



**Grande Prairie
Public School
Division**

Agenda

**Regular Meeting
of the Board of Trustees of the
Grande Prairie Public School Division on
Tuesday, March 26, 2024 6:00 pm**

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|---|---|----------|
| 1. O CANADA, TERRITORIAL LAND RECOGNITION and UNIVERSAL GUIDING PRINCIPLES | | |
| 2. ADOPTION OF THE AGENDA | | Trustees |
| 3. MINUTES | <ul style="list-style-type: none"> • Committee of the Whole Meeting of March 12, 2024 • Regular Board Meeting Minutes of March 12, 2024 | Trustees |
| 4. PRESENTATION or DELEGATION | | |
| 5. BUSINESS ARISING FROM THE MINUTES | | |
| 6. BOARD CHAIR/ SUPERINTENDENT'S REPORT | <p>Board Chair Report</p> <ul style="list-style-type: none"> • Working Session with the Minister of Education • Chamber Roundtable • Board Strategic Plan Development Workshop • State of the City: A Grander Conversation <p>Superintendent's Report</p> <p>Items for Information</p> <ul style="list-style-type: none"> • Elementary Report Card and Working Groups Update • Nutrition Programming Update • Kindergarten and KinderPAL Registration Update • All Administration Professional Learning and March Principals Meeting • Annual College of Alberta School Superintendents (CASS) Learning Conference • School Administration Update • Board Workplan Review | Joan |
| 7. BOARD POLICY REVIEW | <ul style="list-style-type: none"> • Board Policy Committee Meeting | Andre |
| 8. ADVOCACY & ENGAGEMENT | | |
| 9. CULTURE AND ENGAGEMENT | | |

AGENDA

March 26, 2024

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10. BUSINESS SERVICES	Business Services Report	Norm
	• Annual Division 3-Year Capital Plan	
11. ASBA /PSBAA	Alberta School Boards' Association (ASBA)	Ray
	• Zone 1 Meeting	
	• Friends of Education Nomination	Trustees
	• Speakers Corner – Putting Data to Work	Trustees
	Public School Board's Council	
	• Environmental Scan Agenda Item – Election Readiness	Donna
12. ALBERTA EDUCATION		
13. COMMITTEE REPORTS	• Education Foundation Committee March 21 2024	Rob
14. PRESENTATION OR DELEGATION BUSINESS		
15. CORRESPONDENCE		
16. NEW IDEAS/NEW ISSUES		Trustees
17. IN CAMERA SESSION		Trustees
18. ADJOURNMENT		Joan

SUPERINTENDENT'S REPORT

Board of Trustees Regular Board Meeting

Tuesday, March 26, 2024

Prepared by Sandy McDonald, Superintendent of Schools



**Grande Prairie
Public School
Division**

ITEMS FOR INFORMATION

ELEMENTARY REPORT CARD AND CURRICULUM WORKING GROUPS UPDATE

The Elementary report card working group has met 3 times to review the elementary report card outcomes and format to align with the new curriculum. At the next meeting in late April, the committee will be reviewing feedback collected at the school level from Kindergarten to Grade 6 teachers, school leaders, and from the community. The work of the committee has been aligned with the research of grading and assessment consultant [Ken O'Connor](#) and the [11 Guidelines for Report Cards](#) he has produced to support school divisions to develop grading and communications practices that are effective at formally reporting student achievement to parents and are part of a comprehensive approach to grading and communicating with parents. The final product to be introduced next year will also include a parent companion document and implementation plan for teachers and leaders.

The division Literacy and Numeracy Working Groups have met for 3 half-days and one full day each. The literacy working group consists of 13 teachers and school leaders and includes representation from K-8 and high school teachers. The numeracy working group consists of 12 representatives from K-8 and high school. The goal of each working group is to complete a draft framework for each curricular area to be used as a common resource for guiding instruction in each area, and across all grades and curricula, by the end of June. Next year the frameworks will be introduced for pilot use at all schools.

NUTRITION PROGRAMMING UPDATE

The growing enrollment at Roy Bickell Public School is impacting the schools' ability to continue to host the GPPSD nutrition program. Director of Operations Geoff Barron is working with Director of Teaching and Learning to plan and budget for modifications to another space in the division that will provide a permanent home to the program. It is expected the nutrition program will transition to the new location, in a modified part of the division's new Maintenance Building, by the end of June.

In addition to the recently announced increase in funding for nutrition from Alberta Education, the division also regularly receives donations from our generous community. Donations received this year, including a recent donation from the Grande Prairie Quilters Guild, are allocated to schools for their use to support school snack programs and other nutrition-related needs in their schools. In part, the community donations are a strategy to supplement the lunches provided to all schools in the division and to support equitable access to nutrition for all students, as not all schools may have the same level of need.

KINDERGARTEN and KINDERPAL REGISTRATION UPDATE

Kindergarten registration is proceeding and after the first week of registration, as of Tuesday, March 19, Kindergarten registration is at 68% of projections, which is exactly where it has been at this relative time in each of the past 3 years. KinderPAL programming for 2024-2025 will remain as it currently is, with programming planned to be available in all buildings, subject to appropriate enrollment levels.

ALL ADMINISTRATION PROFESSIONAL LEARNING AND MARCH PRINCIPALS MEETING

There were two focus areas during the morning allocated to professional learning for school leadership teams: (1) Psychological Health and Safety, and (2) Instructional Leadership to Support Effective Assessment Practices.

Director of Human Resources, Tammie Maurer, and Division Wellness Coordinator Carla McLeod presented on the topic of building psychological health and safety in division schools. The presenters, both trained as program facilitators in the area this year as part of a [program sponsored by the Workers Compensation Board of Alberta](#), reviewed the topic in general and provided an introduction and overview to strategies to develop psychologically safe workplaces and the benefits of deliberately planning in this area.

The second focus area was on the topic of instructional leadership in the area of school assessment practices. School leaders were provided the opportunity to review assessment research and resources and given dedicated time to work on their plan for ensuring effective assessment in their schools.

The business portion of the meeting in the afternoon was used to share a variety of important updates with principals, and also included the identification and discussion of current procedures across division schools related to the use of smartphone technology. The day concluded with time for principals of similar school configurations to share scheduling strategies and plans for the 2024-2025 school year.

ANNUAL COLLEGE OF ALBERTA SCHOOL SUPERINTENDENTS (CASS) LEARNING CONFERENCE

The system educational leadership team attended the annual CASS Learning Conference in Edmonton from March 20-22. The team was split into two groups and attended two full-day sessions on the topics of Collegiate Schools and considerations for the development of policies and procedures related to the use of Artificial Intelligence software in schools. The conference itself was focused on the theme of planning and implementing system structures and processes to support equitable learning for all students. Individual sessions during the conference provided a further opportunity to connect a whole systems approach to a variety of topics related to the focus areas of system educational leadership roles.

SCHOOL ADMINISTRATION UPDATE

Administration is pleased to announce the appointment of James Hudyma as the Principal for Maude Clifford Public School, and Katherine Greniers on the appointment of Vice Principal at the Grande Prairie Composite High School. Congratulations to both as they begin their new roles effective the start of the 2024 – 2025 school year.

BI-ANNUAL RISK MANAGEMENT UPDATE REPORT (in Camera)

Given the sensitive nature of the legal content of this report, the second Risk Management Update for the Board will be distributed and reviewed in camera.

BI-ANNUAL HUMAN RESOURCES UPDATE REPORT (In Camera)

Given the sensitive nature of the personnel-related content, the second Human Resources Update of the year for the Board will be distributed and reviewed in camera.

BOARD WORKPLAN REVIEW

The Board workplan is submitted to the Board for information.

Grande Prairie Public School Division 2023 – 2024 Board Work Plan

MARCH	<ul style="list-style-type: none"> • 2024 03 26 	<ul style="list-style-type: none"> • Board Professional Learning Retreat 2024 03 25 <ul style="list-style-type: none"> ○ Strategic Plan Development Workshop • Board Policy Committee (11:00 am) 2024 03 26 • Approve Annual Division 3-Year Capital Plan 2024 03 26 • Approve Edwin Parr Nomination • Approve Friends of Education Nomination • Bi-Annual Division Risk Management Update <i>In Camera</i> 2024 03 26 • Bi-Annual Human Resources Update <i>In Camera</i> 2024 03 26 	<p>2024 03 13</p> <ul style="list-style-type: none"> • ASBA Zone 1 High Prairie <p>2024 03 18</p> <ul style="list-style-type: none"> • ASBA Speaker's Corner – Putting Data to Work
APRIL	<ul style="list-style-type: none"> • 2024 04 23 	<ul style="list-style-type: none"> • Advocacy & Engagement Committee (11:00 am) 2024 04 23 • Approve 2024 – 2025 School Fees • Review 2nd Quarter Budget Update 2024 04 23 • Review Annual Division Wellness Report 2024 04 23 • Review Annual Division Compensation Report <i>In Camera</i> 2024 04 23 	<p>2024 04 06 – 08</p> <ul style="list-style-type: none"> • NSBA New Orleans, LA <p>2024 04 10</p> <ul style="list-style-type: none"> • ASBA Zone 1 GP Catholic <p>2024 04 11 – 12</p> <ul style="list-style-type: none"> • PSBC <p>2024 04 15</p> <ul style="list-style-type: none"> • ASBA Speaker's Corner TBA
MAY	<ul style="list-style-type: none"> • 2024 05 14 • Committee of the Whole 	<ul style="list-style-type: none"> • Board Spring Governance Retreat 2024 05 01 <ul style="list-style-type: none"> ○ Review Draft 3 Year Educational Plan ○ Review Draft Division Assurance Summary ○ Review 2024-2025 Division Budget Development Process • Council of School Councils Meeting 2024 05 02 • TTLIC Meeting (3:45 pm) 2024 05 07 • Advocacy & Engagement Committee (11:00 am) 2024 05 14 • Review draft Division 2024-25 Budget 2024 05 14 • Non-Instructional Support Staff Committee (4:15 pm) 2024 05 22 • GP Composite High School Graduation - 2024 05 17, Bonnett's Time to be Determined 	<p>2024 05 08</p> <ul style="list-style-type: none"> • ASBA Zone 1 Fort Vermilion <p>2024 05 13</p> <ul style="list-style-type: none"> • ASBA Speaker's Corner TBA <p>2024 05 30-06 01</p> <ul style="list-style-type: none"> • PSBAA SGM Calgary, AB

	<ul style="list-style-type: none"> • 2024 05 28 	<ul style="list-style-type: none"> • Board Policy Committee (11:00 am) 2024 05 28 • Approve Division 3-Year Education Plan 2024 05 28 • Approve Division 2024-25 Budget 2024 05 28 • Approve Locally Developed Course Requests 2024 05 28 • Presentation: Student Advisory Committee 	
JUNE	<ul style="list-style-type: none"> • 2024 06 11 	<ul style="list-style-type: none"> • Advocacy & Engagement Committee (11:00 am) 2024 06 11 • Review 3rd Quarter Budget Update 2024 06 11 • Review Annual Summer Operations and Maintenance Report 2024 06 11 • Indigenous Graduation Ceremony 2024 06 06 • Bridge Network Graduation – Solo Format – 2024 06 14 • Charles Spencer Commencement – during the day 2024 06 26 	<p>2024 06 02 – 04</p> <ul style="list-style-type: none"> • ASBA SGM Calgary, AB <p>2024 06 12</p> <ul style="list-style-type: none"> • ASBA Zone 1 CSNO
JULY			<p>2024 07 02 - 05</p> <ul style="list-style-type: none"> • CSBA Congress Toronto, ON
AUGUST			<p>2024 08 07 – 09</p> <ul style="list-style-type: none"> • PSBC Meeting Grande Prairie, AB
SEPTEMBER			<p>2024 09 18</p> <ul style="list-style-type: none"> • ASBA Zone 1 Meeting and Awards – GPPSD Hosts

**Grande Prairie Public School Division
2023 – 2024 Board Work Plan**



	PUBLIC MEETING DATES	MONTHLY GOVERNANCE ACTIONS	PROFESSIONAL LEARNING
AUGUST	<ul style="list-style-type: none"> • 2023 08 22 Organizational Meeting • Regular Meeting 	<ul style="list-style-type: none"> • Board Self-Evaluation 2023 08 22 • Board Evaluation of Superintendent 2023 08 22 • <i>Summary reports for each due September 30 for review October 10 in Camera</i> 	2023 08 09 – 11 <ul style="list-style-type: none"> • PSBC
SEPTEMBER	<ul style="list-style-type: none"> • 2023 09 12 	<ul style="list-style-type: none"> • Advocacy & Engagement Committee (11:00 am) 2023 09 12 	2023 09 18 <ul style="list-style-type: none"> • ASBA – ASEBP Webinar
	<ul style="list-style-type: none"> • 2023 09 26 	<ul style="list-style-type: none"> • Board Evaluation Committee (10:00 am) 2023 09 18 • Trustee Student Advisory Members Meeting (1:00 pm) 2023 09 21 • Board Policy Committee (11:00 am) 2023 09 26 • Review Board Workplan 2023 09 26 	2023 09 20 <ul style="list-style-type: none"> • ASBA Zone 1 • Awards Luncheon 2023 09 27 <ul style="list-style-type: none"> • ASBA – Matt Solberg, Virtual 2023 09 29 <ul style="list-style-type: none"> • PSBAA Franklin Covey, Virtual
OCTOBER	<ul style="list-style-type: none"> • 2023 10 10 	<ul style="list-style-type: none"> • Advocacy & Engagement Committee (11:00 am) 2023 10 10 • Audit Committee (4:30 pm) 2023 10 10 • Review Annual Student Enrollment Summary 2023 10 10 • Review Annual Exit Survey Report <i>In Camera</i> 2023 10 10 • PD Committee Meeting 2023 10 11 • Board Social 2023 10 14 • TTLC Meeting (3:45 pm) 2023 10 17 	2023 10 23 <ul style="list-style-type: none"> • St. Patrick Catholic Re-Opening 1:00 • Minister’s Tour of GPCHS 2:15 • Meeting with Minister of Ed – PWSD 4:30
	<ul style="list-style-type: none"> • 2023 10 24 	<ul style="list-style-type: none"> • Board Policy Committee (11:00 am) 2023 10 24 • Non-Instructional Support Staff Committee (4:15 pm) 2023 10 25 • Review Board Workplan 2023 10 24 	2023 10 19 – 20 <ul style="list-style-type: none"> • PSBAA FGM

			<p>2023 10 30</p> <ul style="list-style-type: none"> ASBA Webinar AB and Rural Municipalities
NOVEMBER	<ul style="list-style-type: none"> 2023 11 14 	<ul style="list-style-type: none"> Advocacy & Engagement Committee (11:00 am) 2023 11 14 Review Annual Student Attendance Report 2023 11 14 Bi-Annual Division Risk Management Update <i>In Camera</i> 2023 11 14 Bi-Annual Human Resources Update <i>In Camera</i> 2023 11 14 	<p>2023 11 08</p> <ul style="list-style-type: none"> ASBA Zone 1
	<ul style="list-style-type: none"> 2023 11 28 	<ul style="list-style-type: none"> Board Assurance Retreat 2023 11 23 (Moved from Nov 30 - Trustees to review the Results Report prior to approval on 2023 11 28) <ul style="list-style-type: none"> Review draft Annual Education Results Report Presentation of Educational Director Work Plans Board Policy Committee (11:00 am) 2023 11 28 Audit Committee (4:30 pm) 2023 11 28 Approve Annual Education Results Report 2023 11 28 Approve Audited Financial Statements 2023 11 28 Fall Budget Update 2023 11 28 Council of School Councils (7:00 pm) 2023 11 30 	<p>2023 11 09</p> <ul style="list-style-type: none"> PSBAA Franklin Covey, Leader in Me - Virtual <p>2023 11 17</p> <ul style="list-style-type: none"> PSBC <p>2023 11 19 – 21</p> <ul style="list-style-type: none"> ASBA FGM
DECEMBER	<ul style="list-style-type: none"> 2023 12 12 Committee of the Whole 	<ul style="list-style-type: none"> TTLIC Meeting (3:45 pm) 2023 12 05 TEBA Engagement Session 2023 12 08 Advocacy & Engagement Committee (11:00 am) 2023 12 12 Review Annual Class Size Report 2023 12 12 Review draft 2024-25 School Year Calendar 2023 12 12 Review Annual Finance Department Workplan 	<p>2023 12 11</p> <ul style="list-style-type: none"> ASBA Speaker's Corner <p>2023 12 13</p> <ul style="list-style-type: none"> ASBA Zone 1 Virtual
JANUARY	<ul style="list-style-type: none"> 2024 01 09 	<ul style="list-style-type: none"> Advocacy & Engagement Committee (11:00 am) 2023 01 09 Review Annual Student Profile and Specialized Learning Services Report 2024 01 09 Review Annual Student Transportation Update 2024 01 09 Council of School Councils – Workshop – 2024 01 18 	<p>2024 01 10</p> <ul style="list-style-type: none"> ASBA Zone 1 Virtual

	<ul style="list-style-type: none"> 2024 01 23 	<ul style="list-style-type: none"> Board Policy Committee (11:00 am) 2024 01 23 Approve 2024 – 2025 School Year Calendar 2024 01 23 Review Annual Information Technology Workplan and Report 2024 01 23 Review Annual Student Intervention Programming Report 2024 01 23 Review 1st Quarter Budget Update 2024 01 23 School Assurance <ul style="list-style-type: none"> 2024 01 25 2024 01 30 2023 02 22 PD Committee Meeting 2024 01 31 	<p>2024 01 22</p> <ul style="list-style-type: none"> ASBA Speaker's Corner Education Commission of the States <p>2024 01 23</p> <ul style="list-style-type: none"> AB Ed Stakeholder Session – Social Studies Curr.
FEBRUARY	<ul style="list-style-type: none"> 2024 02 13 	<ul style="list-style-type: none"> Advocacy & Engagement Committee (11:00 am) 2024 02 13 Review GPPSD Optimum Learning Framework 2024 02 13 Review Annual Programs of Choice Report 2024 02 13 TTLIC Meeting (3:45 pm) 2024 02 20 Non-Instructional Support Staff Committee (4:15 pm) 2024 02 21 	<p>2024 02 08 - 09</p> <ul style="list-style-type: none"> PSBC <p>2024 02 14</p> <ul style="list-style-type: none"> ASBA Zone 1 Virtual <p>2024 02 21</p> <ul style="list-style-type: none"> ASBA Virtual Session – Enterprise Canada <p>2024 02 26</p> <ul style="list-style-type: none"> ASBA Speakers' Corner Advancing Education for Reconciliation
	<ul style="list-style-type: none"> 2024 02 27 Committee of the Whole 	<ul style="list-style-type: none"> Board Policy Committee (11:00 am) 2024 02 27 Develop Budget Process and Budget Development Principles 2024 02 27 Review Annual Division Occupational Health and Safety Report 2024 02 27 Review Annual Division Operations & Maintenance Workplan and Report 2024 02 27 Review Annual Leadership Staff Demographics Succession Planning Report <i>In Camera</i> 2024 02 27 Council of School Councils Meeting 2024 02 29 	
MARCH	<ul style="list-style-type: none"> 2024 03 12 Committee of the Whole 	<ul style="list-style-type: none"> Board Advocacy & Engagement Committee (11:00 am) 2024 03 12 Review draft 3-Year Capital Plan 2024 03 12 Review Annual Indigenous Programming Report 2024 03 12 	<p>2024 03 02</p> <ul style="list-style-type: none"> PSBAA – Choice in AB Ed – virtual