



# 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, November 26, 2024 (9:30 AM)

#### 1.0 Attendance

##### Present

- a) Chair
  - Laurie Huntley (via Zoom)
- b) Vice Chair
  - Jim Northcott
- c) Trustees
  - Barry Kletke
  - Justin Bolin (Zoom)
  - Rob Pirie (via Zoom, excused himself at noon)
- d) Superintendent
  - Jeff Grimsdale
- e) Secretary Treasurer
  - Tahra Sabir
- f) Recording Secretary
  - Kristy Polet

##### Absent

- c) Trustee
  - Jen Mertz
- 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#20241126.1001**

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

Carried

##### 4.2 Out of In Camera

**Recommendation: BD#20241126.1002**

**MOVED by Trustee Kletke** that the Board of Trustees rise from In Camera at 10:09 AM.

Carried

Recessed at 10:09 AM

Reconvened at 10:21AM

#### 5.0 Approval of Agenda

##### 5.1 Approval of Agenda

**Recommendation: BD#20241126.1003**

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

Carried

#### 6.0 Welcome Public, Vision and Mission Statements

#### 7.0 Presentation of Minutes

##### 7.1 Regular Minutes of October 29, 2024

**Recommendation: BD#20241126.1004**

**MOVED by Trustee Pirie** that the Board of Trustees approve the Regular Minutes of October 29, 2024, as presented.

Carried

#### 8.0 REPORTS

##### A) Chair's Report

Chair Huntley presented information on the following topics:

- Alberta School Boards Association (ASBA) FGM was held in Edmonton, November 17-19, 2024, at the Westin Downtown. Dr. Vivian Aboud has sent pictures of the event to Chair Huntley.
- Discussed Collegiate Schools partnerships with post secondary schools.
- ASBA Professional Learning Sessions - Chair Huntley has forwarded them on to Trustees.
- December 2, 2024, Virtual Session on Municipal Affairs Statutes Amendment Act, 2024 (Bill 20), discussed requiring criminal record checks.
- December 9, 2024, Speakers Corner: The Role of Trustees in fostering safe and healthy work and learning environments with Kathleen Lane.
- Discussed Curriculum Engagement process - Chair Huntley forwarded the information on to Trustees.
- November 1, 2024, Chairs Meeting regarding school divisions concerns with Jordans' Principles.

Chair Initials

Secretary Treasurer Initials

## B) Board Committees

No information to report on at this time.

## C) Board Representatives to External Organizations

Chair Huntley and Vice Chair Northcott presented information on the Alberta School Boards Association (ASBA) FGM and ASBA Zone 5 meeting that was held November 1, 2024.

- ASBA FGM was held November 17-19, 2024, in Edmonton, AB.
  - Honourable Danielle Smith was one of many guest speakers and also David Allison (Human Values Expert), Paul Dubal (Certified Life Coach), Katrina Ingram (Founder and CEO of Ethically Aligned AI) and Shawna Randolph (Communications Specialist).
  - Knowledgeable Conference, voting/election portion ran smoothly.
- ASBA Zone 5 meeting was held at the Rocky View School Division, Airdrie, AB on Friday, November 1, 2024.
  - President, Marilyn Dennis reported on ASBA municipal elections meetings, met with advocacy partners, Bill 27, National School Food Program being addressed, discussed upcoming Rural Caucus meeting.
  - CEO, Jan Olson discussed Government advocacy tracker, meeting with Minister's Administration, Rural Caucus regarding Weighted Moving Average (WMA), mentioned Superintendents have access to Bill 20 information on ASBA website.
  - Professional Learning Committee, Melyssa Bowen reminded everyone, Backpack Full of Cash screening will be December 6, 2023 at Rocky View School Division.
  - Trustee Northcott will be on the Edwin Parr Committee.

Trustee Kletke presented information from the Public School Boards Association of Alberta (PSBAA) meeting held November 15-17, 2024, in Edmonton, AB.

- Professional Development Sessions were excellent:
  - Collaborative Partnership Supports Student Engagement in Career Learning:
    - Guest speakers were Sean Lougheed, Director of Education Services, Curriculum and Instruction from Wolf Creek Public Schools,
    - Holly Bilton, Provincial Manager of School Engagement Careers the Next Generation,
    - Vaping in Schools and other programs AHS provides, Brent Friesen PH.D., Medical Officer of Health Alberta Health Services.
    - Reception Guest speaker was Janet Brown, Political Analyst, Janet Brown Opinion Research.
- PSBAA fiscal year end the same.
- Hybrid meetings will no longer be available, all in person.

Recessed at 11:38 AM

Reconvened at 11:45 AM

## D) Administration Reports

Secretary Treasurer Sabir presented information on the following topics:

- Insurance Update:
  - Marketing efforts this year reinforced ARMIC's growing reputation with insurers expressing confidence in our progress over the past five years and commitment to a stable, long-term partnership.

Chair Initials SH

Secretary Treasurer Initials TS



- Premium Allocation - member's premium is based on their statement of values, individual loss experience over the preceding 5 years, with a 20% cap on increase or decrease in premiums year.
- Grande Yellowhead (Jasper) Wildfire, fortunate to have not suffered any physical damage, working through the process.
- Transportation:
  - New technology system provided by Cal/Amp, piloting it on ten buses (eight in Three Hills and two in Carbon)
  - Driver update - currently have four routes that are being driven by relief drivers (two in Strathmore, one in Acme and one in Drumheller).
  - Two trainees taking their road test on Wednesday, December 4, 2024.
  - New Training class began Monday, November 25, 2024, with five trainees attending. These trainees will complete our route driver pool and start to rebuild our relief driver pool.
  - Transportation will be purchasing 14 new buses; prices continue to rise dramatically.
  - Field Trips have increased over the year, trips using GHSD buses (210), trips using school owned vehicles or outside buses (172).
- Facilities Update:
  - Learning Academy, office furniture has been relocated and installed 17 workstations at the new location, additional electrical work, floor replacement and technology work has been completed.
  - Trinity Christian Academy, roofers have completed 80% of the work, painting is expected to be completed by the end of November and occupancy tentatively the second week of December.
  - Strathmore High School Modular, development permit has been approved, working with consultants on drawings and giving feedback, hoping to start construction in June 2025.
  - Strathmore Maintenance Shop, exterior and roof, requesting price to repair.

Superintendent Grimsdale presented information on the following topics:

- November 6, 2024, met with our Alberta Education Field Services Consultant to review our Education Plan.
- November 6-8, 2024, attended the CASS Fall Conference.
- Artificial Intelligence (AI), in the process of creating a Strategic AI Plan.
- GHSD hosted the Junior High Teacher Professional Development Day on Learning Strategies, the day was well received, 100% of the teachers would like a second day.
- November 26, 2024, hosting new draft Social Curriculum Day, submitted names for new curriculum working groups for math, social, calm and Physical Education and Wellness (PEW) 7-10.
- Discussed Dual Credit Grants, received Enhancement Grant \$98,603.00, this will be for new equipment for Strathmore High School kitchen and partnership with SAIT for the Intro to cooking course.
- Received Start up Grant \$50,000.00 for our E-Sports business Course in partnership with Bow Valley College.
- Administrative Procedures meeting was held on October 24, 2024.
- October 30, 2024, New Administrator Orientation, topics covers were Leading and Learning, Structure of Support, Student Services, Supervision and Evaluation and Budgeting. Second Administrators Orientation will take place in February 2025.
- November 12, 2024, Administrator Meeting, reviewed Cell Phone Administrative Procedure, reviewed Bill 29 and 27, discussed Education Plans and school visits in December.
- Remembrance Day Ceremonies went very well.

Chair Initials SH Secretary Treasurer Initials TJ

- Acme School Update - busy construction site, making progress, heating and hoarding now while continuing to build gym walls, steel structure is going up, working on mechanical, electrical and plumbing rough ins.
- Human Resources Update:
  - Deputy Superintendent Miskiman attended six Career Fairs; fewer teachers are wanting to relocate.
  - Ambrose University practicum students (30), introduced to our systems and schools, they have our Powerful Learning guide.

Recessed at 12:03 PM  
Reconvened at 12:44 PM

## 9.0 NEW BUSINESS

### A) Action Items

#### 9.1 Field Trip Studies/Student Excursion - Colombia - Prairie Christian Academy (J. Grimsdale)

**Recommendation: BD#20241126.1005**

**MOVED by Trustee Kletke** that the Board of Trustees approves the proposed high school field studies/excursion for Prairie Christian Academy to Bogota, Colombia from February 12-23, 2025 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](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.

Carried

#### 9.2 Field Trip Studies/Student Excursion - Ireland/Scotland/England - Prairie Christian Academy (J. Grimsdale)

**Recommendation: BD#20241126.1006**

**MOVED by Trustee Kletke** that the Board of Trustees approves the proposed high school field studies/excursion for Prairie Christian Academy to Ireland, Scotland and England from April 2-12, 2026 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](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.

Carried

#### 9.3 New Colony School - Naming (J. Grimsdale)

**Recommendation: BD20241126.1007**

**MOVED by Trustee Northcott** that the Board of Trustees approve the name suggested by the Kneehill Colony to be Kneehill Colony School.

Carried

Chair Initials   *JK*   Secretary Treasurer Initials \_\_\_\_\_



**9.4 Locally Developed/Acquired Courses (J. Grimsdale)**

**Recommendation: BD#20241126.1008**

**MOVED by Trustee Kletke** that the Board of Trustee 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.

Carried

- Student-Centered Learning 15 (3 credits only), January 1, 2025, until August 31, 2027, Golden Hills Learning Academy Strathmore Storefront

**9.5 Annual Education Results Report (AERR) 2023/2024 (J. Grimsdale)**

**Recommendation: BD#20241126.1009**

**MOVED by Trustee Northcott** that the Board of Trustees approve the Annual Education Results Report 2023/2024 for submission to Alberta Education November 30, 2024.

Carried

**9.6 Audited Financial Statements for the Year Ending August 31, 2024 (T. Sabir)**

**Recommendation: BD#20241126.1010**

**MOVED by Trustee Bolin** that the Board of Trustees approve the 2023/2024 amounts on the Audited Financial Statements for the year ending August 31, 2024, to be transferred from unrestricted as follows:

- Transfer from Unrestricted Surplus to the Internally Restricted Operating Reserves in the amount of \$198,000.

Carried

**9.7 Audited Financial Statements for the year ending August 31, 2024 (T. Sabir)**

**Recommendation: BD#20241126.1011**

**MOVED by Trustee Northcott** that the Board of Trustees approve the Audited Financial Statements for the year ending August 31, 2024, subject to the Board being advised of any minor adjustment which may be necessary before submission to Alberta Education by November 30, 2024.

Carried

**B) Information Items**

**9.8 Monthly Enrolment Monitoring Report - October 2024 (T. Sabir)**

Secretary treasurer Sabir presented information on Enrolment for the month of October 2024.

**9.9 Provincial Exam Results (Annual and five-year trends) (J. Grimsdale)**

Superintendent Grimsdale and Director of Learning, Cori Hampson, reviewed the 2023/2024 Provincial Testing results for the June Diploma Exams and for the Grade six (6) and nine (9) Provincial Achievement Tests that were released on November 8, 2024, to school divisions.

Chair Initials

Secretary Treasurer Initials

### **9.10 Administrative Procedures (145, 401, 412, 490) (J. Grimsdale)**

Superintendent Grimsdale reviewed the information around the development of the following Administrative Procedures.

- Administrative Procedure 145 Personal Mobile Devices
  - AP 145, Appendix 145-A, Frequently Asked Questions
  - AP 145 Form, 145-1, Medical Exemptions
- Administrative Procedure 401, Personnel Records
- Administrative Procedure 412, Pensions
- Administrative Procedure 490, Volunteers

Recessed at 2:33 PM

Reconvened at 2:39 PM

### **10.0 Round Table Discussion**

#### **11.0 Guest**

##### **11.1 Chandra Deaust - Avail LLP Chartered Professional Accountants**

On Monday, November 25, 2024, the Audit Committee convened, as per the requirements of the Education Act to review the financial statements. On Tuesday, November 26, 2024, Chandra Deaust, CPA, CA (Avail CPA - Chartered Accountant) was in attendance via Zoom at 11:00 AM to present the Audited Financial Statements for the year ending August 31, 2024, and answered Trustee questions' regarding the audit process and Audited Financial Statements.

#### **12.0 School Monitoring Report Visit**

##### **12.1 Greentree School (S. Friesen, Principal and P. Ehrman, Vice Principal)**

Superintendent Grimsdale welcomed Principal, S. Friesen and Vice Principal, P. Ehrman, who presented their schools current education plan, new programs and school involvement with the community. Their presentation was interactive, Trustees took part in the "12 Days of Mathamas" game that is played through out all grades. Superintendent Grimsdale and Chair Huntley thanked them for their informative presentation.

##### **12.2 Crowther Memorial Junior High (L. Tucker, Principal, R. Hunter, Vice Principal and E. Friesen, Vice Principal)**

Superintendent Grimsdale welcomed Principal, L. Tucker, Vice Principal, R. Hunter and Vice Principal, E. Friesen, who presented their schools current education plan, new programs and school involvement with the community. They are the school that has something for everyone! Passion and dedication to their adolescent learners is shown throughout the school. Superintendent Grimsdale and Chair Huntley thanked them for their informative presentation.

Chair Initials



Secretary Treasurer Initials



**12.3 Ecole Brentwood (D. Seabrook, Principal and K. Coulter, Vice Principal)**

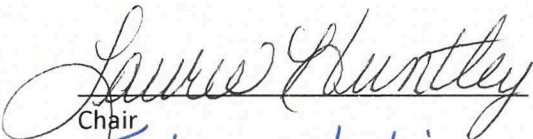

Superintendent Grimsdale welcomed Principal, D. Seabrook and Vice Principal, K. Coulter, who presented their schools current education plan, new programs and school involvement with the community. They are creating an atmosphere of "belonging", a school of fine arts, collaborative support plans and committed to unlock students' successes. Superintendent Grimsdale and Chair Huntley thanked them for their informative presentation.

**13.0 ADJOURNMENT**

**13.1 Adjournment**

**Recommendation: BD#20241126.1012**

Adjourned at 3:11 PM. Carried

  
Chair  


Secretary Treasurer

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