



GOLDEN HILLS

SCHOOL DIVISION

AGENDA

TYPE: Regular Board Meeting

DATE: 2/27/2024 **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 January 23, 2024 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 Budget Development Process (T. Sabir) Action

9.2 Field Trips Studies/Student Excursion - Three Hills School (J. Grimsdale) Action

9.3 Public School Boards Association of Alberta (PSBAA) Follow Up (J. Grimsdale) Action

B) Information Items

9.4 Monthly Enrolment Monitoring Report (January) (T. Sabir) Info

9.5 Transportation Monitoring Report 2022/2023 (T. Sabir) Info

9.6 Advocacy Planning (J. Grimsdale) Info

10.0 School Monitoring Reports

10.1 NorthStar Academy Tour will take place Tuesday, March 5, 2024 Info

11.0 ADJOURNMENT

11.1 Adjournment Action



MINUTES

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, January 23, 2024 (9:30 AM)

1.0 Attendance

Present:

- a) Chair
 - Laurie Huntley
- b) Vice Chair
 - Jim Northcott
- c) Trustees
 - Jen Mertz
 - Barry Kletke (arrived at 9:40 AM)
 - Justin Bolin
 - Rob Pirie
- d) Superintendent
 - Jeff Grimsdale
- f) Secretary Treasurer
 - Tahra Sabir
- g) Recording Secretary
 - Kristy Polet

Absent:

- e) Deputy Superintendent Wes Miskiman

2.0 Call to Order

Chair Huntley called the meeting to order at 9:30 AM

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 Stoney Nakoda Nations, the Métis Nation (District 3 and 4), and all people who make their homes in the Treaty 7 region of Southern Alberta.

Chair Initials _____ Secretary Treasurer Initials _____

4.0 In Camera

4.1 In Camera

Recommendation: BD#20240123.1001

MOVED by Trustee Mertz that the Board of Trustees go In Camera at 9:30 AM.

4.2 Out of In Camera

Recommendation: BD#20240123.1002

MOVED by Trustee Pirie that the Board of Trustees rise from In Camera at 11:20 AM.

Recessed at 11:20 AM

Reconvened at 11:30 AM

5.0 Approval of Agenda

5.1 Approval of Agenda

Recommendation: BD#20240123.1003

MOVED by Trustee Northcott 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 December 12, 2023

Recommendation: BD#20210123.1004

MOVED by Trustee Pirie that the Board of Trustees approve the Regular Minutes of December 12, 2023, as presented.

8.0 REPORTS

A) Chair's Report

Chair Huntley presented information on the following topics:

- Alberta Rural Education Symposium (ARES) Conference will be held March 3-5, 2024, near Edmonton, AB.
- Alberta School Boards Association (ASBA) Zone 5 webinar regarding ASBA Budget Assumptions and Sustainability will be held February 2, 2024, at 1:00 PM.
- Discussion regarding the ATA letter within the PSBAA meeting agenda.
- Alberta Teachers Association (ATA) webinar is on February 21, 2024, at 1:30 PM regarding Federal Advocacy.
- Discussed ASBA Survey on Position Statement Framework.
- ASBA Speaker's Corner - Education Commission of the United States (Trends, Issues, Research and Practices) will take place on January 22, 2024, from 6-8:00 PM.
- Alberta Regional Professional Development Consortium (ARPDC) Survey - not completed, outside our mandate.
- ASBA Education Stakeholders meeting is on January 23, 2024, from 1:30-3:00 PM.
- Public School Boards Association of Alberta (PSBAA) survey on the Recruitment and Retention of Teachers and Professional staff in Rural and Northern Alberta has been completed.

Chair Initials _____ Secretary Treasurer Initials _____

B) Board Committees

No information at this time.

C) Board Representatives to External Organizations

Trustee Northcott presented information on the Alberta School Boards Association (ASBA) Zone 5 Professional Development Day that was held January 12, 2024.

- Discussed Level learning, Career Education, Teacher Retention, Dual Credit.
- Edwin Parr Awards will take place on May 10, 2024, location is to be determined.
- Next meeting is February 2, 2024, at the FrancoSud Division in Calgary, AB.

D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Transportation:
 - Added a new route in Wheatland County to reduce the ride time for another route.
 - Two routes in Strathmore have relief drivers, due to shortage of drivers.
 - February 5, 2024 - new class of trainees start, each one from Drumheller, Trochu and Strathmore.
 - Provincial testing dates are getting harder to book.
- Facilities:
 - Wheatland Crossing Fitness Centre - setting up temporary electrical heat to complete drywall installation.
 - Trinity Christian Academy Parking Lot - complete, landscaping and deficiencies will be looked after in the spring.
 - Trinity Christian Academy Addition - weather is compromising construction, the video wall has been installed on the south wall of the gym.
 - Strathmore High School - electrical completed for the video wall, should be completed by the end of January, new theatre seating has been approved and will be replaced over summer.
 - NorthStar Academy - move from Didsbury to Red Deer is complete, smooth transition, waiting for some furniture.
 - Strathmore Dorms - working on roof and dorm siding replacement tender documents for all four dormitories.
 - Strathmore Maintenance Shop - continuing to upgrade lighting to LED and working on roof.
 - During the cold snap we ran into some issues including, power outages, some rooms within the schools were cool, an air handler unit locked, fire sprinkler line broke in a school's exterior wall (was fixed within hours), sewer line froze among other small maintenance issues due to cold weather.

Superintendent Grimsdale presented information on the following topics:

- January 16, 2024, hosted an Administrators meeting at Division Office.
- Kindergarten registration is being advertised and open.
- New Curriculum Science for Grade 2 was hosted at Division Office on January 10, 17 and 23, 2024.
- Discussed new component for the Annual Education Results Report (AERR).
- Formed Artificial Intelligence (AI) and ESports Committees will be meeting at the end of January.

Chair Initials _____ Secretary Treasurer Initials _____

- Staffing:
 - Shortage of Teachers across Canada, challenge to fill positions, taking longer to secure Teachers for our Division.
- Deputy Superintendent Miskiman is attending Teacher/Career Fairs, in total there is 14 to attend.
- Long Service Awards (LSA) will take place on May 23, 2024, at the Travelodge in Strathmore, AB.
- NorthStar Academy will host an "Open House" in the near future at their new location in Red Deer, AB.

9.0 NEW BUSINESS

A) Action Items

9.1 Public School Boards Association (PSBAA) Membership Review (J. Grimsdale) **Recommendation: BD#20210123.1005**

MOVED by Trustee Pirie that the Board of Trustees notify Public School Boards Association (PSBAA) before April 1, 2024, that it is Golden Hills School Boards intention to withdraw from the organization.

Defeated

9.2 Alberta School Boards Association (ASBA) Survey - Draft Position Statement Framework (J. Grimsdale)

Recommendation: Info/Action

No motion required - The Board of Trustees approve Chair Huntley to fill out the ASBA survey on the Divisions behalf.

Recessed at 12:25 PM

Reconvened at 12:40 PM

B) Information Items

9.3 First Quarter Financial Report (Sept/Oct/Nov) (T. Sabir)

Secretary Treasurer Sabir presented and reviewed the First Quarterly Financial Report to the Board of Trustees as information and for the record.

9.4 Monthly Enrolment Monitoring Report (Dec) (T. Sabir)

Secretary Treasurer Sabir presented information on the Monthly Enrolment Monitoring Report for December 2023 to the Board of Trustees

9.5 Canada Revenue Agency (CRA) Mileage Rate Allowance 2024 (T. Sabir)

Secretary Treasurer Sabir presented the new 2024 Canada Revenue Agency mileage rates to the Board of Trustees as information and for the record.

9.6 Inclusive Education Report (2022-23 Results and 2023-24 Plans) (J. Grimsdale)

Superintendent Grimsdale presented information on the Inclusive Education Report that provides support and services to ensure that our students with diverse learning needs

Chair Initials _____ Secretary Treasurer Initials _____

receive a quality education thus ensuring them the opportunity to best achieve their potential.

9.7 School Summaries Report (T. Sabir)

Secretary Treasurer Sabir presented the School Summaries Report 2022/2023 and Budget for 2023/2024 to the Board of Trustees. This report summarizes key information for each school which aids the Board of Trustees in decisions related to the annual budget and capital planning, it also presents key information for each school.

10.0 ADJOURNMENT

10.1 Adjournment

Recommendation: BD#20240123.1006

Chair

Secretary Treasurer

Chair Initials _____ Secretary Treasurer Initials _____



BUDGET DEVELOPMENT PRINCIPLES and PROCESS

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

February 27, 2024

Background:

In accordance with the Education Act S. 139 (2) (a) the Board of Trustees is required to submit to the Minister an annual budget for the fiscal year beginning September 1st.

A budget is a process to achieve the vision and mission of Golden Hills. The financial goals and future of financial resources are aligned to the path of the Board's vision and mission. Quarterly reports are provided to the Board to monitor income and expenditures and evaluate progress to achieve the goals in the Education Plan.

The Board's most significant policy decision is the budget as it directs the resources of the division to achieve the Board's objectives and ensure a balanced budget. The Board of Trustees sets the policy and direction for the school division by which administration develops key budget assumptions.

Current budget principles are as follows:

The budget will be a balanced budget (may include restricted reserves).

1. Enveloped revenues will balance expenditures within the envelope.
2. The budget process is open and involves stakeholders.
3. The budget will address the goals identified in the Education Plan and the Priorities of Alberta Education.
4. Resources will be allocated to provide equitable and fair opportunity for each student to receive a quality education program.
5. The budget is guided by principles of transparency and public accountability for the use of resources and the results achieved.
6. The budget will reflect appropriate reserves that ensure financial health and meet encumbrances.


These principles have resulted in positive financial health for Golden Hills and also allows Golden Hills to be innovative and responsive to the needs of our students, manage enrolment fluctuations and support our powerful learning initiatives.

Proposed Planning Dates	Action	Responsible
February	Approve Process, Budget Principles, Priorities & Assumptions	Board
February 29, 2024	Budget Announcement	Minister of Education, Honorable Demetrios Nicolaides
March - April	Budget Review and Gather Information about: <ul style="list-style-type: none"> • Global Challenges • Budget Challenges by Envelope • Analysis of Demographics <ul style="list-style-type: none"> ○ enrolment estimates • Provincial Grants • Expenditure Estimates <ul style="list-style-type: none"> ○ salary and cost benefits 	Executive Team
March-May	Budget Development Stage <ul style="list-style-type: none"> • Budget Allocations • Expenditure Decisions 	Administrators and Managers
February -May	Budget Consultation <ul style="list-style-type: none"> • Where are we Now? • Where are we Going? • Where do we want to Go? 	Board Executive Team Administrators Stakeholders
April	Draft to Board	Executive Team
May	Education Plan and Budget Approval	Board


As of the current fiscal period, our operating reserves are valued at \$2,711,678, representing to 2.75% of our overall budget. However, we are limited to 3.15%, corresponding to slightly more than \$3 million. This regulatory limit poses significant challenges in managing enrollment and adapting to fluctuations in funding.

Recommendation:

That the Board of Trustees adopts the Budgeting Principles and a timeline for the 2024/2025 fiscal year subject to a potential review following a provincial budget announcement.

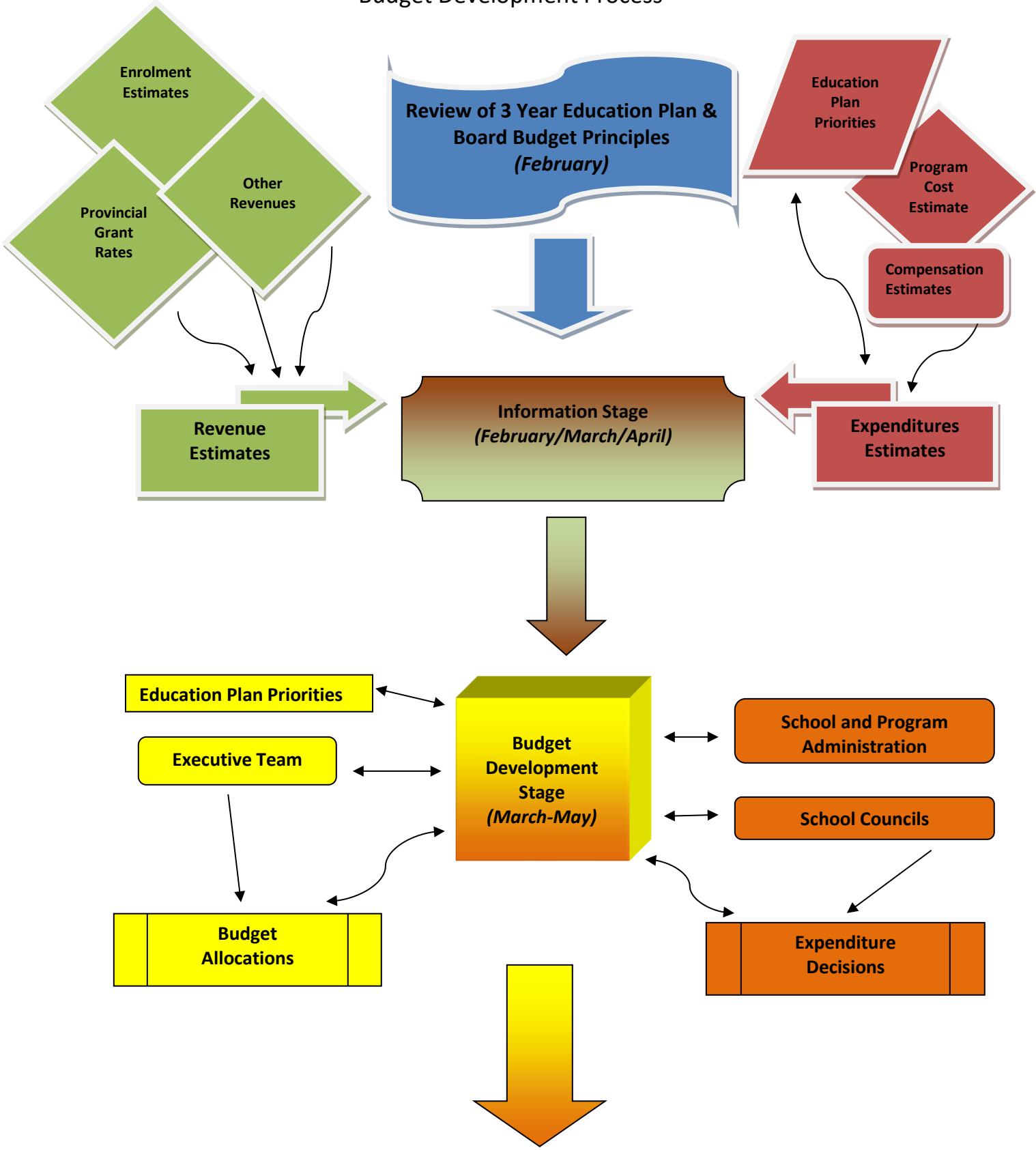


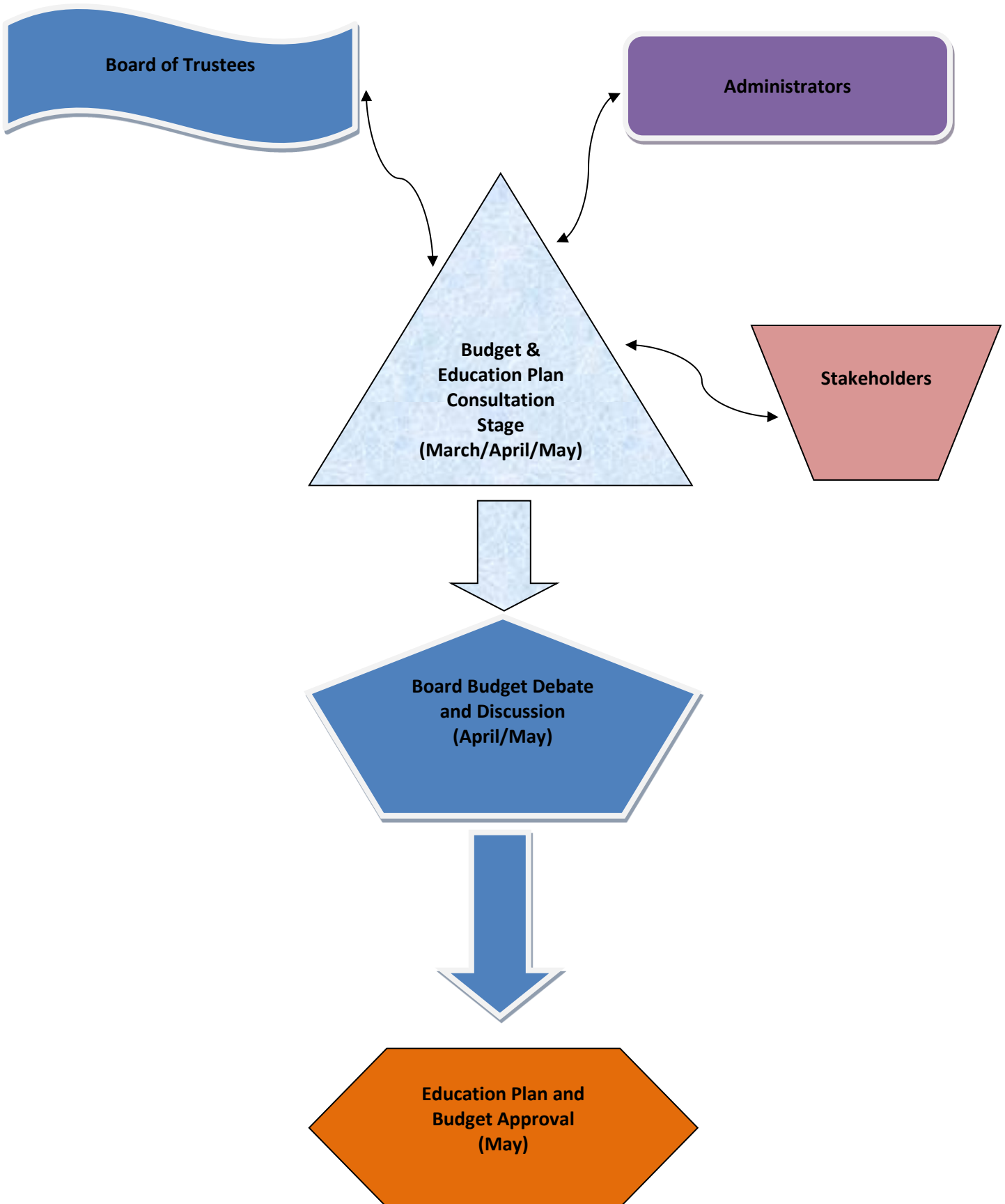
 Jeff Grimsdale
 Superintendent



 Tahra Sabir
 Secretary Treasurer

Golden Hills School Division Budget Development Process







FIELD TRIP STUDIES/STUDENT EXCURSION
Three Hills School

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

February 27, 2024

Background:

Three Hills School requests permission, in accordance with Administrative Procedure 260 and Board Policy 2, for an international high school field trip to Indianapolis, Indiana from July 21, 2024 to July 26, 2024.

Field Excursion Summary:

- The purpose of the 2024 trip to Indianapolis is to participate in the National Student Leadership Summit
- Students: 4
- The trip will be six (6) days
- This trip occurs in July and no instructional time will be missed
- Supervision to student ratio 1:4 (1 chaperone/staff)
- Trip Itinerary attached

The administration will complete a risk assessment as required by Administration Procedure 260- *Field Studies/ Student Excursions*. The risk assessment process will ensure that all the requirements of Procedure 260 are fully completed before departure.

Please find attached, for your reference, the Itinerary for the Field Trip/Student Excursion.

Recommendation:

That the Board of Trustees approves the proposed high school field studies/excursion for Three Hills School to Indianapolis, Indiana from July 21, 2024 to July 26, 2024 subject to advisory notices from Foreign Affairs and International Trade Canada website http://www.voyage.gc.ca/countries_pays/updates_mise-a-jour-eng.asp such that if a travel warning is issued prior to the trip and not rescinded before the departure date, the trip will be cancelled and parents must be advised that this will be the case.

Jeff Grimsdale
Superintendent of School

Trip Details:

This is a planned six (6) day trip, leaving Sunday, July 21, and returning Friday, July 26, 2024. Students will participate in the National Student Leadership Summit.

Itinerary: *Tentative*

Day 1 (July 21) - Fly from Calgary to Indianapolis

Day 2 (July 22) - Walk to Indianapolis Zoo (with other summit participants)

Day 2 (July 22) - Conference Registration – National Student Leadership Conference Begins

Day 3 (July 23) - National Student Leadership Conference

Day 4 (July 24) - National Student Leadership Conference

Day 5 (July 25) - National Student Leadership Conference Closing remarks

Day 5 (July 25) - Visit Indianapolis Motor Speedway Museum

Day 6 (July 26) - Fly from Indianapolis to Calgary



PUBLIC SCHOOL BOARDS ASSOCIATION OF ALBERTA (PSBAA) Follow Up

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

February 27, 2024

Background:

To recap, The Golden Hills School Division Board of Trustees joined the Public School Boards Association of Alberta for a trial period commencing in February 2013.

The Public School Boards Association of Alberta hosts the following meetings and events each year:

- a) **Public School Boards Council Meetings** – each Member Board chooses a representative who serves as their representative and attends each Council Meeting as a voting member. The Council meets three or four times a year – February, April, August, and November. These meetings are also open to all Trustees; thus, Boards often send additional Trustees who attend as Observers;
- b) **Spring General Assembly** – this gathering takes place May 30 – June 1, 2023, in Calgary, AB. Typically members bring the full Board along with their Superintendent and/or Secretary Treasurer.
- c) **Fall Events** – this includes our annual Trustee University / Lois E. Hole Dinner and Lecture / Annual General Meeting. The event begins on Monday evening and concludes on Wednesday, October 16-18, 2023, at the DoubleTree by Hilton, Edmonton. These events are open to all Member Trustees and Senior Administration;
- d) **Governance Seminars** – these one-day Professional Development seminars are offered in response to member requests.

During the Board of Trustees Organizational Meeting held every year in August, there are three Trustees voted in, one serves as the Board's Representative and the other two serve as the Board's Alternative. The Representative attends each Council Meeting as a voting member.

The PSBAA Membership was reviewed at the January 23, 2024, board meeting, as per below motion.

9.1 Public School Boards Association (PSBAA) Membership Review (J. Grimsdale)

Recommendation: BD#20210123.1005

MOVED by Trustee Pirie that the Board of Trustees notify Public School Boards Association (PSBAA) before April 1, 2024, that it is Golden Hills School Boards intention to withdraw from the organization.

Defeated

Golden Hills School Division will continue to review membership with the Public School Boards Association of Alberta.

For Golden Hills to revoke its' membership with the Public School Boards' Association of Alberta, the Bylaws state:

- **Article 1.05 - Notice to Association**
 - Written application, or delivery in writing or in printed form, or written notice, or designation in writing may be provided to the Association by regular mail, or by courier service to the head office of the Association, or by e-mail to the attention of the Executive Director of the Association. The date of the notice shall be deemed the date received and acknowledged by the head office of the Association.
- **Article 3.05 - Resignation**
 - A Member may resign from the Association by giving written notice to the attention of the Executive Director at the head office of the Association before April 1. The date of the notice shall be deemed the date received and acknowledged by the head office of the Association. The resignation shall be effective on the last day of the **Association's fiscal year** in which notice is given.

As per Article 1 – General, section 1.01 - Definitions and interpretations (k) “Fiscal Year” means the fiscal year of the Association.

- **Article 1.03 – Fiscal Year**
The fiscal year shall be January 1 to December 31 of each year.

Recommendation:

That the Board of Trustees continue to evaluate the ongoing membership in the Public School Boards Association (PSBAA).



Jeff Grimsdale
Superintendent



MONTHLY ENROLMENT MONITORING REPORT

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

February 27, 2024

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 29, 2023, 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.

Jeff Grimsdale
Superintendent

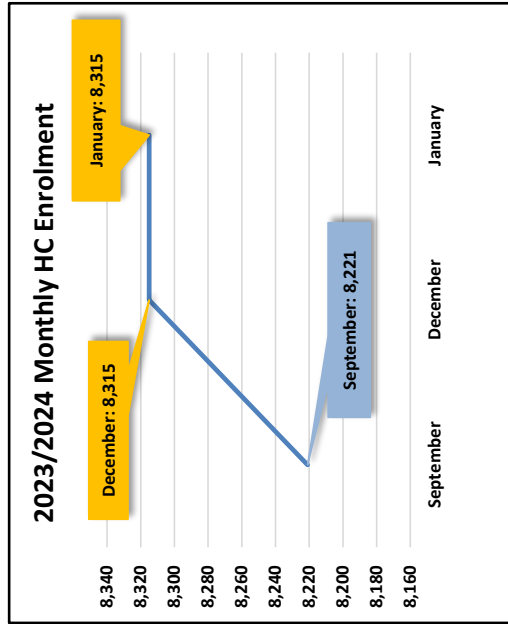
Tahra Sabir
Secretary Treasurer

Golden Hills School Division Enrolment

Schools - Month to Month Comparison Sept 30 to Jan 31, 2024

*Please note
kindergarten adjusted
to 1.0

* Enrolment information has been adjusted for the
New Funding Model



Configuration	School	September 30, 2023*	January 31, 2024	December 31, 2023	Difference
K-6, 10-12	Acme School	211.00	212.00	212.00	0.00
K-9	Carbon School	51.00	58.00	54.00	4.00
K-6	Carseland School	86.00	81.00	81.00	0.00
7-9	Crowther Memorial Jr. High School	470.00	461.00	459.00	2.00
K-9	Dr. Elliott Community School	198.00	197.00	197.00	0.00
7-12	Drumheller Valley Secondary School	368.00	361.00	361.00	0.00
K-6	École Brentwood Elementary School	210.00	211.00	211.00	0.00
K-12	George Freeman	496.00	491.00	489.00	2.00
K-6	Greentree School	359.00	355.00	354.00	1.00
K-12	Prairie Christian Academy School	289.00	294.00	292.00	2.00
10-12	Strathmore High School	691.00	689.00	689.00	0.00
K-12	Three Hills School	449.00	459.00	461.00	-2.00
K-9	Trinity Christian Academy	222.00	221.00	223.00	-2.00
K-12	Trochu Valley School	263.00	269.00	267.00	2.00
K-6	Westmount School	365.00	369.00	371.00	-2.00
K-12	Wheatland Crossing	339.00	340.00	339.00	1.00
K-6	Wheatland Elementary School	305.00	307.00	308.00	-1.00
	Sub Total	5,372.00	5,375.00	5,368.00	7.00
7-9	Colonies	392.00	388.00	389.00	-1.00
7-12	Drumheller Outreach	9.00	11.00	10.00	1.00
1-12	Golden Hills Learning Academy	467.00	538.00	537.00	1.00
1-12	NorthStar Academy	394.00	390.00	402.00	-12.00
7-12	Strathmore StoreFront	103.00	112.00	112.00	0.00
	Sub Total	1,365.00	1,439.00	1,450.00	(11.00)
	Homeschool	854.00	874.00	870.00	4.00
	Shared Responsibility	196.00	193.00	193.00	0.00
	Sub Total	1,050.00	1,067.00	1,063.00	4.00
	Provincial Total	7,787.00	7,881.00	7,881.00	0.00
	Siksika	155.00	155.00	155.00	0.00
	International (Incl. Online)	279.00	279.00	279.00	0.00
	Sub Total	434.00	434.00	434.00	0.00
	Total HEADCOUNT	8,221.00	8,315.00	8,315.00	0.00



TRANSPORTATION MONITORING REPORT

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

February 27, 2024

Background:

Annually, administration provides a Transportation Monitoring Report for information. This report provides opportunity to consider the impact of Transportation Policy on the education of students in the jurisdiction.

Please see attached Monitoring Report.

Recommendation:

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

Jeff Grimsdale
Superintendent of Schools

Tahra Sabir
Secretary Treasurer



ADVOCACY PLANNING

"Inspiring confident, caring citizens of the world"

February 27, 2024

Background:

The Board's main priority is to advocate for quality education and equal programming opportunities for students at Golden Hills. To this end, the Board of Trustees maintains an Advocacy Committee with the purpose of developing advocacy priorities and a plan to share these concerns with the Golden Hills stakeholders and community, provincial authorities and other municipal officials.

Recommendation:

That the Board of Trustees consider potential updates of the Advocacy Plan for the 2023/24 school year.

A handwritten signature in blue ink, appearing to read "J. Grimsdale", is written above a horizontal line.

Jeff Grimsdale
Superintendent