



GOLDEN HILLS SCHOOL DIVISION

AGENDA

TYPE: Regular Board Meeting

DATE: 10/26/2021 **TIME:** 9:30 AM

LOCATION: Boardroom of the Golden Hills School Division

DETAILS:

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

Mission: Intentionally maximizing learning for all

1.0 Attendance

2.0 Call to Order

3.0 Acknowledgment

4.0 In Camera

4.1 In Camera

Action

4.2 Out of In Camera

Action

5.0 Approval of Agenda

5.1 Approval of Agenda

Action

6.0 Welcome Public, Vision and Mission Statements

7.0 Presentation of Minutes

7.1 Regular Minutes of September 28, 2021

Action

8.0 REPORTS

A) Chair's Report

B) Board Committees

C) Board Representatives to External Organizations

D) Administration Reports

9.0 NEW BUSINESS

A) Action Items

9.1 Mandatory Staff Vaccination and Testing (B. Daverne)

Action

B) Information Items

9.2 Enrolment Monitoring Report (September 2021) (T. Sabir)

Info

9.3 IMR and Capital Projects Report (T. Sabir)

Info

9.4 Human Resources Monitoring Report (W. Miskiman)

Info

9.5 School Division Three-Year Education 2021-2024 Plan and Assurance Measure Results
(B. Daverne)

Info

9.6 Elections Review 2021 (T. Sabir)

Info

10.0 ADJOURNMENT

10.1 Adjournment

Action



MINUTES

Golden Hills School Division No. 75

Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

Tuesday, September 28, 2021 (9:30 AM)

1.0 Attendance

Present:

a) Chair

- Laurie Huntley

b) Vice Chair

- Jennifer Mertz

c) Trustees

- Barry Kletke
- Rob Pirie
- Justin Bolin

d) Superintendent

- Bevan Daverne

e) Secretary Treasurer

- Tahra Sabir

f) Associate Superintendent

- Jeff Grimsdale

Absent:

c) Trustee

- Jim Northcott (prior commitment)

g) Deputy Superintendent

- Wes Miskiman (prior commitment)

2.0 Call to Order

Chair Huntley called the meeting to order at 9:33 a.m.

3.0 Acknowledgment

We would like to acknowledge that we are on lands in the Treaty 7 area. We are making this acknowledgment to demonstrate our commitment to work together as a community in laying the foundation for reconciliation through education.

4.0 In Camera

4.1 In Camera

Recommendation: BD#20210928.1001

MOVED by Trustee Pirie that the Board of Trustees go In Camera at 9:33 am.

4.2 Out of In Camera

Recommendation: BD#20210928.1002

MOVED by Trustee Bolin that the Board of Trustees rise from In Camera at 10:30 am. Break Recessed at 10:30 am Reconvened at 10:51am

5.0 Approval of Agenda

5.1 Approval of Agenda

Recommendation: BD#20210928.1003

MOVED by Trustee Kletke that the Board of Trustees approve the September 28, 2021 agenda as presented.

6.0 Welcome Public, Vision and Mission Statements

7.0 Presentation of Minutes

7.1 Regular Minutes of August 24, 2021

Recommendation: BD#20210928.1004

MOVED by Trustee Pirie that the Board of Trustees approve the August 24, 2021 Regular Minutes.

7.2 Special Minutes of September 6, 2021

Recommendation: BD#20210928.1005

MOVED by Trustee Mertz that the Board of Trustees approve the September 6, 2021 Special Minutes.

7.3 Special Minutes of September 13, 2021

Recommendation: BD#20210928.1006

MOVED by Trustee Mertz that the Board of Trustees approve the September 13, 2021 Special Minutes.

Lunch

Recessed at noon

Reconvened at 12:43 pm

8.0 REPORTS

A) Chair's Report

Chair Huntley presented information on the following topics:

- Acclaimed Trustees: Trustee Kletke, Trustee Bolin, Trustee Mertz, Trustee Pirie and Trustee Huntley
- August 25, 2021 - Acme tour with Minister of Education, Adriana LaGrange and other Cabinet Ministers and MLA's.

Correspondence received:

- EDC Minister of Education, Adriana LaGrange, and Deputy Minister Andre Tremblay.
- National Day for Truth and Reconciliation
- Updated Guidance for school and school buses
- Immunizations and Proof of Vaccination September 25.
- Orange Shirt Day
- School Year update

Alberta School Boards Association (ASBA) correspondence:

- President's message - National Day for Truth and Reconciliation.
- Release of 2021-2022 Guide to Education
- Weighted Moving Average (WMA)
- Speakers Corner - October 5, 2021
- Long Service Awards
- Curriculum Engagement Guide and Survey
- Post Election ASBA Resources
- ASBA Advocacy regarding COVID
- Fall General Meeting Bylaws
- School Year Plan Update
- Manitoba's Education Modernization Act

Public School Boards' Association of Alberta (PSBAA) correspondence:

- Report on Homeschooling in Alberta research paper - Zoom presentation
- The Advocate, September 15, 2021 edition, sent out by Troy Tait, Executive Director and CEO of PSBAA.

Other correspondence:

- Marilyn Dennis, Calgary Board of Education, sent letter regarding COVID to the Minister of Education, Adriana LaGrange. Along with Edmonton Public and St. Paul Education.
- Parent COVID letter inquires, five (5) inquiries.
- ASBA Draft K-6 Curriculum Engagement PowerPoint

- ASBA Superintendent Evaluation and Contractual Obligations PowerPoint

B) Board Committees

Trustee Pirie presented information on the following topics from Alberta School Boards Association (ASBA) Zone 5: - Reviewed ASBA Zone 5 Financials Trustee Kletke presented information on the following topics from Public School Boards' Association of Alberta (PSBAA): - Discussed elections for PSBAA

C) Board Representatives to External Organizations

Nothing to report on currently.

D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Expressed congratulations to the acclaimed Trustees for Golden Hills School Division.
- Reminder: asebp packages for Trustees should be returned by October 26, 2021.
- Modulars - product shortage is delaying the installation of the modulars at Trinity Christian Academy.
- Reserves
- Acme School Fire - discussed remediation process with Trustees and showed PowerPoint of fire damage.
- Weighted Moving Average (WMA) - accounting adjustment as Boards are held harmless for 2020/2021 due to the Pandemic.

Associated Superintendent Grimsdale presented information on the following topics:

- Discussed August 30, 2021 Collaboration Day.
- September 30, 2021 - Celebrated Truth and Reconciliation Day - worked with Liaisons, put resource packages together for all grades.
- September 29, 2021 - New Blood Production will have a special presentation only that day.
- Discussed dual credit program agreement with (SAIT) Southern Alberta Institute of Technology.

Superintendent Daverne presented information on the following topics:

- HR update:
 - Fall staffing completed - excellent candidates.
 - Joan Boles has been appointed to the Acting Associate Principal position at Drumheller Valley Secondary School effective September 20, 2021.
- Pleased to confirm the 6th year Staff Wellness Program will once again be rolled out.
- School COVID update - schools off to a great start, masks are back in, students are great about it.
- Discussion on COVID vaccinations.
- Monitoring absenteeism and test results in schools - 2020-21 school year there was no transmission in schools, this year nothing to date.

9.0 NEW BUSINESS

A) Action Items

9.1 Locally Developed/Acquired Courses (J. Grimsdale)

Recommendation: BD#20210928.1007

MOVED by Trustee Keltke that the Board of Trustees authorize the use of the acquired locally developed courses and any learning resources detailed in the course outline for use in Golden Hills School Division.

- ESL Expository English (2020) 15/25 (5 credits only), acquired from The Calgary School Division, September 1, 2021 until August 31, 2024.
- Content Literacy 15/25 (3 & 5 credits), acquired from Edmonton Catholic Separate School Division, September 1, 2021 until August 31, 2025.
- Literacy & Composition (2021) 35-5 (formerly AP English), acquired from Red Deer School Division, September 1, 2021 until August 31, 2025.
- Speech and Debate 25/35 (3 credits only), acquired from The Edmonton School Division, September 1, 2021 until August 31, 2021.
- Band (2021) 15/25/35 (3 & 5 credits), acquired from The Calgary School Division, September 1, 2021 until August 31, 2025.
- ESL Introduction to Mathematics (2020) 15 (5 credits only), acquired from The Calgary School Division, September 1, 2021 until August 31, 2024.

B) Information Items

9.2 Preliminary Enrolment Monitoring Report (T. Sabir)

Recommendation:

Secretary Treasurer Sabir presented the September Preliminary Enrolment to the Board of Trustees for information.

Break:

Recess at 2:00 pm

Reconvened at 2:20 pm

9.3 System Enhancement (J. Grimsdale)

Recommendation:

Associate Superintendent Grimsdale presented information to the Board of Trustees on how we are committed to constant improvement, ongoing professional development to learn about and utilize best research-based practices within education.

9.4 Family School Community Resource Program (J. Grimsdale)

Recommendation:

Associate Superintendent Grimsdale presented information to the Board of Trustees on how GHSD Family School Community Resource Program strives to assist students in developing social-emotional learning competencies that they will need to be successful in school and later in life. Understanding and promoting positive mental health in schools is a shared responsibility of parents, educators, and community partners.

9.5 Joint Elections - Trustee Elections 2021 (T. Sabir)

Recommendation:

Secretary Treasurer Sabir presented information on Election partnering with the Village of Acme, Village of Carbon, and the Village of Linden.

10.0 Guest

10.1 Siksika Elder - Advisor to the Board, Clarence Wolfleg Sr.

Recommendation:

Elder Clarence Wolfleg Sr. gave a Blackfoot blessing and did a smudging with the Board of Trustees as a part of Truth and Reconciliation week.

11.0 ADJOURNMENT

11.1 Adjournment

Recommendation: BD#20210928.1008

The Board of Trustees adjourn at 2:50 pm

Chair

Secretary Treasurer



MANDATORY STAFF VACCINATION AND TESTING

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

October 26, 2021

Background:

Adriana LaGrange, Minister of Education and Jason Copping, Minister of Health, have asked Boards to consider the request to develop policies that require proof-of-vaccination, or a negative COVID-19 test for any adult who enters a school. This would include teachers, staff, and parents, but would exclude students.

Attached is the letter from the Minister of Education and Minister of Health.

Recommendation:

That the Board of Trustees considers the joint letter from the Minister of Education and the Minister of Health.

Bevan Daverne
Superintendent of Schools

Tahra Sabir
Secretary Treasurer



ALBERTA
EDUCATION

*Office of the Minister
MLA, Red Deer-North*

Encouraging mandatory proof-of-vaccination policies for adults in schools

**To: Board Chairs of Public, Separate, Francophone and Charter School Authorities
Independent school authorities
Private ECS operators**

Today, Alberta's government announced new measures to further protect students, staff and communities—strengthening what is already in place as we face the challenges of this fourth wave of COVID-19.

It's also clear that the best way to look after each other and to stop the spread of COVID-19 is for every eligible Albertan to get vaccinated. That's why today's announcement included a renewed call to all school authorities as employers, and operators of school facilities, to develop policies that require proof of vaccination or a negative COVID-19 test for any adult who enters a school. This would include teachers, staff and parents, but would exclude students. A school authority cannot deny their students access to education due to immunization status.

Many employers and facility owners already require their employees to submit proof of vaccination or a negative PCR test. On September 30, the Premier announced a new requirement for the Alberta Public Service to submit proof of vaccination or provide a negative PCR or rapid testing result at their own cost. The Premier also encouraged all public employers, and specifically school authorities, to introduce similar policies.

Today we're reaching out to you directly to ask that you consider this request. Taking the steps necessary to have these measures in place as soon as possible will help all of us look out for our fellow Albertans and protect our province's health care system.

Vaccines are among our best weapons to combat this pandemic, and the best way to protect children is to ensure the adults around them are vaccinated. During this critical time we must do all we can to reinforce that message—and to encourage as many Albertans as possible to get vaccinated.

Thank you for your hard work and continued efforts to keep students and staff safe.

Sincerely,

Adriana LaGrange
Minister of Education

Jason Copping
Minister of Health



ENROLMENT BACKGROUNDER

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

October 26, 2021

Background:

The Board of Trustees regularly monitors enrolment and notes trends over time. Funding is primarily enrolment-driven and monitoring and projecting enrolment trends informs the board's budgeting processes.

As per the attached monitoring report, information is provided on the September 30, 2021 enrolment of provincially funded students, Siksika funded students and International funded students.

Recommendation:

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

Bevan Daverne
Superintendent

Tahra Sabir
Secretary Treasurer

Enrolments for September 29, 2021 (subject to change)

SCHOOLS	21/22 ACTUAL		20/21 ACTUAL		Difference from 20/21 to 21/22 ACTUAL	Actual Difference from Projected
	Enrollment #	Total	Enrollment #	Total		
Prairie Christian Academy (Gr. K-12)	275.00		263.00		12.00	2.50
Three Hills School (Gr. K-12)	457.50		443.00		14.50	15.50
Trochu Valley School (Gr. K-12)	235.50		236.50		(1.00)	8.50
Sub Total		968.00		942.50		26.50
Acme School (Gr. K-6, 10-12)	188.50		166.50		2.00	(16.00)
Carbon School (Gr. K-9)	59.00		66.00		(7.00)	0.50
Dr. Elliott Community School (Gr. K-9)	185.50		175.00		10.50	8.50
Sub Total		433.00		427.50		5.50
Drumheller Valley Secondary School (Gr. 7-12)	391.00		404.00		(13.00)	1.00
Greentree Elementary School (Gr. K-6)	321.00		318.50		2.50	(1.00)
Sub Total		712.00		722.50		0.00
Ecole Brentwood Elementary School (Gr. K-6)	208.50		220.00		(11.50)	1.50
Crowther Memorial Junior High (Gr. 7-9)	468.00		488.00		(20.00)	(20.00)
George Freeman School (Gr. K-9)	414.00		368.00		48.00	9.00
Strathmore High School (Gr. 10-12)	854.00		592.00		262.00	34.00
Trinity Christian Academy (Gr. K-9)	188.50		154.50		34.00	17.00
Westmount Elementary School (Gr. K-6)	350.50		345.00		5.50	27.00
Wheatland Elementary School (Gr. K-6)	290.50		284.50		6.00	2.50
Sub Total		2,572.00		2,450.00		122.00
Carsland School (Gr. K-6)	62.50		60.00		2.50	(7.00)
Wheatland Crossing School (Gr. K-12)	327.00		318.50		8.50	1.50
Sub Total		389.50		378.50		11.00
TOTAL	5,074.50	5,074.50	4,921.00	4,921.00	153.50	85.00
Colony Schools	347.00		345.00		2.00	8.50
Drumheller Outreach	17.00		17.00		0.00	0.00
Golden Hills Learning Academy	238.00		331.00		(93.00)	(35.37)
Northstar Academy	448.00		541.00		(93.00)	14.89
Strathmore Storefront	65.00		70.00		(5.00)	1.00
TOTAL	1,115.00	1,115.00	1,304.00	1,304.00	(189.00)	(10.99)
PROVINCIAL FTE TOTAL	6,189.50		6,225.00		(35.50)	74.01
Headcount						
Homeschool	935.00		1,020.00		(85.00)	
Shared Responsibility	194.00		323.00		(129.00)	
Kindergarten at full	204.50		198.00		6.50	
ISS	197.00		200.00		(3.00)	
Siksika	153.00		155.00		(2.00)	
Non-Primary High School	710.00		434.00		276.00	
HEADCOUNT TOTAL	8,583.00	8,555.00	8,555.00	8,555.00	28.00	



IMR MONITORING REPORT

Presented to the Board of Trustees by Bevan Daverne, Superintendent of Schools

Resource Persons:

Kevin Paschal

October 26, 2021

OVERVIEW:

Alberta Education funds school divisions on an annual basis for buildings owned by the jurisdiction.

Alberta Education provides two envelopes of funding for Facilities as follows:

Plant Operations and Maintenance (POM) funding is for general maintenance and operation of school buildings to ensure safe, comfortable, and suitable learning. The majority of POM is based on a per student allocation.

Infrastructure Maintenance Renewal (IMR) & Capital Maintenance and Renewal (CMR) funding is to provide upgrading and/or replacing major building components to meet regulatory requirements for health and safety, extend the life and quality of school facilities meeting the requirements of educational programs and students with special needs, and improve energy efficiency to achieve cost savings.

Infrastructure Maintenance and Renewal (IMR) program is annual funding based on the school year. IMR funding is determined using student enrolment (50%), age of building (24%), area of building (21%), geographic location (3%), and other factors (2%).

Capital Maintenance and Renewal (CMR) Capital Maintenance and Renewal (CMR) program has been implemented, providing funding for specific maintenance and renewal projects

IMR & CMR Funding Schedule History

Year	Dollar Amount
2017/2018 (IMR)	\$ 1,917,574
2018/2019 (IMR)	\$ 1,784,978
2019/2020 (IMR)	\$ 1,942,000
2020/2021 (IMR & CMR)	\$ 1,935,190

Summary of 2020/2021 Funding

Description	Amount
Annual IMR Funding 2020/2021	\$ 1,935,190
Last year's carry forward	\$ 13,210.00
Summer Projects	\$ 1,480,244*
Contingency	\$150,978

SUMMARY & IMPLICATIONS:

Currently Golden Hills has an approximate asset replacement cost of \$297,600,000 in owned schools and facilities. Industry standard advises a minimum benchmark of 1.5% to 3% of Infrastructure Maintenance Renewal Funding. These are funds considered necessary for annual preservation and maintenance of buildings. The combined funding from IMR and CMR is a total of \$4.5M which meets the industry standards.

PowerPoint to be presented at the board meeting.

RECOMMENDATION:

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



Bevan Daverne
Superintendent



Tahra Sabir
Secretary Treasurer



Human Resources Backgrounder

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

October 26, 2021

Background:

The information presented in the attached Human Resources Monitoring Report illustrates information on staffing demographics and levels to assist the Board in fulfilling its governance role.

Powerful Learning provides an overall framework for system improvement in Golden Hills. In order to achieve the proposed shifts, Human Resources is focussing on staffing decisions that support this framework. This supports a comprehensive approach to facilitate a competency-based system to achieve the desired outcomes.

As we strive to be an employer of choice, we are focussed on supporting and growing our staff with specialized supports, programs, and benefits so that we can not only recruit but retain the very best teachers and support staff for our students.

Recommendation:

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

Bevan Daverne
Superintendent

Wes Miskiman
Deputy Superintendent



HUMAN RESOURCES MONITORING REPORT

Presented to the Board of Trustees by Bevan Daverne, Superintendent of Schools

Resource Person:

Wes Miskiman, Deputy Superintendent of Schools

October 26, 2021

REPORTING PERIOD: (Actuals 2020-2021 & Estimates to Current 2021-2022)

OVERVIEW:

- Information presented assists the Board in fulfilling its governance role.
- Local decision-making is facilitated by “site-based management” (eleventh year of operation)
 - Local decision-making helps address the unique circumstances in each school.
 - Staffing levels are based on the number of students and the local needs.

SECTION I: Overview of Staffing (Based on Data as of October 15, 2021)

- **Total Certificated Staff (Teachers)** – Head Count is in black and the FTE is in blue and in brackets

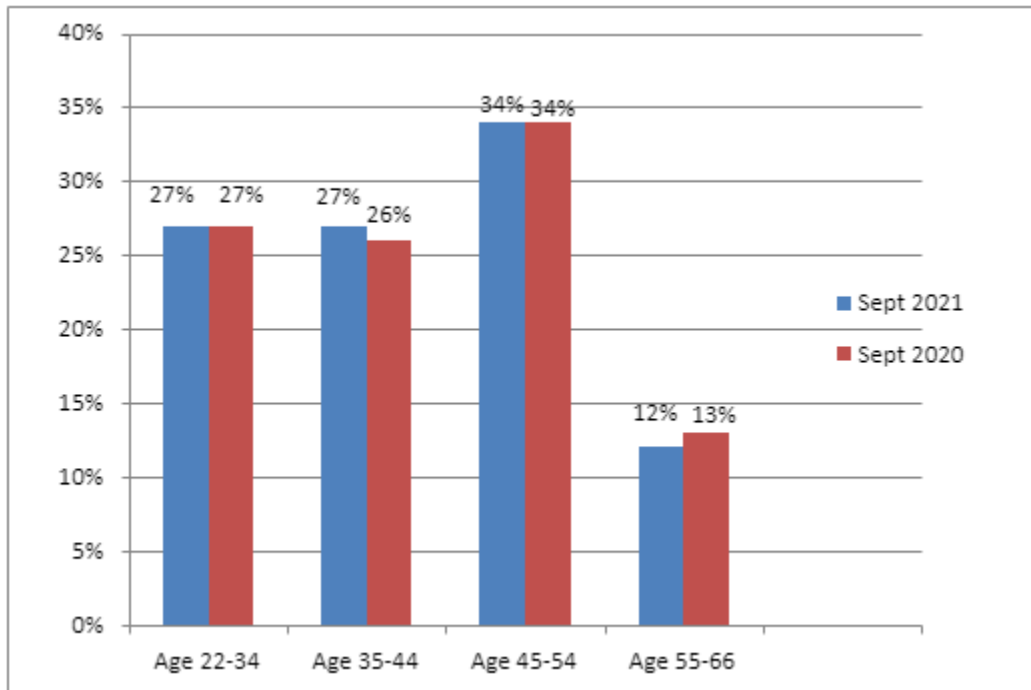
Role of Certificated Staff	2021-2022	2020-2021
School Based Certificated Staff	389 (366.11)	383 (360.4)
Educational Consultants (Certificated)	3 (2.6)	3 (2.6)
Instructional Coaches	5 (4.7)	5 (4.5)
Early Intervention- Literacy/Numeracy Teachers	8 (7.3)	8 (7.6)
Director of Learning	1 (1.0)	1 (1.0)
Superintendent/Associate Superintendents	3 (3.0)	3 (3.0)
Total	409 (384.71)	403 (379.1)

Note: An overall increase of approximately 5.61 FTE teachers which is in line with the budget and with the increase in student enrolment.

- **Gender Breakdown of Certificated Staff**

Gender	2021-2022		2020-2021	
	Number	Percentage	Number	Percentage
Female	294	73%	287	71%
Male	115	27%	116	29%
Total	409	100%	403	100%

- **Age Percent of Total Certificated Staff by Head Count**



The goal is to increase the percentages of younger staff through a process of succession planning and retirements.

- **Total School-Based Support Staff** – Head Count is in black, and FTE is in blue as of October 15, 2021

Job Classification	2021-2022	2020-2021
Educational Assistants	172* (141.8)	140* (115.4)
Secretaries	40 (35.61)	40 (34.7)
Caretakers**	30 (26.6)	30 (26.7)
Family Resource Workers	11 (9.09)	10 (7.9)
Maintenance	14 (13.4)	13 (12.4)
Transportation	71 (71)	75 (75)
International	22 (19.1)	20 (17.8)
Division Office Support	25 (23.6)	25 (24.6)
Total	385 (340.22)	353 (314.5)

*We normally start the new school year down in EA numbers and add additional EA's throughout the year as students are designated or student need increases. This school year, we were able to add EA support prior to October 15, 2021 so the increase in FTE are included in this report. The

increase in educational assistants is also as a result of the implementation of the targeted intervention program and additional speech and occupational therapy supports.

**Due to the need for additional cleaning/sanitizing during the day in our schools we hired 4 part-time Porters and additional contracted cleaners which are not included in the above numbers.

- **Certificated vs. Non-Certificated Educational Assistants**

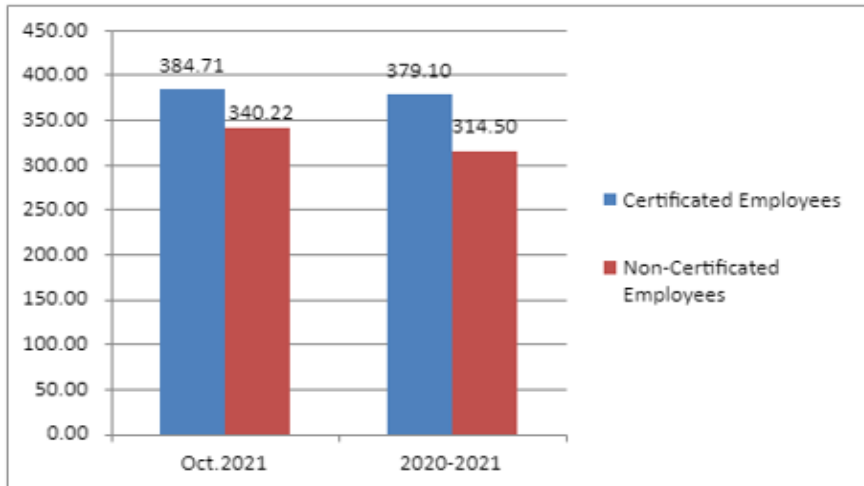
	2021-2022		2020-2021	
	Number	Percentage	Number	Percentage
Certificated	83	48.25%	64	46%
Non-Certificated	89	51.75%	76	54%
Total	172	100%	140	100%

- **Retirees, Resignations and New Hires** – (Numbers are based on *Headcount* not *FTE*)

	Retirees		Resignations		New Hires & Contract Renewals	
	2020/2021	2019/2020	2020/2021	2019/2020	2020/2021	2019/2020
Certificated Staff	7	14	8	4	35	32
Non-Certificated Staff	14	19	19	18	64	51
Total Staff	21	33	27	22	99	83

- New hires are a result of position replacements and program needs.
- Enrolment changes and/or increases in student need and the subsequent staffing adjustments may result in a slight increase in new hires during November.

SECTION II: Staffing Levels (Based on FTE)



- Certificated Employees includes Superintendents, Director of Learning, Principals, Associate Principals, Instructional Coaches, Consultants, and Teachers.

- Staffing levels fluctuate throughout the year and more hiring is anticipated in the second semester. Total FTE for 2021/2022 will end up being slightly higher than what is reported above.

Calculation of Pupil Teacher Ratio (PTR)	
Enrolment Count as of September 30, 2021	2021/2022
Provincially Funded Students (Does not include GHLA & NSA students)	5502.0
Siksika Funded Students	155
International Funded Students*	197
Total Students (Classroom Only)	5854.0
Total Professional Employees (<i>Does not include centrally-based/GHLA or NSA certificated staff.</i>)	326.48
PTR Calculation (e.g., 5854/326.48)	17.93

*The number of International Students fluctuates in FTE during the year due to the differences in the short and long-term programs.

- Golden Hills strives to keep PTR low and sustainable with the support of school reserves.
- The actual PTR has been under 18.0 for the last number of years:
 - 2020-2021- 16.75
 - 2019-2020- 17.65
 - 2018-2019- 17.78
 - 2017-2018 - 17.40
 - 2016-2017 - 17.25
 - 2015-2016 - 17.42
 - 2014-2015 - 17.76
 - 2013-2014 - 17.42
 - 2012-2013 - 17.74
 - 2011-2012 - 17.42
- The PTR does not include centrally based certificated staff.

SECTION III: Recruitment of Certificated Staff (School-Based Administrators/Teachers)

- During the 2020-2021 school year, Golden Hills appointed one acting principal for a very short period of time to cover a leave in one of our schools. (As per the report to the Board – June 2021 – Administrative Designations)
- Golden Hills also renewed 12 school-based administrator contracts for the start of the 2021/2022 school year (4 Principals and 8 Associate Principals). (As per the report to the Board – June 2021 – Administrative Designations)
- Teacher recruitment strategies, including participation at four virtual career fairs and one online 6-month job forum, during the 2020-2021 school year facilitated a better than normal number of teacher applications that has helped the district retain a balanced workforce. The school division responded to a strong interest shown by the graduating teachers at the following career fairs: King’s University 6-month job forum, University of Calgary, University of Alberta, and two EdTalent Job Fair hosted by *ApplytoEducation* attended by education graduates from numerous universities from across Canada.
- For the 2021-2022 school year, teachers in Golden Hills were recruited from across the country as per the following percentages. The percentages from the previous year are indicated in blue. The data indicates that last year we recruited a larger percentage of our teachers from Alberta.
 - 95.24% from Alberta (73.5% - Previous Year)
 - 4.76% from elsewhere in Canada (26.5% - Previous Year)
- There are currently 261 approved substitute teachers in the district. (Last year – 217 substitute teachers.) Supply for substitute teachers is adequate most of the time; however, at peak times substitute teachers are hard to book. We actively recruit all teacher applicants for substitute teaching and advertise on an ongoing basis. All substitute teachers are interviewed and referenced prior to being placed on the substitute list.

SECTION IV: Other Highlights/Initiatives

- School Relaunch Guidance Documents
 - We developed the District’s Guide for Respiratory Illness Prevention and Management as per Alberta Health Services and Alberta Education requirements. Our schools have used the district document as a template for the development of their respective school guidance procedures and protocols. The school administrators and their staff have done an exceptional job in developing and implementing their specific guidance

documents. As a district, we continue to update the respective documents as new guidance is released from Alberta Health Services and Alberta Education. We have regular Zoom meetings with our school administrators to review and discuss all new guidance received and to collectively work thru the implementation processes and procedures.

- Human Resources Administrative Procedures
 - We have updated almost all of the human resources administrative procedures. As soon as we are able to meet in person, we will review the updated draft administrative procedures with a committee comprised of administrators, teachers and support staff. After this committee has reviewed the draft administrative procedures, they go to the Administrators' group for review and then will go to the Board as an information item.
- Occupational Health & Safety and Alberta Health Services Inspections of our Schools
 - During the 2020-2021 school year, four of our schools were inspected by Occupational Health & Safety as per provincial protocols. Twenty-one of our schools were inspected by representatives from Alberta Health Services. All twenty-five of the inspections went very well with no deficiencies noted in any of the schools.
- Teacher Growth, Supervision and Evaluation
 - The Teacher Growth, Supervision and Evaluation Administrative Procedure is in the ninth year of implementation in the district.
 - The renewed Teaching Quality Standards were originally to be effective September 2019. They adjusted the implementation date to September 2020. During the 2019-2020 school year, we renewed our Teacher Growth, Supervision and Evaluation AP, related documents and our Rubric for Professional Practice as per the renewed TQS. The renewed documents with the new Teaching Quality Standards were implemented during the 2020-2021 school year.
 - A database tracks the teacher summative evaluations. Principals, Associate Principals and the Deputy Superintendent complete and submit summative evaluation reports for teachers as per the administrative procedure.
 - There were 72 teacher evaluation reports completed during the 2020-2021 school year. There were 64 teacher evaluations completed during the 2019-2020 school year.
- Supervision and Evaluation of Support Staff
 - The renewed supervision and evaluation administrative procedure for support staff is in the seventh year of implementation. One quarter of all support staff and all new support staff to the district will be evaluated this school year. A database tracks the support staff evaluations within the district.
- Job Descriptions
 - We have completed the development of the job descriptions for all positions in the district. The corresponding physical demands analysis for all positions in the district has also been completed. We continue to update both the job descriptions and the physical demands analysis as required.

- Staff Wellness Program
 - The District Staff Wellness Program, developed by a committee of staff and implemented during the 2016-2017 school year, will continue for the 2021-2022 school year. The District Staff Wellness Program distributes resources and funding to the different sites to support local staff wellness initiatives. Each site has a designated Wellness Champion to lead the local staff wellness initiatives. The feedback from staff and the District Staff Wellness Steering Committee has been extremely positive.

- Occupational Health and Safety
 - The Golden Hills Occupational Health and Safety Manual has been updated to meet the legislative requirements of Bill 30. The most significant change in Bill 30 were the revised requirements for Health and Safety Committees. In Golden Hill's, we have two Joint Worksite Health & Safety Committees – one committee for schools (11 members) and one committee for the maintenance/transportation & the division office (9 members). Each school has a designated OH&S Champion. Before each quarterly Joint Worksite Health and Safety School Committee Meeting, school inspections are conducted by the Local OH&S Champion, the Principal and the Supervisor of OH&S/HR. The results of the school/site inspections are shared with the school and the Joint Worksite Health & Safety School Committee.

- Teacher Recruitment Practices/Processes
 - During the 2020-2021 school year, we enhanced partnerships with two universities in Alberta to expand our recruitment of teachers. These partnerships will continue during the 2021-2022 school year. These partnerships have helped us recruit teachers for very specific positions in our district.

- Status of Collective Agreements
 - The term of the Collective Agreement between the Golden Hills School Division and the Alberta Teachers Association is September 1, 2018 to August 31, 2020. As soon as central table bargaining concludes we will begin negotiations with our local teachers.
 - The term of the Collective Agreement between the Golden Hills School Division and CUPE Local 2347 is September 1, 2017 to August 31, 2020.

- Conditions of Employment Handbooks
 - We have completed either an update or a new handbook for the following four groups of employees:
 - Division Office (non-certificated) Employment Conditions Handbook
 - Updated School-Based Support Staff Handbook
 - Bus Driver Handbook
 - Caretaker Handbook

SECTION V: Concluding Comments

- An increase in student enrolment assists Golden Hills in being an employer of choice, implementing the Powerful Learning Framework, building teacher competencies, and providing a broad range of high quality supports and programs for students.

- Always striving to be an employer of choice, the school division focusses on providing a range of competitive benefits and supports for all staff that are sustainable within the current financial context. The renewed supervision/evaluation procedures, safety, wellness, retirement workshops, return to work programs and the Employee Family Assistance Program are samples of enhanced human resources supports provided to all staff.



SCHOOL DIVISION THREE-YEAR EDUCATION 2021-2024 PLAN AND ASSURANCE MEASURE RESULTS

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

October 26, 2021

School boards must have an updated Three Year Education Plan (3YEP) in place before the start of the school year, but plans are finalized after the new year of provincial achievement results become available in the fall. The combined Three-Year Education Plan (3YEP) and Assurance Measure Results (AMR) must be approved by the Board, posted to the website, and sent to Alberta Education by November 30. Planning and reporting on results achieved provide assurance to the public and the provincial government on the quality of education in the school system.

The Board approved the Education Plan and Budget on June 23, 2020.

The combined 3YEP and AMR, in draft, will be presented at the Regular Meeting, October 26, 2021 for information and to solicit any further input from the Board. The financial information will not be available until the audit is finalized in November. That portion of the document will be updated at that time.

The 3YEP and AMR meets the Board's fiduciary obligations for planning and reporting as outlined by Alberta Education <https://education.alberta.ca/school-authority-planning-resources/current-requirements/>

Strategically, the Board needs to consider how the goals, outcomes, priorities and strategies align with and promote Alberta Education's and the Division's mission and vision for student learning. Does the plan promote *learning for all students*?

Generative governance looks for ways to provoke discussion that "generates" ideas, not necessarily immediate action, but to practice ways to reframe issues and gain new insights. Thinking about, "what external factors/forces will most affect the school division in the coming year(s);" or, "What are we overlooking;" or "What are the most attractive, least attractive, most worrisome aspects of the plan?" are possible questions to generate thinking about the "whys" of planning and reporting. The Board may also wish to spend some time considering opportunities for engagement with stakeholders to identify issues and priorities in promoting *learning for all students*.

Recommendation:

That the Board of Trustees reviews the draft Three Year Education Plan 2021-2024 and Assurance Measure Results for submission to Alberta Education November 30, 2021.

Bevan Daverne
Superintendent of Schools



ELECTIONS REVIEW 2021

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

October 26, 2021

Background:

Golden Hills School Division consists of six Trustees who serve a four year term. Citizens elect school board trustees to ensure the decisions are made closest to the people being governed.

The new election term commenced October 2021 and the term ends 2025. Golden Hills received five acclamations, including one incumbent and one election in Acme, Carbon, Linden, and area on October 18, 2021. The results of the Election and Acclamations are as follows:

Results

Ward 2 (Acme, Carbon, Linden and area)				
Polling Stations	Zbigniew Kozlowski	James Northcott	Spoiled	Total
Acme	17	180	1	198
Carbon	22	177	0	199
Linden	12	150	0	162
Total	51	507	1	559

Ward Representatives 2021-2025

GOLDEN HILLS SCHOOL DIVISION TRUSTEES 2021-2024			
TRUSTEE(S)	WARD	WARD DESCRIPTION	STATUS
Barry Kletke	Ward One	Three Hills, Torrington, Huxley and area	ACCLAIMED
James Northcott	Ward Two	Acme, Carbon, Linden and area	ELECTED
Justin Bolin	Ward Three	Drumheller	ACCLAIMED
Jennifer Mertz, Rob Pirie	Ward Four	Strathmore	ACCLAIMED
Laurie Huntley	Ward Five	Carseland, Gleichen, Cluny, Hussar, Rockyford, Standard and area	ACCLAIMED

Advance Polling Stations

Golden Hills did not run any advance polls this time.

Election Day Polling Stations

Golden Hills, in conjunction with Village of Acme, Village of Carbon and the Village of Linden, had three polling stations held October 18, 2021 in the following locations:

- Acme Community Centre
- Linden 55+ Centre (Linden Senior’s Care and Share Bldg.)
- Carbon Community Centre

As per the Board meeting held on September 28, 2021, Golden Hills and the Village of Acme, Village of Carbon and the Village of Linden entered into an election partnership. As a result, constituents were able to do a “one stop vote” to elect their council, their school board trustee, and vote on the referendum and senate. This process was efficient and effective for all parties and voters.

Golden Hills costs were approximately \$4,450.00

Recommendation:

That the Board of Trustees receives as information.



Bevan Daverne
Superintendent of Schools



Tahra Sabir
Secretary Treasurer