



AGENDA

The Board of Trustees of Edmonton School Division
One Kingsway
Edmonton, Alberta

CFE McCauley Chambers
Tuesday, September 26, 2023
2 p.m.

Board Meeting

- A. O Canada
- B. Roll Call
- C. Approval of the Agenda
- D. Communications from the Board Chair
- E. Communications from the Superintendent of Schools
- F. Approval of the Minutes
 - 1. DRAFT – Board Minutes – September 12, 2023
- G. Comments from the Public and Staff Group Representatives
(NOTE: Pre-registration with the Board Office [780-429-8443] is required by 12 p.m. on Monday, September 25, 2023, to speak under this item.)
- H. Reports
 - 2. Process and Timeline for the Fall Review of the 2022-2023 Results and the 2023-2024 Plans
(Recommendation)
 - 3. 2022-2023 Board Self-Evaluation Summary
(Information)
- I. Comments from the Public and Staff Group Representatives – 5 p.m.
(NOTE: Pre-registration with the Board Office [780-429-8443] is required by 12 p.m. on Monday, September 25, 2023, to speak under this item.)
- J. Other Committee, Board Representative and Trustee Reports
- K. Trustees and Board Requests for Information
- L. Notices of Motion
- M. Meeting Dates
- N. Adjournment

BOARD OF
TRUSTEES

Trisha Estabrooks
Board Chair

Julie Kusiek
Board Vice-Chair

Dawn Hancock
Marcia Hole
Marsha Nelson
Sherri O’Keefe
Jan Sawyer
Saadiq Sumar

MINUTE BOOK**Board Meeting**

Minutes of the meeting of the Board of Trustees of Edmonton School Division of Alberta held in the Centre for Education McCauley Chambers on Tuesday, September 12, 2023, at 2 p.m.

Present:**Trustees**

Trisha Estabrooks
Dawn Hancock
Marcia Hole

Julie Kusiek
Marsha Nelson

Sherri O'Keefe
Jan Sawyer
Saadiq Sumar

Officials

Angela Anderson
Todd Burnstad
Grace Cooke
Andrea Cooper

Karen Mills
Kathy Muhlethaler
Kent Pharis
Nancy Petersen
Cliff Richard

Darrel Robertson
Carrie Rosa
Ron Thompson
Liz Yule

Board Chair: Trisha Estabrooks

Recording Secretary: Catherine Angeles

The Board Chair called the meeting to order with recognition that we are meeting on Treaty 6 Territory and that, by acknowledging Treaty, we are acknowledging the promises made many years ago. Today we must talk about those promises and work towards acknowledging Treaty and relationships with First Nations, Métis and Inuit. We also acknowledged the importance of this land as for a long time and still now it is still such an important gathering place for the Nehiyawak, Saukteaux, Blackfoot, Métis, Dene and Nakota Sioux.

A. O Canada

B. Roll Call: 2:00 p.m.

The Superintendent advised that all Trustees were present.

C. Approval of the Agenda

MOVED BY Trustee Hole:

**“That the agenda for the September 12, 2023, Board meeting be approved as printed.”
(UNANIMOUSLY CARRIED)**

MINUTE BOOK

D. Communications from the Board Chair

The Board Chair welcomed back her fellow Trustees, the Superintendent, staff and most of all the students. She said it promises to be an exciting school year. The Board looks forward, this year, to keeping the momentum around the Board's priorities: building on outstanding learning opportunities for all students, advancing action towards anti-racism and reconciliation and promoting a comprehensive approach to student and staff well-being and mental health. The Board is committed to these priorities and looks forward to working with Administration to make progress in these areas for the students and families they have the honour of serving.

The Board Chair shared that the Division's space crunch is front and centre as enrolment numbers are over 115,000 students. Families continue to choose Edmonton as a great city to live in and Edmonton Public Schools as an amazing school community to join. The Board looks forward to continued conversations with the Minister of Education about the need for new schools and modernizations.

The Board Chair acknowledged that next week is Gender Equality Week. The theme this year is United for Gender Equality: Stronger Together. She said that this week is based on the idea that we are stronger together when everyone is included. Everyone benefits when we all feel accepted regardless of our gender, sexual orientation, racial background or level of education.

The Board Chair shared that this coming weekend is Community League Day and wanted to take a moment to thank all the Community Leagues who have reached out to the Trustees to invite them to Community League Day celebrations. Like schools, community leagues are at the heart of our communities and it's great when we can find ways to support each other and work together.

E. Communications from the Superintendent of Schools

The Superintendent welcomed everyone to the 2023-2024 school year and said that our schools are off to an amazing start. He shared that as of September 12, 2023, the current enrolment numbers are 115,694 students. This is 6,482 students or 5.9 per cent up from the finalized September 30, 2022 count and 1,022 over the projected 2023 numbers.

F. Approval of the Minutes

1. Board Meeting – June 20, 2023
2. Organizational Board Meeting – June 20, 2023

MOVED BY Trustee O'Keefe:

**"That the minutes of the Board meeting held June 20, 2023, and the Organizational Board meeting held on June 20, 2023, both be approved as printed."
(UNANIMOUSLY CARRIED)**

MINUTE BOOK**G. Comments from the Public and Staff Group Representatives**

There were no registered speakers for this item.

H. Reports**3. Recognition of School Name Honouree**

The Board Chair announced that the name of the new school being built in The Meadows neighbourhood will be Elder Dr. Francis Whiskeyjack School.

A short video presentation was shared acknowledging the school name honouree for the new southeast high school, set to open in September 2024.

There was a short break in the meeting at 2:22 p.m.

The meeting resumed at 3:02 p.m.

4. Actions Taken Under the Delegation of Authority – 2023 Summer Recess

The Superintendent reported that no actions were taken on behalf of the Board during the 2023 summer recess.

5. Report #01 of the Special Caucus Committee (From the meeting held September 6, 2022)

Information was provided regarding actions taken at the September 6, 2022, Caucus Committee meeting.

6. Report #05 of the Caucus Committee (From the meeting held December 13, 2022)

Information was provided regarding actions taken at the December 13, 2022, Caucus Committee meeting.

7. 2022-2023 Superintendent of Schools' Evaluation Summary

The Board of Trustees provided to the public a summary of the annual Superintendent evaluation results from the 2022-2023 school year.

8. Bereavement

Vice-Chair Kusiek reported on the passing of Ms. Lindsay Adrian, Mr. Sidney (Sid) de Haan, Ms. Linda Hudson and Mrs. Amalia Pavo.

MINUTE BOOK**I. Other Committee, Board Representatives and Trustee Reports**

Trustee O'Keefe shared an Edmonton Public Schools Foundation (Foundation) update. The Foundation is excited to be offering the Chromebooks for Kids program for its third year. Through generous community donations, the Foundation once again has 500 brand new Chromebooks to distribute across the Division through a referral process with Division principals. She thanked all the donors who have made this program a success; with their help, the Foundation is increasing access to technology for Division students.

Trustee O'Keefe congratulated Forest Heights on their fabulous new playground. Foundation members, Board Chair Estabrooks and folks from Central departments were so grateful to have the opportunity to celebrate this past Sunday with the school community, as well as with many of the donors who contributed to this incredible project. A special thanks to the Foundation's partners, Kal Tire and the Sinatra Aldea Foundation, who contributed not only to this space, but who continue to work with the Foundation on playground projects across the Division.

J. Trustees and Board Requests for Information - None**K. Notices of Motions - None****L. Next Board Meeting: Tuesday, September 26, 2023, at 2 p.m.****M. Adjournment: 3:16 p.m.**

The Board Chair adjourned the meeting.

Trisha Estabrooks, Board Chair

Karen Mills, Director Board and
Superintendent Relations

DATE: September 26, 2023

TO: Board of Trustees

FROM: Darrel Robertson, Superintendent of Schools

SUBJECT: Process and Timeline for the Fall Review of the 2022-2023 Results and the 2023-2024 Plans

ORIGINATOR: Nancy Petersen, Managing Director, Strategic Division Supports

RESOURCE STAFF: Anne Belley, Heather Langenhahn, Soleil Surette

REFERENCE: [Education Act](#) Section 33 (1) (b & c)
[Administrative Regulation AFA.AR - Results Review](#)

ISSUE

Under the provincial Assurance Framework, school board planning and results review reporting process is conducted annually and should be completed before the last Board of Trustees meeting in November. To assist Division staff and the Board of Trustees with this work, Administration prepared a process and timeline for approval by the Board of Trustees.

BACKGROUND

The Board of Trustees approves the process and timeline for review of the previous year's results, as well as the review of the plans established for the current school year. Through discussions, they have an opportunity to learn about the results achieved by schools and central decision units and the implications those results may have for Board of Trustee work plans. They also gain an understanding of how schools and central decision units will develop their plans in support of Division priorities.

Schools and central decision units will report on their results (Attachment II) achieved from the goals that were established for 2022-2023. They will also identify the biggest challenges and improvement opportunities that will impact their 2023-2024 plans, which will detail at least two goals for the upcoming school year that align with the Division's Strategic Plan (Attachment III).

RELATED FACTS

- School Trustee subcommittee meetings have been scheduled to take place November 15-17, 2023. During these meetings, Trustees, in collaboration with assistant superintendents, will facilitate a group dialogue. Proposed agendas and guiding questions for both school and central meetings are provided in Attachment IV.
- To support planning for this year's Results Review schedule, dates were identified and held in calendars at the end of the school year. This year's proposed schedule was built around these dates (Attachment V).
- Attachment V also identifies the proposed groupings (based on Trustee ward) for Trustee subcommittee reviews. This schedule is finalized in September and accounts for changes in school principalship.
- Central subcommittee meetings have been scheduled to take place November 22 and 23, 2023. There will be three central subcommittee meetings scheduled for a maximum of two and a half

hours per session.

- The Superintendent will present the Division’s results as part of the Annual Education Results Review (AERR) at the public Board meeting on November 28, 2023.
- As in previous years, schools with first- and second-year principals will be reviewed by assistant superintendents. These meetings will be scheduled by the assistant superintendents prior to November 30, 2023.
- Results Review meetings are planned to be held in person at suggested host schools which are highlighted in blue on the schedule (Attachment V). Schools are encouraged to invite students, parents and key community partners to these meetings to listen and support the conversation, where appropriate.

RECOMMENDATION

- 1. That the process and timeline for the 2022-2023 Results Review and the 2023-2024 Plans as outlined in Attachment I, be approved.**

NEXT STEPS

If approved by the Board of Trustees, the 2022-2023 Results Review and the 2023-2024 Plans process and timeline will be communicated to principals and central decision unit leaders.

ATTACHMENTS and APPENDICES

ATTACHMENT I	Process and Timeline for the 2022-2023 Results Review and 2023-2024 Plans (Calendar)
ATTACHMENT II	2022-2023 Results Review - document template
ATTACHMENT III	2023-2024 Plans - document template
ATTACHMENT IV	Proposed Agenda
ATTACHMENT V	Proposed Schedule for the School and Central Decision Units
	2022-2023 results reviews and 2023-2024 plans – Trustees Subcommittee Review

NP:ss

**PROCESS & TIMELINE CALENDAR
2022-2023 RESULTS REVIEW & 2023-2024 PLANS
ATTACHMENT I**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
SEP					1	2
3	4 LABOUR DAY	5 First Day of Classes	6	7	8	9
10	11	12 BOARD 2:00 PM	13	14	15	16
17	18	19	20	21	22	23
24	25 PD DAY – no students	26 BOARD 2:00 PM	27	28	29	30 NATIONAL DAY FOR TRUTH AND RECONCILIATION
OCT	2	3	4 Enrolment File to Budget & Funding	5	6 BPS opens for Results Review and Planning	7
8	9 THANKSGIVING	10 BOARD 2:00 PM	11	12	13	14
15	16 BPS opens for fall budget	17	18 PSBAA Fall Conference & AGM	19 PSBAA Fall Conference & AGM	20 PSBAA Fall Conference & AGM	21
22	23	24 BOARD 2:00 PM	25	26	27 Budget, Results Review and Planning due in BPS	28
29	30	31	1	2	3	4
NOV	6 Target date to distribute Results Review & Plans to Trustees & Assistant Superintendents	7 BOARD 2:00 PM	8	9 TEACHER'S DAY IN LIEU (no teachers or students)	10 NON-INSTRUCTIONAL DAY (no teachers or students)	11 REMEMBRANCE DAY
12	13 NON-INSTRUCTIONAL DAY (no teachers or students)	14 PD DAY – no students	15 School Results Review	16 School Results Review	17 School Results Review	18
19 ASBA Fall General Meeting	20 ASBA Fall General Meeting	21 ASBA Fall General Meeting	22 Central Results Review	23 Central Results Review	24 Audit Committee Presentation of Audited Financial Statements	25
26	27	28 BOARD 2:00 PM Audited Financial Statements presented to Board	29	30 AERR is uploaded to the Alberta Education, including Audited Financial Statements		

**PROCESS & TIMELINE DETAIL
2022-2023 RESULTS REVIEW & 2023-2024 PLANS
ATTACHMENT I**

TIMELINE	PROCESS
October 6, 2023	BPS opens for Results Review and Planning
October 16, 2023	BPS opens for fall budget
October 27, 2023	Budget, Results Review and Planning due in BPS
November 6, 2023	Target date to distribute Results Review & Plans to Trustees and Assistant Superintendents
November 15, 16, 17, 2023	School Results Review Meetings
November 22 & 23, 2023	Central Results Review Meetings

RESULTS REVIEW TEMPLATE

Reporting on the 2022-2023 School Year

Division Priorities 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance actions towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

Based on the SMART goals that were established for 2022-2023, report on the results you achieved (with evidence, including referencing the school's Assurance Measures results, if applicable) and describe how achievement of the goal supports the above Division's Priorities (reference the priority number in your response).

SMART Goal #1: *goal will be imported from the 2022-2023 Plans*

Results Achieved:

SMART Goal #2: *goal will be imported from the 2022-2023 Plans*

Results Achieved:

SMART Goal #3: *goal will be imported from the 2022-2023 Plans*

Results Achieved:

Challenges:

What were the biggest challenges encountered in 2022-2023?

Improvement Opportunities:

What are the opportunities for improvement from 2022-2023 that will inform your plan for 2023-2024?

PLANS TEMPLATE

Planning the 2023-2024 School Year

Division Priorities 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance actions towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

In reflecting on our work towards continuous improvement as a Division, five reflective questions have been included in the Budget Planning Guide as a resource to help inform goal setting: Goals must align with 2022-2026 Division Priorities. All schools are to set two goals with one being in support of Priority 1. Schools also have the flexibility of setting an optional third goal. All Central DU's are to set two or three goals and indicate the priority area each goal supports.

Goal #1:

What data will you use to track continuous improvement?

Goal #2:

What data will you use to track continuous improvement?

Goal #3 (optional):

What data will you use to track continuous improvement?

AGENDA
TRUSTEE SUBCOMMITTEE MEETINGS
2022-2023 RESULTS REVIEW &
2023-2024 PLANNING

1. Welcome by the Trustee and introductions by the Assistant Superintendent. (3 min.)
2. Introductions by Principals/Central DU executive of any staff, students, parents or community members in attendance. (4 min.)
3. Introductory remarks by the Trustee (5 min.)
4. Group discussion facilitated by the Trustee and Assistant Superintendent. (2 hours.)
5. Break where appropriate. (10 min.)
6. Final remarks and closing of the meeting by the Trustee. (5 min.)

LUNCH

- There will be a 1 to 1 ½ hour break between the a.m. and p.m. sessions to allow time for lunch.



**SCHOOL/CENTRAL REVIEW 2022-2023 RESULTS
AND 2023-2024 PLANS
POTENTIAL SPEAKING NOTES FOR THE
CHAIRPERSON, TRUSTEE SUBCOMMITTEE**

Suggested Trustee Welcome and Introductions

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

My name is () and I am pleased to welcome each of you to the Trustee subcommittee review of the 2022-2023 results and the 2023-2024 plans. I am going to begin by calling upon the Assistant Superintendent to introduce each principal who will in turn introduce staff, students, parents as well as any community members who are with us today.

Suggested Trustee Opening Remarks

The Board of Trustees is elected to represent the public and is responsible and accountable to the public and to the provincial government for the expenditure of the Division's annual budget.

In collaboration with staff, students, parents and the general public, the Board established the Division's vision, mission and priorities. A Division plan was then developed to align with, and support these priorities.

As part of the accountability process, Trustees have the opportunity to review the results of schools from the previous year, and to learn about the plans for the current school year in support of the overall Division Priorities. This helps us formulate a better picture of what is happening not only in your school but in all schools across the Division. These meetings allow Trustees to hear about:

- A success story from the 2022-2023 school year demonstrating progress towards a goal area.
- Where there remains opportunity for continuous improvement; this may include sharing unanticipated barriers or challenges.
- What the plans/goals are for the 2023-2024 school year.

I would now like to call upon the principal of each school to start the discussion by: (for example using the suggested common question #1 from below) highlighting a goal that was established last year in their school plan around Priority 1. If possible, please refer to any measure that supports your results.

RECOMMENDED FORMAT

Please note the following suggested format is provided as a guide to support Trustees in facilitating Results Review conversations and also to support consistency among all the results review meetings. For these conversations, please:

- Approach Results Review as conversation-based dialogue versus a formal presentation

- It would be helpful at the start of the meeting, to remind people that the purpose of Results Review is to look back on the 2022-2023 school year and to look ahead to the new school based on these results.
- Set a tone that promotes safety/openness for schools to share both successes and any challenges that may have been encountered
- Build the conversation around the uploaded results review document, with no additional documents to be provided.

While Trustees may ask any questions they have or seek further clarification around a response, the suggested common questions outlined below are intended to help with consistency across Results Review. These questions are shared with schools in advance to support principals in being adequately prepared to respond.

Suggested Common Questions:

- 1. 2022-2026 Strategic Plan Priority 1 focused question:**
 - Reflecting on any available data or other local measures, discuss an area of success or the progress achieved related to this goal. This discussion should include highlighting intentional actions that contributed to the progress made and implications for potential next steps.
- 2. Second question reflecting on any area of last year's results:**
 - Reflecting on any available data or other local measures, share what is the greatest opportunity for continued improvement this coming school year. This discussion should include a summary of what progress was observed and potential next steps to support continued growth in this area.
- 3. Shifting ahead to the 2023-2024 school year:** *This is an opportunity to look ahead to the new school year. Ask each principal to reflect upon how their results and current progress informed the development of their 2023-2024 school plan and invite them to share one goal from their plan. This discussion should include a brief summary of the data they looked at, the actions they are taking to support progress and what will be their evidence of success.*

Each schools' goal will align with one of (not necessarily all three of) the three priority areas of the 2022-2026 Strategic Plan:

- 1. Priority 1: Build on outstanding learning opportunities for all students:**
 - a. As you have built relationships with students and gotten to know where they are at in their learning, what have you observed?
 - b. What do we need to prioritize in education as we look to the future and aspire to "empower(s) each student to live a life of dignity, fulfillment, empathy and possibility".
- 2. Priority 2: Advance action towards anti-racism and reconciliation:**
 - a. Last spring the Division released its Anti-racism and Equity Action Plan Year One Update. Where is your school on its path in support of this work?
 - b. What's in place that supports First Nation, Métis and Inuit education and self-identified First Nations, Métis and Inuit student success within your school community?
- 3. Priority 3: Promote a comprehensive approach to student and staff well-being and mental health:**
 - a. These past few years have been challenging. Coming back from the summer break, how are your students doing? How are your staff? What is your school community looking forward to?
 - b. What things are in place that support positive mental health and well-being?

- c. How can we, as Trustees, advocate to help support the mental health needs of your school community?
4. **Advocacy:** Part of the role of Trustee is advocacy in support of high quality public education. When you think about the needs of your students, the students across your catchment and the Division's work in support of 115,000 plus students, are there key areas that require support or solutions that the Board should be aware of?
5. **Community connections:** How have relationships with community members helped to enhance learning or wellbeing for your school community?
6. **Questions for guests:** If there is time, questions could be posed to some of the guests attending the Results Review. Some possible questions are:
- Students:
 - What helps you to be successful in your learning?
 - What are you most looking forward to this school year?
 - Parents:
 - How has the school provided you with opportunities to be involved in your child's learning?
 - What is your child looking forward to this school year?
 - Community member:
 - Tell us about the work you do with the students at _____ school.

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Wednesday, November 15, 2023
9:00 To 11:30 AM

WARD A	WARD B	WARD F	WARD I
9:00 TO 11:30 AM	9:00 TO 11:30 AM	9:00 TO 11:30 AM	9:00 TO 11:30 AM
TRUSTEE: Sherri O'Keefe WARD A	TRUSTEE: Marsha Nelson WARD B	TRUSTEE: Julie Kusiek WARD F	TRUSTEE: Jan Sawyer WARD I
<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis
<u>SCHOOLS:</u> Northmount Queen Elizabeth Rosslyn Scott Robertson	<u>SCHOOLS:</u> Bannerman Homesteader John D. Bracco Overlanders	<u>SCHOOLS:</u> Alberta School for the Deaf/Tevie Miller Avalon Grandview Heights McKee	<u>SCHOOLS:</u> kisewatiswin Menisa Pollard Meadows* Svend Hansen* <small>*School is part of Ward I but reports to Andrea Cooper's leadership group</small>

Highlighted school will be hosting results review

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Wednesday, November 15, 2023
1:00 To 3:30 PM

WARD A	WARD B	WARD D	WARD G
1:00 TO 3:30 PM	1:00 TO 3:30 PM	1:00 TO 3:30 PM	1:00 TO 3:30 PM
TRUSTEE: Sherri O'Keefe WARD A	TRUSTEE: Marsha Nelson WARD B	TRUSTEE: Trisha Estabrooks WARD D	TRUSTEE: Saadiq Sumar WARD G
<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis
<u>SCHOOLS:</u> Dunluce Florence Hallock Institutional Services Outreach Programs	<u>SCHOOLS:</u> Dr. Donald Massey Edmonton Christian NE McLeod Steele Heights	<u>SCHOOLS:</u> Beacon Heights Eastglen Hardisty* Ivor Dent <small>*School is part of Ward D but reports to Andrea Cooper's leadership group</small>	<u>SCHOOLS:</u> Greenview Hillview Kameyosek Meyonohk

Highlighted school will be hosting results review

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Thursday, November 16, 2023
9:00 To 11:30 AM

WARD C	WARD E	WARD F	WARD G
9:00 TO 11:30 AM	9:00 TO 11:30 AM	9:00 TO 11:30 AM	9:00 TO 11:30 AM
TRUSTEE: Marcia Hole WARD C	TRUSTEE: Dawn Hancock WARD E	TRUSTEE: Julie Kusiek WARD F	TRUSTEE: Saadiq Sumar WARD G
<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper
<u>SCHOOLS:</u> Mayfield Michael Phair* Ross Sheppard Westminster *School is part of Ward C but reports to Liz Yule's leadership group	<u>SCHOOLS:</u> Kim Hung Lymburn Michael A. Kostek S. Bruce Smith	<u>SCHOOLS:</u> Richard Secord Sweet Grass Vernon Barford Westbrook	<u>SCHOOLS:</u> A. Blair McPherson Bisset Julia Kiniski Kate Chegwin

Highlighted school will be hosting results review

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Thursday, November 16, 2023
1:00 To 3:30 PM

WARD E	WARD F	WARD G
1:00 TO 3:30 PM	1:00 TO 3:30 PM	1:00 TO 3:30 PM
TRUSTEE: Dawn Hancock WARD E	TRUSTEE: Julie Kusiek WARD F	TRUSTEE: Saadiq Sumar WARD G
<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule	<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Andrea Cooper
<u>SCHOOLS:</u> Elmwood James Gibbons Jasper Place Meadowlark	<u>SCHOOLS:</u> Brookside Earl Buxton George H. Luck Riverbend	<u>SCHOOLS:</u> Ottewell Velma E. Baker Waverly

Highlighted school will be hosting results review

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Friday, November 17, 2023
9:00 To 11:30 AM

WARD A	WARD B	WARD H
9:00 TO 11:30 AM	9:00 TO 11:30 AM	9:00 TO 11:30 AM
TRUSTEE: Sherri O’Keefe WARD A	TRUSTEE: Marsha Nelson WARD B	TRUSTEE: Jan Sawyer WARD H
<u>ASSISTANT SUPERINTENDENT(S):</u> Kent Pharis	<u>ASSISTANT SUPERINTENDENT(S):</u> Ron Thompson	<u>ASSISTANT SUPERINTENDENT(S):</u> Liz Yule
<u>SCHOOLS:</u> Athlone Elizabeth Finch Hilwie Hamdon	<u>SCHOOLS:</u> Balwin Londonderry M. E. LaZerte York	<u>SCHOOLS:</u> Dr. Lila Fahlman Garth Worthington Joey Moss Johnny Bright

Highlighted school will be hosting results review

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Wednesday, November 22, 2023
9:00 To 11:30 AM

CENTRAL RESULTS REVIEW
9:00 TO 11:30 AM
TRUSTEES: Dawn Hancock Trisha Estabrooks
<i>Darrel Robertson, Superintendent</i> <i>Kathy Muhlethaler</i> <i>Assistant Superintendent, Instructional and Strategic Division Supports</i>
<u>DECISION UNITS:</u> Communications Instructional Supports <ul style="list-style-type: none">● Specialized Learning Supports (SLS)● Curriculum Learning Supports Strategic Division Supports

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Wednesday, November 22, 2023

1:00 To 3:30 PM

CENTRAL RESULTS REVIEW	
1:00 TO 3:30 PM	
TRUSTEES: Julie Kusiak Marsha Nelson Jan Sawyer	
<i>Darrel Robertson, Superintendent</i> <i>Todd Burnstad, Chief Financial Officer</i> <i>Grace Cooke, General Counsel</i> <i>Angela Anderson, Chief Human Resources Officer</i>	
<u>DECISION UNITS:</u> Financial Services General Counsel ● Division Support Services Human Resources	

Schools and Central DU's Review of the 2022-2023 Results and the 2023-2024 Plans
Trustee Subcommittee Review

Thursday, November 23, 2023
9:00 To 11:30 AM

CENTRAL RESULTS REVIEW
9:00 TO 11:30 AM
TRUSTEES: Sherri O'Keefe Marcia Hole Saadiq Sumar
<i>Darrel Robertson, Superintendent</i> <i>Cliff Richard</i> <i>Chief Infrastructure and Technology Officer</i>
<u>DECISION UNITS:</u> Infrastructure Technology & Information Management

DATE: September 26, 2023

TO: Board of Trustees

FROM: Trustee Marsha Nelson, Governance and Evaluation Committee
Trustee Sherri O’Keefe, Chair, Governance and Evaluation Committee
Trustee Saadiq Sumar, Governance and Evaluation Committee

SUBJECT: 2022-2023 Board Self-Evaluation Summary

RESOURCE STAFF: Karen Mills

REFERENCE: [Trustees’ Handbook – Section 6.1.1 Governance and Evaluation Committee](#)

ISSUE

The Board of Trustees provides to the public a summary of the annual Board Self-Evaluation survey results from the previous school year.

BACKGROUND

Each year, the Board conducts a self-evaluation to assess its performance with respect to the Board’s roles and responsibilities. The purpose of the self-evaluation is to review the Board’s performance with the goal of determining:

- a) what is being done well, and
- b) what aspects of Board activity require improvement

The 2022-23 Board of Trustees’ self-evaluation survey was organized into eleven categories relating to the Board’s roles and responsibilities. The data derived from the survey will be used to inform planning and process improvement.

For each section, Trustees were asked to rate the Board’s overall effectiveness in each key area using the following five-point scale:

- 1 - Strongly disagree
- 2 – Disagree
- 3 – Neutral
- 4 - Agree
- 5 - Strongly agree

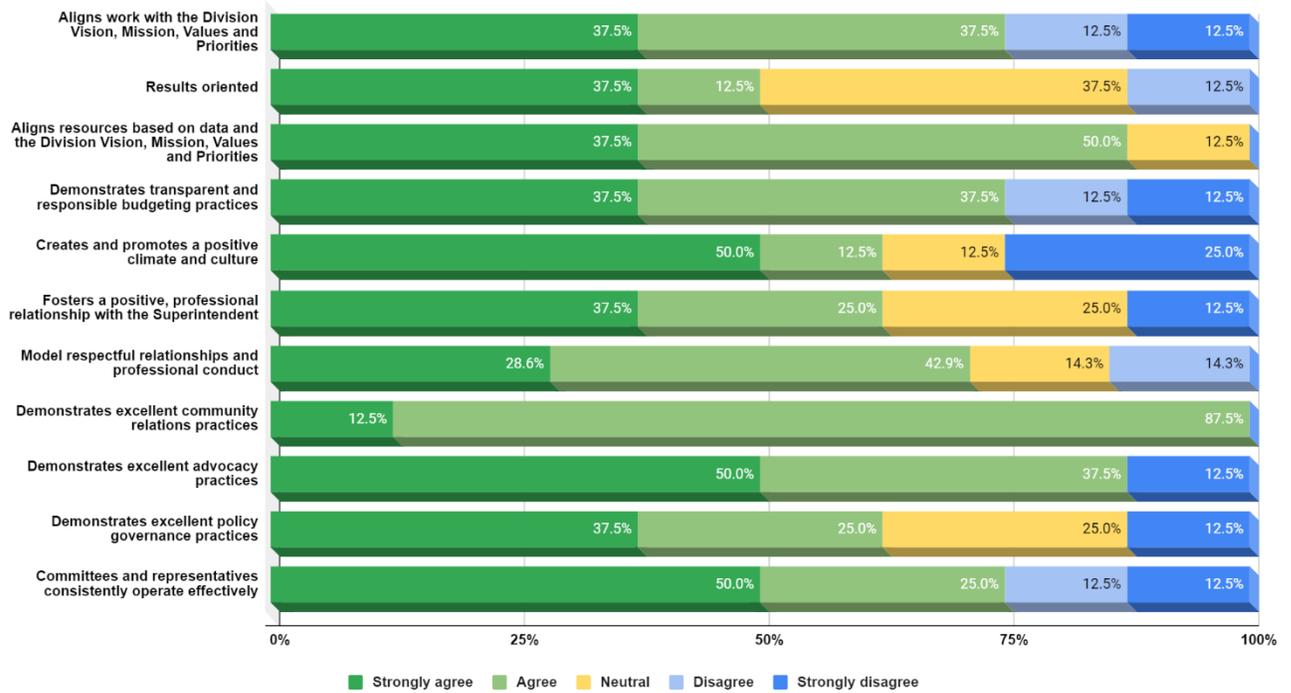
Trustees were encouraged to include comments that illustrated or supported their choices.

The survey opened Thursday, June 8 and closed Tuesday, July 11, 2023 (this was extended past the original June 22 deadline that is shown on the survey instrument). All eight Trustees participated in the survey.

CURRENT SITUATION

A copy of the 2022-23 Board of Trustees Self-Evaluation Survey instrument is provided (Attachment I). A summary of responses is provided below and is being reported to the public as part of the Board’s annual accountability practices.

2022-23 Board Performance Summary



Aligns its work with the Division Vision, Mission, Values and Priorities

Rating: 75 per cent positive (37.5% strongly agreed, 37.5% agreed, 12.5% disagreed, 12.5% strongly disagreed)

Comments indicated strong alignment between the Division Vision, Mission, Values and Priorities and the Board’s work.

Results oriented

Rating: 50 per cent positive (37.5% strongly agreed, 12.5% agreed, 37.5% neutral, 12.5% disagreed)

Comments indicated a desire by some Trustees to do more in-depth exploration of certain topics, and to better set and define targets for measuring success.

Aligns resources based on data and the Division Vision, Mission, Values and Priorities

Rating: 87.5 per cent positive (37.5% strongly agreed, 50.0% agreed, 12.5% neutral)

Comments indicated satisfaction with resource allocation, noting that decisions are based on student needs first.

Demonstrates transparent and responsible budgeting practices

Rating: 75 per cent positive (37.5% strongly agreed, 37.5% agreed, 12.5% disagreed, 12.5% strongly disagreed)

Comments indicated a feeling that communication with stakeholders had improved this year through the use of the Board-produced budget fact sheet.

Creates and promotes a positive climate and culture

Rating: 62.5 per cent positive (50.0% strongly agreed, 12.5% agreed, 12.5% neutral, 25.0% strongly disagreed)

Comments indicated an appreciation for the positive culture of the Division as a whole. There was acknowledgement of the professional development the Board undertook to strengthen its culture and it was noted that this is ongoing work.

Fosters a positive, professional relationship with the Superintendent

Rating: 62.5 per cent positive (37.5% strongly agreed, 37.5% agreed, 25.0% neutral, 12.5% strongly disagreed)

Comments indicated that there is a desire on the part of some Trustees to better understand governance issues and the difference between those and operational management. Trustees expressed appreciation for the strong relationship they have with the Superintendent.

Model respectful relationships and professional conduct

Rating: 71.43 per cent positive (28.6% strongly agreed, 42.8% agreed, 14.3% neutral, 14.3% disagreed)
[Note that only seven of eight Trustees responded to this question.]

Comments indicated appreciation for keeping the focus on working toward the Strategic Plan goals and governance. Many Trustees noted that this is an area where there is always room for improvement, but that they felt the Board had made positive steps forward over the year.

Demonstrates excellent community relations practices

Rating: 100 per cent positive (12.5% strongly agreed, 87.5% agreed)

Comments indicated the shared desire to be transparent and accountable and reinforced the shared sense of importance the Board places on engaging with stakeholders.

Demonstrates excellent advocacy practices

Rating: 87.5 per cent positive (50.0% strongly agreed, 37.5% agreed, 12.5% strongly disagreed)

Comments indicated great appreciation for the work of the Advocacy Committee in developing materials.

Demonstrates excellent policy governance practices

Rating: 62.5 per cent positive (37.5% strongly agreed, 25.0% agreed, 25.0% neutral, 12.5% strongly disagreed)

Comments indicated appreciation for the work of the Policy Review Committee and an interest in exploring how policies may be made more accessible through the use of plain language and translation.

Demonstrates excellent involvement in committee and representative works

Rating: 75 per cent positive (50.0% strongly agreed, 25.0% agreed, 12.5% disagreed, 12.5% strongly disagreed)

Comments indicated that there is a general feeling that the Board committees do excellent work, but that this work is not always evenly distributed or made known to the wider public.

How could the Board improve its achievement of goals identified in the Strategic Plan?

Comments indicated that focusing professional learning on areas that align with the Strategic Plan would be positively received and would help inform policy or decision making. A schedule of Strategic Plan Update Reports, continuing to build and strengthen partnerships, and bolstering communications were also suggested.

How could the Board improve how it governs?

Comments indicated that continuing to respectfully challenge each other, finding additional ways to engage with students and families and continued professional learning on governance could improve the Board's governance.

How could the Board improve as a team?

Comments indicated that Trustees felt that the Board could improve as a team by continuing to improve communication with one another, sharing information regarding conversations with stakeholders and remaining focused on governance.

KEY POINTS

Overall, Trustees rated the Board's performance over the past year very positively.

- Trustees strongly agreed that the Board demonstrated excellent community relations and advocacy practices, and aligned resources based on data and the Division Vision, Mission, Values and Priorities.
- The majority of Trustees felt that the Board demonstrated transparent and responsible budgeting practices and aligned its work with the Division Vision, Mission, Values and Priorities
- Approximately two-thirds of Trustees felt that the Board modeled respectful relationships and professional conduct, demonstrated excellent policy governance practices, fostered a positive professional relationship with the Superintendent and created and promoted a positive culture.
- Ratings were widespread on the matter of the Board being results oriented, with half of Trustees rating the Board's performance positively, just over one-third being neutral, and 12.5 per cent disagreeing.

NEXT STEPS

The information in this report will be used to inform planning and assist with the development of strategic work plans and Board professional development for the 2023-24 school year.

ATTACHMENTS

ATTACHMENT I 2022-2023 Board Self-Evaluation Survey Instrument

KM:ca



2022-2023 Board Self-Evaluation Survey

For each question, you are encouraged to include comments that illustrate or support your rating.

- Bullet points, short “jot notes” or single words are all fine; they are simply meant to jog your memory when we discuss these survey results in the fall.

Please complete the evaluation by **June 22, 2023**.

Mission, Vision, Values, and Priorities

Vision

Enhancing pathways for student success

Mission

Our commitment to high-quality public education serves the community and empowers each student to live a life of dignity, fulfilment, empathy and possibility.

Values

Supporting the Vision, Mission and Priorities are the Division’s Cornerstone Values of accountability, collaboration, equity and integrity.

Division Priorities 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance action towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

Indicators:

- We frequently revisit and reaffirm our vision to ensure our constancy of purpose.
- Our vision, mission, values, and priorities form the basis for our strategic planning and policy decisions.
- We base our resource and budget decisions on our vision, mission, values, and priorities.

The Board consistently aligns its work with the Division Vision, Mission, Values and Priorities.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Results Oriented

Indicators:

- The Annual Education Results Report is shared with stakeholders and used to develop targets around areas for growth.
- Our Board compares our data with provincial education data.
- We disaggregate our data to measure the success of all students (Special Needs, ELL, FNMI).
- We use our student achievement data to make decisions and establish Division priorities.
- We communicate to the public how our decisions are linked to student achievement data .
- We tie our evaluation of ourselves, as a Board, to our results (e.g., advocacy outcomes, student results, relationship building, policy development).
- We tie the evaluation of the Superintendent to the results of our students.
- Annual reports (e.g., AERR, Four-Year Education Plan), Strategic Plan Update Reports and Results Reviews provide clear evidence of progress towards achieving our priorities and goals.
- Annual reports, Strategic Plan Update Reports, and Results Reviews are used to guide reflection, questions and dialogue that enhance decision making and lead to the identification of areas requiring additional focus.

The Board is Results Oriented.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Alignment of Resources

Indicators:

- We have established a specific and limited set of priorities for improving student learning that gives everyone in the Division clear focus.
- We ensure resource equity by providing additional supports to students and schools with higher needs.
- Programs and initiatives are added, continued, changed or deleted based on analysis of results, Division priorities and available resources.
- We consider the strengths, expertise and capacity of Division staff when making resource decisions.
- Plans and actions in the area of infrastructure, (e.g., Three-Year Capital Plan, Infrastructure Strategy, Ten-Year Facilities Plan) clearly support the vision, mission, values, and priorities.

The Board consistently aligns resources based on data and the Division Vision, Mission, Values and Priorities.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Budgeting Practices

Indicators:

- The budget planning and allocation process is clear and communicated to the Division and the public.
- The budget planning process involves community input.
- We demonstrate our fiduciary responsibility by maintaining an Audit Committee that assists us in mitigating present and future risks to the Division.
- Financial statements are thoroughly reviewed and we seek legal and ethical compliance assurances from the Superintendent.
- We report regularly to the public on the Division’s financial position and future.
- We advocate for adequate, predictable and sustainable funding.

The Board consistently demonstrates transparent and responsible budgeting practices.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Climate and Culture

Indicators:

- We model the core values and beliefs of the Division’s vision and mission.
- We have created a climate that values and celebrates staff and students for high achievement and high levels of improvement.
- We are building a diverse workforce that reflects our student population.
- We promote continuous learning in which change, innovation and creativity are embraced.
- We foster a culture that supports the belief that all children can learn at high levels and have policies to reflect this philosophy.
- We ensure periodic assessment of school climate throughout the Division through attendance data, discipline data, staff turnover data, surveys of students, staff, and parents, and student enrolment trends.
- We ensure a safe, caring and respectful working and learning environment for staff and students.
- We value distributed leadership that results in decisions being made at the level closest to implementation.
- We demonstrate our value of building leadership capacity.
- We demonstrate our commitment to continuous improvement by engaging in ongoing professional development related to governance.
- We value transparency.

The Board consistently creates and promotes a positive climate and culture.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

School Board and Superintendent Relationships

Indicators:

- We maintain a professional relationship with the Superintendent and understand, and respect the executive function of the role.
- Ongoing, open, honest, transparent communication mechanisms are in place, fostering trusting relationships between the Board, Superintendent and administration.
- Full, complete and unbiased information is shared between the Board and the Superintendent to maintain an organizational culture of respect and trust.
- In searching for the best solutions, we demonstrate respect for healthy debate and the value of democratic decision making.
- The Superintendent’s performance is regularly assessed and communicated, using agreed-upon indicators.
- The evaluation process for the Superintendent is fair and valid.
- We hold the Superintendent accountable for implementation of the policies (including the vision, mission, values, and priorities) and achievement of the strategic plan.

The Board consistently fosters a positive, professional relationship with the Superintendent.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

School Board Relationships and Conduct

Indicators:

- We work as a team.
- We are principled and ethical in fulfilling our governance responsibilities.
- We respect the confidentiality of private conversations (e.g., with parents, Caucus).
- We are respectful of everyone’s time: our own, staff’s, and community members’. This includes being on time and prepared for meetings.
- We model respect and courtesy for all through our choice of words, body language, and actions.
- We endeavor to keep each other well informed as to our actions and comments.
- We model ideals of democracy by engaging fully in debate, disagreeing respectfully, and being open to the ideas and opinions of others.
- We refrain from expressing how we will vote in the media, websites, blogs, correspondence, or in private conversations with community members but freely discuss various considerations that will inform the upcoming discussion.
- When asked about a Board decision, we fairly reflect the discussion, demonstrate support for the democratic process, and focus on next steps.
- The system for addressing divergence from our protocols is clear and followed.
- We share the responsibility of representing the Board at EPSB and partner events.

Trustees consistently model respectful relationships and professional conduct.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Community Relations

Indicators:

- Our communication with stakeholders and the community is a two-way process.
- We have policies and practices in place to encourage parents to be active partners in their children’s education.
- We encourage parents and members of the community to share responsibility for the success of schools and students.
- Our communication with the media is effective.
- We use social media responsibly.
- We provide opportunities for stakeholder and community input into key actions of the Board.
- Our vision and priorities reflect community needs and interests.
- We regularly report on student achievement and accomplishment of Division priorities to the public.
- We actively seek out student voice and perspective.
- We actively seek out voices and perspectives from diverse communities to inform our decision making.

The Board consistently demonstrates excellent community relations practices.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Advocacy Practices

Indicators:

- We pursue advocacy initiatives year round – before, during, and after elections.
- We develop a long-range plan and strategies for advocacy.
- We engage regularly with municipal partners, MLAs, MPs where appropriate and the media to serve the needs and achievement of students and the Division.
- We develop and share key messages with key stakeholders for advocacy purposes.
- All Board members are clear about who serves as official spokesperson for the organization.
- All Board members take an active part in advocacy.
- We regularly assess the effectiveness of our relations with our key external stakeholders and decision makers.
- We balance strong advocacy with maintaining collaborative relationships.

The Board consistently demonstrates excellent advocacy practices.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Policy Governance

Indicators:

- Our policy-making process is well-defined and understood.
- Opportunities are provided for stakeholders and the public to give input to policy decisions and planning.
- Board policies are clearly communicated to stakeholders.
- Board policies are accessible.
- The policy process provides timely guidance for the operation of the school Division.
- We use policy as our primary governance tool to articulate our goals, define principles that guide the actions of the administration and assess the effectiveness of decisions.
- We monitor the implementation of our policies.

The Board consistently demonstrates excellent policy governance practices.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

Committee and Representative Work

Indicators:

- We approve the Terms of Reference and scope of work for all Board committees and Board representatives to external organizations.
- The roles and responsibilities of each committee, and each representative, clearly assist us in achieving our roles and responsibilities as a Board.
- Each committee and representative regularly provides reports to assist us in our work.
- Committees and representatives do background reading and consult with staff, when required, before they make recommendations to the Board.
- We share the responsibility of committee work and Board representation on external committees and boards.
- Each committee uses staff support effectively to achieve its goals.

The Board consistently demonstrates excellent involvement in committee and representative works.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Strengths/Opportunities for growth/General comments:

How could the Board improve its achievement of goals identified in the Strategic Plan?

How could the Board improve how it governs?

How could the Board improve as a team?
