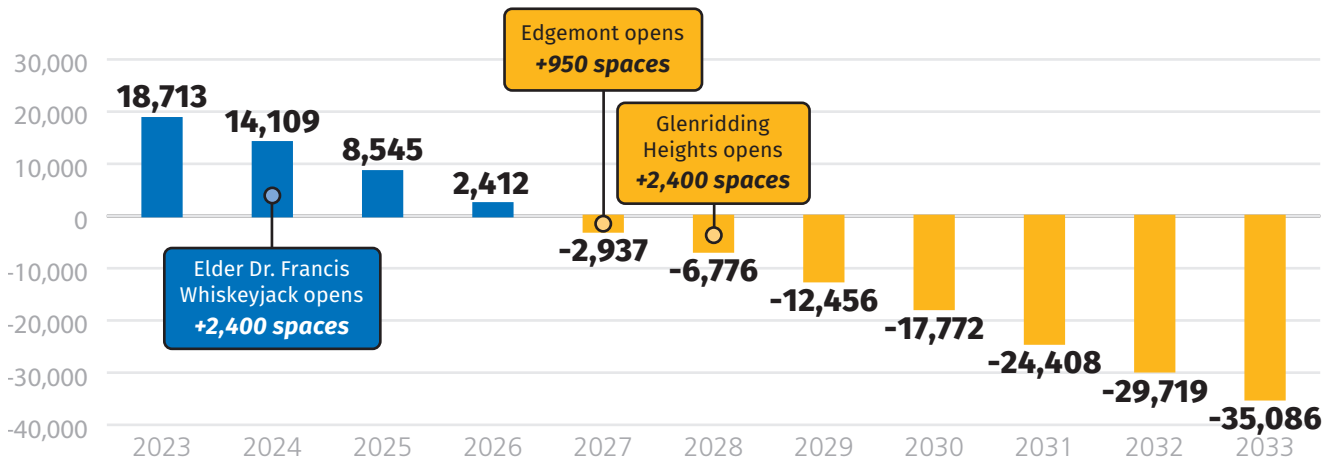
School space usage by 2033



When space is limited, schools prioritize classrooms, so:

- ✓ common areas that benefit students, such as learning commons and art rooms, are turned into full-time classrooms
- ✓ schools reclaim leased space from community partners, such as childcare providers

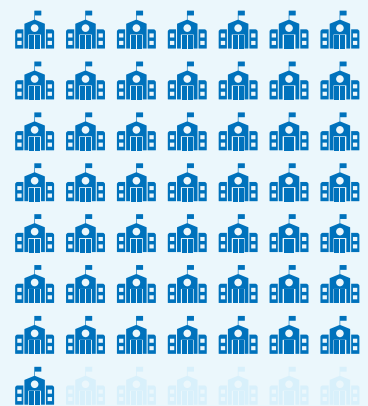
The **growth in Edmonton Public Schools** continues to **outpace the number of student spaces** being added.



By **2033** there will be almost **60,000 more students** than we have spaces for.

115,176 → **176,106**
 Students in 2023 → Students in 2033

We need **50 new schools** in the next **10 years** to accommodate our growth.



Visit epsb.ca/schools/spaceforstudents for more information.



DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Marcia Hole, Policy Review Committee
Trustee Jan Sawyer, Policy Review Committee
Trustee Saadiq Sumar, Chair, Policy Review Committee

SUBJECT: Policy Review Committee 2023-24 Work Plan Summary

ORIGINATOR: Karen Mills, Director Board and Superintendent Relations

RESOURCE STAFF: Nancy Petersen, Wanas Radwan

REFERENCE: [Trustees' Handbook](#), Section 6.1.3 - Board Committees, Policy Review Committee

ISSUE

The Policy Review Committee (PRC) is responsible for developing and presenting to the Board of Trustees (the Board) an annual work plan. This report summarizes the committee's accomplishments over the 2023-24 school year.

BACKGROUND

The Board approved the membership of the Trustee PRC at the June 20, 2023, organizational Board meeting to assist the Board in the review, revision and development of Board policy. The PRC ensures that Board policies submitted for Board approval are in accordance with Board Policy CH.BP Framework for Policy Development and Review. The [PRC 2023-2024 work plan](#) was approved at the November 28, 2023, Board meeting.

CURRENT SITUATION

Over the course of the 2023-24 school year, the PRC has undertaken the following work to accomplish its goals as set out in its annual work plan.

New Policy Development

- **Development of a school renaming policy:** Currently, the PRC is working on two policies that address school renaming; the intent of the first policy is to provide direction on the review of school names and the intent of the second policy is to provide direction on the naming of schools. These draft policies were shared with the Board of Trustees for review during a scheduled Caucus meeting on May 14, 2024. It is anticipated that a first draft of both policies will be put forward for first reading by the Board in late winter/early spring 2025. Once both policies are completed, EA.BP Infrastructure Planning Principles will be updated regarding any reference to school naming to align with the newly developed policy.
- **Review of Board Policy AB.BP Appeals and the development of a dispute resolution policy:** At the October 10, 2023, Board meeting, the first reading of Board Policy AB.BP Dispute Resolution and Appeals was approved. Following this approval, public engagement occurred through a survey that

was open for four weeks from October 16 to November 12, 2023. The revised policy was approved at the February 6, 2024, Board meeting.

Policy Review and Revision

- **Review of Board Policy GCA.BP Approval of the School Year Calendar:** At the February 6, 2024, Board meeting, the first reading of Board Policy GCA.BP Approval of the School Year Calendar was approved. Following this approval, public engagement occurred through a survey that was open for four weeks from February 12 to March 11, 2024. This survey was supported by a video informing the public about the various requirements and considerations framing the development of the school year calendar. The revised policy was approved at the May 28, 2024, Board meeting.
- **Review of Board Policy FA.BP Human Resources Framework:** Work has been initiated to inform updates to Board Policy FA.BP Human Resources Framework, in alignment with Board Policy HAAB.BP Anti-racism and Equity, and current practices and processes. The work to revise this policy will continue in the 2024-25 school year.
- **Review of Board Policy HFA.BP Sexual Orientation and Gender Identity:** At the May 14, 2024, Board meeting, the first reading of Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression was approved. Following this approval, public engagement occurred through a survey that was open for four weeks from May 15 to June 12, 2024. The revised policy was approved at the June 18, 2024, Board meeting.
- **Annual Review of Student Behaviour and Conduct:** Section 33 of the *Education Act* requires an annual review of the code of conduct for students. To comply with this, Board Policy HG.BP Student Behaviour and Conduct was reviewed and was brought forward to Board on May 28, 2024. In the 2024-25 school year, the PRC will use data collected from engagement opportunities that address safety, feelings of belonging and the Division's efforts towards becoming an anti-racist organization to inform a more comprehensive review of Board Policy HG.BP Student Behaviour and Conduct.

Longer Term Policy Work

- **Review of Board Policy EO.BP Environment:** The work to look at this policy is preliminary and is intended to build the Board of Trustees' capacity around this topic. This work may involve environmental scans; exploring emerging trends, issues and evidence related to each topic. The preliminary work will inform next steps for this policy area.
- **Review of Board Policy HA.BP Inclusive Education:** The PRC is anticipating the release of the updated *Standards for Special Education* from Alberta Education. Work to revise the policy should reflect alignment with the provincial standards; the PRC will initiate work to review the policy once the revised provincial standards have been released.

Emerging Policy Work

- **Rescindment of Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives:** On March 14, 2024, Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives was rescinded. The rescindment followed changes that were made to the *Trustees' Handbook* section 5.2.3 Comments from the Public and Staff Group Representatives.
- **Revision to Board Policy CHA.BP Board Delegation of Authority:** Based on the recommendations approved at the April 30, 2024, Board meeting, Board Policy CHA.BP Board Delegation of Authority was revised. The revised policy reverts authority over decisions, contracts or agreements with or relating to policing, security or paramilitary organizations back to the Superintendent of Schools.
- **Revision to Board Policy HAA.BP First Nations, Métis, and Inuit Education:** On February 6, 2024, the definition for the term "reconciliation" was revised in Board Policy HAA.BP First Nations, Métis, and

Inuit Education. The changes made to this definition were completed in collaboration with subject matter experts in the Division.

KEY POINTS

- Board Policy AB.BP Dispute Resolution and Appeals was approved at the February 6, 2024, Board meeting.
- Board Policy GCA.BP Approval of the School Year Calendar was approved at the May 28, 2024, Board meeting.
- Board Policy HFA.BP Sexual Orientation, Gender Identity and Gender Expression was approved at the June 18, 2024, Board meeting.
- The annual review of Board Policy HG.BP Student Behaviour and Conduct was conducted.
- Work continued from the 2022-23 school year to inform the drafting of a policy that addresses the renaming of schools.
- The Policy Review Committee responded to emerging work, including the rescindment of Board Policy IAB.BP Comments, Delegations and Presentations at Board Meetings by Public and Staff Representatives and revisions to Board Policies CHA.BP Board Delegation of Authority and Board Policy HAA.BP First Nations, Métis, and Inuit Education.

SS:wr

DATE: September 10, 2024

TO: Board of Trustees

FROM: Trustee Trisha Estabrooks, Advocacy Committee
Trustee Julie Kusiek, Advocacy Committee
Trustee Marsha Nelson, Chair, Advocacy Committee
Trustee Sherri O’Keefe, Advocacy Committee

SUBJECT: Advocacy Committee 2023-2024 Work Plan Summary

RESOURCE Karen Mills

STAFF:

REFERENCE [Trustees’ Handbook](#), Section 7.5 - Advocacy Committee

ISSUE

The Advocacy Committee is responsible for developing and presenting to the Board of Trustees an annual work plan. This report summarizes the committee’s accomplishments over this school year.

BACKGROUND

The Advocacy Committee was affirmed on June 23, 2020. The Committee Terms of Reference were finalized on October 21, 2020. The Advocacy Committee is an ad hoc committee of the Board and is responsible for assisting the Board of Trustees in developing, carrying out, and evaluating advocacy initiatives for building positive intergovernmental and public relations as a way of furthering Division priorities and the Board’s Strategic Plan with families, students and community.

CURRENT SITUATION

Rather than create a new work plan, the Advocacy Committee continued the work set out in the 2022-2023 work plan (see Attachment I), keeping mental health, funding and infrastructure as the key areas of focus. Advocacy was a topic of discussion at the Board’s fall planning meeting in early September. Over the summer of 2023, MLA Nicolaides was appointed as the Education Minister and the Premier provided mandate letters to all Ministries. Trustees reviewed the mandate letters and identified the ties to Education, connections to work already happening in the Division and opportunities for collaboration.

The Board continued their advocacy discussion at a session on September 29. At this session, Trustees discussed the various audiences they wished to reach and noted that, due to different levels of existing knowledge, different information was needed by different audiences. Trustees agreed on a desire to build an advocacy campaign where messages for different audiences complemented each other and were timed for maximum impact. To design such a campaign, they felt that it would be best to contract outside expertise.

The Advocacy Committee undertook a Request for Information (RFI) process to collect information about what was available in the marketplace that could meet the Board’s service requirements. The RFI was

issued on December 18, 2023 and closed on January 19, 2024. Six firms responded, the majority of which had the skills and experience being sought.

In February, the committee developed an information sheet and key messages for Trustees to share regarding the Division's space crunch and need for new schools and funding to support aging schools. The materials were used to raise awareness prior to the provincial government's Budget 2024.

At the March 5 Caucus Committee meeting, the Advocacy Committee brought forward a recommendation to conduct a Request for Proposal process for an external consultant to assist in the development of a plan to enhance advocacy efforts and relationship building. Through discussion at the meeting, however, Trustees identified that the progress in meeting with government officials, increased funding pressures and the effectiveness of in-house developed communications supports diminished the desire for external expertise. Rather than proceed with a Request for Proposal, they agreed to have a facilitated conversation to define next steps.

On April 23, an external facilitator guided Trustees in a conversation to review existing materials, barriers to communication, and desired outcomes. Through the conversation, Trustees decided to develop resources in-house for factual communications material to raise awareness regarding key issues. The Board also decided to develop an advocacy strategy internally and reassess their support for advocacy activities in three to six months.

KEY POINTS

- The Advocacy Committee conducted a Request for Information process to collect information about what was available in the marketplace that could meet the Board's advocacy and communications requirements.
- Through further discussion, the Board decided to produce a strategy and materials in house rather than contracting an external consultant.
- The committee produced an infrastructure information sheet and key messages for Trustees' use prior to the province's Budget 2024.

ATTACHMENTS and APPENDICES

ATTACHMENT I Budget Watch 2024: Infrastructure information sheet

MN:km

Advocacy Committee 2022-2023 Work Plan

KEY AREAS OF FOCUS

At the Advocacy Committee's meeting on October 26, 2022, they confirmed three key areas of focus for advocacy efforts.

1. Mental Health

Priority 3 of the Strategic Plan is to promote a comprehensive approach to student and staff well-being and mental health. Students need good mental health to fully engage in learning and staff need good mental health to be able to fully support students. It is also important to remember that education dollars need to be spent on education, not healthcare, and that teachers are not healthcare professionals. Therefore, advocacy to provide for sustained, funded, accessible mental health care for staff and students in our schools is critical. Recommendations from the [Child and Youth Well-being Report](#) will be important touchstones in this work.

2. Space Needs

Growing enrolment in Edmonton Public Schools and a lack of capital announcements means the Division is running out of space for students, particularly in new neighbourhoods. Currently, the overall average utilization rate of the Division is at 80 per cent and estimated to increase this school year, with many individual schools already well past that rate. When schools hit the 85 percent utilization rate, they retain little flexibility to organize students for instruction. The lack of space is creating challenges for providing choice and is limiting the Division's ability to provide diverse learning environments. The lack of space is directly impacting families and students and leading to long bus rides, fragmented communities and crowded schools. Advocacy on this topic aligns with Strategic Plan Priority 1: Build on outstanding learning opportunities for all students.

3. Funding

The Division requires adequate, sustainable and predictable funding to ensure accessible and equitable public education for every child. This aligns with Strategic Plan Priority 1: Build on outstanding learning opportunities for all students. Specific areas of advocacy may include impacts of the weighted moving average, infrastructure and transportation funding, and funding for students requiring specialized supports.

Each topic was identified for advocacy at the Trustee off-site meeting in September, has been highlighted as an area of need in reports from administration, and aligns with the Strategic Plan.

Topics that aligned with Priority 2 of the Strategic Plan - Advance action towards anti-racism and reconciliation - were discussed by the committee. However, committee members decided that, because a lot of work aligned with this Priority is already underway and more is already planned for this year, it did not need to be one of the Advocacy Committee's areas of focus. Committee members readily agreed that the committee will be ready to offer advocacy support for any of the Priority 2 work that is being conducted, should it be needed.

The committee decided that while all the areas of focus have short-term (pre-provincial election) actions and longer-term relevance, they will focus their attention this year on pre-election initiatives. The

committee's work will have a tone and overarching goal to collaborate and build a stronger relationship with the provincial government.

The Advocacy Committee will:

- Develop an advocacy calendar to identify key issues, events, and synergies between existing communication and stakeholder engagement efforts and the key areas of focus, to capitalize on opportunities for advocating while using resources efficiently and consolidating materials for stakeholders.
- Identify potential partnerships that could amplify the Board's advocacy efforts.
- Develop key messages, along with other communications materials as needed, including the materials developed by the previous Advocacy committee, for each area of focus and identify target audiences and desired outcomes for all advocacy efforts. One item of focus will be the development of "Questions to Ask Candidates", along with messaging about what Edmonton Public Schools needs and advocacy efforts already made by the Board. The target for the completion of these materials is the end of February 2023.
- Suggest approaches and draft responses for emerging issues on which the Board wishes to advocate.
- Respond on an as-needed basis to emerging issues.

REQUESTED RESOURCES

- Staff to assist in the development of key messages. The Committee will work with the Director Board and Superintendent Relations to define the scope of work and required resources.
- If funds are required, the Committee will present a project plan and budget for the Board's approval prior to undertaking work in this area.

What Edmonton Public School Board Trustees are Watching for in the Provincial Budget

Funding needed for infrastructure

We are one of the fastest growing school divisions in Alberta, growing by about 5,000 students annually. That’s enough students to fill two new high schools each year! Unfortunately, provincial funding of new school construction is not keeping pace with our enrolment growth.

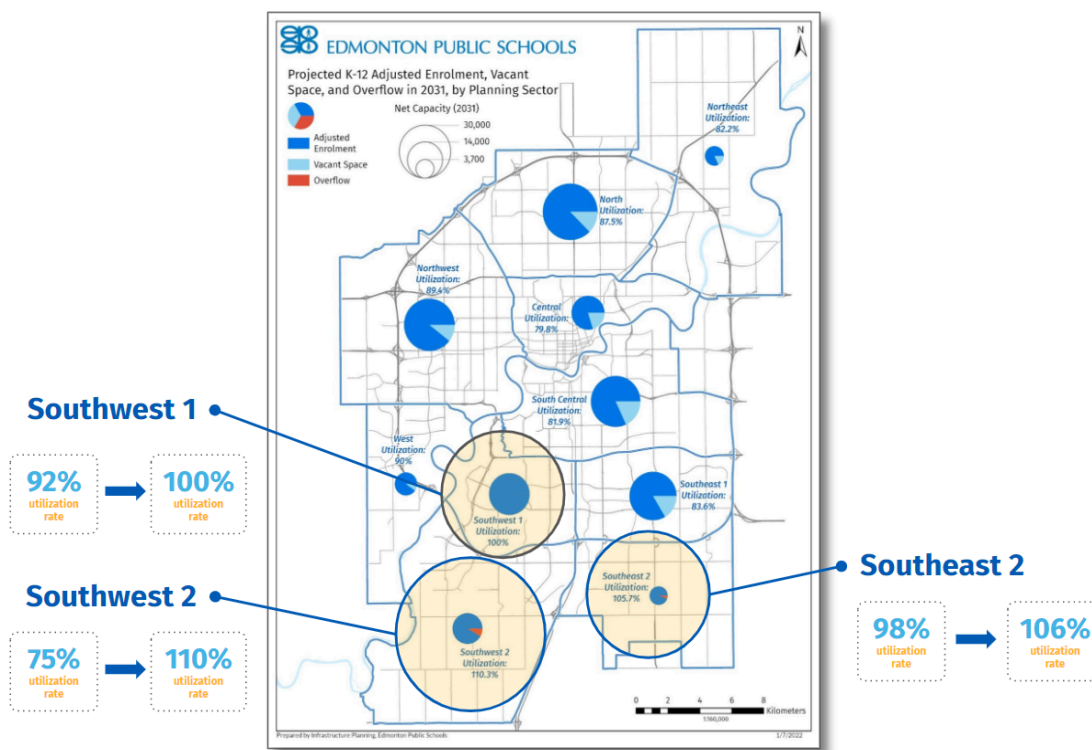
We have over 115,000 students in 215 schools. We believe every one of them deserves a great school building, no matter where they live. As shown in our [capital plan](#), we need new schools for our growing student population and funding to support our older schools.

The Province funds new school construction, decides when and where schools are built and controls how much money we get to repair our older buildings. In Budget 2021-22, EPSB received no new school funding and in Budget 2022-2023 received construction funding only for one K-9 school; our families are feeling the impacts.

Our schools are FULL

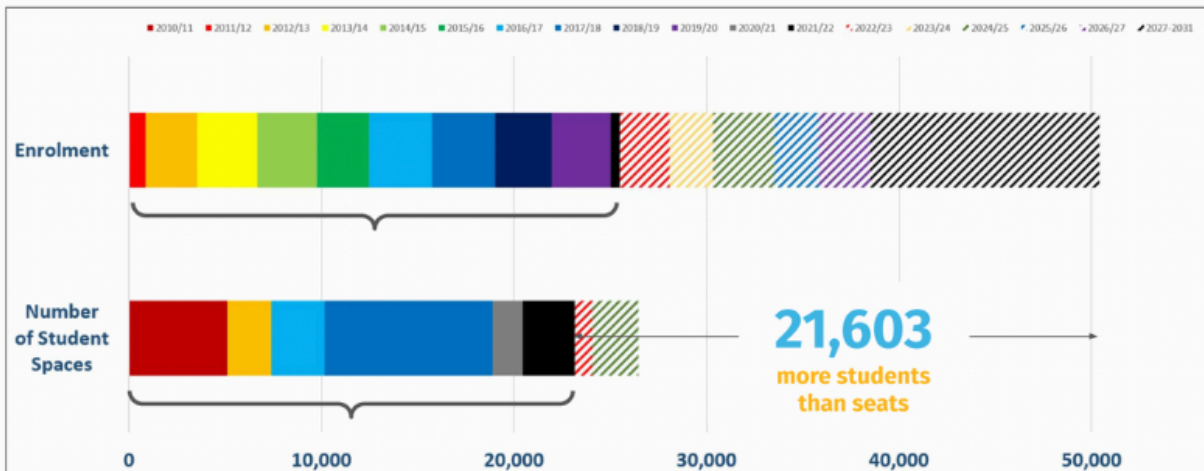
Division-wide, our schools are averaging 82 per cent utilization. This means that all classrooms are full except for one or two where staff can work with individual or small groups of students as needed. At 90 per cent utilization, that “extra” classroom space is generally no longer available. At 100 per cent utilization, art rooms, music rooms and learning commons are used for regular classroom space and can no longer be used for their intended purpose. In other words, with our Division at 80 per cent, we are FULL.

Space utilization by sector: 2031 projection

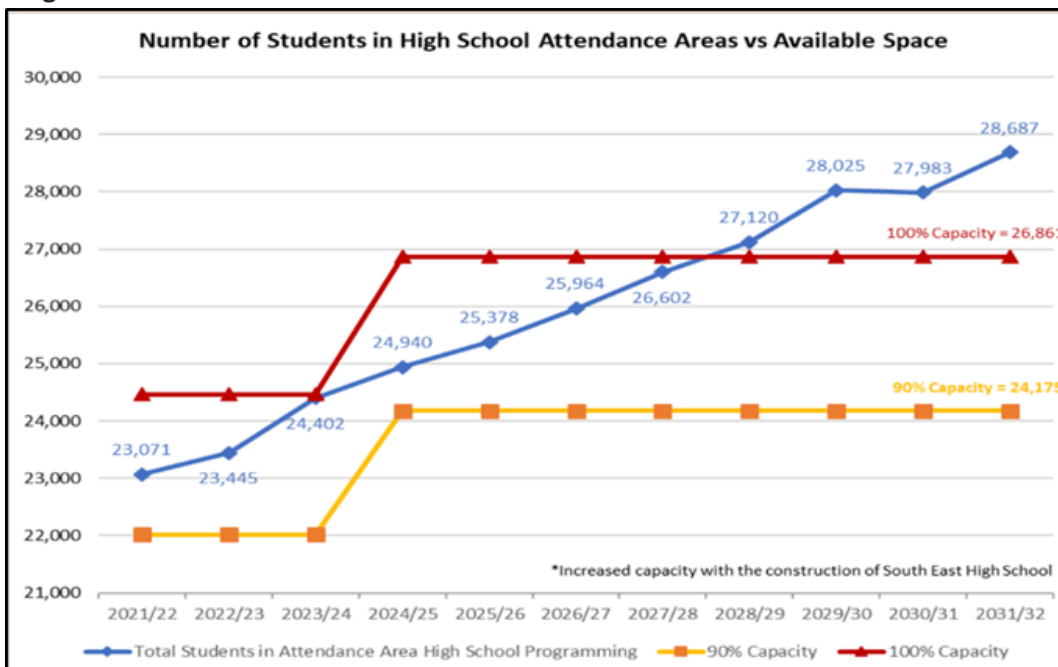


The Division’s most acute need is high school space; we will be out of high school capacity in 2027. This is despite the new spaces at Dr. Anne Anderson School (1900 spaces opened in September 2021) and the new Elder Dr. Francis Whiskeyjack high school opening September 2024 in The Meadows (2400 spaces). We also already have seven schools that have gone to a lottery system because they aren’t able to accommodate all the students in their immediate vicinity. This isn’t ideal for anyone.

EPSB enrolment vs capacity growth - 2010 to 2031



Space demands: high school



[Capacity change in 2024/25 reflects the opening of the high school in The Meadows.]

Without new schools on the horizon, it’s critical to maintain our current schools. However, over half of our schools are more than 50 years old. It would cost about \$900 million to modernize all our buildings, and that would only repair them without significantly improving their layouts to match learning environments that newer schools provide. Right now, we have to take approximately \$28 million out of classrooms each year to run our buildings because we don’t get enough operating funds from the Province.

We believe schools are the hearts of our communities, and we want to keep that heartbeat healthy. We’ll be watching the Provincial budget for help with that.

Resources:

- [Three-Year Capital Plan 2024-2027](#)
- [Ten-Year Facilities Plan 2023-2032](#)
- [Student Accommodation Plan 2023-2024](#)