




AGENDA

Edmonton School District No. 7
One Kingsway
Edmonton, Alberta

McCauley Chambers
Tuesday, September 25, 2012
2:00 p.m.

Board Meeting #2

- A. O Canada 
- B. Roll Call
- C. Communications from the Board Chair
- D. Communications from the Superintendent of Schools
- E. Minutes
 - 1. DRAFT – Organizational Board Meeting – September 11, 2012
- F. Comments from the Public and Staff Group Representatives
- G. Reports
 - 2. Presentation Early Child Development Mapping Project Alberta (Information - 20-minute Presentation)
 - 3. Motion re Active Transportation Plans for All Schools (Recommendation)
 - 4. Policy Review Committee: FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District-Sponsored Functions (Recommendation)
 - 5. Process and Timeline for the Review of 2011-2012 Results and the Plans for 2012-2013 (Recommendation)
 - 6. Funds for 2013-2014 Professional Improvement Program (Recommendation)
 - 7. Student Smartphones and Mobile Devices (Response to Request for Information #209)
 - 8. Vancouver School Board Community Engagement Practices (Response to Request for Information #210)

BOARD OF TRUSTEES

Sarah Hoffman
Board Chair

Michael Janz
Board Vice-Chair

Heather MacKenzie
Conference Chair

David Colburn
Leslie Cleary
Cheryl Johner
Catherine Ripley
Ken Shipka
Christopher Spencer

9. FNMI Funding
(Response to Request for Information #211)
10. Spring Elections Impact on Budget Process
(Response to Request for Information #212)
11. Zero-Based Budgeting
(Response to Request for Information #213)
12. Bereavements
(Information with Introduction)

H. Other Committee, Board Representative and Trustee Reports

I. Comments from the Public and Staff Group Representatives – 5:00 p.m.

J. Trustee and Board Requests for Information

K. Notices of Motion

L. Meeting Dates

M. Adjournment

MINUTE BOOK

- Organizational Board Meeting -

Minutes of the Board Meeting of the Trustees of the Edmonton School District No. 7 of the Province of Alberta held in McCauley Chambers in the Centre for Education on Tuesday, September 11, 2012 at 2:00 p.m.

Present:

Trustees

Leslie Cleary
David Colburn
Sarah Hoffman

Michael Janz
Cheryl Johner
Heather MacKenzie

Catherine Ripley
Ken Shipka
Christopher Spencer

Officials

Edgar Schmidt
Bruce Coggles
David Fraser

Cheryl Hagen
Mark Liguori
Ron MacNeil

Jamie Pallett
Tanni Parker
Tash Taylor

Board Chair: David Colburn

Recording Secretary: Manon Fraser

A. O Canada 

Staff Group Representatives

Edmonton Public Teachers – Ed Butler, President
CUPE Local 474 – Felix De Los Santos, President
CUPE Local 3550 – Carol Chapman, President

B. **Roll Call:** (2:00 p.m.)

The Superintendent advised that all Trustees were present.

MINUTE BOOK

C. Communications from the Board Chair

The Board Chair reported on a meeting he attended on June 30, 2012 with the Mayor and senior members of the administration from both the City and the District to discuss moving forward on the recommendations of the ELEVATE report. Another meeting is scheduled to take place in October.

D. Communications from the Superintendent of Schools

The Superintendent commended the work of District schools in welcoming just over 80,000 students for the start of the 2012-2013 school year.

The Superintendent noted a letter has been received from Dr. Allan Markin in recognition of the outstanding work of Principal Nigel Butterfield, Lee Ridge School, with the APPLE School program. He also highlighted the work Ekota School Principal Darrell Sush to encourage literacy development.

E. Minutes

1. Special Board Meeting – June 5, 2012

MOVED BY Trustee Janz:

“That the minutes of the special board meeting held June 5, 2012 be approved as printed.” (UNANIMOUSLY CARRIED)

2. Board Meeting #16 – June 12, 2012

MOVED BY Trustee Shipka:

“That the minutes of Board Meeting #16 held June 12, 2012 be approved as printed.” (UNANIMOUSLY CARRIED)

3. Special Board Meeting – June 26, 2012

MOVED BY Trustee Ripley:

“That the minutes of the special board meeting held June 26, 2012 be approved as printed.” (UNANIMOUSLY CARRIED)

F. Comments from the Public and Staff Group Representatives – None.

MINUTE BOOK

G. Reports

4. Delegation of Authority – Superintendent of Schools – 2012 Summer Recess

MOVED BY Trustee Johner:

“That the report entitled ‘Delegation of Authority – Superintendent of Schools – 2012 Summer Recess’ be received for information.” (UNANIMOUSLY CARRIED)

5. Confirmation of Committees, Board Representation and Regular Meetings

MOVED BY Trustee MacKenzie:

“1. That the following standing committee of the whole be confirmed:

- **Conference Committee**

2. That the following standing committees be confirmed:

- a) **Advocacy**
- b) **Audit**
- b) **Board and Superintendent of Schools Evaluations**
- c) **Board Community Relations**
- d) **District Priorities and Governance**
- e) **Policy Review**
- f) **Budget Planning and Results Review**
- g) **Interpretations**

3. That Board representation on the following District staff negotiating committees as required be confirmed:

**Teaching
Custodial
Maintenance
Support**

MINUTE BOOK

4. That Board membership and representation on the following external agency be confirmed:

Alberta School Boards Association (ASBA)

- Provincial Executive
- Zone 23 Executive
- Zone 23 Executive – Alternate
- Tripartite Committee

5. That the Board's ASBA Issues and Resolutions Committee comprised of the Board Chair or Board Vice-Chair, the ASBA Provincial Executive Board of Directors representative and the Zone 23 representative be confirmed.

6. That Board membership and representation on the following external agency be confirmed:

Public School Boards' Association of Alberta (PSBAA)

- Liaison Representative - PSBC
- Liaison Representative – PSBC Alternate

7. That the Board's membership and representation on the Capital Region Services to Children Linkages Committee be confirmed.

8. That Board representation on the Edmonton Public Schools Foundation Board of Directors be confirmed.

9. That the following dates and times of regular meetings be confirmed:

a) **Board:** Regular board meetings are held on the second and fourth Tuesdays of each month from 2:00 p.m. to 6:00 p.m. Special meetings may be held at the call of the Board Chair.

b) **Conference Committee:** Regular meetings of the Conference Committee are held on the first Tuesday of each month from 9:30 a.m. to 12:00 p.m.

MINUTE BOOK

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

1. Standing Committees of the Whole

- a) **Board Chair**
- b) **Board Vice-Chair**
- c) **Conference Chair**

2. Standing Committees:

- a) **Advocacy**
(3 members)
- b) **Audit**
(3 members – 1 of which is the Board Chair)
- c) **Board and Superintendent of Schools Evaluations**
(3 members)
- d) **Board Community Relations**
(3 members)
- e) **District Priorities and Governance**
(3 members)
- f) **Policy Review**
(3 members)
- g) **Budget Planning and Results Review**
- h) **Interpretations**

MINUTE BOOK

3. **Negotiations:**
 - a) **Custodial Staff**
(contract expires August 31, 2014)
(2 members)
 - b) **Maintenance Staff**
(contract expires August 31, 2014)
(2 members)
 - c) **Support Staff**
(contract expired August 31, 2011 – negotiations in progress)
(2 members)
 - d) **Teaching Staff**
(contract expired August 31, 2012 – negotiations in progress)
(2 members)
4. **Alberta School Boards Association Positions:**
 - i) **Provincial Executive**
 - ii) **Alternate**
 - iii) **ASBA Zone 23 Executive**
 - iv) **Alternate**
 - v) **Tripartite Committee**
5. **ASBA Issues and Resolutions Committee**
(1-year term – 3 positions)
 - ¹**Board Chair or Vice-Chair**
 - ²**ASBA Zone 23 Executive representative**
 - ³**ASBA Provincial Executive Board of Directors representative**

MINUTE BOOK

6. **Public School Boards' Association Positions:**
 - i) **Liaison/PSBC**
 - ii) **Liaison/PSBC – Alternate**

7. **Capital Region Services to Children Linkages Committee**
 - i) **Representative**
 - ii) **Alternate**

8. **Edmonton Public Schools Foundation Board of Directors**

9. **School Closure Moratorium Committee**
(term expires November 30, 2012)
(3 members)''

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

1. Standing Committees of the Whole
 - a) Board Chair

The Board called for nominations for the position of Board Chair.

Trustee Ripley nominated Trustee Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Hoffman elected by acclamation as Board Chair for the coming year.

Trustee Hoffman assumed the chair and thanked her colleagues.

MINUTE BOOK

b) Board Vice-Chair

The Board Chair called for nominations for Board Vice-Chair.

Trustee Colburn nominated Trustee Janz.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Janz elected by acclamation as Board Vice-Chair for the coming year.

c) Conference Committee

The Board Chair called for nominations for the position of Conference Committee Chair.

Trustee Janz nominated Trustee MacKenzie.

Trustee Cleary nominated Trustee Ripley.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair called for a show of hands of those Trustees in support of Trustee MacKenzie for the position of Conference Committee Chair.

The Board Chair announced that the majority of the Board were in support of Trustee MacKenzie and declared Trustee MacKenzie elected as Conference Committee Chair for the coming year.

2. Standing Committees

a) Advocacy Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Advocacy Committee.

Trustee Ripley nominated Trustees Janz, MacKenzie and Spencer.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Janz, MacKenzie and Spencer as the Board's representatives on the Advocacy Committee for the coming year.

MINUTE BOOK

b) Audit Committee

The Board Chair called for nominations for two Trustee representatives to serve on the Audit Committee. The Board Chair will serve as the third Trustee representative on the Audit Committee.

Trustee Spencer nominated Trustees Janz and Shipka.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Janz and Shipka as Board's representatives on the Audit Committee for the coming year. The Board Chair will serve as the third Trustee representative on the Audit Committee for the coming year.

b) Board and Superintendent of Schools Evaluations Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Board and Superintendent of Schools Evaluations Committee.

Trustee MacKenzie nominated Trustees Spencer, Ripley and Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Hoffman, Ripley and Spencer as the Board's representatives on the Board and Superintendent of Schools Evaluations Committee for the coming year.

c) Board Community Relations Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Board Community Relations Committee.

Trustee Hoffman nominated Trustees Johner, MacKenzie and Colburn.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Colburn, Johner and MacKenzie as the Board's representatives on the Board Community Relations Committee for the coming year.

MINUTE BOOK

e) District Priorities and Governance Committee

The Board Chair called for nominations for three Trustee representatives to serve on the District Priorities and Governance Committee.

Trustee Colburn nominated Trustees Cleary, Shipka and Spencer.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Cleary, Shipka and Spencer as the Board's representatives on the District Priorities and Governance Committee for the coming year.

f) Policy Review Committee

The Board Chair called for nominations for three Trustee representatives to serve on the Policy Review Committee.

Trustee Shipka nominated Trustees Colburn, Ripley and Hoffman.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustees Colburn, Hoffman and Ripley as the Board's representatives on the Policy Review Committee for the coming year.

g) Three-Year Budget Planning and Results Review Committees

The Board Chair advised all Trustees serve in the annual budget planning and results review of school and central service decision units.

h) Interpretations Committees

The Board Chair advised Trustees serve on interpretations committees on a rotational basis.

MINUTE BOOK

3. Negotiations
 - a) Custodial Staff
 - b) Maintenance Staff
 - c) Support Staff
 - d) Teaching Staff

The Board Chair advised that nominations are not required for negotiating committees with the District's custodial and maintenance staff as the agreements will expire August 31, 2014. The committees for the ongoing negotiations with the District's support and teaching staff are affirmed as indicated in the report which are: Trustees Ripley and Shipka for support staff and Trustees Cleary and Janz for teacher negotiations.

4. a) Alberta School Boards' Association Positions
 - i) Provincial Executive
 - ii) ASBA Provincial Executive - Alternate

The Board Chair advised that Trustee Colburn will continue to serve as the Board's representative on the Alberta School Boards Association Provincial Executive until June 2013. Trustee Hoffman will serve as the Board's alternate representative on the Alberta School Boards Association Provincial Executive until June 2013 as well.

- iii) Zone 23 Executive

The Board Chair called for nominations for a Trustee representative to serve on the ASBA Zone 23 executive.

Trustee Janz nominated Trustee Johner.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Johner as the Board's representative on the ASBA Zone 23 Executive.

MINUTE BOOK

iv) Zone 23 Executive - Alternate

The Board Chair called for nominations for a Trustee representative to serve as the alternate on the ASBA Zone 23 executive.

Trustee Johner nominated Trustee Janz.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Janz as the alternate on the ASBA Zone 23 executive.

v) Tripartite Committee

Trustee Hoffman will continue to serve as the Board's representative on the Tripartite Committee.

b) Public School Boards' Association of Alberta Positions:

i) Liaison/Public School Boards Council (PSBC)

The Board Chair called for nominations for a Trustee representative to serve as the Board's liaison on the PSBC until the membership expires December 31, 2012.

Trustee MacKenzie nominated Trustee Janz.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared that Trustee Janz will serve as the Board's PSBC representative with the PSBAA until the membership expires December 31, 2012.

MINUTE BOOK

ii) Liaison/Public School Boards Council (PSBC) - Alternate

The Board Chair called for nominations for a Trustee representative to serve as the alternate on the PSBC until the membership expires December 31, 2012.

Trustee Cleary nominated Trustee Shipka.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Shipka as the alternate on the PSBC until the membership expires December 31, 2012.

5. ASBA Issues and Resolutions Committee

Trustee Hoffman (as Board Chair), Trustee Colburn (as the Board's representative on the ASBA provincial executive) and Trustee Johner (as the Board's representative on the ASBA Zone 23 executive) will serve as the Board's representatives on the ASBA Issues and Resolutions Committee.

6. Capital Region Services to Children Linkages Committee

a) Board Representative

The Board Chair called for nominations for a Trustee representative to serve as the Board's representative on the Capital Region Services to Children Linkages Committee.

Trustee Ripley nominated Trustee Cleary.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Cleary as the Board's representative on the Capital Region Services to Children Linkages Committee for the coming year.

MINUTE BOOK

b) Board Representative - Alternate

The Board Chair called for nominations for a Trustee representative to serve as the alternate on the Capital Region Services to Children Linkages Committee.

Trustee Colburn nominated Trustee Spencer.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Spencer as the alternate on the Capital Region Services to Children Linkages Committee.

8. Edmonton Public Schools Foundation Board of Directors

The Board Chair called for nominations for a Trustee representative to serve on the Edmonton Public Schools Foundation Board of Directors.

Trustee Shipka nominated Trustee Cleary.

The Board Chair, seeing no further nominations, declared the nominations closed.

The Board Chair declared Trustee Cleary as the Board's representative on the Edmonton Public Schools Foundation Board of Directors

6. Motion re Weekly Board Meetings

MOVED BY Trustee MacKenzie:

“That beginning in November 2012, the Board hold three public Board meetings per month with Conference Committee meetings held as needed. Our Administration will be tasked with recommending appropriate timing for these meetings and other logistical changes should they be needed.”

The Board Chair called the question.

IN FAVOUR: Trustees Colburn, Hoffman, Janz, Johner, MacKenzie and Spencer

OPPOSED: Trustees Cleary, Ripley and Shipka

The Motion was CARRIED.

MINUTE BOOK

7. Motion re Work Load Assessment Tool for Trustees and the Board

Trustee MacKenzie withdrew the motion.

8. Motion re Demand Assessment Mechanism for Alternative Programs

MOVED BY Trustee MacKenzie:

“That the Administration implement a mechanism for determining demand for alternative programs and language options among those families who do not yet have children in our programs. Including families with children who are 0-5 and families who have chosen to send their children to schools outside of the District as there is currently no public school with their desired program in their desired location.”

MOVED BY Trustee Colburn:

“That the motion be amended to read: That the Administration ~~implement a mechanism~~ **identify a range of mechanisms, including cost estimates for determining demand for alternative programs, **community schools** and language options among those families who do not yet have children in our programs. Including families with children who are 0-5 and families who have chosen to send their children to schools outside of the District as there is currently no public school with their desired program in their desired location.”**

The Board Chair called the question on the Amendment.

IN FAVOUR: Trustees Colburn, Hoffman, Janz, Johner, MacKenzie, Ripley, Shipka and Spencer

OPPOSED: Trustee Cleary

The Amendment was CARRIED.

The Board Chair called the question on the Motion as Amended.

IN FAVOUR: Trustees Colburn, Hoffman, Johner, MacKenzie and Shipka

OPPOSED: Trustees Cleary, Janz, Ripley and Spencer

The Motion was CARRIED.

MINUTE BOOK

9. Motion re Review of Capital and Accommodation Planning Principles

MOVED BY Trustee Ripley:

“That the Policy Review Committee review, as a first priority, the Capital and Accommodation Planning Principles used in the current Ten-Year Facilities Plan and any associated Board policies, and develop a coordinating Board policy to guide the renewal and revision of the Ten-Year Facilities Plan.”

MOVED BY Trustee Colburn:

“That the motion be amended to read as follows: That the Policy Review Committee review, ~~as a first priority,~~ the Capital and Accommodation Planning Principles used in the current Ten-Year Facilities Plan and any associated Board policies, and develop a coordinating Board policy to guide the renewal and revision of the Ten-Year Facilities Plan.”

MOVED BY Trustee Shipka:

“That the Amendment to the Amendment be amended to read as follows: That the Policy Review Committee review, **as a high priority, ~~as a first priority~~ the Capital and Accommodation Planning Principles used in the current Ten-Year Facilities Plan and any associated Board policies, and develop a coordinating Board policy to guide the renewal and revision of the Ten-Year Facilities Plan.”**

The Board Chair called the question on the Amendment to the Amendment.

IN FAVOUR: Trustees Colburn, Hoffman, Janz, Johner, MacKenzie, Ripley, Shipka and Spencer

OPPOSED: Trustee Cleary

The Amendment to the Amendment was CARRIED.

The Board Chair called the question on the Motion as Amended.

The Motion was UNANIMOUSLY CARRIED.

MINUTE BOOK

10. Review of Board Policy AGA.BP – Recognition of Students, Staff, Parents and Community

MOVED BY Trustee Janz:

- “1. That revised Board Policy AGA.BP – Recognition of Students, Staff, Parents and Community be considered for the third time and approved.” (UNANIMOUSLY CARRIED)

MOVED BY Trustee Janz:

- “2. That Board Policy GLB.BP – Recognition of Employees be rescinded.” (UNANIMOUSLY CARRIED)

11. Bereavements

Vice-Chair Janz reported on the deaths of Mr. Emmanuel Lavares and Mrs. Nan Millar.

MOVED BY Trustee Janz:

- “That the report be received with regret and the actions of the Administration in this regard be confirmed.” (UNANIMOUSLY CARRIED)

H. Other Committee, Board Representative and Trustee Reports

Trustee Ripley, the Board’s representative on the Edmonton Public Schools Foundation Board of Governors, reported on the following events that took place over the summer that will benefit students needing full-day kindergarten:

- August 15, 2012 – *Truck Stop: Pulled Pork Throwdown* hosted by Mr. Mack Male and Ms Sharon Yeo at McKay Avenue School. She thanked the generosity of the people who paid to vote for the best pork slider. The food trucks involved, The Act, Nomad and Smokehouse BBQ, donated \$1 for every slider sold. \$1800 was raised for the Foundation.
- August 30, 2012 to September 1, 2012 – Notables Stationers donated a percentage of their sales to the Foundation. This is the second year they have done. She thanked them for their generosity.

Trustee Ripley advised that the *Ready to Eat* fundraising event is scheduled to take place Tuesday, October 30, 2012 at Murrieta’s Bar and Grill with special guest speaker, Mr. Allan Watt.

MINUTE BOOK

Trustee Ripley expressed appreciation for the opportunity to serve on the Board of Governors for the Foundation for the past two years.

Trustee Colburn, the Board's representative on the Alberta School Boards Association (ASBA) Board of Directors, reported on the Leadership Retreat held in Banff August 22, 2012. A large portion of time was spent on a Board of Directors' self-evaluation as well as an evaluation of the Executive Director. Discussion also took place regarding tripartite. He found the workshops to be very valuable. The next Board of Directors meeting is scheduled September 13 and 14, 2012.

Trustee Colburn also reminded Trustees that the ASBA national *Time for Student Health Revolution* conference will be held in Banff September 30 to October 2, 2012.

Trustee Johner, the Board's representative on ASBA Zone 23, advised that the next ASBA Zone 23 general meeting will be held Friday, September 28, 2012 at 9:30 a.m. at the St. Anthony Centre. She expressed appreciation to her colleagues for allowing her to continue to serve as the Board's representative on ASBA Zone 23 for the coming year.

Trustee MacKenzie, the Board's representative on the Public School Boards Council (PSBC), had no report at this point.

Trustee Spencer, the Board's representative on the Capital Region Services to Children Linkages Committee, reported on the Linkages Governor's Forum held September 6, 2012, at which, the provincial government sought input regarding the Social Policy Framework for Human Services. He noted a number of Trustees were able to attend the Forum. The next meeting of the Linkages Committee will be in November.

Trustee Colburn expressed appreciation to his colleagues for being able to serve Board Chair for the past two years.

Trustee Hoffman reported on the meeting she attended on behalf of the Board Chair with the Minister of Education and other Metro Board Chairs on September 6, 2012. The Metro Board Chairs have agreed to do joint work in the following three key advocacy areas: supporting English Language Learners (ELL) students; supporting First Nations, Métis and Inuit (FNMI) students; and early education opportunities. There was discussion about the challenges being faced by school districts as well as discussion regarding the *Education Act* which will be brought to the Legislature in the fall. The Assistant Deputy Minister Infrastructure was in attendance which provided an opportunity to discuss the District's current capital plans and pressing needs. Tripartite was discussed as well.

MINUTE BOOK

J. Trustee and Board Requests for Information

Trustee Shipka requested the following information: Examine the implications and implementation requirements and process to extend mandatory second language requirements from grades 4 to 9 to grades 1 to 9.

Trustee Janz requested the following information: Provide information on how our financial disclosure practices align with the new disclosure guidelines introduced by the provincial government.

K. Notices of Motion – None.

The meeting recessed at 4:15 p.m. and reconvened at 4:55 p.m.

All Trustees were present.

I. Comments from the Public and Staff Group Representatives – 5:00 p.m.

The Board heard from the following speakers regarding the “zero” grade practice:

- Mr. Michael Tachynski
- Ms Kathy Tachynski (she also provided information to the Board)
- Ms Linda McKeage
- Mr. Lynden Dorval
- Mr. Doug Senuik

L. Next Board Meeting Date: Tuesday, September 25, 2012 at 2:00 p.m.

M. Adjournment (5:20 p.m.)

The Board Chair adjourned the meeting.

Sarah Hoffman, Board Chair

Cheryl Hagen, Acting Secretary-Treasurer

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Presentation Early Child Development Mapping Project Alberta

ORIGINATOR: Tanni Parker, Assistant Superintendent Student Learning Services

RESOURCE STAFF: Heather Raymond, Director Inclusive Learning

REFERENCE: Early Child and Development Mapping Project Alberta
[ECMap](#)

ISSUE

Laurel McCalla, Community Development Coordinator with Early Childhood Development Mapping Project Alberta (ECMap) has requested an opportunity to appear before the Board of Trustees to present information highlighting the Early Childhood Development (ECD) Community Information for the City of Edmonton. In addition to exploring this data with the Board of Trustees, a brief update will be provided on the work of the early years' coalitions across the city and how community members can get involved and contribute.

BACKGROUND

ECMap is a research and community development project that is part of the Early Child Development (ECD) Mapping Initiative funded by Alberta Education. ECMap is led by the Community-University Partnership for the Study of Children, Youth and Families (CUP) at the Faculty of Extension, University of Alberta. The ECD Mapping Initiative is a five-year initiative that will provide a picture of early childhood development in Alberta.

Understanding early development and the factors that influence development will help Albertans at every level from parents to educators, community members, service providers and policy makers to create the nurturing environments that young children need.

CURRENT SITUATION

Early childhood development results for Edmonton are now available on the ECMap website.

KEY POINTS

- Edmonton Public Schools was an early adopter in collecting EDI data. The presentation is an opportunity to share results with the Board.
- The presentation has been provided to the Edmonton Catholic Schools Trustees. The request was made to provide the Edmonton Public Schools Board with the same information.
- Edmonton Public Schools will be participating in a second round of data collection this year.

ATTACHMENTS & APPENDICES

ATTACHMENT I Early Childhood Development (ECD) Community Information: City of Edmonton

HR:dll

DATE: September 25, 2012

TO: Board of Trustees

FROM: Trustee Michael Janz

SUBJECT: Motion re Active Transportation Plans for All Schools

REFERENCE: [May 22, 2012 Board Meeting](#)
[Trustees' Manual – Meetings of the Board \(Notices of Motion\)](#)
[May 22, 2012 Board Report – Feasibility of Development of Active Transportation Plans for All Schools \(Response to Request for Information #182\)](#)

RECOMMENDATION

That the District develop active transportation plans for every school.

BACKGROUND

Notice of motion was served at the May 22, 2012 board meeting.

MJ:mmf

DATE: September 25, 2012

TO: Board of Trustees

FROM: Trustee Michael Janz, Chair, 2011-12 Policy Review Committee
Trustee Heather MacKenzie, 2011-12 Policy Review Committee
Trustee Catherine Ripley, 2011-12 Policy Review Committee

SUBJECT: Policy Review Committee - FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions

ORIGINATOR: Tanni Parker, Assistant Superintendent, Student Learning Services

RESOURCE STAFF: Eileen Marthiensen, Bob Morter, Carol Symons

REFERENCE: [FM.BP - Alcoholic Beverages and Smoking on District Premises and at District Sponsored Functions](#)
[JGD.AR - Consumption of Alcoholic Beverages](#)
[HICA.BP - Field Trips](#)
[HICA.AR - Field Trips](#)
[IAA.AR – Aboriginal Education](#)

ISSUE

Board Policy FM.BP - Alcoholic Beverages and Smoking on District Premises and at District Sponsored Functions was scheduled for review effective January 2012.

RECOMMENDATION

- 1. That revised Board Policy FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions (Attachment I) be considered for the first time.**
- 2. That revised Board Policy FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions (Attachment I) be considered for the second time.**

BACKGROUND

The proposed policy was brought forward to public board on May 8, 2012 to be considered for the first and second reading. The following decision was made at the conclusion of debate “the policy was referred back to the Policy Review Committee for consultation with the Aboriginal Advisory Committee. The policy, once amended to take cultural ceremonies into account, should be brought back to public board for first and second consideration no later than the June 12, 2012 board meeting”.

A request for input was made to the members of the First Nations, Métis and Inuit (FNMI) External Advisory Committee. The following questions were initially posed to the committee, “...how would this policy impact FNMI cultural ceremonies that involve tobacco and should

the draft policy be amended to take cultural ceremonies into account? In your opinion do you believe that the offering of tobacco needs to be reflected in this board policy?”

Eileen Marthiensen, Acting Program Coordinator, Aboriginal Education engaged in follow-up conversations with the committee members. It was expressed to her that the gifting of tobacco would be more appropriately referenced in IAA.AR – Aboriginal Education (Appendix III). As a result of the feedback received, an amendment will be made to this regulation. The regulation is currently under review and it is expected that it will be ready for approval by the Superintendent of Schools by the end of October, 2012. When brought forward for approval the following point will be included as the second bullet in Section A. Respect and Recognition, “permit the gifting of tobacco, in the school, to Elders and knowledge keepers for cultural teachings and in ceremony”.

RELATED FACTS

As discussed in the attached May 8, 2012 Board Report (Appendix II).

OPTIONS

The following options are selected for consideration as they are deemed the most admissible:

1. Approve the policy as recommended.
2. Reaffirm the existing policy.

CONSIDERATIONS & ANALYSIS

As discussed in the attached May 8, 2012 Board Report (Appendix II).

NEXT STEPS

Subsequent to a decision by the Board of Trustees, a recommendation, with amendments if approved, will be brought forward for third consideration and final approval on October 9, 2012. In addition, the Superintendent of Schools will consider Administrative Regulation JGD.AR - Consumption of Alcoholic Beverages, and determine if it should be rescinded.

ATTACHMENTS & APPENDICES

ATTACHMENT I	Proposed Board Policy FM.BP – Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions
ATTACHMENT II	Current Board Policy FM.BP – Alcoholic Beverages and Smoking on District Premises and at District-Sponsored Functions showing recommended changes
APPENDIX I	Current Administrative Regulation JGD.AR – Consumption of Alcoholic Beverages
APPENDIX II	May 8, 2012 Board Report, Board Policy Review - FM.BP Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions
APPENDIX III	Current Administrative Regulation IAA.AR – Aboriginal Education

BM:ts

Edmonton Public Schools Board Policies and Regulations

CODE: FM.BP

TOPIC: Alcoholic Beverages and Tobacco
Use on District Premises and at District
Sponsored Functions

EFFECTIVE DATE:

ISSUE DATE:

REVIEW DATE:

The Board of Trustees believes that the consumption of alcohol in schools or at district sponsored student functions is inappropriate. Further, the Board believes that the use of tobacco in district facilities or on district property should be prohibited.

A. ALCOHOLIC BEVERAGES

1. The consumption of alcoholic beverages is prohibited:
 - in schools; and
 - at all student functions, including but not limited to, such functions as graduations and field trips, whether held at a district facility or elsewhere.
2. Subject to the approval of the Superintendent of Schools, the consumption of alcoholic beverages may be permitted:
 - in district facilities, other than schools, used for district sponsored functions or rented for the use of external groups, which would not include district students.
3. Subject to the approval of the Superintendent of Schools, the performance by students at venues where alcoholic beverages are available may be permitted.

B. TOBACCO

1. Tobacco use is prohibited in district facilities and on district property utilized in whole or in part by district staff.

Reference(s):

[IG.BP](#) - Student Behaviour and Conduct

[JG.AR](#) - Community Use of District Buildings

[HICA.BP](#) – Field Trips

[HICA.AR](#) – Field Trips

Edmonton Public Schools Board Policies and Regulations

CODE: FM.BP

TOPIC: Alcoholic Beverages and ~~Smoking~~
Tobacco Use on District Premises and at
District-Sponsored Functions

EFFECTIVE DATE: 01-01-2005

ISSUE DATE: 03-01-2005

REVIEW DATE: 01-2012

The Board of Trustees believes that the consumption of alcohol in schools or at district sponsored student functions is inappropriate. Further, the Board believes that the use of tobacco in district facilities or on district property should be prohibited.

A. ALCOHOLIC BEVERAGES

1. The consumption of alcoholic beverages is prohibited:
 - in schools; and
 - ~~at off-site, district-sponsored student functions~~ **at all student functions, including but not limited to, such functions as graduations and field trips, whether held at a district facility or elsewhere.**
2. Subject to the approval of the Superintendent of Schools, the consumption of alcoholic beverages ~~on other district premises used for District-sponsored functions~~ may be permitted:
 - **in district facilities, other than schools, used for district sponsored functions or rented for the use of external groups, which would not include district students.**
3. **Subject to the approval of the Superintendent of Schools, the performance by students at venues where alcoholic beverages are available may be permitted.**

~~B. SMOKING TOBACCO~~

1. Tobacco use is prohibited in ~~Edmonton Public Schools'~~ **district facilities and on district property** utilized in whole or in part by district staff.
2. ~~Tobacco use is banned from all district property.~~

Reference(s):

[IG.BP](#) - Student Behaviour and Conduct

[JG.AR](#) - Community Use of District Buildings

~~[JGD.AR](#) - Consumption of Alcoholic Beverages~~

[HICA.BP](#) – Field Trips

[HICA.AR](#) – Field Trips

Edmonton Public Schools

Board Policies and Regulations

CODE: JGD.AR

TOPIC: Consumption of Alcoholic
Beverages

EFFECTIVE DATE: 31-01-2000

ISSUE DATE: 04-02-2000

REVIEW DATE: 02-2005

1. The consumption of alcohol is prohibited at:
 - a. all student functions sponsored by the district or held at a district facility; and
 - b. district facilities which are used for the accommodation of students, with the exception of the serving of communion wine by church rental groups.
 2. The superintendent may authorize the serving of alcoholic beverages:
 - a. at non-student functions sponsored by the district; and
 - b. in district facilities not used for the accommodation of students.
 3. The Alberta Liquor Control Board requires a letter of approval from the superintendent of schools or designate when making an application for a permit to serve alcoholic beverages at a district sponsored function.
-

Reference(s):

[FM.BP](#) - Alcoholic Beverages and Smoking on District Premises and at District Sponsored Functions

[JG.AR](#) - Community Use of District Buildings

DATE: May 8, 2012

TO: Board of Trustees

FROM: Policy Review Committee

SUBJECT: Board Policy Review - FM.BP Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions

ORIGINATOR: Tanni Parker, Assistant Superintendent, Student Learning Services

RESOURCE STAFF: Bob Morter, Carol Symons

REFERENCE: FM.BP - Alcoholic Beverages and Smoking on District Premises and at District-Sponsored Functions
JGD.AR – Consumption of Alcoholic Beverages
HICA.BP – Field Trips
HICA.AR – Field Trips

ISSUE

Board Policy FM.BP Alcoholic Beverages and Smoking on District Premises and at District Sponsored Functions was scheduled for review effective January 2012.

RECOMMENDATION

- 1. That revised Board Policy FM.BP Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions (Attachment I) be considered for the first time and approved.**
- 2. That revised Board Policy FM.BP Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions (Attachment I) be considered for the second time and approved.**

BACKGROUND

The policy FM.BP Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions was last reviewed in 2005. This current review of the policy arose not through any specific concerns with the policy, but rather that it was due for review. The intention of the policy in the original form was and remains to limit use of alcohol and tobacco in and around district facilities and students.

RELATED FACTS

The proposed policy was posted from January 25, 2012 to February 22, 2012 for public input. A total of 116 responses were received including 30 responses from parents and 76 responses from staff. In all, 84 per cent of the respondents were in favour of the policy as provided. Of the 16 per cent of responses that felt changes were required, the majority were seeking clarification. Two common concerns existed amongst those seeking clarity: the impact on the

cultural use of tobacco and smoking in front of the Centre for Education. The concern around the cultural use of tobacco can be clarified by noting that the policy does not prohibit the gifting of tobacco, rather only the use within district facilities. The issue of smoking in front of the Centre for Education is more aligned with enforcement of the existing policy, than any required change to the policy.

Finally, a concern was raised a number of times regarding students performing at events sponsored by other organizations, off of district property, where alcohol may be served. An example of this type of event would be a gala put on by a parent society where a school band or choir performs. While this situation is not directly relevant to the existing policy dealing with school sponsored events, it was determined that this policy would be an appropriate place to provide clarity to school administrators. As a result, a clause has been added to Section A, allowing students to perform at events where alcohol is served providing approval of the Superintendent of Schools is obtained. In this situation, the event may not be on school property. In addition, as the performance would be off school property all requirements of the Field Trip Regulation [HICA.AR](#) would need to be met.

OPTIONS

The following options are selected for consideration as they are deemed the most admissible:

1. Approve the policy as recommended.
2. Reaffirm the existing policy.

CONSIDERATIONS & ANALYSIS

The proposed policy retains the intended meaning from the existing policy with the exception of the addition of the clause on student performances. This clause, as well as the provision of examples will assist school administrators in understanding and implementing the policy.

NEXT STEPS

Subsequent to a decision by the Board of Trustees, a recommendation, with amendments if approved, will be brought forward for third consideration and final approval on May 22, 2012. In addition, the Superintendent of Schools will consider Administrative Regulation JGD.AR, Consumption of Alcoholic Beverages, and determine if it can be rescinded.

ATTACHMENTS & APPENDICES

- | | |
|---------------|---|
| ATTACHMENT I | Proposed Board Policy FM.BP – Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions |
| ATTACHMENT II | Current Board Policy FM.BP – Alcoholic Beverages and Smoking on District Premises and at District-Sponsored Functions showing recommended changes |
| APPENDIX I | Current Administrative Regulation JGD.AR – Consumption of Alcoholic Beverages |

BM:il

Edmonton Public Schools Board Policies and Regulations

CODE: IAA.AR
TOPIC: Aboriginal Education

EFFECTIVE DATE: 22-05-2007
ISSUE DATE: 24-05-2007
REVIEW DATE: 05-2012

A. RESPECT AND RECOGNITION

Schools are expected to provide opportunities for all students to become knowledgeable about Aboriginal values and culture and to demonstrate respect and recognition of Aboriginal values and culture. In fulfilling this expectation, schools may:

- invite Elders and other knowledgeable people into the classroom
- permit use of Sweetgrass and practice of Smudging in the school
- celebrate National Aboriginal Day on a yearly basis
- employ Aboriginal protocols in meetings with parents and in dealing with disciplinary matters
- acknowledge through permanent and rotating school displays of Aboriginal art, symbols and student work that Aboriginal students are part of the school community
- use district supports such as the Aboriginal Collection On-line, Aboriginal consultants and liaison workers.

B. COMMUNITY INVOLVEMENT

To ensure community involvement, the district will:

- maintain an external Aboriginal advisory committee
- establish alliances with Aboriginal agencies and organizations in support of shared goals for Aboriginal students and families
- develop and maintain alliances with post-secondary institutions to support effective transitions
- establish relationships with Treaty and Métis authorities
- employ strategies (e.g., family nights, Stepping into School) to encourage the involvement of Aboriginal families.
- support schools to develop and maintain respectful dialogue and partnerships with Aboriginal agencies and organizations, as well as others serving Aboriginal families, to provide resources that respond to the complex needs of some members of the Aboriginal community.

C. STAFFING AND PROFESSIONAL DEVELOPMENT

To assist all staff to become more knowledgeable about Aboriginal values and culture, the district will:

- provide Aboriginal cultural sensitivity training for all staff.
- for new hires to the district provide Aboriginal cultural sensitivity training as soon as possible but within two years of employment.
- provide opportunities for staff to participate in professional development regarding:
 - infusion of Aboriginal outcomes, including the resources that support the outcomes
 - practices related to the "oral tradition," holistic approaches, hands-on experiences, and other research-based approaches found to be effective with Aboriginal learners.
 - working effectively with Aboriginal families

D. ACHIEVEMENT

For programming purposes and internal use, the district will:

- track the achievement of self-identified Aboriginal students, including graduation rates
- track the attendance and retention rates of self-identified Aboriginal students
- track the involvement of Aboriginal students in various alternative programs such as International Baccalaureate, Advanced Placement, Youth Apprenticeship, Registered Apprenticeship Program and special education
- disaggregate Aboriginal student achievement results at the school level for schools with sufficient numbers of Aboriginal students for reporting purposes
- report the tracking data to Aboriginal Education Standing Committee and Conference Committee on an annual basis.

All Schools are encouraged to nominate Aboriginal students for a Nellie Carlson award or other awards as appropriate.

E. CURRICULUM

The district will support the continued evolution, development and use of the Aboriginal collection on-line.

F. PROGRAMS AND PROGRAMMING

The district will annually consult with the Aboriginal community regarding the demand and support for Aboriginal language alternatives and develop programs as required.

- The district on an on-going basis will research and evaluate effective practices in Aboriginal education and provide this information to school and

district staff.

- The district will encourage participation in research studies related to Aboriginal education.
- The district will sponsor workshops and seminars related to Aboriginal education.

G. ASSESSMENT

The district within its own decision units and in partnership with external groups (e.g., Community-University Partnership for the Study of Children, Youth and Families and Misericordia Community Pediatric Research Group) will research and evaluate assessment instruments and practices as they relate to Aboriginal students and provide this information to school and district staff.

H. ENHANCED SUPPORTS FOR LEARNING

1. The district will encourage and support effective transitions by:
 - establishing links with reserves in the region with the intent of developing practices that will support the transition of students between reserves and the district and between schools in the district
 - assisting schools to liaise and collaborate with Head Start programs, home visitation programs and child care providers to support the transition of students between early learning and district programming
 - establishing links with Aboriginal employment agencies, organizations and programs (e.g., Oteenow, Yellowhead Tribal Council) to support the transition of students to the world of work
 - collaborating with post-secondary institutions to support the transition of students to a range of post-secondary opportunities
2. The district will support a range of strategies to encourage and support students to stay in school, including:
 - collaborating with community organizations to extend, establish and maintain a range of supports, including Aboriginal mentoring and role-model programs
 - investigating alternative provision of counselling through - Elders and Aboriginal agency staff
 - using alternatives to Attendance Board such as community conferencing.

Reference(s):

[IAA.BP](#) - Aboriginal Education

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Process and Timeline for the Review of the 2011-2012 Results and the Plans for 2012-2013

ORIGINATOR: Cheryl Hagen, Acting Secretary-Treasurer

RESOURCE STAFF: Todd Burnstad

REFERENCE: Policy and Requirements for School Board Planning and Results Reporting
http://education.alberta.ca/media/6707884/school_board_guide_xapril_2012.pdf
Results Review <http://www.epsb.ca/policy/afa.ar.shtml>

ISSUE

The Board is required to meet government policy and requirements for school board planning and results reporting no later than November 30, 2012.

RECOMMENDATION

That the process and timeline for review of the 2011-2012 results and the 2012-2013 plans as outlined in Attachment II be approved.

BACKGROUND

Each school year, the Board approves the process and timeline for review of the previous year's results as well as the review of the plans for the current school year. Through discussions, Trustees will have an opportunity to learn about the results achieved by each school and Central decision unit and the implications these results have for their 2012-2013 plan. In addition, Trustees will be advised of plans to address any surplus or deficit carried forward from the previous school year. Trustees will also gain an understanding of how schools and Central departments will address their plans in support of the district priorities. The requirements for these review processes are outlined in Attachment I.

RELATED FACTS

Annually each Trustee will review one third of the schools in their ward in subcommittee meetings with all schools being reviewed over the three-year term. These meetings have been arranged so that Trustees have the option to participate in additional reviews in other wards. School Trustee subcommittee meetings will be held at schools; Central Trustee subcommittee meetings will be held at the Centre for Education. All subcommittee meetings will take place between November 12 and 16, 2012 and be for a maximum of 2½ hours each. School subcommittee meetings will have groupings of up to four schools. Assistant Superintendents, in addition to attending the subcommittee meetings, will review all their schools as part of one-on-one or in catchment meetings prior to November 30, 2012.

The recommended process and timeline for review of the 2011-2012 results and the 2012-2013 plans is outlined in Attachment II.

In order to accommodate Trustee schedules and availability, Central subcommittee meetings have been scheduled to take place in the afternoon on November 13. At that time, Trustees will review the results and plans for the Superintendent of Schools, General Counsel, Board Administration, as well as Corporate Services, Finance & Infrastructure, and Student Learning Services. There will be four Central subcommittee meetings scheduled for a maximum of 2½ hours per session.

During the school subcommittee meetings, Trustees, in collaboration with assistant superintendents, will facilitate a group dialogue. Proposed agendas for both school and Central meetings are provided in Attachment III. Attachment IV identifies the proposed groupings for Trustee subcommittee reviews.

As in previous years, the school decision units with 1st and 2nd year principals will be reviewed by assistant superintendents. The proposed groupings are listed in Attachment V. These meetings will be scheduled by the assistant superintendents prior to November 30, 2012.

CONSIDERATIONS & ANALYSIS

Collaboration with assistant superintendents in facilitating the school subcommittee meetings may foster relationships and enhance the dialogue with principals resulting in a more in-depth discussion and transparent accountability process.

NEXT STEPS

Upon approval of the recommended process and timeline, information will be sent to all schools and Central decision units for information and action.

ATTACHMENTS & APPENDICES

- ATTACHMENT I Requirements
- ATTACHMENT II Process and Timeline
- ATTACHMENT III Proposed Agendas
- ATTACHMENT IV School and Central groups for review of 2011-2012 results and 2012-2013 plans – Trustees Subcommittee Review
- ATTACHMENT V School groups for review of 2011-2012 results and 2012-2013 plans – Assistant Superintendent Reviews

TB:kr

Requirements

Summary of Requirements for the Results Review and Three-Year Planning Process

- School boards are required to prepare plans and annual reports for each fiscal year.
- Trustees, staff, parents, students, and the community will be satisfied with their opportunity to review the results of all schools and central departments, to be involved in the three-year planning process, and to obtain additional information as required.
- Processes implemented for the reporting and review of results, and the development, review, approval, and amendment of plans and budgets are accepted and supported by the Board, staff, parents, and the community.
- Plans are developed and results reported in accordance with the district vision, mission and priorities which are in alignment with the provincial requirements.
- The format for reporting results and three-year plans is consistent among schools and among decision units.
- Results will be used to improve the quality and effectiveness of education programs provided to students and to improve student learning.
- Each school will update its education plan annually; involve the parent council in updating the plan; and post its plan on the school's or district's website.
- The budget accurately reflects the anticipated costs of meeting the identified educational requirements of students, is developed in accordance with government requirements and generally accepted accounting procedures, and includes specific identification of surpluses and deficits, amortized purchases, school generated funds, internal and external revenues and a summary of facility and capital plans.
- The Board will approve the district three-year plan, annual amendments, and the annual operating budget and will be informed of district level results achieved.
- The district three-year education plan and budget are approved by the Board and posted on their website by November 30 each year.

References:

Edmonton Public Schools Board Policies and Regulations, AFA.AR, Results Review
Alberta Education, Policy and Requirements for School Board Planning and Results
Reporting April 2012

Process and Timeline

Timeline	Process
September 26, 2012	<ul style="list-style-type: none"> District staff members are advised of review requirements and timelines.
October 2012	<ul style="list-style-type: none"> Schools will invite the chairperson of the school council and other parents to attend the subcommittee review. School council members will be invited to the review of central department results.
October 12, 2012	<ul style="list-style-type: none"> Results review documentation from schools is due to assistant superintendents. Results review documentation from central departments is due to assistant superintendent/executive director.
October 12, 2012	<ul style="list-style-type: none"> Planning documentation from schools is due to assistant superintendents. Planning documentation from central departments is due to assistant superintendent/executive director.
October 17, 2012	<ul style="list-style-type: none"> Schools receive 2012-2013 allocations based on September 30 enrollment. Central decision units receive 2012-2103 allocations.
October 26, 2012	<ul style="list-style-type: none"> Revised budget documentation from schools is due to assistant superintendents. Revised budget documentation from central departments is due to assistant superintendent/executive director.
November 7, 2012	<ul style="list-style-type: none"> Copies of 2011-2012 results review documentation will be made for all Trustees. Copies of 2012-2013 planning documentation and revised budgets will be made for all Trustees.
November 12 to 16, 2012	<ul style="list-style-type: none"> School Trustee Subcommittees. Each group of principals presents its results at a public meeting to designated Trustees. Minutes of the meetings will be kept, including a record of questions and responses. The minutes will be made available to all Trustees.
November 13, 2012	<ul style="list-style-type: none"> Central Trustee Subcommittees. Each central department presents its results at a public meeting to designated Trustees. Minutes of the meetings will be kept, including a record of questions and responses. The minutes will be made available to all Trustees.

By November 23, 2012	<ul style="list-style-type: none"> • All schools will communicate their results to their community. Where this is done through a community meeting, schools will advise the Board Office of the time and place. This information will be provided to Trustees.
November 27, 2012	<ul style="list-style-type: none"> • Trustees will have an opportunity to comment on subcommittee review meetings attended at a public Board meeting.
Prior to November 30, 2012	<ul style="list-style-type: none"> • Assistant Superintendent Subcommittees. • First and second year principals present their results to designated assistant superintendents. • Review of remaining schools from assistant superintendents' catchment areas.
December 7, 2012	<ul style="list-style-type: none"> • Results review documentation, plans, and revised budgets will be posted on the district website.

PROPOSED AGENDAS**SCHOOL TRUSTEE SUBCOMMITTEE MEETINGS****OPTIONAL MORNING MEETINGS**

- Prior to school subcommittee meetings, Trustees and assistant superintendents may choose to meet briefly to review pertinent information and discuss any issues or concerns that may arise during the review of school results and plans.

SCHOOL REVIEWS

- Welcome, introductions, and overview of the process by the Trustee. (5 min.)
- Each principal will introduce themselves and any staff, students, parents or community members in attendance. (5 min)
- Trustees and assistant superintendents will then facilitate a group discussion by posing a number of general questions related to district priorities. (20 min)
- Each principal will have an opportunity to highlight results as well as key initiatives in their 2012-2013 plan. Principals will respond to individual questions from Trustees. (25 minutes per school)
- Break after the 1st school presentation. (15 min)
- The Trustee will make final remarks and close the meeting. (5 min.)

LUNCH

- There will be a 1 ½ hour break between the a.m. and p.m. sessions to allow time for lunch and travel time to the host school for the afternoon session.
- There is no expectation that schools provide lunch for Trustees or assistant superintendents.

CENTRAL TRUSTEE SUBCOMMITTEE MEETINGS

- Welcome, introductions, and overview of the process by the Chairperson. (5 min.)
- The superintendent, executive director or assistant superintendent will introduce themselves and any staff in attendance. (5 min)
- Trustees will then facilitate a group discussion by posing a number of general questions related to district priorities. (20 min)
- The superintendent, executive director or assistant superintendent will have an opportunity to highlight results as well as key initiatives in their 2012-2013 plan. DU staff members will respond to individual questions from Trustees. (1½ hours for the presentation and questions plus a 15 minute break)
- The Chairperson will make final remarks and close the meeting. (5 min.)

**School and Central Groups for Review of 2011-2012 Results and 2012-2013 Plans
Trustee Subcommittee Review**

Monday, November 12, 2012

Ward C	Ward F	Ward B
9:00 to 11:30 am Host School: Edmonton Christian High 14304-109 Avenue	9:00 to 11:30 am Host School: Avalon/Lendrum 5425-114 Street	9:00 to 11:30 am Host School: M. E. LaZerte 6804-144 Avenue
Trustee Christopher Spencer Assistant Superintendent Mark Liguori	Trustee Michael Janz Assistant Superintendent Bruce Coggles	Trustee Ken Shipka Assistant Superintendent Ron MacNeil
Edmonton Christian High Glenora Laurier Heights Westmount	Allendale Avalon/Lendrum Oliver Riverbend	Kildare M.E. LaZerte Steele Heights

Ward C	Ward F	Ward B
1:00 to 3:30 pm Host School: Meadowlark 9150-160 Street	1:00 to 3:30 pm Host School: George H. Luck 300 Bulyea Road	1:00 to 3:30 pm Host School: Delwood 7315 Delwood Road
Trustee Christopher Spencer Assistant Superintendent Jamie Pallett	Trustee Michael Janz Assistant Superintendent Bruce Coggles	Trustee Ken Shipka Assistant Superintendents Ron MacNeil Mark Liguori
Meadowlark Westlawn Winterburn	Belgravia George H. Luck Lansdowne	Bannerman Delwood J.A. Fife Kirkness

**School and Central Groups for Review of 2011-2012 Results and 2012-2013 Plans
Trustee Subcommittee Review**

Wednesday, November 14, 2012

Ward D	Ward G	Ward I
9:00 to 11:30 am Host School: Victoria 10210-108 Avenue	9:00 to 11:30 am Host School: Avonmore 7835-76 Avenue	9:00 to 11:30 am Host School: Greenview 5904-38 Avenue
Trustee Dave Colburn Assistant Superintendent Bruce Coggles	Trustee Sarah Hoffman Assistant Superintendent Jamie Pallett	Trustee Leslie Cleary Assistant Superintendent Ron MacNeil
Amiskwaciy Academy Norwood Spruce Avenue Victoria	Avonmore Clara Tyner Waverley	Greenview Kameyosek Lee Ridge Malcolm Tweddle

Ward D	Ward G	Ward I
1:00 to 3:30 pm Host School: Highlands 11509-62 Street	1:00 to 3:30 pm Host School: Argyll Centre 6859-100 Avenue	1:00 to 3:30 pm Host School: Meyonohk 1850 Lakewood Road South
Trustee Dave Colburn Assistant Superintendent Mark Liguori	Trustee Sarah Hoffman Assistant Superintendent Jamie Pallett	Trustee Leslie Cleary Assistant Superintendent Ron MacNeil
Beacon Heights Highlands Rundle	Argyll McNally Velma E. Baker Vimy Ridge Academy	Menisa Meyokumin Meyonohk

**School and Central Groups for Review of 2011-2012 Results and 2012-2013 Plans
Trustee Subcommittee Review**

Thursday, November 15, 2012

Ward H	Ward I	Ward A
9:00 to 11:30 am Host School: Rideau Park 10605-42 Avenue	9:00 to 11:30 am Host School: Kate Chegwin 3119-48 Street	9:00 to 11:30 am Host School: Killarney 13110-91 Street
Trustee Catherine Ripley Assistant Superintendent Ron MacNeil	Trustee Leslie Cleary Assistant Superintendent Mark Liguori	Trustee Cheryl Johner Assistant Superintendent Bruce Coggles
Duggan Richard Secord Rideau Park	Bisset Kate Chegwin Pollard Meadows	Lago Lindo Lorelei Killarney Queen Elizabeth

Ward H	Ward E	Ward A
1:00 to 3:30 pm Host School: Vernon Barford 32 Fairway Dr. NW	1:00 to 3:30 pm Host School: Hillcrest 16400-80 Avenue	1:00 to 3:30 pm Host School: Kensington 13410-119 Street
Trustee Catherine Ripley Assistant Superintendent Ron MacNeil	Trustee Heather MacKenzie Assistant Superintendent Jamie Pallett	Trustee Cheryl Johner Assistant Superintendent Mark Liguori
D.S. MacKenzie Sweet Grass Vernon Barford	Elmwood Hillcrest LaPerle Lymburn	Athlone Kensington Elizabeth Finch

**School and Central Groups for Review of 2011-2012 Results and 2012-2013 Plans
Trustee Subcommittee Review**

Tuesday, November 13, 2012

9:00 a.m. to 11:30 a.m.

Trustee Catherine Ripley Trustee Cheryl Johner
McCauley Chambers
Superintendent of Schools Board Administration General Counsel

Trustee Leslie Cleary Trustee Michael Janz
Conference Room
David Fraser, Executive Director Corporate Services Communications District Foundation District Records & FOIP District Technology Human Resources Facilities Services

Trustee Christopher Spencer Trustee David Colburn
Conference Room
Cheryl Hagen, Acting Secretary- Treasurer Financial Operations Distribution Centre

Trustee Heather MacKenzie Trustee Ken Shipka
Conference Room
Tanni Parker, Assistant Superintendent Student Learning Services Executive Services Inclusive Learning Projects and Research Support for Staff and Students Planning and Student Transportation

Note: The Board Chair has the option to attend any of the Central Trustee subcommittee meetings.

**School Review of 2011-2012 Results and 2012-2013 Plans
1st and 2nd Year Principals
Assistant Superintendents**

Prior to November 30, 2012

Assistant Superintendent Bruce Coggles
Glengarry Queen Alexandra Riverdale Lauderdale

Assistant Superintendent Ron MacNeil
John Barnett McKee Tipaskan York Grace Martin Horse Hill Steinhauer

Assistant Superintendent Jamie Pallett
Rutherford Talmud Torah Belmead Rio Terrace

Assistant Superintendent Mark Liguori
Belmont Britannia Homesteader Inglewood John D. Bracco Lawton Mayfield Montrose Brightview Grovenor Mount Royal/Virginia Park

DATE: September 25, 2012
TO: Board of Trustees
FROM: Edgar Schmidt, Superintendent of Schools
SUBJECT: Funds for 2013-2014 Professional Improvement Program
ORIGINATOR: David Fraser, Executive Director, Corporate Services
RESOURCE STAFF: Darrel Robertson, Renée Thomson, Bonnie Zack
REFERENCE: Teachers' Collective Agreement, Clause 23

ISSUE

It has been a long-standing practice in the District to bring to Trustees at this time of year, a request for an allocation of money from the subsequent year's budget for the purpose of granting Professional Improvement Program leaves and/or tuition support.

RECOMMENDATION

That an allocation of \$1,200,000 from the 2013-2014 operating budget for the purpose of granting professional improvement leaves and/or tuition support for the 2013-2014 school year be approved.

BACKGROUND

For a number of years, Edmonton Public Schools has recognized the importance of supporting teachers in accessing professional development opportunities. As early as 1946, the District granted leaves with pay to teachers participating in a limited number of professional learning activities. In 1952, access to professional development was expanded and a fixed allowance in lieu of salary was introduced for teachers on a leave for study purposes. In 1971, the fixed annual allowance was replaced with one based upon years of experience. The current practice of providing tuition support, in addition to paid professional improvement leaves, for teachers undertaking professional development through the Professional Improvement Program was introduced in 2003.

RELATED FACTS

The Professional Improvement Program is guided by Clause 23 of the Teachers' Collective Agreement. The clause speaks to a number of aspects of the program, including the maximum amount of money the Board may allocate for the program.

Clause 23.7 states the maximum amount the Board may allocate as "3/4 of 1% of the annual grid costs, calculated as of the preceding November 30". For the past five years, this maximum amount has exceeded two million dollars and is expected to remain at approximately that level in the next several years.

CONSIDERATIONS & ANALYSIS

The \$1,200,000 amount being recommended is consistent with the amount of funding approved for the 2012-2013 school year.

Attachment I outlines the history of tuition support granted over the past ten years. Attachment II shows a ten-year comparison of the total number of applications received and the number of successful applicants.

NEXT STEPS

Establishing the fund at this time allows the District to move forward with communicating information about the program so that staff members can begin formalizing their study plans, which in many cases, includes making application to a post-secondary program.

Decisions regarding the granting of leaves and tuition are typically announced by early March. Staff members can then begin to make firm commitments regarding their studies, and schools and central services can begin to plan and make staffing decisions.

Upon approval of this recommendation, the attached timeline will be followed (Attachment III).

ATTACHMENTS & APPENDICES

- ATTACHMENT I Professional Improvement Program History
- ATTACHMENT II Comparison by Year of Successful Teacher Applicants
- ATTACHMENT III 2013 – 2014 Professional Improvement Program Timeline

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ATTACHMENT I

PROFESSIONAL IMPROVEMENT PROGRAM HISTORY

YEAR	FUND MAXIMUM AS PER CLAUSE 23.7	APPROVED BUDGET	% OF MAXIMUM	APPROVED TOTAL LEAVE FTE	ACTUAL \$ GRANTED FOR LEAVES	ACTUAL \$ GRANTED FOR TUITION	TOTAL ACTUAL \$ GRANTED FOR LEAVES & TUITION
2003-2004	2,026,521	1,200,000	59%	15.66	837,569	72,995	910,564
2004-2005	2,037,432	1,200,000	59%	18.62	994,320	114,045	1,108,365
2005-2006	2,232,456	1,200,000	54%	18.35	1,036,637	105,341	1,141,978
2006-2007	2,307,846	1,200,000	52%	15.76	934,471	169,269	1,103,740
2007-2008	2,342,776	1,200,000	51%	15.46	938,042	150,920	1,088,962
2008-2009	2,392,026	1,300,000	54%	11.67	763,271	274,958	1,038,229
2009-2010	2,504,746	1,300,000	52%	6.54	382,159	349,969	732,128
2010-2011	2,774,936	1,200,000	43%	12.19	756,640	306,366	1,063,006
2011-2012	2,899,830	1,200,000	41%	15.65	768,459	316,283	1,084,742
2012-2013	3,005,090	1,200,000	40%	12.48	785,786	296,530	1,082,316
2013-2014		1,200,000 Recommended					

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ATTACHMENT II**COMPARISON BY YEAR OF SUCCESSFUL
TEACHER CERTIFICATED APPLICANTS**

YEAR	TOTAL NUMBER OF APPLICANTS	NUMBER SUCCESSFUL
2003-2004	43	30
2004-2005	49	33
2005-2006	61	40
2006-2007	67	51
2007-2008	68	45
2008-2009	53	50
2009-2010	64	64
2010-2011	60	58
2011-2012	87	84
2012-2013	68	67

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ATTACHMENT III

2013-2014 PROFESSIONAL IMPROVEMENT PROGRAM TIMELINE

Activity	Date
Need To Know News item and application information package available to staff online	October 26
Information meetings for interested staff (4:15-6:00 p.m. Conference Centre, Centre for Education)	November 27 December 3
Obtain data to compute maximums as per Clause 23.5 of Teachers' contract	November 26
Due date for applications	January 11
Processing of applications <ul style="list-style-type: none"> • Check for completeness • Acknowledgement letter • Compile background – previous paid leaves, degrees, grid placement, years of service, summary of request, projected costs • Prepared for review by principal committee 	January 14 – February 1
Facilitate review by committee of principals <ul style="list-style-type: none"> • Prepare packages for review • Conduct mini practice workshop 	January 14 – February 1 Week of February 4 (due back February 11)
Compile background information with input from principal assessments	February 11
Prepare recommendation to the Superintendent	February 22
Approval of Leaves by the Superintendent	March 4
Communication of Approvals <ul style="list-style-type: none"> • Phone calls from Staff Development to principals or supervisors of teachers • Phone calls by assistant superintendents to principal applicants • TM to Board • Staff Update distributed through Need to Know News Letters to all applicants including contracts for those successful 	March 6 - 8 March 6 - 8 March 13 March 15 March 15

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Student Smartphones and Mobile Devices (Response to Request for Information #209)

ORIGINATOR: David Fraser, Executive Director, Corporate Services

RESOURCE STAFF: Glenn Johnson, Terry Korte, Darwin Martin

REFERENCE: June 2, 2012 (Trustee Shipka)

ISSUE

The following information was requested:

Approximately how many schools permit students to bring their smartphones to the classroom? What would be the benefits and the drawbacks about the District fostering students bringing their own portable technology to class so that every student could use their mobile device as a pedagogical tool?

BACKGROUND

In the District Technology Strategic Plan, one of five strategic directions over the past 5 years has been Student-Owned Devices (BYOD - Bring Your Own Device). This direction began from a desire to support students using their own technology any time and anywhere to access the same assignments and resources as they could in school. It was recognized that every student needs regular technology access, yet we are unable to afford the purchase of a device for each student. And finally, the dramatic increase of consumer technology in the hands of many students supports this opportunity.

Over the past several years, Edmonton Public Schools has used grants from Alberta Education to investigate and share the results of initiatives designed to establish the infrastructure, digital tools, and implementation approaches to enable students to bring their own technology into classrooms. Our district was one of the first in the province to implement a student portal, install wireless technology and to encourage students to bring their own devices to school.

CURRENT SITUATION

Edmonton Public Schools is recognized as a leader in the province for supporting students to bring their own devices to school. More and more students have their own Internet-enabled devices, which include laptops, tablets, iPads, iPods and smartphones. The District has implemented a wireless network infrastructure that can support these devices, and is assisting teachers to integrate technology into the classroom where students can use their own personal devices to support their learning.

The District has also implemented digital communication and productivity tools for students to use in school, or at home; using district equipment or their own device. The continued growth of SchoolZone, the adoption of Google Apps for Education, and the integration of Google Apps

within SchoolZone have all been in support of students being able to use any device at any time. Continual upgrades to increase network bandwidth in schools have been done to support additional devices connecting to digital resources on the Internet.

KEY POINTS

- For the last several years, District Technology has been researching and implementing components of a broad strategy to establish the foundation and support structures to enable students to use their own technology in classrooms to assist with their learning.
- The extent of students bringing their own devices to school varies across our district, and is impacted by many factors. These include the capacity of the wireless infrastructure in the building, the extent to which the school has implemented tools like SchoolZone and Google Apps, and the readiness of teachers to incorporate student-owned devices into their instructional practice.
- Alberta Education has engaged District Technology's leadership in this area through several grants towards implementing and sharing results of initiatives such as the student-one-to-one laptop project, BYOD, and Google Apps for Education. Most recently, Alberta Education contracted District Technology to develop a Google Apps for Education Implementation website to assist other school districts in Alberta with preparing for student-owned devices.
- As a district, we have the foundation in place and are well along in this journey. During the 2011-12 school year, over 12,000 student-owned devices were used by students in our schools to authenticate to the network to access digital tools and resources. We expect significant growth in this area of technology access in our schools.

GJ:ad

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Vancouver School Board Community Engagement Practices
(Response to Request for Information #210)

ORIGINATOR: David Fraser, Executive Director Corporate Services

**RESOURCE
STAFF:** Janice Bell, Cheryl Oxford

REFERENCE: June 12, 2012 Board Meeting (Trustee Cleary)

ISSUE

The following information was requested: Provide information regarding the community engagement practices employed by the Vancouver School Board (VSB).

CURRENT SITUATION

Communications administration contacted the VSB and was provided with the following information:

The VSB indicated that most of their schools engage parents through newsletters, schools websites, Twitter, Facebook and Parent Advisory Councils. They also indicated that there is a District Parent Advisory Council (DPAC), which is the umbrella organization for the Parent Advisory Councils (PAC).

The VSB also indicated that their Board of Trustees engage parents through five standing board committees. Each committee includes a non-voting parent. The committees are Management Co-ordinating; Planning and Facilities; Education and Student Services; Personnel and Staff Services; and Finance and Legal. The Board also has policies with respect to community and student involvement in decision-making and public participation at board meetings and advisory committees to the Board. Two specific community engagement projects were identified.

1. From a central services perspective, their Facilities department has been actively involved in public consultations related to seismic activity. This has included open-houses, local advertising and website updates. A recent large scale project in this area saw the District engage the services of a professional engagement firm to handle the community engagement pieces.
2. A recent district project called *Our Future* was introduced to review current programs and services. Engagement practices for this project included e-newsletters, posters, school letters to parents, three open consultation events, media relations outreach, an online survey and the use of Place Speak, a geographically based online social media forum.

ES:co

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: FNMI Funding (Response to Request for Information #211)

ORIGINATOR: Tanni Parker, Assistant Superintendent

RESOURCE STAFF: Eileen Marthiensen, Rosalind Smith, Corrie Ziegler

REFERENCE: [Board Meeting June 12, 2012 \(Trustee MacKenzie\)](#)

ISSUE

Provide the following information regarding funding for FNMI students:

- A description of the manner in which principals will report on how they spend their FNMI funding and what impact the funds are expected and demonstrated to have.
- Information about how the Board will be apprised of this information (i.e. will it be through Results Reviews? The annual report? A supplementary summary report?).
- A description about how this information will be shared with various FNMI communities and about how feedback will be gathered to improve the administration of funds.
- Typical explanations that administrators give to students and families for why they might want to identify as FNMI if asked – what benefit it may have to their education.

BACKGROUND

N/A

CURRENT SITUATION

N/A

KEY POINTS

- Per pupil allocation for self-identified FNMI students would provide more equitable distribution of funds to target supports and services, specific to the needs of FNMI students in each school.
- Administrators will report the expenditures of FNMI funding to the School Assistant Superintendents.
- The Board will be apprised of the FNMI per pupil allocation funding expenditures in each school's budget planning report. A summary of the FNMI work completed at the District level will be included in the Aboriginal Education annual report provided by Support for Staff and Students.
- Information on recommendations for per pupil funding allocations (Attachment I) will be shared with the FNMI External Advisory Committee and the newly created Elder Advisory Group at the Canadian Native Friendship Centre.
- FNMI per pupil allocation funding recommendations document was provided to Assistant Superintendents, administrators and consultants in Support for Staff and Students.

- Information on the purpose and benefits of self-identifying as First Nations, Métis or Inuit (Attachment II) was provided to Assistant Superintendents, Support for Staff and Students staff, administrators and was posted on the District Bulletin Board and Aboriginal Education website.

ATTACHMENTS & APPENDICES

ATTACHMENT I FNMI Funding Per Pupil Allocation Recommendations

ATTACHMENT II Information related to Self-Identification of FNMI Students

RS:ac

FNMI Funding Per Pupil Allocation Recommendations

Although not an exhaustive list, the following recommendations are dependent on the identified needs of individual schools and the number of self-identified First Nation, Métis and Inuit students registered.

Schools with a greater number of self-identified FNMI students should consider long term supports such as an FNMI teacher, full-time liaison or shared liaison support with a feeder school, high school completion advisor, or an FNMI specific Educational Assistant. Negotiated contracts with community agencies that provide direct support to students, parents or guardians may also be a consideration.

Student supports such as literacy; interventions, specialists, supports and resources, tutoring, wellness supports, transportation, extra-curricular school fees, after school programming, nutritional supports, summer school or spring break credit courses, transition and post-secondary opportunities. FNMI culture and language supports such as: Elders, traditional knowledge keepers, FNMI artists or author in residence, social justice projects, programming, identity projects and resources.

School hubs can also be established as a centre for communication, community meetings, family nights and access to SchoolZone, a welcoming space for parent/guardian and student engagement.

FNMI staff is available to provide recommendations for appropriate and targeted supports and services based on identified, individual school needs.



Information Related to Self-Identification of First Nations, Métis or Inuit Students

Overview for parents/guardians

Each year, parents/guardians can choose to self-identify their child as First Nations, Métis or Inuit (FNMI) during the registration process in Edmonton Public Schools. Should a parent/guardian declare this information, additional funding from the Government of Alberta will be provided to the District. This funding is used to provide programs and services to support the education of First Nations, Métis and Inuit students. The process is voluntary, confidential and allocation of funds is targeted to support and enhance the educational experience of First Nations, Métis and Inuit students. For more information on this process, see below.

Self-Identification Process

As part of the registration process, schools provide all parents/guardians with a declaration form as part of the district's passport if they wish to self-identify and declare that their child is Status Indian/First Nations, Non-Status Indian/First Nations, Métis or Inuit, as outlined below:

If you wish to declare that you are an Aboriginal person, please specify:			
<input type="checkbox"/> Status Indian/First Nations	<input type="checkbox"/> Non-Status Indian/First Nations	<input type="checkbox"/> Métis	<input type="checkbox"/> Inuit
<p>Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act as the information relates directly to and is necessary to meet Ministry mandates and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. Alberta school boards are also collecting this information pursuant to the same section in conjunction with section 2(1)(t) of the Student Record Regulation and for the same purposes. This information will also be used to determine the provincial First Nations, Métis and Inuit funding allocation provided to school authorities.</p> <p>For further information or if you have questions regarding the collection activity, please contact the office of the Director, Aboriginal Policy, Policy Sector, Strategic Services Division, Alberta Education, 10155-102 Street NW, Edmonton AB, T5J 4L5, 780-427-8501.</p>			

Edmonton Public Schools, with support from the Ministry of Education, is dedicated to excellence in education for all students. The *voluntary and confidential declaration* of self-identifying as a First Nation, Métis or Inuit student in Edmonton Public Schools provides data for the purpose of maintaining and developing supports, services and programs aimed at improving the educational achievement of FNMI learners. Self-identifying does not require documentation to verify status and individual information will not be released.

Alberta Education's Funding Framework determines funding allocations provided by the Ministry to school authorities as part of their operating grant. Under the funding formula, allocations are calculated by determining the number of eligible Aboriginal students served by that school authority. In order to provide this funding to school authorities and to better meet the needs of Aboriginal learners, accurate information about student eligibility is required.

Students who choose to self-identify as First Nation, Métis or Inuit will be included in the data for the current and all prior years. Self-identifying is an annual process that allows all FNMI students an opportunity to verify, change or revoke their declaration.

The self-identified information or disaggregated data is used to identify the number of and location of FNMI students in the District. With this information, specific initiatives and targeted programs, supports and services are maintained and developed to support FNMI students, to measure their effectiveness, report achievement, and inform policy and funding decisions.

The data will also be used by Alberta Education to "improve outcomes for FNMI students by providing data to support planning for improvement and accountability, inform policy and funding decisions, and for measurement and reporting purposes. Measures will include high school completion rates, transition rates from high school to post-secondary education, Provincial Achievement Tests and Diploma Examination results. Results shall only be reported on an aggregate basis, meaning that information will be released for large groups of learners, such as for the province, or an authority as a whole."

Self-Identification and Edmonton Public Schools support to FNMI Students

Edmonton Public Schools has an FNMI unit where staff work to improve and enhance the educational experience of Aboriginal students, families and caregivers. The team consists of education consultants, FNMI liaisons, and cultural advisors who play integral roles in the support of FNMI students in the District. Key roles of the FNMI unit include:

- Increase cultural competency & integrity in the District.
- Provide professional learning in FNMI resources, protocols, celebrations, family engagement and wise practices.
- Review, develop and recommend FNMI resources and literacy supports.
- Collect and share data research pertaining to FNMI education.
- Liaise with staff, students, families and caregivers.
- Advocate for students, families and caregivers.
- Work collaboratively on initiatives related to high school completion.
- Address issues related to attendance and barriers.
- Assist with transition supports for FNMI students.
- Provide culture and language support to students and staff in the District.
- Provide and/or connect families to community resources and services.
- Assist in planning for Aboriginal Day Celebrations.
- Identify partnership opportunities with Aboriginal community agencies and organizations.
- Circle gathering at high schools so FNMI students can connect with one another.
- Provide translation or Elder (advocate) support if required or requested.
- Collaborate with community partners, post-secondary institutions, bands and organizations.
- Continue to collect and share wise practices across the District.
- Review data of self-identified students to develop and/or recommend strategies for student success and high school completion.

In addition, Cree culture and language supports and amiskwacy Academy are supported by Alberta Education's Funding Framework and Edmonton Public Schools' Aboriginal Education Policy and Regulations.

For further information:

Aboriginal Learner Data Collection Initiative

www.education.alberta.ca/teachers/fnmi/aldci/faq.aspx

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Spring Elections Impact on Budget Process
(Response to Request for Information #212)

ORIGINATOR: Cheryl Hagen, Acting Secretary-Treasurer
Tash Taylor, Director, Executive and Board Relations

RESOURCE STAFF: Todd Burnstad

REFERENCE: June 12, 2012 Board Meeting (Trustee Spencer)

ISSUE

The following information was requested: Would there be implications for the District, in particular around the budgeting process, if elections are moved from the fall to the spring?

BACKGROUND

School board elections are governed by the *School Act* and by the *Local Authorities Election Act* (LAEA), which prescribes the standards and processes for elections of municipal councils and school boards in Alberta. The Government of Alberta has committed to conducting a review of the LAEA to “ensure that it continues to provide an effective framework to support secure, fair, and impartial elections”. One of the areas identified for review and public consultation is the timing of elections. An online survey was created for feedback of the issues, and municipalities and municipal organizations had the option of using either the online survey or completing a written submission prior to July 31 so that possible changes could be made in time for the 2013 elections.

CURRENT SITUATION

A change in the timing of elections could potentially have a significant impact on the budget process for the Board. The present timeline provides newly-elected trustees with the opportunity to become familiar with the budget process, and allows the Board to identify key priorities for the coming year ahead of the provincial funding announcement.

While new trustees would be a part of budget meetings if elections were held in March, they would receive minimal orientation prior to approving the district budget. An election held in April or May would be exceptionally challenging to involve the new Board due to requirements to approve budgets by May 31. Depending on the timing of the election, outgoing Board members may need to approve the budget prior to the election, which would move the budget approval timelines to earlier in the spring. An early spring budget approval would compress budget timelines and remove any flexibility to control dates within the site-based budgeting process. In addition, budget calendars are traditionally tied to the timing of the provincial funding announcement, which is beyond the school board’s control.

The incoming Board, under the scenario of a late spring election, would have limited flexibility to adjust the budget for new board priorities until the following year budget process. As a result, a fall or winter election would, therefore, be preferable.

KEY POINTS

- The *Local Authorities Election Act* (LAEA) prescribes the processes and procedures for municipal and school board elections.
- The Minister of Municipal Affairs has undertaken a review of the Act and has collected information through a public consultation.
- A change in the timing of elections could potentially have a significant impact on the budget process for the Board.

CDH:tt

DATE: September 25, 2012

TO: Board of Trustees

FROM: Edgar Schmidt, Superintendent of Schools

SUBJECT: Zero-Based Budgeting
(Response to Request for Information #213)

ORIGINATOR: Cheryl D. Hagen, Acting Secretary-Treasurer

RESOURCE

STAFF: Todd Burnstad

REFERENCE: June 12, 2012 Board Meeting (Trustee Spencer)

ISSUE

The following information was requested: As the provincial government moves towards zero-based budgeting, to what extent is the practice used in the District? What would be the advantages and disadvantages of adopting the zero-based approach for decision units?

BACKGROUND

Bill 1 – Results-Based Budgeting Act was introduced by the Alberta Government this year to establish a new approach to government budgeting that emphasizes successful service delivery outcomes. This budgeting method provides a comprehensive review as to whether programs and services meet objectives and are being delivered in an efficient and effective manner. The budget is then created from the “ground up”. This is similar to zero-based budgeting where every line item of the budget is justified to determine whether spending is required.

CURRENT SITUATION

The current budgeting method for decision units within EPSB is based on an incremental approach, which takes the current year base budget and adds a percentage increase or decrease. A modified version of zero-based budgeting was used in past years to prioritize decision unit service levels and allocate budget funds. Currently, zero-based budgeting is used in some decision units as a method to determine where spending can be reduced to manage activities within budget funds.

The advantages of incremental budgeting are that it is easy to understand, and allows decision unit managers to plan for a consistent level of service from year to year, provided inflationary costs are covered.

The primary disadvantages of this method are that it is not responsive to changes in activities or level of service within a decision unit. In addition, where budgets are always increased, it does not encourage reductions in spending; however, this can be offset by years where budgets receive percentage decreases from the base allocation.

Zero-based budgeting has the advantage of providing a method to prioritize activities, which is achieved through a complete review of spending to ensure that budgets are effective and efficient and that the activities are necessary to district outcomes. This method would also be responsive to changes in activities and service levels, and has the ability to direct funds to higher priority activities.

The main disadvantage of zero-based budgeting is the amount of time and resources required to prepare the detailed analysis of budgets as well as to evaluate budget requests. The cost of preparing this level of detail may outweigh the benefit in the situation where decision unit needs are seen to be essential district services, and the level of spending on these services are well understood to be necessary.

KEY POINTS

- In February 2012, the Alberta Government introduced a new Results-Based Budgeting Bill that will review programs and services to improve transparency of budgeting and government priorities.
- Zero-based budgeting or results-based budgeting is commonly used as a method to achieve a more cost-effective delivery of programs, activities, and services in the public sector.
- The importance of prioritizing activities and justifying budget spending is enhanced in the public sector due to the fact that funds are limited and demands for spending continue to increase.
- EPSB has used various budgeting methods, including incremental budgeting, modified zero-based budgeting, and zero-based budgeting. Each budgeting method has its advantages and disadvantages and all are effective methods of budgeting.

CDH:tt

DATE: September 25, 2012
TO: Board of Trustees
FROM: Edgar Schmidt, Superintendent of Schools
SUBJECT: Bereavements
ORIGINATOR: David Fraser, Executive Director, Corporate Services
RESOURCE STAFF: Cheryl Singer
REFERENCE: [GM.BP – Acknowledgement of Deaths and Bereavements](#)
[GM.AR – Deaths and Bereavements](#)

ISSUE

To report the death of two current staff members.

BACKGROUND

Mr. Gerald Vandament passed away July 21, 2012, at the age of 56 years. Mr. Vandament began his career with Edmonton Public Schools in 2008 in Facilities Maintenance as an insulator. He was on sick leave at the time of his death. Mr. Vandament is survived by his son Tyson and daughter Lyndsey

Mrs. Catherine Kennett passed away August 30, 2012, at the age of 54 years. Mrs. Kennett began her teaching career with Edmonton Public Schools in 1995 and taught at Alberta School for the Deaf and Tevie Miller. She was on sick leave at the time of her death. Mrs. Kennett is survived by her husband John and their children; Heather, Dean, Sean, Melanie, Jeffery and Joshua.

CURRENT SITUATION

A donation in memory of Mr. Vandament has been made to the United Way on behalf of the Administration and Board of Trustees

A donation in memory of Mrs. Kennett has been made to the Alberta Cancer Foundation on behalf of the Administration and Board of Trustees.

KEY POINTS

N/A

ATTACHMENTS & APPENDICES

ATTACHMENT I GM.BP – Acknowledgement of Deaths and Bereavements

ATTACHMENT II GM.AR – Deaths and Bereavements

DF:cls

Edmonton Public Schools Board Policies and Regulations

CODE: GM.BP	EFFECTIVE DATE: 27-01-2009
TOPIC: Acknowledgement of Deaths and Bereavements	ISSUE DATE: 29-01-2009
	REVIEW DATE: 01-2016

The Superintendent of Schools, on behalf of the Board, shall acknowledge the death or bereavement of a current staff member or Trustee.

The Superintendent of Schools, on behalf of the Board, shall acknowledge the death of a former staff member or Trustee.

Reference(s):

[GM.AR](#) - Deaths and Bereavements

Edmonton Public Schools Board Policies and Regulations

CODE: GM.AR
TOPIC: Deaths and Bereavements

EFFECTIVE DATE: 19-03-2009
ISSUE DATE: 26-03-2009
REVIEW DATE: 03-2014

1. Upon notice of the death of a staff member, Trustee, or former Trustee:
 - a. A donation shall be made to the charity named in the newspaper obituary or, if a charity is not named, flowers or another appropriate acknowledgement shall be sent to the bereaved family.
 - b. An information Board report, a submission to the Staff Bulletin Board and Transmittal Memorandum shall be issued.
2. Upon notice of the death of a former staff member, a submission to the Staff Bulletin Board and Transmittal Memorandum shall be issued.

Reference(s):

[GM.BP](#)- Acknowledgement of Deaths and Bereavements



**Summary of Board Meeting #2
Held Tuesday, September 25, 2012**

A. O Canada:  (2:00 p.m.) – *District O Canada Video*

B. Roll Call: All Trustees were present.

C. Communications from the Board Chair

This information will be included in the minutes of the September 25, 2012 board meeting.

D. Communications from the Superintendent of Schools

This information will be included in the minutes of the September 25, 2012 board meeting.

E. Minutes:

1. Organizational Board Meeting – September 11, 2012

Approved as amended (correction on page 16, report #9 – the words *as a first priority* should not have been struck in the original recommendation).

F. Comments from the Public and Staff Group Representatives – None.

G. Reports

2. Presentation Early Child Development Mapping Project Alberta

Received for information.

3. Motion re Active Transportation Plans for All Schools

The following motion was approved: *That this item be referred to the Administration to develop a plan to share information throughout our schools regarding current “active transportation plans.” This information should include details on how other schools interested in developing an active transportation plan can do so. This information will be distributed by March 2013.*

4. Policy Review Committee: FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District-Sponsored Functions
 - a) Approved first and second consideration.
 - b) The policy will be brought to the October 9, 2012 board meeting for third consideration and final approval.

5. Process and Timeline for the Review of 2011-2012 Results and the Plans for 2012-2013

Approved recommendation.

6. Funds for 2013-2014 Professional Improvement Program

Approved recommendation.

7. Student Smartphones and Mobile Devices
(Response to Request for Information #209)
8. Vancouver School Board Community Engagement Practices
(Response to Request for Information #210)
9. FNMI Funding
(Response to Request for Information #211)
10. Spring Elections Impact on Budget Process
(Response to Request for Information #212)
11. Zero-Based Budgeting
(Response to Request for Information #213)

Received for information

12. Bereavements

Received with regret.

H. Other Committee, Board Representative and Trustee Reports

This information will be included in the minutes of the September 25, 2012 board meeting.

J. Trustee and Board Requests for Information

- Trustee Johner requested the following information:

How are other metro districts supporting their school councils, both at school level and Committee of School Councils (COSC) level. Include information on how principals and assistant superintendents are involved.

- Trustee Colburn requested the following:

Provide a report on how the Board could advocate to the City for an elimination of pesticide application on playing fields.

K. Notices of Motion – None.

**L. Next Board Meeting Date: Tuesday, October 9, 2012
Board Meeting at 2:00 p.m.**

I. Comments from the Public and Staff Group Representatives – 5:00 p.m.

- The Board heard from Mr. Michael Tachynski regarding the “zero” grade practice.

**M. Duration of Meeting: 2:00 p.m. to 4:30 p.m.
5:00 p.m. to 5:10 p.m.**

MINUTE BOOK

- Board Meeting #2 -

Minutes of the Board Meeting of the Trustees of the Edmonton School District No. 7 of the Province of Alberta held in McCauley Chambers in the Centre for Education on Tuesday, September 25, 2012 at 2:00 p.m.

Present:

Trustees

Leslie Cleary
David Colburn
Sarah Hoffman

Michael Janz
Cheryl Johner
Heather MacKenzie

Catherine Ripley
Ken Shipka
Christopher Spencer

Officials

Edgar Schmidt
Bruce Coggles
David Fraser

Cheryl Hagen
Mark Liguori
Ron MacNeil

Jamie Pallett
Tash Taylor

Board Chair: Sarah Hoffman

Recording Secretary: Manon Fraser

A. O Canada 

Staff Group Representatives

Edmonton Public Teachers – Ed Butler, President

B. **Roll Call:** (2:00 p.m.)

The Superintendent advised that all Trustees were present.

MINUTE BOOK

C. Communications from the Board Chair

The Board Chair advised that the theme of this year's Read-In Week, which runs from October 1st to 5th, is *Read the World*. Read-In is a remarkable success story, thanks to the support of the District's many partners, community and generous sponsors. This annual week-long celebration, which is now in its 23rd year, has expanded partner involvement, renewed interest and focus on the joy of reading within the entire Edmonton Community. She invited all Edmontonians, on behalf of the Board of Trustees, to participate in Read-In 2012.

The Board Chair advised that October 2nd is Custodial Workers Recognition Day. The District appreciates and values the members of CUPE Local 474, the District's custodial staff, who ensure that the District's buildings are comfortable, clean and safe for students and staff and recognizes the contributions custodial staff make in supporting teaching and learning in the classroom. She also noted that October 5th is World Teachers' Day, a day set aside by the world community to celebrate teachers. The District also appreciates and values the Edmonton Public Teachers and recognizes the central role they play in nurturing and guiding infants, children, youth and adults through the life-long learning process. In recognition of these days the Board of Trustees and the Administration will be placing ads in local and provincial newspapers.

D. Communications from the Superintendent of Schools

The Superintendent commended McNally student Mackenzie Martin for her outstanding work as the prime organizer of the *United Nations International Day of the Girl Child* Conference which will be held October 9th at the Winspear. He noted that Premier Redford will open the Conference.

E. Minutes

1. Organizational Board Meeting – September 11, 2012

The Superintendent referred to page sixteen, report #9 and noted the words *as a first priority* should not be struck out in the original recommendation.

MOVED BY Trustee Johner:

“That the minutes of the Organizational Board Meeting held September 11, 2012 be approved as amended.” (UNANIMOUSLY CARRIED)

MINUTE BOOK

F. Comments from the Public and Staff Group Representatives – None.

G. Reports

2. Presentation Early Child Development Mapping Project Alberta

MOVED BY Trustee MacKenzie:

“That the report titled ‘Presentation Early Child Development Mapping Project Alberta’ be received for information.” (UNANIMOUSLY CARRIED)

3. Motion re Active Transportation Plans for All Schools

MOVED BY Trustee Janz:

“That the District develop active transportation plans for every school.”

MOVED BY Trustee Hoffman:

“That this item be referred to the Administration to develop a plan to share information throughout our schools regarding current ‘active transportation plans’. This information should include details on how other schools interested in developing an active transportation plan can do so. This information will be distributed by March 2013.”

Trustee MacKenzie challenged the ruling of the Board Chair that the referral motion was in order.

The Board Chair called the question on sustaining the ruling of the Chair.

IN FAVOUR: Trustees Cleary, Hoffman, Janz, Johner and Ripley

OPPOSED: Trustees Colburn, MacKenzie, Shipka and Spencer

The Board Chair’s ruling was sustained.

The Board Chair called the question on the Referral Motion.

IN FAVOUR: Trustees Cleary, Hoffman, Janz, Johner and Ripley

OPPOSED: Trustees Colburn, MacKenzie, Shipka and Spencer

The Referral Motion was CARRIED.

MINUTE BOOK

4. Policy Review Committee: FM.BP – Alcoholic Beverages and Tobacco Use on District Premises and at District-Sponsored Functions

MOVED BY Trustee Janz:

- “1. That revised Board Policy FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions be considered for the first time.” (UNANIMOUSLY CARRIED)

MOVED BY Trustee Janz:

- “2. That revised Board Policy FM.BP - Alcoholic Beverages and Tobacco Use on District Premises and at District Sponsored Functions be considered for the second time.” (UNANIMOUSLY CARRIED)

5. Process and Timelines for the Review of 2011-2012 Results and the Plans for 2012-2013

MOVED BY Trustee Janz:

- “That the process and timeline for review of the 2011-2012 results and the 2012-2013 plans be approved.”

The Board Chair called the question.

IN FAVOUR: Trustees Cleary, Hoffman, Janz, Johner, MacKenzie, Ripley, Shipka and Spencer

OPPOSED: Trustee Colburn

The Motion was CARRIED.

The Board took a short break at this point.

MINUTE BOOK

6. Funds for 2013-2014 Professional Improvement Program

MOVED BY Trustee Shipka:

“That an allocation of \$1,200,000 from the 2013-2014 operating budget for the purpose of granting professional improvement leaves and/or tuition support for the 2013-2014 school year be approved.” (UNANIMOUSLY CARRIED)

7. Student Smartphones and Mobile Devices
(Response to Request for Information #209)
8. Vancouver School Board Community Engagement Practices
(Response to Request for Information #210)
9. FNMI Funding
(Response to Request for Information #211)
10. Spring Elections Impact on Budget Process
(Response to Request for Information #212)
11. Zero-Based Budgeting
(Response to Request for Information #213)

MOVED BY Trustee Colburn:

“That the following reports be received for information:

- **Student Smartphones and Mobile Devices (Response to Request for Information #209)**
- **Vancouver School Board Community Engagement Practices (Response to Request for Information #210)**
- **FNMI Funding (Response to Request for Information #211)**
- **Spring Elections Impact on Budget Process (Response to Request for Information #212)**
- **Zero-Based Budgeting (Response to Request for Information #213)”**

The Board Chair called the question.

The Motion was UNANIMOUSLY CARRIED.

MINUTE BOOK

11. Bereavements

Vice-Chair Janz reported on the deaths of Mr. Gerald Vandament and Mrs. Catherine Kennett.

MOVED BY Trustee Janz:

“That the report be received with regret and the actions of the Administration in this regard be confirmed.” (UNANIMOUSLY CARRIED)

H. Other Committee, Board Representative and Trustee Reports

Trustee Cleary, the Board’s representative on the Edmonton Public Schools Foundation Board of Governors, highlighted the following upcoming Foundation friend and fundraising events:

- Princess Florence handbags and accessories will be having a sale event on October 3, 2012 from 10:00 a.m. to 10:00 p.m. with 10% of the purchases being gifted to the Foundation.
- There will be a culinary fundraiser on October 30, 2012 at Murietta’s Bar & Grill restaurant located in Old Strathcona from 6:30 p.m. to 8:30 p.m. The evening will feature Chef Shane Chartrand with special guest speaker, Mr. Allan Watt. Further details will be announced.

Trustee Colburn, the Board’s representative on the Alberta School Boards Association (ASBA) Board of Directors, reported on the following from the Board of Directors meeting held September 13 to 14, 2012:

- Nine recommendations from the ASBA Community Engagement Task Force were approved. A copy of the Task Force report has been distributed to all trustees and administrations across the province. The report will be available on the ASBA website in October.
- The ASBA work plan for this year was approved.
- Embargoed information regarding provincial achievement and diploma results was received. This information will be made public the first week of October.
- The Board of Directors’ Self-Evaluation and Executive Director’s evaluation were approved.

MINUTE BOOK

Trustee Johner, the Board's representative on ASBA Zone 23, advised that the next ASBA Zone 23 general meeting will be held Friday, September 28, 2012 at 9:30 a.m. at the St. Anthony Centre.

Trustee Janz, the Board's representative on the Public School Boards Council (PSBC), had nothing to report at this time.

Trustee Cleary, the Board's representative on the Capital Region Services to Children Linkages Committee, had nothing to report at this time.

Trustee Colburn advised that, yesterday, he and Trustee Johner visited Amiskwaciy Academy. They began the day with morning song, a rich cultural drum and song, and met a delegation from New Zealand that is in North America to study practices and supports for indigenous people. The group's five-week visit, which began and ended at Amiskwaciy, is being funded by the Rotary Club. He noted that Amiskwaciy has undertaken an initiative to invite elementary students to a morning-long visit to Amiskwaciy to participate in a series of Aboriginal teachings. This initiative has been very well received and speaks to District's expanding the capacity in the areas of equity, empathy and broadening our understanding of Aboriginal culture.

Trustee Cleary advised that she had attended the 2012 APEGA (Association of Professional Engineers and Geoscientists of Alberta) Teacher Awards Program on September 24, 2012. This program recognizes excellence in teaching math and science, and annually celebrates innovative and creative teaching through the selection of 20 teacher award recipients across Alberta. She congratulated the four District Award winners: Cheryl Devin, Colin Lacey, Barb Vezina and Scott Winter. Each of their schools will benefit from the \$2,000 awarded to further science or math education.

Trustee Cleary advised that she had attended the Meyokumin School Picnic on Saturday, September 22, 2012. This annual event is organized by the Meyokumin Parent Association and sponsored by many community partners in Mill Woods including Servus Credit Union, Starbucks, Save On Foods, Edmonton Public Libraries Mill Woods Branch and the Millhurst Community League.

Trustee Hoffman advised that she and Superintendent Schmidt represented the Board at a meeting with the Mayor's office, the Minister of Education, the Edmonton Catholic School Board and the Francophone Board to discuss the ELEVATE report and how we might work together to respond or further some of the actions within the report.

MINUTE BOOK

J. Trustee and Board Requests for Information

Trustee Johner requested that information be provided regarding how other metro districts support their school councils, both at school level and Committee of School Councils (COSC) level. She asked that the information also include how principals and Assistant Superintendents are involved

Trustee Colburn requested that information be provided on how the Board could advocate to the City for an elimination of pesticide application on playing fields.

K. Notices of Motion – None.

L. Next Board Meeting Date: Tuesday, October 9, 2012 at 2:00 p.m.

The meeting recessed at 4:30 p.m. and reconvened at 5:00 p.m.

All Trustees were present.

I. Comments from the Public and Staff Group Representatives – 5:00 p.m.

The Board heard from Mr. Michael Tachynski regarding the “zero” grade practice.

M. Adjournment (5:10 p.m.)

The Board Chair adjourned the meeting.

Sarah Hoffman, Board Chair

Cheryl Hagen, Acting Secretary-Treasurer