

EDMONTON PUBLIC SCHOOLS

May 7, 2002

TO: Board of Trustees

FROM: A. McBeath, Superintendent of Schools

SUBJECT: Disposition of Trustee Initiatives in Three-Year Plans

ORIGINATORS: D. Barrett, Department Head
M. de Man, Department Head
G. Reynolds, Department Head

RESOURCE
STAFF: Mary-Ellen Deising

INFORMATION

On March 12, 2002 the board was provided with a list of the initiatives submitted by individual trustees for consideration in central department revised three-year plans. The following identifies the intended actions of the administration with regard to each initiative:

Initiative	Disposition
1. That a fund, in the amount of \$150,000 be established to provide professional development opportunities (e.g., inservicing/upgrading) for Edmonton Public Schools' non-teaching staff members. (Trustee Bonko)	DU 361 Personnel Recruitment and Staffing Plan: Explore the feasibility of a pilot study to examine approaches for the temporary replacement of absent support staff, with particular reference to administrative assistants and other hard-to-replace classifications. DU 306 Teacher Support Initiatives Plan: Develop a head custodian – basic level one core curriculum.
2. To develop materials, resources and support that promotes and encourages proper and effective study habits for elementary and junior high school students. (Trustee Bonko)	DU 339 Resource Development Plan: Develop study habit materials for elementary and junior high school students.
3. Safe school environments – special programs operating in the schools. (Trustee Dean)	DU 371 Facilities Services Plan: To develop a “Safe School” initiative to enhance student and staff safety by August 31, 2003. DU 304 Curriculum and Programs Plan: Establish a “Character Education” strategy for kindergarten to grade 12 to assist in creating a safe and cooperative culture in schools.

Initiative	Disposition
4. Adequate programs for students at junior and senior high school who may not be going to university but into the trades and services world. (Trustee Dean)	DU 304 Curriculum and Programs Plan: Ensure adequate programming is available to assist students who wish to pursue technology, trades or service education.
5. To establish “Character Education” in some form from K to 12. How many schools are involved, and to what degree? (Trustee Dean)	DU 304 Curriculum and Programs Plan: Establish a “Character Education” strategy for kindergarten to grade 12 to assist in creating a safe and cooperative culture in schools.
6. To have the “district” sponsor a major conference on “character education”. (Trustee Hansen)	DU 338 Consulting Services Plan: Investigate the feasibility of a resource sharing conference on Character Education. DU 304 Curriculum and Programs Plan: Establish a “Character Education” strategy for kindergarten to grade 12 to assist in creating a safe and cooperative culture in schools.
7. Provide research information on which is the most effective literacy program needed to meet the needs of students (1-3) coming to school from broad, experiential backgrounds. (Trustee Hansen)	DU 304 Curriculum and Programs Plan: Provide a kindergarten to grade 12 district framework for literacy development. Plan: Provide research summaries of most promising teaching and organizational practices.
8. Review the benefits of homeroom groupings for core subject instruction (full or partial) for grade 7 students as a means of improving the transition from elementary to junior high. (Trustee Hansen)	DU 327 Student Achievement Services Plan: Review the benefits of homeroom groupings for core subject instruction for grade 7 students. DU 304 Curriculum and Programs Plan: Provide research summaries of most promising teaching and organizational practices.
9. Provide information to schools on effective programs to reduce the incidence of bullying which is reported to be on the increase at all levels. (Trustee Hansen)	DU 338 Consulting Services Plan: Provide information to schools on effective programs to reduce bullying. DU 304 Curriculum and Programs Plan: Establish a “Character Education” strategy for kindergarten to grade 12 to assist in creating a safe and cooperative culture in schools. DU 339 Resource Development Plan: Explore the feasibility of developing a resource to eliminate bullying in all district schools.

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10. Feasibility of providing more resources to the local school in instances where parents refuse to access the services of district sites for some special needs programs. (Trustee Hansen)	<p>DU 304 Curriculum and Programs Plan: Prepare report for consideration by the basis of allocation committee, based on recommendations from the Inclusive Education Committee and from trustee initiatives related to the provision of more resources and alternative strategies for students in inclusive placements.</p> <p>DU 319 Budget Services Plan: Continue to administer through the Basis of Allocation Committee, the Exceptional Circumstances fund, which provides financial assistance to schools that are providing integrated programming to exceptional special needs students.</p>
11. Review alternative solutions to providing effective programming for those special needs students whose parents decline the services of district sites. (Trustee Hansen)	<p>DU 304 Curriculum and Programs Plan: Prepare report for consideration by the basis of allocation committee, based on recommendations from the Inclusive Education Committee and from trustee initiatives related to the provision of more resources and alternative strategies for students in inclusive placements.</p> <p>DU 319 Budget Services Plan: Continue to administer through the Basis of Allocation Committee, the Exceptional Circumstances fund, which provides financial assistance to schools that are providing integrated programming to exceptional special needs students.</p>
12. Administration to provide the necessary resources for continued coordination of the City Centre Education Project. (Trustee Martin)	<p>DU 319 Budget Services Plan: Continue to work with the City Centre Education Project (CCEP) coordinator in the distribution of the financial resources identified to support this project.</p>
13. Provide historical plaques in Edmonton Public Schools so that students, parents and staff know the history behind the names of the schools. (Trustee Martin)	<p>DU 362 Archives and Museum Plan: By June 2005 all schools will receive a plaque, suitable for display, describing the background and history of the name of their school.</p>
14. Possible expansion of reading recovery programs in elementary school. (Trustee Martin)	<p>DU 338 Consulting Services Plan: Investigate the possible expansion of Reading Recovery programs in elementary schools.</p>
15. Conduct a review of the Registered	DU 304 Curriculum and Programs

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Apprenticeship Program to determine the effectiveness of current practices. (Trustee Nicholson)	Plan: Ensure adequate programming is available to assist students who wish to pursue technology, trades or service education.
16. Determine the feasibility of developing a “Glossary of Terms” for each subject discipline. (Trustee Nicholson)	DU 304 Curriculum and Programs Plan: Develop a “Glossary of Terms” for each subject area in support of Blueprints for Teaching and Learning. DU 306 Teacher Support Initiatives Plan: Develop a comprehensive “Glossary of Terminology” that will assist in developing a common district-wide vocabulary within the core subject areas.
17. Conduct a review of the reading programs used in elementary schools to determine the most effective practices. (Trustee Nicholson)	DU 304 Curriculum and Programs Plan: Provide a kindergarten to grade 12 district framework for literacy development.
18. Examine the reasons for students not completing their respective courses of study and suggest strategies which can be implemented at the school level to correct. (Trustee Nicholson)	DU 327 Student Achievement Services Plan: Examine the reasons for students not completing their respective courses of study and to identify strategies which can be implemented at the school level. DU 304 Curriculum and Programs Plan: Examine the reasons students do not complete their respective courses of study and suggest strategies to address these.
19. Determine the feasibility of establishing a program(s) of study leading to “Certificates of Achievement” for graduates from Integrated Occupational Programs. (Trustee Nicholson)	DU 304 Curriculum and Programs Plan: Ensure adequate programming is available to assist students who wish to pursue technology, trades or service education.
20. Conduct a review of the entrance requirements for admission into post-secondary institutions in Alberta. (Trustee Nicholson)	DU 304 Curriculum and Programs Plan: Complete work on the graduate profile. Plan: Conduct a review of the entrance requirements for admission into post-secondary institutions in Alberta.

21. Develop a plan for implementation of full day kindergarten programming for	DU 327 Student Achievement Services Plan: Explore the feasibility of implementing
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all high needs schools. (Trustee Nicholson)	<p>full-day kindergarten programming for high needs schools.</p> <p>DU 304 Curriculum and Programs Plan: Track and report on the two cohort groups involved in the Kindergarten study and based on longitudinal data determine priority for implementing full-day kindergarten in all high needs schools.</p>
22. Prepare a listing of projects in priority order for the expenditure of the capital reserve fund. (Trustee Nicholson)	<p>DU 358 Planning Plan: Prepare a listing of projects in priority order for the expenditure of the capital reserve fund.</p>
23. Ensure that the guidelines for the budget process provide for meaningful involvement of staff, parents, students and the community. (Trustee Nicholson)	<p>DU 319 Budget Services Plan: Ensure that the guideline for the budget process provide for meaningful involvement of staff, parents, students and the community.</p>
24. To develop and to implement a district-wide program designed to eliminate bullying in all district schools. (Trustee Nicholson)	<p>DU 339 Resource Development Plan: Explore the feasibility of developing a resource to eliminate bullying in all district schools.</p> <p>DU 304 Curriculum and Programs Plan: Establish a “Character Education” strategy for kindergarten to grade 12 to assist in creating a safe and cooperative culture in schools.</p>
25. Develop guidelines for parents and members of the public for interpreting provincial achievement test results and: i) post these guidelines on the EPSB web site, which currently lists the provincial achievement test results by grade and school; ii) prepare a pamphlet for parents outlining these guidelines or distribute Alberta Learning pamphlet to parents; iii) communicate these guidelines to the public through the media. (Trustee Odynski)	<p>DU 342 Student Assessment Plan: Develop guidelines for parents and members of the community for interpreting provincial achievement test and diploma examination results.</p> <p>DU 311 Communications Plan: Communicate to parents, media and general public information about provincial achievement results.</p>

26. Consult parents, school councils, parent teacher associations, charitable societies, and any other groups that do fundraising	<p>DU 311 Communications Plan: Consult with stakeholders who fundraise in support of district schools or</p>
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in support of EPSB schools or programs to assist in the development of guidelines for the appropriate use of funds generated through fundraising. (Trustee Odynski)	programs regarding appropriate use of funds generated.
27. Expand the <i>Framework for the Involvement in Site-Based Decision Making</i> to include: i) developing a systematic and structured mechanism for school councils to provide individual and collective advice to the Board of Trustees on philosophy, policies, plans, programs and budgets; ii) guidelines for involving staff groups and school councils on the development of both school and district budgets. (Trustee Odynski)	DU 311 Communications Plan: Increase opportunities for school councils to provide advice to Board of Trustees on policy plans and programs, and on the development of school and district budgets.
28. Review and revise the policy development and review process so that: i) groups of individuals affected by a policy are provided the opportunity to participate in the development and review of Board Policies; ii) proposed new policies or policies that are up for review or revision be circulated to appropriate stakeholder groups (e.g., school councils, student councils, staff groups, etc.) to obtain input and feedback; iii) a minimum of two months be provided to obtain feedback and input (except in emergent circumstances) when a policy has been circulated for input and feedback. (Trustee Odynski)	DU 315 Board Administration Plan: Review and recommend a revised policy development and review process so that there is a systematic opportunity for groups of individuals affected by a policy to participate in the development and review of board policies and for appropriate stakeholder groups to provide feedback and input prior to submission for board approval.
29. Consider the feasibility of developing a comprehensive program of parental involvement that provides professional development for parents and teachers as well as the necessary resources, supports and materials so that parents and school councils can play an effective role in supporting and enhancing student learning. (Trustee Odynski)	DU 327 Student Achievement Services Plan: Consider the feasibility of developing a comprehensive program of parental involvement that provides professional development for parents and teachers in enhancing teaching and learning.
30. For the district to institute “Teacher Appreciation Week” annually. (Trustee Woodrow)	DU 311 Communications Plan: Provide media with timely and accurate information on the district and schools and explore further opportunities to profile

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	teachers and educational issues in general.
31. For the district to seek to develop a weekly column in local newspapers that will engage readers' interest, featuring good things happening, viewpoints, special events, questions and answers, etc. (Trustee Woodrow)	DU 311 Communications Plan: Create partnerships with media by suggesting and supporting weekly education features.
32. That information about literacy programs currently used in the district and supported by Consulting Services, such as Balanced Literacy and Literacy MAP (Meaningfully Applied Phonics) be made available to district teachers, and that support for implementation of these programs, and consequent measures of their effectiveness, be supported through the Alberta Initiative for School Improvement (AISI). That the possibility of piloting the Literacy MAP Reading program with Awasis students be explored. (Trustee Woodrow)	DU 338 Consulting Services Plan: Provide information about literacy programs (such as Balanced Literacy, Literacy Meaningful Applied Phonics) to district schools. Plan: Investigate whether the efficacy of such programs for improved student achievement can be determined through AISI projects evaluations. DU 327 Student Achievement Services Plan: Provide information to district teachers about current literacy programs used in the district and their impact on student learning, including Balanced Literacy and Literacy Meaningfully Applied Phonics (MAP). Plan: Explore the feasibility of supporting the implementation of Balanced Literacy and Literacy Meaningfully Applied Phonics through A.I.S.I. funding. Plan: Explore the feasibility of piloting the Literacy Meaningfully Applied Phonics (MAP) program with students in the Awasis program be explored. DU 304 Curriculum and Programs Plan: Pilot a reading program (Meaningful Applied Phonics) and one or two other potentially effective strategies.
33. To provide opportunities for exit interviews for district staff. (Trustee Woodrow)	DU 361 Personnel Recruitment and Staffing Plan: Conduct a limited number of exit interviews to determine the resources required and the long-term value if conducted on a wider scale.
34. To explore ways to extend the enhanced educational opportunities enjoyed by the schools in the City Centre Education Project to disadvantaged students in other district schools. (Trustee	DU 308 City Centre Education Project Plan: To share successful strategies with other schools beyond the city centre serving students with similar needs.

Initiative	Disposition
Woodrow)	
35. To examine alternative means (other than “cost recovery”) to provide consultant support to teachers of special subjects, e.g., art, music, physical education, second languages. (Trustee Woodrow)	DU 338 Consulting Services Plan: Examine alternative means for consultant support to specialized subjects, e.g., Music, Art, Physical Education, and second languages.

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