



# **GOLDEN HILLS**

## **SCHOOL DIVISION**

# *AGENDA*

**TYPE:** Regular Board Meeting

**DATE:** 8/30/2022     **TIME:** 10:30 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 Call to Order**

**2.0 Acknowledgment**

**3.0 In Camera**

3.1 In Camera Action

3.2 Out of In Camera Action

**4.0 Approval of Agenda**

4.1 Approval of Agenda Action

**5.0 Welcome Public, Vision and Mission Statements**

**6.0 Presentation of Minutes**

6.1 Regular Minutes of June 21, 2022 Action

**7.0 REPORTS**

A) Chair's Report

B) Board Committees

C) Board Representatives to External Organizations

D) Administration Reports

**8.0 NEW BUSINESS**

A) Action Items

8.1 Board Annual Leadership Plan 2022-2023 (B. Daverne) Action

8.2 Calendar 2023-2024 (B. Daverne) Action

B) Information Items

8.3 Monthly Enrolment Monitoring Report (June 2022) (T. Sabir) Info

**9.0 ADJOURNMENT**

9.1 Adjournment Action



# MINUTES

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## Golden Hills School Division Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

**Tuesday, June 21, 2022 (9:30 AM)**

### 1.0 Attendance

#### Present:

- a) Chair
  - Laurie Huntley
- b) Vice Chair
  - Rob Pirie
- c) Trustees
  - Jen Mertz
  - Barry Kletke
  - Justin Bolin
  - Jim Northcott
- d) Superintendent
  - Bevan Daverne
- g) Secretary Treasurer
  - Tahra Sabir
- h) Recording Secretary
  - Kristy Polet

#### Absent:

- e) Deputy Superintendent
  - Wes Miskiman
- f) Associate Superintendent
  - Jeff Grimsdale

### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:31 a.m.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

### 3.0 Acknowledgment

In the spirit of reconciliation, we acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.

### 4.0 In Camera

#### 4.1 In Camera

**Recommendation: BD#20220621.1001**

**MOVED by Trustee Northcott** that the Board of Trustees go In Camera at 9:32 a.m.

#### 4.2 Out of In Camera

**Recommendation: BD#20220621.1002**

**MOVED by Trustee Pirie** that the Board of Trustees rise from In Camera at 10:20 a.m.

### 5.0 Approval of Agenda

#### 5.1 Approval of Agenda

**Recommendation: BD#20220621.1003**

**MOVED by Trustee Bolin** that the Board of Trustees approve the agenda as presented.

### 6.0 Welcome Public, Vision and Mission Statements

### 7.0 Presentation of Minutes

#### 7.1 Regular Minutes of May 24, 2022

**Recommendation: BD#20220621.1004**

**MOVED by Trustee Kletke** that the Board of Trustees approve the Regular Minutes of May 24, 2022 as presented.

#### 7.2 Special Minutes of June 5, 2022

**Recommendation: BD#20220621.1005**

**MOVED by Trustee Kletke** that the Board of Trustees approve the Special Minutes of June 5, 2022 as presented.

### 8.0 REPORTS

#### A) Chair's Report

Chair Huntley presented information on the following topics:

- Chair Huntley extended gratitude towards fellow trustees, senior administration and assistants for their hard work for the 21-22 year.
- All correspondence received has been forwarded to trustees.

## B) Board Committees

Trustee Northcott presented information on the Rural School Board Caucus meeting that was held June 5, 2022 at the Penhold Airport.

- Well attended, discussed social media platform, would like to hire students to promote rural district.
- Discussion on membership fees.

Chair Huntley presented information on the Public School Boards' Association of Alberta (PSBAA) SGA meeting that was held June 2-4, 2022.

- Excellent professional development, New Blood performance was powerful, well done.

Chair Huntley presented information on the Alberta School Board Association SGM that was held June 5-7, 2022.

- Discussed the business portion, guest speakers were excellent.

Trustee Pirie presented information on the Alberta School Board's Association (ASBA) Zone 5 meeting held June 10, 2022.

- Membership fees will not change, budget was passed
- Canadian School Boards Association National Trustees Gathering on Indigenous Education and Congress Conference will be held in Banff, AB July 3-5, 2023. Zone 5 will be helping with the planning of the conference.

## C) Board Representatives to External Organizations

Nothing to report on at this time.

## D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Facility update:
  - Summer work has begun and will include a variety of projects; roof and flooring upgrades, modular additions and general much needed upgrades at schools.
- Transportation update:
  - Transportation Department are working on the 22-23 school year busing routes, including confirmation emails to parents of existing students riding buses.
  - Recruitment of spare drivers is ongoing.
- Finance Update:
  - Personnel changes within the finance department due to retirements.

Superintendent Bevan Daverne presented information on the following topics:

- Modularity: Prairie Christian Academy and Trinity Christian Academy delayed.
- Hiring update:
  - Teacher hiring has been finalized for the 22-23 school year.
- Discussed Administrative Designation appointments which will be outlined in the agenda.
- Last day of school is June 29, 2022.
- August Board meeting will take place August 30, 2022. This meeting will include the Regular and Organizational meeting.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

## 9.0 NEW BUSINESS

### A) Action Items

#### 9.1 Locally Developed and/or Acquired Courses Report and Approvals for Semester (J. Grimsdale)

##### **Recommendation: BD#20220621.1006**

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

- Competencies in Math (2022), Acquired from The Red Deer School Division, September 1, 2022 until August 31, 2026, Three Hills School, Trochu Valley School.
- Media & Cinema 15/15/35 (5 credits only), Acquired from The Black Gold School Division, September 1, 2022 until August 31, 2026, Prairie Christian Academy.
- Learning Strategies 15/25/35 (3 & 5 credits), Acquired from The Calgary Roman Catholic Separate School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy, Three Hills School, Trochu Valley School, Drumheller Valley Secondary School.
- Speech and Debate (2022) 15/25/35 (3 credits only), Acquired from The Edmonton School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy, Trochu Valley School.
- Psychology - Abnormal 35 (3 credits only), Acquired from The Pembina Hills School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy.
- Musical Theatre 15/25/35 (3 & 5 credits), Acquired from The Calgary Roman Catholic Separate School Division, September 1, 2022 until August 31, 2026, Trochu Valley School.
- Technical Theatre 15/25/35 (3 & 5 credits), Acquired from The Calgary School Division, September 1, 2022 until August 31, 2026, Trochu Valley School.
- Tabletop Game Design (2022) 15 (3 credits only), Acquired from The Lakeland Roman Catholic Separate School Division, September 1, 2022 until August 31, 2026, Trochu Valley School.
- Life Skills (2019) 15 (5 credits only), Acquired from The Clearview School Division, September 1, 2022 until August 31, 2025, Trochu Valley School.
- Game Design and Development (2019) 15-5, Acquired from The Calgary School Division, September 1, 2022 until August 31, 2023, Trochu Valley School, Golden Hills Learning Academy.
- Game Theory (2019) 15-5, Acquired from Rundle College Society, September 1, 2022 until August 31, 2023, Golden Hills Learning Academy.
- Big History (2019) 15 (5 credits only), Acquired from Rundle College Society, September 1, 2022 until August 31, 2023, Golden Hills Learning Academy.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

- Competencies in Science (2020) 15 (5 credits only), Acquired from The Chinook's Edge School Division, September 1, 2022 until August 31, 2023, Golden Hills Learning Academy.
- EA: Assistive & Adaptive Tech (2022) 35 (5 credits only), Acquired from The Edmonton School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy.
- Forensic Studies (2021) 35 (5 credits only), Acquired from The Edmonton School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy.
- Intro to Educational Assistant (2022) 35 (5 credits only), Acquired from The Pembina Hills School Division, September 1, 2022 until August 31, 2025, Golden Hills Learning Academy.
- Painting - Advanced Techniques (2019) 15/25/35 (5 credits only), Acquired from The Edmonton School Division, September 1, 2022 until August 31, 2026, Golden Hills Learning Academy.
- Understanding Video Games, Acquired from The Calgary School Division, September 1, 2022 until August 31, 2023, Golden Hills Learning Academy.
- Surviving Financially As An Adult 25, Acquired from The Clearview School Division, September 1, 2022 until August 31, 2025, Trochu Valley School.

## 9.2 Wheatland Crossing Fitness Facility (T. Sabir)

### Recommendation: BD#0220621.1007

**MOVED by Trustee Northcott** that the Board of Trustees directs Administration to request Ministerial Approval for the Wheatland Crossing Fitness Centre Project.

## 9.3 Community Request to Name Football Field (DVSS) (B. Daverne)

### Recommendation: BD#20220621.1008

**MOVED by Trustee Bolin** that the Board of Trustees considers the request for naming of the football field at Drumheller Valley Secondary School after community member Don Robertson.

## B) Information Items

### 9.4 Monthly Enrolment Monitoring Report (May 2022) (T. Sabir)

#### Recommendation:

Secretary Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report for the month of May 2022.

### 9.5 Third Quarter Financial Report (Mar/Apr/May 2022) (T. Sabir)

#### Recommendation:

Secretary Treasurer Sabir presented the Third Quarterly Financial Report to the Board of Trustees, which outlines Golden Hills School Divisions revenues and expenditures, budget variances and comparisons with benchmarks from September 2021 to May 2022.

## 9.6 Administrative Designations (W. Miskiman)

**Recommendation:** On behalf of Deputy Superintendent Miskiman, Superintendent Daverne reviewed the Administrative Designations/Appointments set out below for upcoming 2022-23 school year.

- New 2021-22 administrative appointments:
  - Principal Designation:
    - Ivan Wright (Tri-Campus Schools Feb 2022-June 2022)
  - Acting Principal Designations:
    - Agnieszka Barwacz-Riou (Strathmore High School Feb 2022-May 2022)
  - Associate Principal Designations:
    - Marci Penner (NorthStar Academy Nov 2021-June 2022)
  - Acting Associate Principal Designation:
    - Joan Boles (Drumheller Valley Secondary School Sept 2021-June 2022)
- New 2022-23 administrative appointments:
  - Principal Designations:
    - Joan Boles (Tri-Campus Schools)
    - Marci Penner (NorthStar Academy)
    - Michelle Hilton (Wheatland Crossing School)
    - Doug Raycroft (Strathmore High School)
  - Associate Principal Designations:
    - Chelsea Berry (GHLA/Storefront/Colony Schools)
    - Ryan Hatch (Carbon School)
    - Angela Paine (NorthStar Academy)
    - Barry Sommer (Prairie Christian Academy)
    - Carmen Spitzer (GHLA/International)
    - Emily Tumblin (Wheatland Elementary)
- Renewal of administrative appointments 2022-23:
  - Principal Designations:
    - Stefan Dykema (Trinity Christian Academy)
    - Shelley Friesen (Greentree Elementary)
    - Corinna Hampson (Westmount Elementary)
    - Jody Lammle (Trochu Valley School)
    - Doug Raycroft (Strathmore High School)
  - Associate Principal Designations:
    - Tracy Desmet (Wheatland Crossing School)
    - Erin Friesen (Ecole Brentwood Elementary)
    - Jill McDonald (George Freeman School)
    - Chantalle Van Otterloo (Trochu Valley School)
    - Kevin Mertz (Strathmore High School)

**10.0 ADJOURNMENT**

**10.1 Adjournment**

**Recommendation: BD#20220621.1009**

The Board of Trustees adjourned at 11:40 a.m.

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Chair

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Secretary Treasurer

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_





## BOARD ANNUAL LEADERSHIP PLAN

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

**August 30, 2022**

### **Background:**

Board’s Policy 2 - *Role of the Board*, specifically 9, Selected Responsibilities, (9.1) “The board shall: Establish a comprehensive annual leadership plan with suggested timelines.”

The Board’s Annual Leadership Plan provides corporate direction and informs leadership flow for the administrative functions. A copy of the Board’s Annual Leadership Plan is provided in the trustee’s agenda packages for each regular board meeting. It is understood that internal forces as well as external organizations, such as Alberta Education, also establish timelines for various functions and these may result in ongoing changes and updates.

The Board of Trustees is urged to review the attached Annual Leadership Plan, to suggest and discuss any desired changes, and to consider additional opportunities for community engagement. The Board’s Annual Leadership Plan is usually approved with the understanding that internal and external factors may necessitate changes as the year progresses.

### **Recommendation:**

That the Board of Trustees approves the Board’s Annual Leadership Plan subject to the necessity for ongoing changes as a result of internal and external influences.

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Bevan Daverne  
Superintendent

## GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2022-2023



**Motto:** *Powering hope and possibilities*  
**Vision:** *Inspiring confident, connected, caring citizens of the world*  
**Mission:** *Intentionally maximizing learning for all*

<b>Board Priorities</b>	<p><b>The Board developed the following priorities for itself for 2022/23:</b></p> <ol style="list-style-type: none"> <li>1. Position our schools as “schools of choice” for students and their families.</li> <li>2. Continue to build relationship with Alberta government and other partners including other partner School Boards.</li> <li>3. Developing a relationship with the ATA Local that advances the quality of education in Golden Hills.</li> <li>4. Build on existing advocacy strategies and strengthen the approach.</li> <li>5. Continue to develop understanding of measures and the outcomes of the linkages between planning and budget processes.</li> <li>6. Explore authentic opportunities to inform and consult with all communities.</li> <li>7. Continue to expand and implement a strategy on social media.</li> </ol>	
<p><b>August</b> REGULAR AUGUST 30 AGENDA SETTING AUGUST 24</p>	<p><b>ORGANIZATIONAL MEETING:</b> Review the following items:</p> <ul style="list-style-type: none"> <li>• Pecuniary Interest Forms, Election of Chair and Vice Chair, Signing Authority, Meeting Dates and times, Trustee Expenses/Pier Diems/Mileage rate/Benefit Rate/Other Expenses, Conference attendance (PSBAA &amp; ASBA), External and Standing Committee Members</li> </ul> <p><b>Regular Meeting:</b></p> <ul style="list-style-type: none"> <li>• Monthly Enrolment Monitoring Report (June)</li> <li>• Board Leadership Plan 2022-23</li> <li>• Calendar 2023-24</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> PSBAA Learning &amp; Meeting (Aug 10-12, 2022) Location: DoubleTree, Edmonton</li> <li><input type="checkbox"/> Organizational Professional Day (Aug 31 &amp; Sept 2, 2022)</li> <li><input type="checkbox"/> GHSD Collaborative PD Day (Sept 1, 2022)</li> </ul>
<p><b>September</b> REGULAR SEPTEMBER TBD AGENDA SETTING SEPTEMBER TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Preliminary Enrolment Monitoring Report</li> <li>• IMR and Capital Projects Report</li> <li>• System Enhancement</li> <li>• Advocacy Planning</li> <li>• Family School Community Resource Program Report</li> </ul> <p><b>Presentations/School Reports: AT THE SCHOOLS</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> First Day for Students (Sept 6, 2022)</li> <li><input type="checkbox"/> ASBA Zone 5 Zoom Meeting (Sept 9, 2022) At Division Office</li> <li><input type="checkbox"/> Professional Day (Sept 23, 2022)</li> <li><input type="checkbox"/> New Teachers Orientation (Sept 20, 2022)</li> <li><input type="checkbox"/> National Day for Truth &amp; Reconciliation (Sept 30, 2022)</li> </ul>
<p><b>October</b> REGULAR OCTOBER TBD AGENDA SETTING OCTOBER TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Enrolment Monitoring Report (September)</li> <li>• 2021-2024 Three Year Education Plan &amp; Assurance Framework (Draft)</li> <li>• Human Resources Staffing Report</li> <li>• Provincial Exam Results (annual and five year trends – In Camera and for Public)</li> <li>• Annual Modular Request</li> <li>• Policies Review</li> </ul> <p><b>Presentations/School Reports: AT THE SCHOOLS</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Zoom Meeting (Oct 7, 2022)</li> <li><input type="checkbox"/> Thanksgiving (Oct 10, 2022)</li> <li><input type="checkbox"/> PSBAA Fall Conference/AGM (Oct 12-14, 2022) Location: DoubleTree Edm</li> <li><input type="checkbox"/> GHSD Collaborative Day (Oct 28, 2022)</li> </ul>

## GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2022-2023



<p style="text-align: center;"><b>November</b> REGULAR NOVEMBER TBD AGENDA SETTING NOVEMBER TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Audited Financial Statements YR End August 31, 2022</li> <li>Enrolment Monitoring Report (October)</li> <li>2021-2024 Three Year Education Plan &amp; Assurance Framework (FINAL)</li> <li>Locally Developed and/or Acquired Courses Report and Approvals for Semester II</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Nov 4, 2022)</li> <li><input type="checkbox"/> New Teacher Orientation (Nov 1, 2022)</li> <li><input type="checkbox"/> PSBAA Council Meeting (Nov 16-18, 2022) Location: TBD</li> <li><input type="checkbox"/> ASBA Fall General Meeting, (Nov 20-22, 2022) Location: TBD</li> <li><input type="checkbox"/> Remembrance Day Ceremonies (TBD)</li> <li><input type="checkbox"/> Remembrance Day (Nov 11, 2022)</li> </ul>
<p style="text-align: center;"><b>December</b> REGULAR DECEMBER TBD AGENDA SETTING DECEMBER TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Enrolment Monitoring Report (November)</li> <li>Technology Services Report</li> <li>International Services Report (2019-20) Results &amp; 2020-21 Planning)</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Dec 2, 2022)</li> <li><input type="checkbox"/> Christmas Luncheon with Division Office &amp; Maintenance Staff (TBD)</li> <li><input type="checkbox"/> Christmas Break – Schools (Dec 26, 2022 – Jan 6, 2023)</li> </ul>
<p style="text-align: center;"><b>January</b> REGULAR JANUARY TBD AGENDA SETTING JANUARY TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>First Quarter Financial Report (Sept/Oct/Nov)</li> <li>Enrolment Monitoring Report (December)</li> <li>School Summaries Report</li> <li>Advocacy Planning</li> <li>Administrative Procedure Updates</li> <li>Inclusive Education Report (2021-22 Results &amp; 2022-23 Plans) <i>(moved from December 2021 year to November, then moved to January 2022)</i></li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Jan 13, 2023)</li> <li><input type="checkbox"/> Professional Development Day (Jan 31, 2023)</li> <li><input type="checkbox"/> New Teachers Orientation (Jan 25, 2023)</li> </ul>
<p style="text-align: center;"><b>February</b> REGULAR FEBRUARY TBD AGENDA SETTING FEBRUARY TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Enrolment Monitoring Report (January)</li> <li>Budget Process Begins – (Principles, Direction, Envelope Review)</li> <li>Transportation Monitoring Report 2021-22</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Feb 3, 2023)</li> <li><input type="checkbox"/> PSBAA Council Meeting (Feb 8-10, 2023) Location: TBD</li> <li><input type="checkbox"/> Family Day (Feb 20, 2023)</li> <li><input type="checkbox"/> Collaborative Day (Feb 22, 2023)</li> <li><input type="checkbox"/> Teachers' Convention (Feb 23-24, 2023)</li> </ul>
<p style="text-align: center;"><b>March</b> REGULAR MARCH TBD AGENDA SETTING MARCH TBD</p>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>Enrolment Monitoring Report (February)</li> <li>Capital Planning: Asset Management, Review of Facilities, IMR Plans and Capital Priorities Submission</li> <li>Budget Announcement</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Mar 3, 2023)</li> <li><input type="checkbox"/> Rural Education Symposium (Mar 5-7, 2023) Location: TBD</li> </ul>

## GOLDEN HILLS SCHOOL DIVISION BOARD ANNUAL LEADERSHIP PLAN 2022-2023



<b>April</b> REGULAR <b>APRIL TBD</b> AGENDA SETTING <b>APRIL TBD</b>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Second Quarter Financial Report (Dec/Jan/Feb)</li> <li>• Enrolment Monitoring Report (March)</li> <li>• Budget Reporting</li> <li>• Interim Education Plan and AERR (DRAFT)</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (Apr14, 2023)</li> <li><input type="checkbox"/> Spring Break (Apr 7-14 2023)</li> <li><input type="checkbox"/> PSBAA Council Meeting (Apr 12-14, 2023) Location: TBD</li> <li><input type="checkbox"/> Collaborative PD Day (Apr 28, 2023)</li> </ul>
<b>May</b> REGULAR <b>MAY TBD</b> AGENDA SETTING <b>MAY TBD</b>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Enrolment Monitoring Report (April)</li> <li>• Budget Submission</li> <li>• Locally Developed and/or Acquired Courses Report and Approvals for Semester I</li> <li>• 3 yr. Ed Plan and AERR - FINAL</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (May 5, 2023)</li> <li><input type="checkbox"/> Edwin Parr Teacher Award Recognition (TBD)</li> <li><input type="checkbox"/> Employee Retirement and Long Service Recognition Event (TBD)</li> <li><input type="checkbox"/> Professional Day (May 5, 2023)</li> <li><input type="checkbox"/> GHSD Graduations (TBD)</li> </ul>
<b>June</b> REGULAR <b>JUNE TBD</b> AGENDA SETTING <b>JUNE TBD</b>	<p><b>Agenda and Monitoring Reports:</b></p> <ul style="list-style-type: none"> <li>• Board and CEO Evaluations</li> <li>• Enrolment Monitoring Report (May)</li> <li>• Report on Administrative Appointments</li> <li>• Third Quarter Financial Report (Mar/Apr/May)</li> </ul> <p><b>Presentations/School Reports:</b></p> <ul style="list-style-type: none"> <li>• TBD</li> </ul>	<p><b>Other Events:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ASBA Zone 5 Meeting (June 2, 2023)</li> <li><input type="checkbox"/> PSBAA Spring General Meeting (June 1-3, 2023) Location: TBD</li> <li><input type="checkbox"/> ASBA Spring General Meeting (June 5-6, 2023) Location: TBD</li> <li><input type="checkbox"/> Organizational Professional Day (June 30, 2023)</li> </ul>



## CALENDAR 2023/2024

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

**August 30, 2022**

### **Background:**

In accordance with Administrative Procedure 130, *School Year and School Day*, the Board shall approve all school year calendars. The criteria for the development of this calendar is established through this same Administrative Procedure.

Over the past number of years parents have suggested changes to the school year calendar. As a district we have also experienced increased pressure to provide more collaborative time for staff in order to facilitate work towards our Educational Plan goals. After a series of consultations with school administration, staff and school councils, a pilot calendar for the 2023/2024 school year has been developed for the Board's consideration.

### **Context for parents for this proposed change:**

- We have had parent feedback over the past few years about specific concerns on our current calendar:
  - Parents are uncomfortable with an August school start for their children
  - Parents do not like having to come back to school for two days during Family day week
  - We get mixed feedback in regard to an Easter holiday vs Spring Break

### **Context for teachers for this proposed change:**

- We have some challenges with our existing calendar for teachers:
  - Teachers do not work the same way as they did 20 years ago. Then, they planned alone, taught alone and their classroom was separate from every other classroom. Today, they plan together, they develop common assessments and share best practices between classrooms – they need to be much more connected to be effective.
  - We need more collaborative time for teachers to be able to accomplish this. The option of substitute teachers for release time is not the preferred solution from the perspectives of the school, the teachers or the parents.
  - Our recent C2 committee survey results indicated in addition to instructional coach support, teachers would appreciate more time to collaborate on district and school initiatives with their peers.

We have considered a calendar that would work for us in this new educational reality and also be appreciated by parents and responsive to feedback we have received from all stakeholders.

### **Proposed criteria for developing these pilot calendars:**

- This is a continued pilot calendar for the 2023/2024 school year
- No reduction in annual instructional hours for students
- Students do not start school before September 1

- Same Christmas vacation
- Family Day week is now a week off for students
- Easter holiday is still scheduled but may be under consideration to look at a Spring Break in future years based on additional feedback
- Continue a maximum of 177 instructional days and have four collaborative days (all still workdays for staff)
- We will continue to add about 8-10 minutes on to the instructional day.

**Provincial context**

- Over the last few years, more than half of school districts in the province have made calendar adjustments in order to accommodate collaborative days to support staff capacity building and the success of district goals.
- To date, districts that have made this adjustment have reported positive feedback.

**Additional considerations**

- The attached proposed pilot calendar is exceptional in regard to our existing calendar criteria.
  - Our current AP 130 indicates that a calendar shall be submitted for Board approval at least six months in advance
  - Our current AP 130 indicates that a calendar shall include 181 instructional days
- There has been significant school administration and staff consultation as well as sharing and feedback from parents. More significant staff feedback regarding the Collaborative Days is available.

**Recommendation:**

That the Board of Trustees approves the proposed 2023/2024 School Year Calendar as a pilot for the school year.




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Bevan Daverne  
Superintendent of Schools

**Golden Hills School Division  
2023 – 2024 SCHOOL YEAR - DIVISION OFFICE USE ONLY**

AUGUST 2023							SEPTEMBER 2023							OCTOBER 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1 <sup>♠</sup>	2	1	2	3	4	5	6 <sup>■</sup>	7
6	7	8	9	10	11	12	3	4	5 <sup>→</sup>	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22 <sup>+</sup>	23	22	23	24	25	26	27 <sup>♥</sup>	28
27	28	29	30 <sup>♠</sup>	31 <sup>♥</sup>			24	25	26	27	28	29	30	29	30	31				

NOVEMBER 2023							DECEMBER 2023							JANUARY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2	1	2	3	4	5	6	
5	6	7	8	9	10 <sup>■</sup>	11	3	4	5	6	7	8 <sup>■</sup>	9	7	8	9T	10T	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17T	18T	19T	20
19	20	21	22	23	24 )	25	17	18	19	20	21	22	23	21	22T	23T	24T	25T	26T	27
26	27	28	29	30			24/ 31	25	26	27	28	29	30	28	29	30T	31 <sup>+</sup>			

FEBRUARY 2024							MARCH 2024							APRIL 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1 <sup>→</sup>	2	3						1	2	1	2	3	4	5	6	
4	5	6	7	8	9 <sup>■</sup>	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
11	12	13	14	15	16	17	10	11	12	13	14	15 )	16	14	15	16	17	18	19 <sup>♥</sup>	20
18	19	20 <sup>■</sup>	21 <sup>♥</sup>	22 <sup>◆</sup>	23 <sup>◆</sup>	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
25	26	27	28	29			24/ 31	25	26	27	28	29	30	28	29	30				

MAY 2024							JUNE 2024							JULY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3 <sup>+</sup>	4							1	1	2	3	4	5	6	
5	6	7	8	9	10	11	2	3	4	5	6	7 <sup>■</sup>	8	7	8	9	10	11	12	13
12	13	14	15	16	17 <sup>■</sup>	18	9	10	11T	12T	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17T	18T	19T	20T	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23/ 30	24T	25T	26T	27	28 <sup>♠</sup>	29	28	29	30	31			

**Student Instructional Days**

Aug.	0	Feb.	16
Sept.	18	March	19
Oct.	19	April	16
Nov.	20	May	20
Dec.	15	June	18
Jan.	16		

**School Instructional Time:**

Elementary – Minimum - 960 hours  
 (Provincial Requirement – 950 hours)  
 Junior High – Minimum – 1010 hours  
 (Provincial Requirement – 950 hours)  
 Senior High – Minimum – 1010 hours  
 (Provincial Requirement – 1000 hours)

**Instructional Days 177**

Christmas Break – 2 weeks    Family Break – 1 week    Easter Break – 1 week  
 The Regular Board of Trustees meetings are normally held on the fourth Tuesday of each month except for July and August.

**\*\*Recommended Parent/Teacher Interview Day – Alternate day may be designated**

Day in lieu of Parent/Teacher Interview

- Organizational Professional
- Teachers’ Convention
- Professional Development
- School Closure
- Collaborative day

Diploma Exam Days  
 First Day of Semester

)	2
♠	3
◆	2
+	3
■	7
♥	4
T	
→	

**Student Start Date September 5, 2023**

Students start classes  
 Semester break

**Draft exam dates –S/B updated by Ab Ed in Nov 2022**





## MONTHLY ENROLMENT MONITORING REPORT

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

**June 21, 2022**

### **Background:**

The Board of Trustees regularly monitors enrolment and notes trends over time. Funding is primarily enrolment-driven. 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. Enrolment information has been adjusted for the New Funding Model.

### **Recommendation:**

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

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Bevan Daverne  
Superintendent

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Tahra Sabir  
Secretary Treasurer



**Golden Hills School Division Enrolment**

**Schools - Month to Month Comparison**  
May 2022 to June 2022

\* Please note kindergarten adjusted to 1.0

\* Enrolment information has been adjusted for the New Funding Model



Configuration	School	ACTUAL September 30, 2021	June 30, 2022	May 31, 2022	Difference
K-6, 10-12	Acme School	188.50	186.00	186.00	0.00
K-9	Carbon School	59.00	58.00	58.00	0.00
K-6	Carsland School	62.50	69.00	69.00	0.00
7-9	Crowther Memorial Jr. High School	466.00	476.00	475.00	1.00
K-9	Dr. Elliott Community School	185.50	190.00	191.00	(1.00)
7-12	Drumheller Valley Secondary School	391.00	386.00	386.00	0.00
K-6	École Brentwood Elementary School	208.50	225.00	224.00	1.00
K-12	George Freeman	414.00	444.00	439.00	5.00
K-6	Greentree School	321.00	354.00	356.00	(2.00)
K-12	Prairie Christian Academy School	275.00	295.00	295.00	0.00
10-12	Strathmore High School	654.00	639.00	642.00	(3.00)
K-12	Three Hills School	457.50	455.00	455.00	0.00
K-9	Trinity Christian Academy	188.50	204.00	204.00	0.00
K-12	Trochu Valley School	235.50	256.00	260.00	(4.00)
K-6	Westmount School	350.50	381.00	381.00	0.00
K-12	Wheatland Crossing	327.00	339.00	341.00	(2.00)
K-6	Wheatland Elementary School	290.50	322.00	322.00	0.00
	<b>Sub Total</b>	<b>5,074.50</b>	<b>5,279.00</b>	<b>5,284.00</b>	<b>(5.00)</b>
7-9	Colonies	347.00	353.00	353.00	0.00
7-12	Drumheller Outreach	17.00	25.00	25.00	0.00
1-12	Golden Hills Learning Academy	238.00	257.00	254.00	3.00
1-12	NorthStar Academy	448.00	502.00	504.00	(2.00)
7-12	Strathmore StoreFront	65.00	66.00	66.00	0.00
	<b>Sub Total</b>	<b>1,115.00</b>	<b>1,203.00</b>	<b>1,202.00</b>	<b>1.00</b>
	Homeschool	935.00	925.00	927.00	(2.00)
	Shared Responsibility	194.00	225.00	220.00	5.00
	<b>Sub Total</b>	<b>1,129.00</b>	<b>1,150.00</b>	<b>1,147.00</b>	<b>3.00</b>
	<b>Provincial Total</b>	<b>7,318.50</b>	<b>7,632.00</b>	<b>7,633.00</b>	<b>(1.00)</b>
	Siksika	153.00	153.00	153.00	0.00
	International (Incl. Online)	197.00	272.00	272.00	0.00
	<b>Sub Total</b>	<b>350.00</b>	<b>425.00</b>	<b>425.00</b>	<b>0.00</b>
	<b>Total HEADCOUNT</b>	<b>7,668.50</b>	<b>8,057.00</b>	<b>8,058.00</b>	<b>(1.00)</b>