



# **Committee Meeting Agenda**

## **October 12, 2016 – 6:30 p.m.**

---

- 1. Call to Order**
- 2. Consideration of Agenda**
  - 2.1 Additions/Deletions to Agenda
  - 2.2 Approval of Agenda
- 3. Appointments**
- 4. Approval of Committee Notes**
  - 4.1 Amendment/Correction of Notes
  - 4.2 Approval of Committee Notes – September 14, 2016
- 5. Presentations**
  - 5.1 Draft 3 Year Education Plan: Priorities, Strategies, & Measures
  - 5.2 STAR Pilot: Guthrie School
- 6. Reports from Senior Administration**

## **7. Reports from Trustees and Standing Committees**

- 7.1 Chair's Report
- 7.2 Trustees Report
- 7.3 Building & Maintenance
- 7.4 Finance & Human Resources
- 7.5 Education Policy
- 7.6 Advocacy Committee
- 7.7 Transportation

## **8. Reports from Special Committees/Task Groups**

- 8.1 Alberta School Boards' Association Zone 2/3
- 8.2 Public School Boards' Association of Alberta
- 8.3 Policy Advisory (ATA)
- 8.4 Policy Review (CUPE)
- 8.5 Community Services Advisory Board

## **9. New Business**

- 9.1 Policy Tracker
- 9.2 Policy D/I/15 – Financial Accountability and Audit

9.3 Policy F/IV/3 – Student Suspension and Expulsions

9.4 Acknowledging Territories of Indigenous Communities

9.5 2017-2018 Modular Classroom Program Request

9.6 Provincial Achievement Tests and Diploma Examination Results

**10. Question Period**

**11. Unfinished Business**

**12. Information Items**

**13. Pending List**

**14. Adjournment**



# Notes of the Meeting of The Committee of the Whole Held at Morinville on September 14, 2016

---

## Roll Call

Present were Trustees: Ms. Tracy Nowak (Chair); Mrs. Shelley Porter (Vice Chair); Mr. Terry Jewell; Mrs. Wendy Miller; Mrs. Shelley Porter; Dr. Michèle Dick (Superintendent); Mrs. Iva Paulik (Secretary Treasurer); Mrs. Ruth Kuik (Associate Superintendent, Education Services); Mr. Thomas Holmes (Associate Superintendent, Human Resources & Leadership Support).

Absent: Mrs. Misty Featherley, Mrs. Michelle Mychasiw

## Call to Order

The Vice Chair called the meeting to order at 6:33 p.m.

## Consideration of Agenda

### 2.1 Additions/Deletions to Agenda

9.7 Trustee Resignation

### 2.2 Approval of Agenda

Moved by Mrs. Porter that the agenda be approved as amended.

CARRIED 5/0

## Appointments

There were no appointments.

## Approval of Committee Notes

### 4.1 Amendment/Correction of Notes

### 4.2 Approval of Committee Notes

Moved by Mrs. Kohle that the notes of June 8, 2016 be approved.

CARRIED 5/0

## Presentations

There were no presentations.

## Reports from Senior Administration

### 6.0 Senior Admin Report

Dr. Dick presented a written and verbal report on behalf of Senior Admin.

- DEHR (Diversity, Equity and Human Rights) was created by the Sturgeon School Division ATA Local. They recently received a grant that allowed the purchase of age appropriate books for students within Sturgeon School Division. These books are intended to enhance the visibility of minority student populations in literature.
- NME (Neurosequential Model in Education) PD session will be held on September 16, 2016 at the Morinville Community Cultural Centre. Over 280 participants are expected to attend.
- Derek Peterson, International Child/Youth Advocate with Kaleidoscope Connect will be presenting to students and adults in Redwater on November 17 & 18, 2016.

## **Reports from Trustees and Standing Committees**

### **7.1 Chair's Report**

A verbal report was provided.

### **7.2 Trustees' Reports**

#### **Trustee Kohle (Bon Accord/Legal)**

Trustee Kohle reported that she attended a Welcome Back Breakfast at Lilian Schick School. Bon Accord Community School will be hosting a Welcome Back Pasta Dinner on September 15, 2016.

#### **Trustee Jewell (Gibbons/Lamoureux)**

Trustee Jewell reported that he attended the Meet the Teacher Night at Landing Trail School. Gibbons Town Council provided and served hotdogs.

#### **Trustee Miller (Sturgeon Valley/West St. Albert)**

Trustee Miller reported that she attended the Welcome Back Barbeque at Sturgeon Heights School.

#### **Trustee Porter (Alcomdale/Villeneuve)**

Trustee Porter reported that she attended the Morinville Chamber of Commerce luncheon, as well as the Morinville Rotary Club meeting.

### **7.3 Building**

A verbal report was provided.

A Building Committee Meeting is scheduled for September 21, 2016.

### **7.4 Finance & Human Resources**

No report was provided.

### **7.5 Education Policy**

No report was provided.

**7.6 Advocacy**

No report was provided.

**7.7 Transportation**

A verbal report was provided.

**Reports from Special Committees/Task Groups****8.1 Alberta School Boards Association Zone 2/3**

Provincial Issues Forum is scheduled for September 27 & 28, 2016.

**8.2 Public School Boards Association of Alberta**

Public School Boards Association Meeting is scheduled for October 1 & 2.

**8.3 Policy Advisory Committee (ATA)**

No report was provided.

**8.4 Policy Review Committee (CUPE)**

No report was provided.

**8.5 Community Services Advisory Board**

A verbal report was provided.

A meeting is scheduled for October 3, 2016.

**New Business****9.1 Policy Tracker**

Received as information.

**9.2 Policy E/II/1 – Employee Expense and Reimbursement**

Moved by Mr. Jewell that the Board of Trustees refer Policy E/II/1 – Employee Expense and Reimbursement to the September 28, 2016 Board Meeting .

CARRIED 5/0

**9.3 Policy F/III/3 – Awards Policy**

Moved by Mrs. Kohle that the Board of Trustees refer Policy F/III/3 – Awards Policy to the September 28, 2016 Board Meeting.

CARRIED 5/0

**9.4 Policy F/IV/2 – Restricted and Illicit Drugs**

Moved by Mrs. Miller that the Board of Trustees refer Policy F/IV/2 – Restricted and Illicit Drugs to the September 28, 2016 Board Meeting.

CARRIED 5/0

**9.5 Council of School Councils Meeting**

Council of School Councils Meeting is scheduled for Tuesday, October 11, 2015 @ 5:00 p.m. at the Frank Robinson Educational Centre.

**9.6 Student Learning Assessment (SLA) Administration**

Mrs. Kuik provided a verbal and written report.

**9.7 Trustee Resignation**

Moved by Ms. Nowak that the Board of Trustees regrettfully accept the resignation of Trustee Mychasiw.

CARRIED 5/0



Ms. Nowak requested to add Committees/Representatives for 2016/2017 on the September 28, 2016 Board Meeting agenda.

## **Question Period**

## **Unfinished Business**

11.0 Mrs. Miller request that Trustee Professional Development/Conference Reporting Requirement items be submitted by September 19, 2016.

## **Information Items**

12.0 2016 Audit Planning Letter was handed out to all Trustees for the 2015-2016 Audit.

## **Pending List**

## **Adjournment**

The meeting adjourned at 7:45 p.m.

**Discussions on items are held at Committee of the Whole Meetings.  
Decisions on items are made at Board Meetings.**



# Memorandum

Date: October 12, 2016  
To: Committee of the Whole  
From: Senior Administration  
Subject: Seniors' Report

---

## **Welcome Back**

Education Services welcomes back Mrs. Woodford. Although returning to the same position as Coordinator of Instructional Technology, her area of focus has been expanded to include working with Home Education students and assisting students in junior high and high school to access programming to meet their learning needs. She will be working closely with principals and primarily concentrating on students who are not successful in a traditional school or a learning center. Attendance will be an indicator in identifying students who require her support. In addition, Mrs. Woodford will be lending her expertise to the Learning Centers so they can continue their work in developing Blended Education programming.

## **School Visits**

Education Services school visits with principals have commenced with conversations focused on evidence based decision making and reporting. These conversations extend the work being done by principals in their Professional Learning Communities. A new reporting document has been provided to align their data collection and reporting. This document will complement the Three Year Education Plan required from each school. During these visits principals review the professional development plan developed for staff. Many schools have already accessed September's sessions which have included: Beginning Teachers, K and E working group, Reggio working group, FNMI lead teachers and French Immersion. Furthermore, student learning supports are discussed and reviewed with principals. The Associate Superintendent of Education Services will arrange meetings with principals to review provincial achievement and diploma exam results once they are available and principals have had an opportunity to review the results specific to their student groupings.

COMMITTEE

W.



# Memorandum

Date: October 12, 2016  
To: Committee of the Whole  
From: Michele Dick  
Superintendent  
Subject: Policy Tracker

---

## Background

Attached for Trustee information is the 2016-2017 SY Policy Tracker.



# POLICY TRACKER (School Year 2016-2017)

Policy Number	Policy	Board Direction to Proceed (COW)	Committee Review	Policy Advisory Committee (PAC) Review	Final Draft Review	Recommendation to Approve
<b>August-16</b>						
			COW Education Bldg HR Transportation O & M		Committee of the Whole	Public Board
<b>September-16</b>						
E/II/1	Employee Expense Reimbursement	2016-Sept-14				Approved 28 September 2016
E/II/2	Trustee Remuneration and Expense Reimbursement	2016-June-8 (discussion)	Ref to Ed. Committee (May 2016) (Fall 2016)			Approved 28 September 2016
F/III/3	Awards Policy	2016-Sept-14				Approved 28 September 2016
<b>October-16</b>						
D/II/15	Financial Accountability and Audit	2016-Oct-12				
F/IV/2	Restricted and Illicit Drugs	2016-Jan-13 2016-May-11 2016-June-8	Ref to Ed. Committee (Feb 2016) (Apr 21, 2016) (Fall 2016) (May 13, 2016)			
F/IV/3	Student Suspension and Expulsions	2016-Oct-12				
NEW	Acknowledging Territories of Indigenous Communities	2016-Oct-12				
<b>November-16</b>						
D/II/2	School Operation in Emergency	2016-Oct-12				
E/II/2	Reduction in Professional Staff	2016-Nov-9				
G/II/5	Student Placement	2016-Nov-9				
G/II/3	Emergency Preparedness	2016-Oct-12				
<b>December-16</b>						



# POLICY TRACKER (School Year 2016-2017)

Policy Number	Policy	Board Direction to Proceed (COW)	Committee Review	Policy Advisory Committee (PAE) Review	Final Draft Review	Recommendation to Approve
<b>January-17</b>						
C/1	Organization Chart	2017-Jan-11	COW		Committee of the Whole	Public Board
D/II/1	Operational School Year	2017-Jan-11	Education			
F/II/9	Operation of School Media Resource Centre	2017-Jan-11	Bldg			
F/III/4	Student Evaluation Policy	2017-Jan-11	HR			
G/II/4	Student Illness or Accident	2017-Jan-11	Transportation			
G/II/7	Student Accident Insurance	2017-Jan-11	O & M			
<b>February-17</b>						
D/II/1	Fiscal Management	2017-Feb-8				
F/II/5	Healthy School Communities	2017-Feb-8				
F/II/6	Religious Instruction	2017-Feb-8				
H/1	Video Surveillance and Recording in Schools	2017-Feb-8				
<b>March-17</b>						
D/II/8	School Buildings Alternative Utilization or Closure	2017-Mar-8				
D/II/9	School Inclement Weather Policy	2017-Mar-8				
F/II/4	Copyright	2017-Mar-8				
G/II/4	Learning Support Services	2017-Mar-8				
G/II/5	Child Abuse and Neglect Prevention	2017-Mar-8				



# POLICY TRACKER (School Year 2016-2017)

Policy Number	Policy	Board Direction to Proceed (COW)	Committee Review	Policy Advisory Committee (PAC) Review	Final Draft Review	Recommendation to Approve
					Committee of the Whole	Public Board
April-17			COW Education Bldg HR Transportation O & M			
G/I/3	English as a Second Language	2017-Apr-12				
G/I/1	Alternate Learning Opportunity	2017-Apr-12				
May-17						



## Committee of the Whole Memorandum

Date: October 12, 2016  
To: Board of Trustees  
From: Iva Paulik, Secretary Treasurer  
Subject: Policy D/I/15 – Financial Accountability and Audit

---

### **Background:**

Attached for Trustee review is Policy D/I/15 – Financial Accountability and Audit.

Associated Admin Practice Financial Management 6 – Financial Accountability and Audit, is also attached for Trustee information.

### **Recommendation:**

That the Committee of the Whole review Policy D/I/15 – Financial Accountability and Audit and advise Senior Administration accordingly.



**1.0 POLICY**

- 1.1 The Board believes that the independent professional ~~review and~~ audit of its financial operation is essential for establishing credibility and financial accountability for tax dollars spent on education.
- 1.2 The Board also believes that the ~~review and~~ audit of individual school financial records is necessary.
- 1.3 The Board shall appoint an auditor for whatever term it determines (not to be less than 3 years).

~~2.0 GUIDELINES~~

- ~~2.1 The Board shall appoint an auditor for whatever term it determines:
  - 2.1.1 ~~The appointment of an auditor shall be carried out only after a review of qualifications and of the audit fee structure.~~
  - 2.1.2 ~~The auditor appointed shall be expected to perform those duties as specified in the School Act and regulations thereto, including submitting a report on the Board's annual financial statement and submitting an annual management letter on financial procedures.~~~~

---

References: Admin Practice(s): Financial Management 6 – Financial Accountability and Audit  
School Act: **Part 6, Finance, Division 1**





**FINANCIAL MANAGEMENT 6 – Financial Accountability & Audit**

Date: May 15, 2002    Revised: October 3, 2016    Responsible Administrator: Secretary Treasurer

---

**1.0 RATIONALE**

The Board believes that an annual professional audit of its financial operation is essential for maintaining credibility and financial accountability for tax dollars spent on education.

**2.0 PROCESS**

Central Office personnel shall prepare financial statements based on the previous school year for completion on or before October 31<sup>st</sup> each year.

**3.0 GUIDELINES**

- 3.1 The auditor shall be appointed by the Board for a three year commitment, with Board confirmation annually at the January Board meeting.
  - 3.1.1 The appointment of an auditor shall be carried out only after a review of qualifications and of the audit fee structure.
  - 3.1.2 The auditor appointed shall be expected to perform those duties as specified in the School Act and regulations thereto, including submitting a report on the Board's annual financial statement and submitting an annual management letter on financial procedures.
  
- 3.2 The Minister may prescribe audit procedures to be used that differ from generally accepted accounting principles.
  
- 3.3 The auditor shall meet with Board representatives to review any report that they are required or requested to prepare.
  
- 3.4 The auditor shall meet with the Secretary Treasurer on a regular basis to discuss audit procedures.
  - 3.4.1 The Secretary Treasurer shall ensure that the auditor shall at all times be given access to all records, documents, books of account and vouchers of the Board.

---

References:    Board Policy:    D//15 Financial Accountability and Audit



FINANCIAL MANAGEMENT 6 – Financial Accountability & Audit

Date: May 15, 2002    Revised: October 3, 2016    Responsible Administrator: Secretary Treasurer

- 3.5    The Board Chairman shall ensure that the auditor’s report is submitted to the Board at its next regular meeting following receipt of that report. The auditor shall send to the Minister of Education copies of the Board’s financial statement, their report on that financial statement, and a copy of the annual management letter on financial procedures.
  
- 3.6    The Secretary Treasurer shall develop appropriate procedures for the external and internal audit of individual school financial records.

---

References:    Board Policy:    D//15 Financial Accountability and Audit



## Committee of the Whole Memorandum

Date: October 12, 2016  
To: Committee of the Whole  
From: Education Policy Committee  
Subject: Policy F/IV/3 – Student Suspensions and Expulsions

---

### **Background:**

Attached for Trustee review is Policy F/IV/3 – Student Suspensions and Expulsions. Suggested revisions are provided for Trustee consideration.

Associated Admin Practice Student Services 8 – Student Conduct, with suggested revisions is also attached for Trustee information.

### **Recommendation:**

That the Committee of the Whole review Policy F/IV/3 – Student Suspensions and Expulsions and advise Senior Administration accordingly.

COMMITTEE 9.3



## 1.0 POLICY

- 1.1 The Board believes that respectful and responsible behaviour by students is essential to maintaining ~~positive~~ **welcoming, caring, respectful and safe** learning environments.
- 1.2 **The suspension or expulsion of a student is to be invoked when other measures have proven to be ineffective or when the seriousness of the offense warrants such action.**

## 2.0 GUIDELINES

- 2.1 As per Policy F/IV/7 ~~04~~ – Student Conduct and Administrative Practice Student Services 8 – Student Conduct, each school shall implement the Division Code of Conduct for students and shall communicate this to all students and parents.
- 2.2 Principals and teachers have the power to suspend students within the guidelines defined in the School Act.
- 2.3 An impartial Student Discipline Committee of the Board is delegated the responsibility for conducting meetings and either expelling or reinstating students as provided for in the School Act.
- 2.4 In the event that expulsion becomes necessary, the Board reserves the right to make rules respecting the conditions under which an expelled student may be re-enrolled.

---

References:	Board Policy(s):	<b>D/III/1 – Equity, Diversity, Inclusion and Human Rights</b> F/IV/04 – Student Conduct
	Admin Practice(s):	Student Services 8 – Student Conduct
	School Act:	Sections 24 and 25



# STUDENT SERVICES 8 – Student Conduct

Date: Jan. 12, 2010 Revised: Mar. 14, August 29, 2016

Responsible Administrator:  
Associate Superintendent Ed. Services

## 1.0 RATIONALE

The Board recognizes its responsibility to ensure a ~~safe and~~ **welcoming**, caring, **respectful and safe learning** environment in the schools.

## 2.0 PROCESS

The Superintendent or designate will be responsible for administering this Administrative Practice.

## 3.0 GUIDELINES

3.1 Each principal shall develop a written School Code of Student Conduct consistent with Board Policies ~~F/IV/74~~ Student Conduct and ~~F/IV/2 Restricted and Illicit Drugs~~ **Illicit, Prohibited and Restricted Substances** and in consultation with students, parents/guardians, the school council and staff.

3.2 Each principal shall make copies of the School Code of Student Conduct available to students, parents/guardians and staff.

3.3 Schools shall review the School Code of Student Conduct with students at regular intervals.

3.4 A school code of student conduct shall include:

3.4.1 expectations for student behavior;

3.4.2 a range of specific corrective measures that will be taken when students are found responsible for unacceptable behaviour;

3.4.3 provisions regarding safety and security offenses;

3.4.4 any other matter which the principal deems necessary.

3.5 Students will be held responsible and accountable to Sturgeon School Division and its agents for their behaviour and conduct:

References:	<del>Policy:</del>	<del>B/I/3 – Committees of the Board (B/I/3b Discipline Committee)</del>
	Policy	<b>D/III/1 – Equity, Diversity, Inclusion and Human Rights</b>
		<del>F/IV/2 – Restricted and Illicit Drugs</del>
		<b>Illicit, Prohibited and Restricted Substances</b>
	Policy	<b>F/IV/5 3 – Student Suspensions and Expulsions</b>
	Policy	<b>F/IV/7 4 – Student Conduct</b>
	Board Regulation:	<b>Education 2 – Student Suspensions and Expulsions</b>
	School Act:	<b>Sections 24 and 25</b>



STUDENT SERVICES 8 – Student Conduct

Date: Jan. 12, 2010 Revised: Mar. 14, August 29, 2016

Responsible Administrator:  
Associate Superintendent Ed. Services

- 3.5.1 during involvement in school sponsored or related activities;
  - 3.5.2 on school board property;
  - 3.5.3 during any recess or lunch periods;
  - 3.5.4 on division leased, sanctioned or owned vehicles used for the transportation of students to and from school and school activities;
  - 3.5.5 beyond the hours of school operation if that behaviour or conduct has a connection back to the school and a demonstrated detrimental impact on the welfare of individual students.
- 3.6 Students and their parents/guardians, when applicable, are accountable for:
- 3.6.1 school attendance and punctuality;
  - 3.6.2 student work habits including completion of assignments and homework;
  - 3.6.3 proper use of textbooks, equipment, and property of theirs, others and the school;
  - 3.6.4 treating others with dignity and respect;
  - 3.6.5 full cooperation with school authority and personnel authorized to provide educational programs and other services throughout the school day and during all school sponsored activities and beyond the hours of school operation if that behavior or conduct has a connection back to the school and a demonstrated detrimental impact on the welfare of individual students.
- 3.7 Consequences including intervention, suspension and/or recommendation for expulsion, from school or bus, depending on individual circumstances, may be imposed when a student fails to meet the expectations for student conduct articulated in the School Code of Conduct and/or *School Act* (Suspensions 24: 1(a) or (b)). Some examples of unacceptable behaviours include but are not limited to:

---

References:	<i>Policy:</i> <i>Policy</i>  <i>Policy</i> <i>Policy</i> <i>Board Regulation:</i> <i>School Act:</i>	<i>B/I/3 – Committees of the Board (B/I/3b Discipline Committee)</i> <i>D/III/1 – Equity, Diversity, Inclusion and Human Rights</i> <i>F/IV/2 – Restricted and Illicit Drugs</i> <i>Illicit, Prohibited and Restricted Substances</i> <i>F/IV/5 3 – Student Suspensions and Expulsions</i> <i>F/IV/7 4 – Student Conduct</i> <i>Education 2 – Student Suspensions and Expulsions</i> <i>Sections 24 and 25</i>
-------------	---	---



# STUDENT SERVICES 8 – Student Conduct

Date: Jan. 12, 2010 Revised: Mar. 14, August 29, 2016

Responsible Administrator:  
Associate Superintendent Ed. Services

- 3.7.1 conduct which verbally, physically or emotionally threatens the safety of students or staff;
- 3.7.2 conduct which demonstrates disrespect for ethnic, racial, religious and sexual diversity
- 3.7.3 possession of a weapon, or anything used, or intended for use in causing injury to any person, or for the purposes of threatening or intimidating any person;
- 3.7.4 assault;
- 3.7.5 possession, distribution or use of illegal drugs, alcohol, inhalants or any other illicit substances in school or on school property;
- 3.7.6 willful damage to school or other’s property;
- 3.7.7 discrimination or harassment;
- 3.7.8 participating in or contributing to cyber bullying;
- 3.7.9 participating in, or contributing to froshing or hazing activities;
- 3.7.10 extortion;
- 3.7.11 disruptive behaviour, willful disobedience or defiance of authority;
- 3.7.12 interference with the orderly conduct of classes and school activities;
- 3.7.13 tampering with items such as fire alarms, or safety equipment;
- 3.7.14 criminal activity;
- 3.7.15 bystander encouragement or involvement in instigating or escalating aggressive behaviour (e.g. taunting, fighting).

---

References:	<i>Policy:</i> <i>Policy</i>  <i>Policy</i> <i>Policy</i> <i>Board Regulation:</i> <i>School Act:</i>	<i>B/I/3 – Committees of the Board (B/I/3b Discipline Committee)</i> <i>D/III/1 – Equity, Diversity, Inclusion and Human Rights</i> <i>F/IV/2 – Restricted and Illicit Drugs</i> <i>Illicit, Prohibited and Restricted Substances</i> <i>F/IV/5 3 – Student Suspensions and Expulsions</i> <i>F/IV/7 4 – Student Conduct</i> <i>Education 2 – Student Suspensions and Expulsions</i> <i>Sections 24 and 25</i>
-------------	---	---



# STUDENT SERVICES 8 – Student Conduct

Date: Jan. 12, 2010 Revised: Mar. 14, August 29, 2016

Responsible Administrator:  
Associate Superintendent Ed. Services

- 3.8 When disciplining a student, a teacher or principal will consider:
  - 3.8.1 whether the student has failed to comply with the *School Act*, Division Code of Conduct or with the School Code of Student Conduct;
  - 3.8.2 the effect of the student’s behaviour upon other students, the staff, the school and the community;
  - 3.8.3 the nature of the action or incident that calls for disciplinary measures;
  - 3.8.4 informing; and/or consulting with the student’s parents/guardians when it is warranted;
  - 3.8.5 the student’s previous conduct;
  - 3.8.6 the student’s unique circumstances (age, maturity, extenuating circumstances);
  - 3.8.7 the impact of proposed action on the student’s future behaviour;
  - 3.8.8 any other information the teacher or principal considers appropriate or relevant;
  - 3.8.9 whether the student’s conduct is injurious to the physical or mental well being of others in the school.
- 3.9 Each teacher or principal will ensure that appropriate documentation procedures are employed to record disciplinary actions.
- 3.10 As per Section 20 (f) of the School Act, the principal or designate has the responsibility for and the authority to establish and maintain appropriate procedures conducive to an acceptable standard of student discipline.

---

References:	<i>Policy:</i>	<i>B/I/3 – Committees of the Board (B/I/3b Discipline Committee)</i>
	<i>Policy</i>	<i>D/III/1 – Equity, Diversity, Inclusion and Human Rights</i>
		<i>F/IV/2 – <del>Restricted and Illicit Drugs</del></i>
		<i>Illicit, Prohibited and Restricted Substances</i>
	<i>Policy</i>	<i>F/IV/5 3 – Student Suspensions and Expulsions</i>
	<i>Policy</i>	<i>F/IV/7 4 – Student Conduct</i>
	<i>Board Regulation:</i>	<i>Education 2 – Student Suspensions and Expulsions</i>
	<i>School Act:</i>	<i>Sections 24 and 25</i>





# Memorandum

Date: October 12, 2016  
To: Committee of the Whole  
From: Michele Dick, Superintendent  
Subject: Policy Development– “Acknowledging Territories of Indigenous Communities”

---

## **Background**

In the spring 2016, Trustees indicated that they would like to consider the possibility of introducing a new policy that would provide direction relative to acknowledging the territories of indigenous communities. A number of Alberta organizations and agencies have recently incorporated such a practice at the outset of meetings, assemblies, events and/or other gatherings as a way of honoring and demonstrating respect for groups of people who have been living and working on the land of from time immemorial.

It is important to note that there is a distinction between “welcoming” and “acknowledging” First Nations, Metis and Inuit (FNMI) peoples. Given that a welcome would typically be offered by an individual who is an FNMI member of the territory, if that is not the case, recognition would take the form of an “acknowledgement of territory.”

In the case of Sturgeon School Division, this acknowledgement would read:

*“We acknowledge that we are on Treaty 6 territory, a traditional meeting grounds, gathering place, and a travelling route to the Cree, Saulteaux, Blackfoot, Metis, Dene and Nakota Sioux. We acknowledge all the many First Nations, Metis and Inuit whose footsteps have marked these lands for centuries.”*

## **Recommendation:**

That the Board of Trustees review the above-noted information and provide direction to senior administration regarding the development of a policy relative to the acknowledgement of territories of indigenous communities.



## Committee of the Whole Memorandum

Date: October 12, 2016  
To: Board of Trustees  
From: Iva Paulik, Secretary Treasurer  
Subject: 2017 – 2018 Modular Classroom Program Request

---

2017 – 2018 Modular Classroom Program Request will be provided at the October 12, 2016 Committee of the Whole meeting.



## Committee of the Whole Memorandum

Date: October 12, 2016  
To: Board of Trustees  
From: Ruth Kuik  
Subject: Provincial Achievement Tests and Diploma Examinations Results

---

### Background

In accordance with joint protocol for the release of Provincial Achievement Tests and Diploma Examinations, the Board is being provided with Division results prior to the official release by Alberta Education on October 7, 2016.

**Provincial Achievement Tests (PATs)** are administered at grade 6 and 9 levels (Language Arts, Mathematics, Science, Social Studies) and are one measure used to determine the effectiveness of instruction within our schools.

### **Student Learning Assessments (SLAs)**

This year Sturgeon School Division was selected as one of twenty jurisdictions to pilot year three of Student Learning Assessments. The results of the Grade 3 SLA's are available to teachers and during this year's pilot administration a new report will be made available from Alberta Education for review by the Superintendent. There continues to be no expectation that jurisdictions will publically report on Grade 3 results. There is an expectation that teachers will verbally report results to parents and students.

At the jurisdiction level, SLA, PAT and Diploma Examination results are reviewed with each school principal by the Associate Superintendent, Education Services. Subsequently, each school undertakes a review of the results and develops a plan of action to address specific areas of concern or efforts to ensure continuous improvement of results.

### o Overall

- As a cohort, Sturgeon schools exceeded the provincial standard at the acceptable level in the following subject areas: Grade 6 Language Arts and Science, and all subject areas in Grade 9.
- In Grade 9 English and Social Studies, the cohort exceeded the provincial standard of excellence.
- As a cohort, Grade 9 Knowledge and Employability results exceeded provincial acceptable performance standards in all subject areas.



- Of note, the Grade 9 Knowledge and Employability cohort exceeded the standard of excellence in all subject areas.
- Further investigation is warranted in Grade 6 Math and Grade 6 Social Studies results where the acceptable standard is below the provincial average by 2%.

**Diploma Examinations** are administered at the grade 12 level in a variety of courses including English 30-1/30-2, Math 30-1/30-2, Biology 30, Chemistry 30, Physics 30, Science 30, and Social 30-1/30-2.

Students have the opportunity to write Diploma Exams in November, January, April, June and August. Results from division schools are provided in a report which is made available to schools and school jurisdictions in early October of each year for release to their respective communities.

○ **Overall**

- Students enrolled in the following courses exceeded the provincial average in the acceptable level: English 30-1, 30-2, Biology 30, Chemistry 30, Math 30-1, Physics 30, Science 30, Social 30-1, 30-2.
  - Of note, students enrolled in English 30-2 exceeded the provincial standard of excellence.
  - Further investigation is needed to review the standard of excellence on Diploma Exams where student marks are below the provincial average by 10%.
-