



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 18 – 09

AGENDA

Location: Room 943
44 Capital Blvd, 10044 – 108 Street NW - Edmonton, Alberta

Date & Time: August 23, 2018

Note: If agenda is ahead of schedule, items will be moved up

Page No.

A. CALL TO ORDER (8:30 a.m.)

1. In-Camera (8:30 a.m. – 9:00 a.m.)

B. PUBLIC MEETING (9:00 a.m. – 3:00 p.m.)

C. GENERAL BUSINESS (9:00 a.m. – 9:15 a.m.)

1. Approval of Agenda
2. Approval of Minutes
 - 2.1 June 21, 2018 3
 - 2.2 June 22, 2018 Organizational Meeting 11
3. Business Arising from Previous Meeting(s)
 - 3.1 Board Action Items 16

D. ACTION ITEMS (9:15 a.m. – 12:00 p.m.)

1. Quarterly Education Report (G. Atkinson) 18
2. 2018-2019 Board Meeting Schedule (G. Atkinson) *(handout)* 47
3. Policy 19, Appendix A Student Code of Conduct (Housekeeping) (G. Atkinson) 48

E. RECESS (10:30 a.m. – 10:15 a.m.)

F. REPORTS (1:00 p.m. – 2:00 p.m.)

1. Board Chair (1:00 p.m. – 1:15 p.m.) 52
 - 1.2 Trustee Calendar (August, September, October 2018) 54
 - 1.3 Board Expenses for the period ending August 10, 2018 57
 - 1.4 Correspondence
 - 1.4.1 Letter from the Minister: NGPS Jurisdictional Boundaries August 7, 2018 58
2. Superintendent (1:15 p.m. – 1:30 p.m.) 59
 - 2.1 Attendance Update *(incl. in Quarterly Education Report)*
 - 2.2 NSD Aspiring Leaders Program Syllabus 63
 - 2.3 Education Service Agreement *verbal if new information*
3. Association
 - 3.1 PSBC (M. Daniels/J. Nokohoo) *verbal*

G. TRUSTEE REPORTS (2:00 p.m. – 2:30 p.m.)

(Purpose: 2 minutes to share information: for example attendance at school council(s) meeting or representative meeting(s) the trustee has attended)

H. INFORMATION ITEMS (2:30 p.m. – 3:00 p.m.)

1. Substantial Budget Adjustments (T. Rasmuson) 64
2. Scope of Work - Facility Inspections by Edmonton Public School Division (G. Atkinson) *verbal*
3. Chip Lake School Renovations (T. Rasmuson) *verbal*
4. Appointment of External Auditors (T. Rasmuson) 65

I. ADJOURNMENT & CLOSING CULTURAL REFLECTION (3:00 p.m.)

* Board Assessment Tool (survey link will be sent to Trustees after meeting)

“Our students love to come to school in Northland”



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

SUBMITTED BY: Melanie Mantai, Executive Secretary

SUBJECT: Approval of Minutes – June 21, 2018

ORIGINATOR: Board of Trustees

REFERENCE(S) & Policy 7 Board Governance and Operations

ATTACHMENTS: June 21, 2018 Minutes

DATE: August 23, 2018

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of June 21, 2018 as presented.

BACKGROUND:

This is a requirement as per Policy 7 Board Governance and Operations section 8.

RISK ANALYSIS:

**MINUTES OF THE NORTHLAND SCHOOL DIVISION
NO. 61 BOARD OF TRUSTEES REGULAR MEETING
ON JUNE 21, 2018 AT HOLIDAY INN EXPRESS IN
BONNYVILLE, AB.**

MEMBERSHIP		
✓	Maddy Daniels	• Chair Ward 1
✓	Cathy Wanyandie	• Trustee Ward 2
✓	Randy Anderson	• Vice-Chair Ward 3
✓	Jesse Lamouche	• Trustee Ward 4
✓	Louis Cardinal	• Trustee Ward 5
x	Silas Yellowknee	• Trustee Ward 6
✓	Robin Guild	• Trustee Ward 7
✓	Loretta Gladue	• Trustee Ward 8
✓	Rubi Sakeskanip	• Trustee Ward 9
✓	Jules Nokohoo	• Trustee Ward 10
✓	Karen Telford	• Trustee Ward 11
✓	Lois Byers	• Board Advisor
✓	Gord Atkinson	• Superintendent of Schools
✓	Wes Oginski	• Associate Superintendent of Human Resources
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary – Finance

CALL TO ORDER

Chair Daniels called the meeting to order at 8:59 a.m.

**IN CAMERA
SESSION**

24642/18 Trustee Guild moved that the meeting go in camera at 8:59 a.m.

9-0
CARRIED

Trustee Sakesanip joined the meeting at 9:17 a.m.

**REGULAR
SESSION**

24643/18 Trustee Nokohoo moved that the meeting revert to regular session at 11:24 a.m.

10-0
CARRIED

While in camera the Board discussed land, staffing and legal issues.

**CULTURAL
REFLECTION**

Trustee Cardinal gave the opening cultural reflection.

Chair Daniels, acknowledged that the meeting was being held on Treaty 8 land and the contribution of the Metis

people.

ADOPT AGENDA

24644/18 Trustee Cardinal moved that the Board of Trustees adopt the agenda as presented.

10-0

CARRIED

RECESS

The meeting recessed at 11:25 a.m.

The meeting reconvened at 11:35 a.m.

Director of First Nations, Metis and Inuit Learner Success Lorraine Cardinal-Roy, School Food Services Manager Emily Hunt and Associate Superintendent of Human Resources Wes Oginski joined the meeting at 11:35 a.m.

Monitoring Department Reports were moved up due to timing.

**MONITORING
REPORTS – AREA 3
ASSOCIATE
SUPERINTENDENT'S
REPORT**

Superintendent Atkinson presented the "Area 3 Associate Superintendent's Report to the Board" on behalf of Area 3 Associate Superintendent Tim Stensland. Stensland was attending a conference and was unable to attend the meeting.

24645/18 Trustee Telford moved that the Board of Trustees receive as information the Area 3 Associate Superintendent's Report to the Board, as presented and attached; and direct administration to set up a meeting to include Trustee Sakeskanip, Superintendent Atkinson and Area 3 Associate Superintendent Stensland to discuss the new technology application GoGuardian.

10-0

CARRIED

MONITORING
REPORTS – FIRST
NATIONS, METIS
AND INUIT
LEARNER SUCCESS
REPORT

24646/18

Director of First Nations, Metis and Inuit Learner Success Lorraine Cardinal-Roy presented the “First Nations Metis and Inuit Team Report June 2018” to the Board.

Trustee Nokohoo moved that the Board of Trustees receive as information the First Nations, Metis and Inuit Learner Success Report to the Board, as presented and attached.

10-0
CARRIED

RECESS

The meeting recessed for lunch at 12:17 p.m.
The meeting reconvened at 1:03 p.m.

MONITORING
REPORTS –
SCHOOL FOOD
SERVICES
DEPARTMENT
REPORT

24647/18

School Foods Services Manager Emily Hunt presented “School Food Services Department Report” to the Board.

Trustee Sakeskanip moved that the Board of Trustees receive as information the School Food Services Report, as presented and attached.

10-0
CARRIED

School Food Services Manager Emily Hunt left the meeting at 1:42 p.m.

Trustee Nokohoo left the meeting at 2:04 p.m.
Trustee Nokohoo rejoined the meeting at 2:09 p.m.

MONITORING
REPORTS –
PERSONNEL
DEPARTMENT
REPORT

24648/18

Associate Superintendent of Human Resources Wes Oginski presented the “Human Resources Report” to the Board.

Trustee Wanyandie moved that the Board of Trustees receive as information the Personnel Department Report, as presented and attached; and direct administration to share the syllabus for the Northland Aspiring Leadership Cohort with the Board of Trustees.

10-0
CARRIED

Director of First Nations, Metis and Inuit Learner Success Lorraine Cardinal-Roy, and Associate Superintendent of Human Resources Wes Oginski left the meeting at 2:17 p.m.

MINUTES MAY 24,
2018

24649/18 Trustee Wanyandie moved that the Board of Trustees approve the April 20, 2018 minutes as amended.

10-0
CARRIED

OLD BUSINESS –
BOARD ACTION
ITEMS

24650/18 Trustee Guild moved that the Board of Trustees receive as information the action taken by administration with respect to directives given by the Board.

10-0
CARRIED

THIRD QUARTER
FINANCIAL
STATEMENT FOR
2017-2018

24651/18 Trustee Gladue moved that the Board of Trustees approve the Third Quarter Financial Statement for 2017-2018, as attached; and direct administration to forward progress on the Calling Lake School playground to Trustee Gladue.

10-0
CARRIED

BORROWING
RESOLUTION

24652/18 Trustee Gladue moved that the Board of Trustees approve the Borrowing Resolution, if required, in the amount of \$3,000,000 to meet the current operating expenditures for the 2018-19 school year, as attached.

10-0
CARRIED

POLICY 8 BOARD
COMMITTEES

Trustee Gladue left the meeting at 2:35 p.m.
Trustee Gladue rejoined the meeting at 2:41 p.m.

24653/18 Trustee Anderson moved that the Board of Trustees approve the housekeeping changes to Policy 8, Board Committees, as attached.

10-0
CARRIED

POLICY 9 BOARD
REPRESENTATIVES

Trustee Anderson left the meeting at 2:55 p.m.
Trustee Anderson rejoined the meeting at 2:57 p.m.

- 24654/18 Trustee Lamouche moved that the Board of Trustees approve housekeeping changes to Policy 9, Board Representatives, as amended with the following change
1.3.2 All trustees may attend either the Zone or Zone 2/3, whichever is closest and most cost effective.

10-0
CARRIED

RECESS

The meeting recessed at 2:59 p.m.
The meeting reconvened at 3:13 p.m.

REMOVE BOARD
REPRESENTATION
TO
ORGANIZATIONS
AS AN APPENDIX
TO POLICY 9

- 24655/18 Trustee Guild moved that the Board of Trustees approve that the Board Representation to Organizations be removed as an appendix to Policy 9.

10-0
CARRIED

POLICY 21
APPENDIX B ELDER
GUIDELINES

- 24656/18 Trustee Sakeskanip moved that the Board of Trustees approve third and final reading to Policy 21, Appendix B Elder Guidelines, as attached.

10-0
CARRIED

POLICY 19
APPENDIX B
SEXUAL
ORIENTATION
AND GENDER
IDENTITY

- 24657/18 Trustee Guild moved that the Board of Trustees approve housekeeping changes to Policy 19, Appendix B Sexual and Gender Identity, as attached.

10-0
CARRIED

STUDENT
SCHOLARSHIPS
AND BURSARIES

- 24658/18 Trustee Wanyandie moved that the Board of Trustees receive as information the scholarship and bursary applications with funds coming from the current year budget, upon receiving all required documents, as attached.

10-0
CARRIED

ASBA ZONE 1
FRIENDS OF
EDUCATION
NOMINATION

24659/18 Trustee Guild moved that the Board of Trustees approve the nomination of Ever Active Schools for the Zone 1 Friends of Education Award, as attached.

11-0
CARRIED

CHAIR'S REPORT

Chair Daniels presented her report to the Board as information.

24660/18 Trustee Cardinal moved that the Board of Trustees accept as information the Board Chair's Report as presented and attached; and direct administration to send the Superintendents Review and Regulation to trustees.

10-0
CARRIED

SUPERINTENDENT'S
REPORT

Superintendent Atkinson presented his report to the Board as information.

24661/18 Trustee Sakeskanip moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached; and direct administration to draft a letter of response to the Urban Rez Cultural Society indicating that the three (3) local trustees would be happy to attend the "Renewing our Spirit" and be involved in any way that is required.

10-0
CARRIED

TRUSTEE REPORTS

Trustees shared verbal reports on each of the events and meetings that they attended in their respective wards.

RECESS

The meeting recessed at 4:43 p.m.
The meeting reconvened at 4:55 p.m.

IN CAMERA
SESSION

24662/18 Trustee Cardinal moved that the meeting go in camera at 4:55 p.m.

10-0
CARRIED

REGULAR
SESSION

24663/18 Trustee Gladue moved that the meeting revert to regular session at 5:36 p.m.

10-0
CARRIED

While in camera the board discussed a staffing contract.

ADJOURN

24664/18 Trustee Wanyandie moved that the Board of Trustees declare the meeting adjourned at 5:36 p.m.

10-0
CARRIED

CLOSING CULTURAL
REFLECTION

Trustee Cardinal gave the closing cultural reflection.

Maddy Daniels, Board Chair

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantaj, Executive Secretary Finance



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: Melanie Mantai, Executive Secretary

SUBJECT: Approval of Minutes – Organizational Meeting June 22, 2018

ORIGINATOR: Board of Trustees

REFERENCE(S) & Policy 7 Board Governance and Operations

ATTACHMENTS: June 22, 2018 Organizational Meeting Minutes

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the June 22, 2018 Organizational meeting as presented.

BACKGROUND:

This is a requirement as per Policy 7 Board Governance and Operations section 8.

RISK ANALYSIS:

MINUTES OF THE NORTHLAND SCHOOL DIVISION
NO. 61 BOARD OF TRUSTEES ORGANIZATIONAL
MEETING ON JUNE 22, 2018 HELD AT J.F. DION IN
FISHING LAKE, AB.

MEMBERSHIP		
✓	Maddy Daniels	• Trustee Ward 1
✓	Cathy Wanyandie	• Trustee Ward 2
✓	Randy Anderson	• Trustee Ward 3
✓	Jesse Lamouche	• Trustee Ward 4
✓	Louis Cardinal	• Trustee Ward 5
✓	Silas Yellowknee	• Trustee Ward 6
✓	Robin Guild	• Trustee Ward 7
✓	Loretta Gladue	• Trustee Ward 8
✓	Rubi Shirley	• Trustee Ward 9
✓	Jules Nokohoo	• Trustee Ward 10
✓	Karen Telford	• Trustee Ward 11
✓	Lois Byers	• Board Advisor
✓	Gord Atkinson	• Superintendent of Schools
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary – Finance

CALL TO ORDER

Trudy Rasmuson, Secretary-Treasurer called the meeting to order at 9:10 a.m. She advised that she will chair the meeting until a Chair is elected.

OPENING
CULTURAL
REFLECTION

Trustee Cardinal give the opening cultural reelection.

Trudy Rasmuson, Secretary-Treasurer acknowledged the contribution from the Metis people.

NOMINATION
PROCEDURES

Trudy Rasmuson, Secretary-Treasurer presented the Nomination Procedures for the election of Chair and Vice-Chair. There were no questions regarding the Procedures.

24665/18 Trustee Yellowknee moved that the Nomination Procedures for selection of a Chair and Vice-Chair be approved, as attached.

11-0
CARRIED

DECLARATION
OF INTEREST
FOR BOARD
CHAIR

Each Board member was given one opportunity to declare his or her intent to seek the office of Board Chair. Trustee Daniels stated that she would allow her name to stand for the position of Board Chair. All other Board members indicated that it was not their intent to seek the office of Board Chair at this time.

DECLARATION OF
RESULTS/
ANNOUNCEMENT
OF BOARD CHAIR

Trudy Rasmuson, Secretary-Treasurer announced that Trustee Daniels has been elected Chair of the Board by acclamation.

Chair Daniels assumed position of chair.

ADOPTION OF
AGENDA

Chair Daniels called for additions and/or deletions to the agenda.

24666/18 Trustee Guild moved that the agenda be adopted, as presented.

11-0
CARRIED

DECLARATION
OF INTEREST
FOR BOARD
VICE-CHAIR

Each Board member was given one opportunity to declare his or her intent to seek the office of Board Vice-Chair. Trustee Anderson, Nokohoo and Telford stated that he/she would allow his/her name to stand for the position of Board Vice-Chair. All other Board members indicated that it was not their intent to seek the office of Board Vice-Chair at this time.

Trustees Anderson, Nokohoo and Telford addressed the Board and indicated why each wished to be nominated for the position of Vice-Chair.

Trudy Rasmuson, Secretary-Treasurer/Election Officer, distributed the ballots to conduct the election and introduced Scrutineers Executive Assistant Krystal Potts and, Communications Coordinator Curtis Walty.

DECLARATION OF
RESULTS/
ANNOUNCEMENT OF
BOARD VICE-CHAIR

Secretary-Treasurer Rasmuson declared that Trustee Nokohoo has been elected Vice-Chair of the Board by majority vote. Chair Daniels and Vice-Chair Nokohoo addressed the Board and administration staff.

2018-2019
BOARD
MEETING
SCHEDULE

The Board reviewed and discussed the schedule of dates prepared by administration for the 2018-2019 Board meetings.

24667/18 Trustee Guild moved that the Board of Trustees table the 2018-2019 Board Meeting schedule, as attached; and direct administration to draft a new 2018-2019 Board Meeting Schedule to include dates with Friday and Saturday meetings in Edmonton and bring this schedule back to the August 2018 Board meeting.

11-0
CARRIED

RECESS

The meeting recessed at 10:18 a.m.
The meeting reconvened at

2018-2019
BOARD
COMMITTEE
SCHEDULE

Secretary-Treasurer, Rasmuson presented the Committee Appointments list. The Board Chair asked for representation to the committees.

24468/18 Trustee Yellowknee moved that the Board of Trustees approve the 2018-2019 Board Committee Schedule as attached.

11-0
CARRIED

2018-2019 BOARD
REPRESENTATIVES

Secretary-Treasurer, Rasmuson presented the Representative Appointments list. The Board Chair asked for representation to the committees.

24469/18 Trustee Yellowknee moved that the Board of Trustees approve the 2018-2019 Board Representatives, as attached.

11-0
Not CARRIED

DESTROY BALLOTS

24670/18 Trustee Guild moved that the voting ballots for Board Vice-Chair be destroyed.

11-0
CARRIED

ADJOURN

24671/18 Trustee Yellowknee moved that the Board of Trustee declare the meeting adjourned at 11:03 a.m.

11-0
CARRIED

OPENING
CULTURAL
REFLECTION

Trustee Cardinal give the opening cultural reflection.

Maddy Daniels, Board Chair

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Board Action Items

ORIGINATOR: Board of Trustees

REFERENCE(S) & Board Action Items

ATTACHMENTS: Policy 7 – Board Governance and Operations

DATE: August 23, 2018

RECOMMENDATION:

THAT the Board of Trustees receive as information the action taken by administration with respect to directives given by the Board.

BACKGROUND:

Policy 7 – Board Governance and Operations clause 8.4.3 – The Superintendent shall ensure all motions are tracked and business arising is completed and reported to the Board.

RISK ANALYSIS:

Meeting	Date of Meeting	Assigned To	Agenda Item	Task	Due Date	Status	Action
Board	6/21/2018	Gord/ Krystal	Chair's Report	Administration send the Superintendents Review and Regulation to trustees.	8/23/2018	In progress	
Board	6/21/2018	Gord/ Krystal	Superintendent's Report	Administration to draft a letter of response to the Urban Rez Cultural Society indicating that the three (3) local trustees would be happy to attend the "Renewing our Spirit" and be involved in anyway that is required.	8/1/2018	In progress	
Board	6/21/2018	Gord/Trudy	Third Quarter Financial Statement for 2017-2018	Administration to forward progress on the Calling Lake School playground to Trustee Gladue.	8/23/2018	Complete	As updates become available, information will be shared with the Superintendent to be shared with Trustee Gladue.
Board	6/21/2018	Gord/ Wes	Monitoring Reports - Personnel Department	Administration to share the syllabus for the Northland Aspiring Leadership Cohort with the Board of Trustees.	8/23/2018	Complete	Document is included in the August Superintendent Report.
Board	6/21/2018	Gord/ Tim	Monitoring Reports - Area 3 Associate Superintendent Report	Administration to set up a meeting to include Trustee Sakeskanip, Superintendent Atkinson and Area 3 Associate Superintendent Stensland to discuss the new technology application GoGuardian	8/23/2018	In progress	
Board	5/24/2018	Gord/ Trudy	Combining of Wards 6 & 7.	Administration to begin the process of seeking Ministerial approval to combine Wards 6 & 7, which would have one ward with 2 trustees.	5/1/2021	In Progress	
Board	10/12/2017	Gord/ Trudy	Bigstone Education Authority - MOU	Administration to engage with other First Nation Education Authorities where Northland School Division students attend, with regard to entering into the same revenue based allocation model as Bigstone Education Authority, for the 2017-2018 school year.	5/24/2018 11/30/2017	Standing Item	The Board agreed to extend the current MOU for the reciprocal tuition agreement with Bigstone Education Authority to Aug 31/19.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Education Quarterly Report

ORIGINATOR: Board of Trustees

REFERENCE(S) & ATTACHMENTS: Policy 12, Role of the Superintendent
Board Policy Work Plan
Education Quarterly Report (4th Quarter)

RECOMMENDATION:

THAT the Board of Trustees receive as information the Education Quarterly Report, as presented and attached.

BACKGROUND:

Reporting regularly on results achieved is a requirement of the Superintendent as per Policy 12.

RISK ANALYSIS:

Purpose:

A key purpose of the Northland Quarterly Education Report is to chronicle progress of Northland School Division No. 61 as a school division with a special purpose focused on excellence in First Nations and Metis education.

Quarterly Content for August, 2018		
1. Enrolment, Staffing Positions and Staff and Student Attendance	Bulletin #1 Bulletin #2 Bulletin #3 Bulletin #4 Bulletin #5 Bulletin #6	Administration Goals Update Related to the Board Outcomes Student Attendance Student Attendance by Division in Percentage Staff Attendance Staffing Update School Visits by Staff
2. School and Division Success Stories	Bulletin #7 Bulletin #8 Bulletin #9 Bulletin #10 Bulletin #11	Northland School Division and Northern Lakes College engage on program opportunities Northland Game 2018 NSD students celebrate high school graduation Summer Reading Program NSD central office staff participate in Professional Learning Pebbles Training

Outcome 1 

Northland School Division students are strong in identity, healthy and successful.

Owner: Gord Atkinson

Goal: 12 Strategy: 42

Goal 1.1 

Increase student attendance by 2% per year to a target of 88%.

Owner: Gord Atkinson

Strategy: 3

Update provided by Krystal Potts on Aug 16, 2018 17:47:22

The Every Day Counts' Attendance Improvement Operational Plan has been reviewed by Alberta Ed and passed by the Board of Trustees. The new Director of Student Engagement, Attendance and Completion has been hired and is working with the Executive Team.

Goal 1.2 

Increase the number of students reading at grade level by 10%.

Owner: Janette Cavanaugh

Strategy: 3

Update provided by Krystal Potts on Aug 14, 2018 22:00:53

The 2017-2018 results are still being calculated.

Goal 1.3 

Improve student performance on provincial achievement tests by 5%.

Owner: Nancy Spencer-Poitras

Strategy: 3

Update provided by Krystal Potts on Aug 14, 2018 22:02:08

The Provincial achievement test results will be released mid-September, 2018


Goal 1.4 

Improve student performance on diploma exams by 5%.

Owner: Nancy Spencer-Poitras

Strategy: 1

The marks are not available until late September.

Goal 1.5 

Develop and implement a Kindergarten to Grade 12 Numeracy Framework with a focus on three drivers: leadership, teaching practice and school culture.

Owner: Shelley Willier

Strategy: 2

Update provided by Krystal Potts on Aug 14, 2018 22:03:16

The draft framework has been completed, it needs to be vetted by senior leadership. The implementation plan needs to be finalized.

Goal 1.6 


Increase the engagement and success for High School students by introducing and implementing the foundational principles for high school redesign.

Owner: Tim Stensland

Strategy: 4

Update provided by Krystal Potts on Aug 14, 2018 22:05:40

All schools participated in increasing their understanding and awareness of high school redesign. Principals, teachers, some parents, students, and community members have visited schools participating in high school redesign. A few of our schools have changed their programming for the coming year to implement the elements of high school redesign.

Goal 1.7 

Enhance program flexibility and choice by developing dual credit partnerships with post secondary institutions.

Owner: Gord Atkinson

Strategy: 1

Update provided by Krystal Potts on Aug 14, 2018 22:08:16

We have the health care aide dual credit program starting in Area 2, working on making it available across the school division. Through Northern Lakes College we have other dual credit opportunities and a Memo of Understanding has been started with Northern Lakes College. Students in all 3 areas are participating and investigating in dual credit programming.

Goal 1.8 

Improve instructional programming, student success, and community engagement through the school review process.

Strategy: 2

Update provided by Krystal Potts on Aug 14, 2018 22:09:48

School and program reviews were conducted and completed at ADCS and the High Prairie region schools. Action plans are being developed.

Goal 1.9 

The learning environment will reflect and honour First Nation and Metis culture language and values.

\$13000 per classroom for activity affirmative furnishings

\$1,000 per classroom for learning environment enhancements

\$ 25,000 per identified school for learning commons upgrades

Owner: Lorraine Cardinal-Roy

Strategy: 2

Update provided by Krystal Potts on Aug 14, 2018 22:11:01

We had 13 CIF projects in 2017-2018 school year that are all completed. There are cultural components in each of those classrooms.

Goal 1.10

Identify school based strategies for improvement in Provincial Achievement Test results

Owner: Tim Stensland

Strategy: 9

Update provided by Krystal Potts on Aug 14, 2018 22:14:40

The results were reviewed at each school with the Area Associate Superintendent. Strategies were selected for the 3-year plan. Some school councils reviewed this with their principals.

Goal 1.12

Northland students are successful in transitioning from grade to grade, school to work and school to post-secondary.

SOURCE: 'Every Day Counts' Attendance Improvement Operational Plan

Owner: Gord Atkinson

Strategy: 3

The Every Day Counts' Attendance Improvement Operational Plan has been reviewed by Alberta Ed and passed by the Board, the new Director of Student Engagement, Attendance and Completion has been hired and is working with the executive team. The analysis was developed with the principals and Associates why the students were not attending.

Outcome 2

Northland School Division is a leader for indigenous education excellence.

Owner: Gord Atkinson

Goal: 7 Strategy: 27

Goal 2.1

Increase the quality and availability of Indigenous language instruction

Owner: Lorraine Cardinal-Roy

Strategy: 4

Update provided by Krystal Potts on Aug 14, 2018 22:20:59

For 2018-2019, we budgeted for Indigenous Language instruction in each school. Professional learning opportunities for all language instructors - planning, assessment, classroom management strategies.

Goal 2.2

Maintain and improve working relationships with First Nations

Owner: Gord Atkinson

Strategy: 5

Update provided by Krystal Potts on Aug 14, 2018 22:23:15

This is an ongoing effort. Education services agreements are still being drafted with each Nation. The KTCEA schools are transitioning and an ESA is being drafted. We are strengthening our partnership agreement with KTCEA and we are working with the Co-Management Agreement at Fort McKay.

Goal 2.5

Increase staff awareness and knowledge of First Nations, Metis and Inuit perspectives, experiences, traditions, and practices to advance reconciliation.

Owner: Lorraine Cardinal-Roy

Strategy: 2

NSD hired an FNMI Curriculum Pedagogical Supervisor, an FNMI Pedagogical Supervisor for Dene, Central Office completed Pebbles training, and Pebbles will be presented to the new teachers at orientation.

Goal 2.6

Collaborative partnerships are in place to support Northland student success

SOURCE: 'Every Day Counts' Attendance Improvement Operational Plan

Owner: Gord Atkinson

Strategy: 10

Update provided by Krystal Potts on Aug 14, 2018 22:35:55

Family Wellness Workers are now hired with the exception of a 0.5 position at Susa Creek. We're developing resource lists for schools

Outcome 3

Northland School Division is inclusive, each child's ways of knowing and ways of being is respected and essential.

Owner: Gord Atkinson

Goal: 5 Strategy: 13

Goal 3.1

Enhance the effectiveness of the communication and understanding of student achievement that represents each child's ways of knowing and ways of being.

Owner: Nancy Spencer-Poitras

Strategy: 3

Update provided by Krystal Potts on Aug 14, 2018 22:45:58

The 3 pilot schools reported great success. Parents were very happy with the information that was reported through this report card. For the 2018-2019 school year, all elementary schools will be implementing the new report card.

Goal 3.3

Enhance capacity to deliver programs and services across the division.

Owner: Stephanie Sutherland

Strategy: 5

We had the student services team available in each area for the 2017-2018 school year. We also had other projects such as mental health capacity building, HASS program at Mistassiniy, the ARTS program through safe and caring, APPLE Schools, Ever Active Schools. We had a capacity building on complex learners and understanding diagnosis with staff. Completed signing exact English in Wabasca, and the non-violent crisis intervention.

Goal 3.5 

Continue to build and enhance a welcoming, caring, respectful, safe and healthy learning and working environment that respects diversity and fosters a sense of belonging.

Owner: Gord Atkinson

Strategy: 2

Update provided by Krystal Potts on Aug 14, 2018 22:51:22

Ongoing.

Outcome 4 

Northland School Division has excellent teachers, school leaders, system leaders.

Owner: Gord Atkinson

Goal: 6 Strategy: 16

Goal 4.1 

All NSD staff are well qualified and meet relevant professional standards

Owner: Wes Oginski

Strategy: 2

Update provided by Wes Oginski on Aug 14, 2018 22:51:34

Focused supports being placed for new teachers and administrators in Sept 2018 (two-0.6 Assistant Supervisors of Leadership Growth and two-0.3 Assistant Supervisors of New Teacher Mentorship).

System leaders updated with new Alberta Education Professional Quality Standards to be implemented Sept 2019.

Goal 4.2 

NSD is a system of excellence in the development of the foundational knowledge of First Nation, Metis and Inuit language and culture.

Owner: Lorraine Cardinal-Roy

Strategy: 4

New Education Professional Standards introduced to Alberta in Spring 2018. Includes quality indicator related to foundational knowledge of First Nation, Metis and Inuit. Northland Leadership (May 2018) informed.

Aspiring Leaders Cohort established and inserviced with new Teacher and Leader Quality Standards.

NSD FNMI Services increased staff support with Pedagogical Supervisor FNMI Language and Pedagogical Supervisor FNMI Culture

Goal 4.3 

NSD is a system of choice for employment.

Owner: Wes Oginski

Strategy: 2

Update provided by Wes Oginski on Aug 14, 2018 22:05:25

NSD continues to promote itself as a system dedicated to meeting needs of FNMI students.

NSD establishes partnership with University of Calgary Werklund School of Education and enrolls 5 staff into distributed Community-Based Teacher Education Program model.

NSD appoints 2 retired teachers to support staff in Werklund program, as well as teachers new to education/Alberta.

Goal 4.4 

All teachers and leaders have the skills, competencies and capacity to achieve the division's learning agenda.

Owner: Wes Oginski

Strategy: 1

Update provided by Wes Oginski on Aug 14, 2018 22:16:14

Meetings in Winter and Spring with ATA Local to discuss investment funds for professional growth and learning. Meetings to continue in fall.

Supporting 5 staff in University of Calgary Werklund School of Education Community-Based Teacher Education Program.

Continue to focus and support local/regional schools/division with professional learning communities.

Goal 4.5 

Develop and implement a strategy for staff wellness.

Owner: Stephanie Sutherland

Strategy: 5

Gord & Stephanie met with ASEBP to review different options.

ASEBP presentations occurring for all employee groups. Focus on how to better use benefits.

Wellness Account option established for staff not covered by teacher collective agreement. Pursuing option for teaching staff under collective agreement in next round of negotiations.


Wellness Challenges promoted throughout year and will continue.

Outcome 5 

Northland School Division is well governed and managed.

Owner: Gord Atkinson

Goal: 8 Strategy: 23

Goal 5.1 

Implement the new NSD governance structure .

Policy 1 and Policy 21 are passed by Board motion in the 2017-2018 school year.

Owner: Gord Atkinson

Strategy: 3

Update provided by Krystal Potts on Aug 14, 2018 22:52:53

Policy 1 and 21 are passed by the Board.

Goal 5.4 


Implement the Housing plan approved at the February 2017 Board meeting, and sponsored by the NSD investment plan

Owner: Trudy Rasmuson

Strategy: 1

Update provided by Krystal Potts on Aug 14, 2018 22:56:38

We have not received the funds from the province to implement the housing plan.

Goal 5.5 

Implement a new fleet tracking and management system

Owner: Trudy Rasmuson

Strategy: 1

This has been planned but has not been implemented.

Goal 5.6 

Implement a new safety management system


Owner: Trudy Rasmuson

Strategy: 1

Update provided by Krystal Potts on May 17, 2018 20:59:57

Implement PublicSchoolWORKS , the new safety management system.: (100% Completed)

The PublicSchoolWORKS portal has been implemented division wide.

Goal 5.7 

Implement a new strategic planning tool

Owner: Tim Stensland

Strategy: 1

Update provided by Krystal Potts on Aug 14, 2018 22:59:33

We need to get Envisio to the school level in the 2018-19 school year.

June 2018 Division Attendance by School

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Anzac Community School	24 (29%)	9 (11%)	16 (19%)	13 (16%)	7 (8%)	6 (7%)	8 (10%)	83
ADCS	26 (11%)	0 (0%)	21 (9%)	36 (15%)	42 (18%)	30 (13%)	80 (34%)	235
Bill Woodward School	52 (48%)	12 (11%)	21 (19%)	9 (8%)	7 (6%)	5 (5%)	3 (3%)	109
Bishop Routhier School	22 (31%)	0 (0%)	16 (23%)	12 (17%)	6 (9%)	6 (9%)	8 (11%)	70
Calling Lake School	6 (6%)	11 (10%)	18 (17%)	22 (20%)	19 (17%)	9(8%)	24 (22%)	109
Chipewyan Lake School	6 (29%)	0 (0%)	2 (10%)	3 (14%)	1 (5%)	4 (19%)	5 (24%)	21
Conklin Community School	10 (38%)	0 (0%)	4 (15%)	6 (23%)	4 (15%)	2 (8%)	0 (0%)	26
Dr. Mary Jackson School	7 (41%)	0 (0%)	0 (0%)	2 (12%)	3 (18%)	3 (18%)	2 (12%)	17
Elizabeth School	28 (22%)	22 (18%)	31 (25%)	26 (21%)	10 (8%)	2 (2%)	6 (5%)	125
Father R. Perin School	11 (15%)	0 (0%)	21 (28%)	10 (13%)	13 (17%)	6 (8%)	14 (19%)	75
Fort McKay School	27 (36%)	17 (23%)	17 (23%)	7 (9%)	2 (3%)	1 (1%)	3 (4%)	74
Gift Lake School	61 (39%)	25 (16%)	24 (15%)	6 (4%)	5 (3%)	12 (8%)	24 (15%)	157
Grouard Northland School	4 (5%)	0 (0%)	20 (26%)	12 (16%)	11 (14%)	10 (13%)	19 (25%)	76
Hillview School	1 (6%)	0 (0%)	6 (35%)	4 (24%)	1 (6%)	2 (12%)	3 (18%)	17
JF Dion School	14 (16%)	22 (26%)	24 (28%)	10 (12%)	6 (7%)	7 (8%)	3 (3%)	86
Kateri School	36 (39%)	0 (0%)	27 (29%)	10 (11%)	4 (4%)	3 (3%)	12 (13%)	92
Little Buffalo School	15 (8%)	0 (0%)	32 (17%)	29 (16%)	25 (13%)	21 (11%)	65 (35%)	187
Mistassiniy School	26 (9%)	11 (4%)	45 (16%)	42 (15%)	40 (14%)	34 (12%)	86 (30%)	284
Paddle Prairie School	19(17%)	0 (0%)	19 (17%)	24 (22%)	25 (23%)	12 (11%)	10 (9%)	109
Peerless Lake School	56 (55%)	0 (0%)	28 (27%)	12 (12%)	3 (3%)	2 (2%)	1 (1%)	102
Pelican Mountain School	4 (25%)	4 (25%)	4 (25%)	0 (0%)	3 (19%)	0 (0%)	1 (6%)	16
St. Theresa School	47 (14%)	47 (14%)	79 (23%)	59 (17%)	43 (13%)	28 (8%)	35 (10%)	338
Susa Creek School	26 (62%)	0 (0%)	13 (31%)	2 (5%)	1 (2%)	0 (0%)	0 (0%)	42

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Career Pathways School	2 (4%)	0 (0%)	1 (2%)	1 (2%)	3 (6%)	4 (8%)	40 (78%)	51

*Does not include Calling Lake Outreach

DIVISION ATTENDANCE June 2018

	95% - 100%	90% - 94%	80% - 89%	70% - 79%	60% - 69%	50% - 59%	Below 50%	Total
ECS	67	26	65	63	23	17	22	283
Gr. 1	44	15	69	38	32	12	44	254
Gr. 2	39	17	53	29	20	22	28	208
Gr. 3	43	17	64	33	26	21	26	230
Gr. 4	55	19	35	27	21	22	40	219
Gr. 5	44	30	51	28	25	18	36	232
Gr. 6	50	22	40	35	14	18	22	201
Gr. 7	34	11	31	23	39	17	22	177
Gr. 8	33	7	26	32	24	18	33	173
Gr. 9	31	4	16	20	24	20	49	164
Gr. 10	34	3	16	12	19	7	32	123
Gr. 11	33	4	14	6	9	5	28	99
Gr. 12	21	5	8	10	5	8	30	87
Student Totals	528	180	488	356	281	205	412	2450

*Does not include Outreach Schools

June 2018 Division Attendance by Ward

Ward	School	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Ward 1	Dr. Mary Jackson School	7	0	0	2	3	3	2	17
	Paddle Prairie School	19	0	19	24	25	12	10	109
Ward 2	Susa Creek School	26	0	13	2	1	0	0	42
Ward 3	Bishop Routhier School	22	0	16	12	6	6	8	70
	Gift Lake School	61	25	24	6	5	12	24	157
Ward 4	Grouard Northland School	4	0	20	12	11	10	19	76
	Hillview School	1	0	6	4	1	2	3	17
Ward 5	Kateri School	36	0	27	10	4	3	12	92
	Little Buffalo School	15	0	32	29	25	21	65	187
	Peerless Lake School	56	0	28	12	3	2	1	102
Ward 6	Career Pathways School	2	0	1	1	3	4	40	51
	Mistassiniy School	26	11	45	42	40	34	86	284
	Pelican Mountain School	4	4	4	0	3	0	1	16
Ward 7	Chipewyan Lake School	6	0	2	3	1	4	5	21
	St. Theresa School	47	47	79	59	43	28	35	338
Ward 8	Calling Lake School	6	11	18	22	19	9	24	109
Ward 9	ADCS	26	0	21	36	42	30	80	235
Ward 10	Anzac Community School	24	9	16	13	7	6	8	83
	Bill Woodward School	52	12	21	9	7	5	3	109
	Conklin Community School	10	0	4	6	4	2	0	26
	Father R. Perin School	11	0	21	10	13	6	14	75
	Fort McKay School	27	17	17	7	2	1	3	74
Ward 11	Elizabeth School	28	22	31	26	10	2	6	125
	JF Dion School	14	22	24	10	6	7	3	86
Totals		530	180	489	357	284	209	452	2501

*Does not include Calling Lake Outreach

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
September 2014	1347 (48%)	347 (12%)	470 (17%)	272 (10%)	149 (5%)	82 (3%)	146 (5%)	2807
September 2015	1445 (52%)	305 (11%)	450 (16%)	249 (9%)	127 (5%)	79 (3%)	116 (4%)	2771
September 2016	1169 (45%)	465 (18%)	468 (18%)	214 (8%)	113 (4%)	76 (3%)	85 (3%)	2590
September 2017	1016 (40%)	396 (16%)	568 (22%)	242 (10%)	117 (5%)	97 (4%)	93 (4%)	2529
October 2014	1168 (42%)	390 (14%)	496 (18%)	294 (10%)	170 (6%)	84 (3%)	204 (7%)	2806
October 2015	1229 (45%)	245 (9%)	516 (19%)	287 (10%)	152 (6%)	101 (4%)	228 (8%)	2758
October 2016	954 (37%)	416 (16%)	594 (23%)	259 (10%)	143 (6%)	84 (3%)	130 (5%)	2580
October 2017	1204 (48%)	260 (10%)	444 (18%)	255 (10%)	115 (5%)	71 (3%)	154 (6%)	2503
November 2014	793 (28%)	456 (16%)	579 (21%)	316 (11%)	235 (8%)	133 (5%)	271 (10%)	2783
November 2015	873 (32%)	399 (14%)	603 (22%)	303 (11%)	184 (7%)	121 (4%)	270 (10%)	2753
November 2016	955 (37%)	348 (14%)	522 (20%)	309 (12%)	173 (7%)	93 (4%)	172 (7%)	2572
November 2017	820 (33%)	168 (7%)	580 (23%)	380 (15%)	197 (8%)	116 (5%)	227 (9%)	2488
December 2014	596 (21%)	439 (16%)	531 (19%)	355 (13%)	290 (10%)	161 (6%)	426 (15%)	2798
December 2015	895 (32%)	396 (14%)	478 (17%)	362 (13%)	212 (8%)	129 (5%)	283 (10%)	2755
December 2016	653 (25%)	362 (14%)	464 (18%)	327 (13%)	265 (10%)	164 (6%)	337 (13%)	2572
December 2017	562 (23%)	485 (19%)	433 (17%)	287 (12%)	293 (12%)	126 (5%)	309 (12%)	2495
January 2015	902 (32%)	223 (8%)	529 (19%)	372 (13%)	249 (9%)	173 (6%)	338 (12%)	2798
January 2016	846 (31%)	402 (15%)	554 (20%)	305 (11%)	250 (9%)	128 (5%)	267 (10%)	2752
January 2017	672 (27%)	379 (15%)	528 (21%)	341 (14%)	214 (9%)	135 (5%)	231 (9%)	2500
January 2018	546 (22%)	253 (10%)	637 (26%)	381 (15%)	255 (10%)	145 (6%)	279 (11%)	2496
February 2015	793 (29%)	430 (16%)	536 (19%)	350 (13%)	239 (9%)	174 (6%)	240 (9%)	2762
February 2016	909 (34%)	393 (15%)	527 (20%)	295 (11%)	228 (9%)	114 (4%)	200 (8%)	2666
February 2017	645 (26%)	382 (15%)	530 (21%)	325 (13%)	217 (9%)	177 (7%)	231 (9%)	2507
February 2018	764 (31%)	252 (10%)	561 (23%)	316 (13%)	234 (9%)	147 (6%)	212 (9%)	2486
March 2015	873 (32%)	296 (11%)	569 (21%)	352 (13%)	225 (8%)	146 (5%)	296 (11%)	2557
March 2016	603 (23%)	424 (16%)	577 (22%)	395 (15%)	229 (9%)	178 (7%)	262 (10%)	2665
March 2017	667 (27%)	375 (15%)	455 (18%)	327 (13%)	208 (8%)	182 (7%)	287 (11%)	2501
March 2018	769 (31%)	285 (12%)	506 (21%)	316 (13%)	198 (8%)	137 (6%)	255 (10%)	2466
April 2015	688 (25%)	443 (16%)	598 (22%)	306 (11%)	225 (8%)	152 (6%)	317 (12%)	2729
April 2016	653 (24%)	417 (16%)	573 (21%)	384 (14%)	228 (9%)	176 (7%)	242 (9%)	2673
April 2017	603 (24%)	404 (16%)	507 (20%)	363 (15%)	209 (8%)	154 (6%)	260 (10%)	2500
April 2018	601 (24%)	495 (20%)	555 (22%)	192 (8%)	246 (10%)	142 (6%)	240 (10%)	2471
May 2015	880 (32%)	250 (9%)	542 (20%)	324 (12%)	226 (6%)	162 (6%)	364 (13%)	2748
May 2016	839 (36%)	200 (9%)	440 (19%)	294 (13%)	163 (7%)	103 (4%)	269 (12%)	2308
May 2017	894 (36%)	297 (12%)	470 (19%)	266 (11%)	173 (7%)	121 (5%)	273 (11%)	2494
May 2018	827 (34%)	317 (13%)	437 (18%)	300 (12%)	192 (8%)	100 (4%)	284 (12%)	2457
June 2015	658 (23%)	373 (13%)	571 (20%)	321 (11%)	241 (9%)	171 (6%)	492 (17%)	2817
June 2016	745 (32%)	156 (7%)	388 (17%)	331 (14%)	195 (8%)	148 (6%)	341 (15%)	2304
June 2017	712 (29%)	173 (7%)	507 (20%)	346 (14%)	259 (10%)	167 (7%)	326 (13%)	2490
June 2018	528 (22%)	180 (7%)	488 (20%)	356 (15%)	281 (11%)	205 (8%)	412 (17%)	2450

*Does not include Outreach

*May 2016 and June 2016 do not include Anzac, Bill Woodward, Father R. Perin, or Fort McKay due to Fire Evacuation

2017- 2018 Division Attendance by School

	95-100%	90-94 %	80-89%	70-79%	60-69%	50-59%	Below 50%	Total
Anzac Community School	23	21	24	16	5	2	3	94
ADCS	7	23	71	48	24	28	49	250
Bill Woodward School	19	25	31	19	17	4	3	118
Bishop Routhier School	17	18	19	16	7	1	6	84
Calling Lake School	12	25	30	23	10	13	14	127
Chipewyan Lake School	0	0	6	9	5	3	5	28
Conklin Community School	5	11	5	5	3	0	1	30
Dr. Mary Jackson School	1	4	5	4	5	3	0	22
Elizabeth School	39	31	34	22	9	7	2	144
Father R. Perin School	11	14	29	14	9	2	6	85
Fort McKay School	15	17	35	11	4	3	5	90
Gift Lake School	19	23	57	41	25	11	19	195
Grouard Northland School	16	16	27	20	13	2	5	99
Hillview School	2	0	10	3	3	0	0	18
JF Dion School	16	30	31	17	0	2	0	96
Kateri School	16	15	44	15	12	3	8	113
Little Buffalo School	12	21	32	46	33	19	47	210
Mistassiniy School	18	20	61	51	52	30	90	322
Paddle Prairie School	21	26	51	21	10	5	4	138
Peerless Lake School	19	17	48	28	11	4	4	131
Pelican Mountain School	6	2	6	2	2	1	1	20
St. Theresa School	74	71	124	78	21	13	21	402
Susa Creek School	16	23	1	5	0	3	0	48

Student Attendance by Division in Percentage

For the period ending June 30, 2018

School	ECS	Div 1	Div 2	Div 3	Div 4
Anzac	81	87			
ADCS	69	74	69	66	53
Bill Woodward			85	80	82
Bishop Routhier	81	77	89		
Calling Lake	79	83	82	72	67
Chipewyan Lake	56	74	61	74	
Conklin	91	91	79	91	
Dr. Mary Jackson	88	80	82	69	
Elizabeth	84	87	89	86	
Fr. R. Perin	68	70	76	70	
Fort McKay	80	85	84		
Gift Lake	78	75	79	76	
Grouard	81	78	78	80	
Hillview	80	77	78		
J.F. Dion	85	88	88	90	
Kateri	71	81	82	82	85
Little Buffalo	64	67	73	65	51
Mistassiniy				67	58
Pelican Mountain	93	80	80		
Paddle Prairie	80	82	86	80	79
Peerless Lake	79	79	87	79	88
St. Theresa	82	83	84		
Susa Creek	82	90	94	95	
All Schools	79	81	83	74	64

*Does not include Outreach Schools

Staff Attendance (Based on Leave Applications)

May 1, 2018 to July 31, 2018

	# of Staff	Calendar Days	Possible Days	Actual Days Recorded	Actual Attendance	# of P.D. Days Taken	# of "Other" Days Taken	% Attendance	% Absent	% Absent for PD	% of Other
Certificated Staff	185	43	7955	896.5	7058.5	107.5	789	89%	11%	1.35%	9.92%
Uncertified Staff	178	43	7654	756.5	6897.5	49	707.5	90%	10%	0.64%	9.24%
Maintenance Staff	48	63	3024	154.5	2869.5	0	154.5	95%	5%	0.00%	5.11%
Central Office Staff	49	63	3087	167	2920	10	157	95%	5%	0.32%	5.09%

Types of Leaves:

- ATA
- Casual Sick Days
- Compassionate
- Conference
- Critical Care Leave
- Evergreen
- Family Care Days
- FNMI
- Leave – Other
- Lieu Days
- Mentorship Teachers
- Personal Paid Leave
- Personal Unpaid Leave
- Principals' Meeting
- Professional Development
- School Business

Maintenance includes:

- Area Maintenance Workers
- Custodial Staff

Central Office Staff includes:

- Ped Supervisors

Staffing Update - August 14, 2018											Bulletin 5	
	Certified Staff	Educational Assistant II - PUF	Educational Assistant I	Educational Assistant II	School Community Liaison Worker	Family Community Liaison Advisor	Library Assistant	Native Language Instructor	Clerical	Total by School		
Anzac	6.5	0	0.6	1	0	0	0.5	1	1	10.6		
ADCS	21	0	2	2	0	0	0	0	1	26		
Bill Woodward	7.5	0	0	2.5	0	0	0.5	0	1	11.5		
Bishop Routhier	4	0	0	1	0	0	0	0.5	0	5.5		
Calling Lake	9	0	0	1	0.5	0	0	0.5	1	12		
Career Pathways	4	0	0	0	0	0	0	0	0	4		
Chipewyan Lake	2	0	0.7	0.75	0	0	0	0.3	0.25	4		
Conklin	3	0	1	0	0	0	0	0	0.5	4.5		
Elizabeth	9.82	0	1	1.5	0	0	0.4	0	0.5	13.22		
Father R. Perin	7	0	0	0	0	0	0	0	0	7		
Fort McKay	5	0	1	0	0	0	0	0	1	8		
Gift Lake	11	0	2	4	0	0	0	0	1	19		
Grouard	5	0	2	0	0	0	0	0	0	8		
Hillview	2	0	0	0.75	0	0	0	0.25	0.25	3.25		
J.F. Dion	5	0	0	2	0	0	0	0.66	1	8.66		
Mistassiniy	18	0	1	0	0	1	0	0	1	21		
Paddle Prairie	8	0	1	0	0.25	0	0	0.75	0.9	10.9		
Pelican Mountain	2	0	0.75	0	0	0	0	0.25	0	3		
St. Theresa	19	1	5	8	0	2	1	1	2	39		
Susa Creek	3	0	0.9	0	0	0	0	0.4	0.4	4.7		
Totals	151.82	1	18.95	24.5	0.75	3	2.4	8.61	12.8	223.83		

Staffing Update - August 14, 2018											Bulletin 5	
	Certified Staff	Educational Assistant II - PUF	Educational Assistant I	Educational Assistant II	School Community Liaison Worker	Family Community Liaison Advisor	Library Assistant	Native Language Instructor	Clerical	Total by School		
Anzac	6.5	0	0.6	1	0	0	0.5	1	1	10.6		
ADCS	21	0	2	2	0	0	0	1	0	26		
Bill Woodward	7.5	0	0	2.5	0	0	0.5	0	1	11.5		
Bishop Routhier	4	0	0	1	0	0	0	0.5	0	5.5		
Calling Lake	9	0	0	1	0.5	0	0	0.5	1	12		
Career Pathways	4	0	0	0	0	0	0	0	0	4		
Chipewyan Lake	2	0	0.7	0.75	0	0	0	0.3	0.25	4		
Conklin	3	0	1	0	0	0	0	0	0.5	4.5		
Elizabeth	9.82	0	1	1.5	0	0	0.4	0	0.5	13.22		
Father R. Perin	7	0	0	0	0	0	0	0	0	7		
Fort McKay	5	0	1	0	0	0	0	1	1	8		
Gift Lake	11	0	2	4	0	0	0	1	1	19		
Grouard	5	0	2	0	0	0	0	0	1	8		
Hillview	2	0	0	0.75	0	0	0	0.25	0.25	3.25		
J.F. Dion	5	0	0	2	0	0	0	0.66	1	8.66		
Mistassiniy	18	0	1	0	0	1	0	0	1	21		
Paddle Prairie	8	0	1	0	0.25	0	0	0.75	0.9	10.9		
Pelican Mountain	2	0	0.75	0	0	0	0	0.25	0	3		
St. Theresa	19	1	5	8	0	2	1	1	2	39		
Susa Creek	3	0	0.9	0	0	0	0	0.4	0.4	4.7		
Totals	151.82	1	18.95	24.5	0.75	3	2.4	8.61	12.8	223.83		

School Visits	
September 1, 2017 - June 30, 2018	
	Executive Team
Anzac	10
ADCS	25
Bill Woodward	13
Bishop Routhier	9
Career Pathways	12
Calling Lake	17
Chipewyan Lake	11
Conklin	10
Dr. Mary Jackson	17
East Prairie/Hillview	24
Elizabeth	11
Fort McKay	18
Fr. R. Perin	10
Gift Lake	23
Grouard	14
J.F. Dion	14
Kateri	6
Little Buffalo	16
Mistassiniy	21
Paddle Prairie	9
Peerless Lake	7
Pelican Mountain	12
St. Theresa	23
Susa Creek	11

Bulletin 6



MEDIA RELEASE

FOR IMMEDIATE RELEASE

June 21, 2018
Peace River, AB

Northland School Division and Northern Lakes College engage on program opportunities

Northland School Division No.61 (NSD) visited Northern Lakes College (NLC) at the Peace River campus on May 10, 2018 to engage in conversation about career-learning opportunities for high school students. NSD has approximately 2600 students in 24 schools across their service region that covers 288,347 square kilometers.

Ten principals from NSD travelled to the Peace River Campus and toured the Mobile Trades Lab with Ann Everatt, President and CEO, and Cherie Friesen, Chair of Resource Technology Programs, Trades and Technology at Northern Lakes College.

"NLC provides innovative solutions so northern students can access education and the Mobile Trades Labs are a great example. The College has collaborated with over 20 schools across the service region on dual credit programs," said Ann Everatt, President and CEO at Northern Lakes College. "Working together with the Northland School Division we hope to create positive impacts for high school students that will support their educational success."

One of the highlights from the conversation between the two institutions was supporting career opportunities in rural communities. NLC's Mobile Trades Labs have the mobility to travel to rural communities and offer trades training. This will give high school students the opportunity to learn in their own community, be exposed to hands-on trade's experiences, and explore postsecondary education. Students will have the experience and ability to match their skillsets to future career opportunities.

NSD and NLC had an open discussion on the integration of NLC training opportunities into secondary school programming. "Our focus is developing a sustainable career training strategy for NSD students," said Gord Atkinson, Superintendent of Schools, Northland School Division. We hope our conversations with NLC will result in more opportunities for students."

Creating awareness about learning opportunities among high school students is critical, especially in communities that are traditionally under-served. Communities depend on a strong and skilled workforce to sustain future economic growth. NSD and NLC invest in students and support their career opportunities that in turn will move a community towards sustainability and growth.



From left to right: Tim Stensland, Area 3 Associate Superintendent, Jill Gaudet, Paddle Prairie School Principal, Christoph Ruge, Area 2 Pedagogical Supervisor, Terri-Lynn McLeod, Mistassiniy School Vice-Principal, Ann Everatt, NLC President & CEO, Gord Atkinson, NSD Superintendent of Schools, Shelly Hamelin, Mistassiniy School Principal, Cal Johnson, Anzac School – Bill Woodward School Principal, Angela James, Career Pathways School Principal, Cherie Friesen, NLC Chair Trades & Resource Technology, Don Tessier, Pelican Mountain School Principal.

Northern Lakes College is a multi-campus college located in northern Alberta and is focused on providing relevant, quality programs through a distributed learning model, serving over 6,000 students annually. To meet regional needs, NLC offers a wide range of certificate and diploma programs in Business, Health Sciences and Allied Health, Human Services, Technology, Trades, University Studies, and Academic Upgrading. The College collaborates with Campus Alberta partners to offer degree completion opportunities throughout its service region, including a Bachelor of Education and a Bachelor of Social Work. Northern Lakes College also provides a wide variety of professional accreditation and certificate programs through its Continuing Education and Corporate Training Department. Northern Lakes College houses the Woodland Operations Learning Foundation (WOLF) to provide Forestry and related post-secondary and professional development programs.

For additional information contact:

Valerie Tradewell
Senior Director, External Relations
Northern Lakes College
780-849-8621

Northland School Division (NSD) is situated in some of the most stunning areas in northern Alberta. Covering 288,347 square kilometres, our schools are located near mountains, lakes, rivers, forests, and wetlands on Treaty 6 and 8 territories. We hold high respect for these traditional territories, their history, language, and culture. At NSD, 95% of the student population is of First Nations, Métis and Inuit descent. We have approximately 2600 students in 24 schools. Our schools are located in municipalities, First Nation reserves, and Métis Settlements.

Commitment: To inspire students to be the best they can be by providing outstanding holistic educational opportunities, with amazing staff and strong partnerships with families and communities.

Vision: "Our students love to come to school in Northland"

For additional information contact:

Curtis Walty
Communications Coordinator
Northland School Division No.61
780-624-2060 extension 6183



P.O. Bag 1400 9809 77th Avenue, Peace River, AB T8S-1V2
Phone: 1-800-362-1360 | 780-624-2060 | Fax: 780-624-5914
www.nsd61.ca | [Facebook.com/NorthlandSchoolDivisionNo61](https://www.facebook.com/NorthlandSchoolDivisionNo61) | [@Northland61](https://twitter.com/Northland61)

Northland Game 2018

For immediate release – June 4, 2018



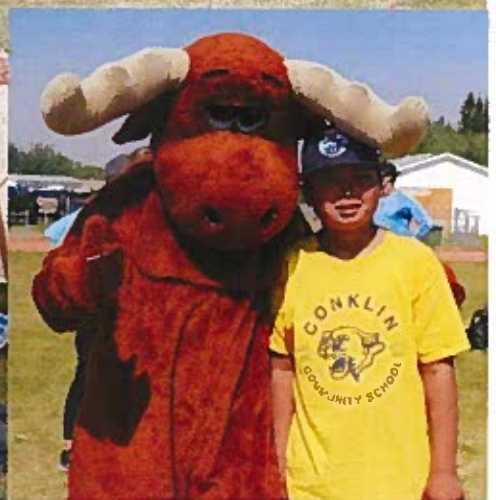
The Northland Games celebrated student athletics and Indigenous culture on May 25, 2018, at Mistassiniy School.

The event began with an opening ceremony. Thank you Elder Mike Beaver, the local drummers, Ward 6 Trustee Silas Yellowknee, Area 2 Associate Superintendent Nancy Spencer-Poitras and Mistassiniy School Principal Shelly Hamelin for welcoming everyone to an annual tradition at Northland School Division (NSD).

Hundreds of NSD student-athletes from across the province competed in track and field events. Elementary students participated in events like soccer kick, ball throw, standing long jump and relay races. Junior High and High School athletes competed in high jump, long jump, discus, shot put and various running disciplines.

In addition to the track and field events, students, parents, staff and community members were able to participate in traditional games and cultural activities. And the Northland Moose made a special appearance once again at the Northland Games.

Special thanks to the NSD maintenance department for preparing the track and fields for competition and to the volunteers who made the Northland Games possible.



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Northland celebrates high school graduates!



On June 23, 2018, Bill Woodward School hosted a graduation ceremony for eight graduates!



On June 29, 2018, Paddle Prairie School hosted a celebration for Kaylee Cardinal (left) and Steven Auger!



Also in June, Athabasca Delta Community School (Fort Chipewyan) hosted a celebration for grade 12 graduates!



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NSD running 3rd Annual Summer Reading Program

For immediate release – June 15, 2018



Northland School Division (NSD) is pleased to be running its 3rd Annual Summer Reading Program. The purpose of the program is to provide NSD students with high-quality reading materials they can read over the summer.

“Many of our communities do not have libraries and we want our students to have access to books,” Janette Cavanaugh, Division Principal Literacy. “It is well documented in the research that the summer reading slump is significant for many students. Our students deserve the access to these books so that we can mitigate the effect of the summer reading slump. Our teachers, staff, and students work so hard during the school year to raise their

reading levels. We do not want to lose ground.”

The Summer Reading Program is funded by Cenovus Energy which covers the cost of books. NSD school communities receive several hundred books to distribute over the summer. Many communities place books in health, youth and recreation facilities. The program is operating in 20 out of 21 NSD school communities and in three Kee Tas Kee Now Tribal Council Education Authority (KTCEA) school communities (Cadotte Lake, Atikameg and Loon River). Fort McKay School (NSD) is involved in another summer reading initiative.

For information about the Summer Reading Program please contact Janette Cavanaugh at 780-219-3105 or janette.cavanaugh@nsd61.ca.

For more information please contact:

Curtis Walty
Communications Coordinator
Northland School Division No.61
Office: 780-624-2060 extension: 6183
Cell: 780-219-1870
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NSD central office staff participate in Professional Learning Pebbles Training



On June 29, 2018, Northland School Division central office staff participated in Professional Learning Pebbles Training. The purpose of the training is to ensure staff understand First Nations, Métis and Inuit Foundational Knowledge. The training was facilitated by Indigenous Curriculum Pedagogical Supervisor Terry Lynn Cook. Before returning to the Northland family, Cook worked with the Alberta Teachers' Association as a Walking Together Consultant. She was one of six who helped train educators and school division staff throughout the

province. The information shared during the training includes:

- **Awareness:** Understanding historical, legal and contextual terminology pertaining to Indigenous peoples.
- **Acknowledgment:** Understanding the significance of revitalizing First Nations, Métis and Inuit cultures as supported by the *Truth and Reconciliation Commission of Canada: Calls to Action*.
- **Atonement:** Deepen awareness and knowledge of First Nations, Métis and Inuit beliefs, traditions and practices to advance reconciliation.
- **Action:** Planning your path to reconciliation.

In addition to discussing the above mentioned topics, central office staff participated in a series of activities to increase awareness. One activity saw staff draw a world view tree on a sheet of paper using felt markers. After drawing the leaves, the trunk and the roots, they wrote words explaining who they are. The other activity saw staff pass around a rock garden. Each person chose a rock from a glass bowl and explained what they think reconciliation is.

The Pebbles Training has been preparing educators for the new professional quality standards, effective September 1, 2019. The new Teaching Quality Standard, which hasn't been updated since 1997, requires staff to apply foundational knowledge about First Nations, Métis and Inuit. In addition, a quality standard has been developed for leaders (principals, vice-principal and central office staff other than the superintendent) and superintendents. Both standards require supporting the application of foundational knowledge about First Nations, Métis and Inuit.



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: 2018-2019 Board Meeting Schedule

ORIGINATOR: Administration

REFERENCE(S) & ATTACHMENTS: Policy 7 Board Governance and Operations
Board Annual Work Plan
Board Meeting Schedule (handout)

RECOMMENDATION:

THAT the Board of Trustees approve the 2018-2019 Board Meeting schedule, as attached.

BACKGROUND:

The 2018-2019 Board meeting date schedule was brought to the June Organization meeting. After review and discussion, the Board tabled the schedule and asked administration to draft a new schedule to include Friday and Saturday meetings in Edmonton.

RISK ANALYSIS:



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Policy 19, Appendix A Student Code of Conduct

ORIGINATOR: Alberta Government

REFERENCE(S) & Bill 24 – An Act to Support Gay Straight Alliances

ATTACHMENTS: Policy 19, Appendix A Student Code of Conduct

RECOMMENDATION:

THAT the Board of Trustees approve the housekeeping change to Policy 19, Appendix A Student Code of Conduct, as attached.

BACKGROUND:

After Policy 19, Appendix B Sexual Orientation and Gender Identity was adopted at the June 21, 2018 Corporate Board meeting, the department came back with the following suggested change to Policy 19, Appendix A Student Code of Conduct so the policies would all be in compliance with the requirements outlined in the Act to Support Gay-Straight Alliances, formerly known as Bill 24.

The two requests for changes are as follows:

1. Policy 19 is missing one sentence from Appendix A. Can you add a #8 to Appendix A (see sentence below) without seeking board approval?
 - 8. Support will be provided for students who are impacted by inappropriate behaviour, as well as for students who engage in inappropriate behaviour.
2. Although Policy 19 is linked from the NSD homepage, the Appendices A and B are not and need to be as well.

RISK ANALYSIS:

The risk in not adopting these changes are that we will not be in compliance with legislation.

Policy 19 – Appendix A

STUDENT CODE OF CONDUCT

The Board endorses a set of desirable personal and interpersonal character traits that incorporate universal values common to all religions and ethnic-cultural groups, including respect, integrity, empathy, compassion, independence, cooperation, responsibility and self-control.

Students are expected to learn, practice and develop such personal and interpersonal character traits and to contribute to the development of welcoming, caring, respectful and safe learning environments. Students are further expected to respect diversity and refrain from demonstrating any form of discrimination as set out in the Alberta Human Rights Act, including gender identity and gender expression as set out in the Alberta Bill of Rights. Students are to foster a sense of belonging amongst all students.

Within the aforementioned context, students are expected to pursue academic and cultural studies to maximize their individual potential in becoming self-reliant, responsive and contributing members of society.

Specifically

1. In displaying acceptable behaviour, students are expected to:
 - 1.1 Use their abilities and talents to gain maximum learning benefits from their school experiences;
 - 1.2 Contribute to a climate of mutual trust and respect conducive to effective learning, personal development, and social living;
 - 1.3 Co-operate fully with everyone authorized by the Board to provide education programs and other services;
 - 1.4 Comply with all applicable federal, provincial and municipal laws, and the rules of the Division and school;
 - 1.5 Account to their teachers for their conduct;
 - 1.6 Attend school regularly and punctually;
 - 1.7 Use non-violent means to resolve conflict;
 - 1.8 Treat all other students and staff with dignity, respect and fairness at all times;
 - 1.9 Contribute to a learning environment that is free from physical, emotional, and social abuse;
 - 1.10 Take appropriate measures to help those in need; and
 - 1.11 Demonstrate honesty and integrity.
2. Students are accountable for demonstrating respect for:
 - 2.1 Authority;
 - 2.2 Others and their property;

- 2.3 School property, equipment and textbooks; and
 - 2.4 Differences in ethnicity, race, religion, gender and sexual orientation.
3. Students are prohibited from engaging in unacceptable behaviour, whether it occurs within the school building, during the school day or by electronic means.

Examples of such behaviours include, but are not limited to:

- 3.1 Use, possession of, sale, distribution of or active contact with, a weapon on a student's person, in a student's locker or desk, on Board property, or in a vehicle on Board property used by a student or occupied by a student as a passenger;
 - 3.2 Threats;
 - 3.3 Conduct which endangers others;
 - 3.4 Encouraging conduct which endangers or may endanger others;
 - 3.5 Encouraging unacceptable conduct;
 - 3.6 Use or display of improper, obscene or abusive language;
 - 3.7 Distribution or display of offensive messages or pictures;
 - 3.8 Theft, including identity theft;
 - 3.9 Assault;
 - 3.10 Willful damage to school or others' property;
 - 3.11 Use, possession of, distribution of, or active contact with, or collection of money for illicit drugs, alcohol, or inhalants in school, on Board property or in the context of any school-related activity;
 - 3.12 Attending school or any school-related activity under the influence of illicit drugs, alcohol or inhalants;
 - 3.13 Personal or sexual harassment;
 - 3.14 Hazing, initiation activities; the formation or the operation of sororities, fraternities, gangs and secret organizations;
 - 3.15 Extortion;
 - 3.16 Disruptive behaviour, willful disobedience or defiance of authority;
 - 3.17 Interfering with the orderly conduct of classes or the school;
 - 3.18 Tampering with fire alarms and safety equipment;
 - 3.19 Criminal activity;
 - 3.20 Contravention of the school's code of conduct;
 - 3.21 Workplace violence;
 - 3.22 Bullying, including cyber-bullying; and
 - 3.23 Inappropriate information technology use.
4. Unacceptable student behaviour:
- 4.1 May be grounds for disciplinary action; and

- 4.2 Provides an opportunity for critical learning in the areas of:
 - 4.2.1 Personal accountability and responsibility;
 - 4.2.2 The development of empathy;
 - 4.2.3 Conflict resolution;
 - 4.2.4 Communication; and
 - 4.2.5 Social skills development.
5. When responding to unacceptable student behaviour, the following are to be considered:
 - 5.1 The effect of the student's behaviour upon other students, the staff, the school, and the community;
 - 5.2 The nature of the action or incident that calls for disciplinary or alternative measures;
 - 5.3 The student's previous conduct and previous interventions;
 - 5.4 The student's age, maturity and abilities;
 - 5.5 The impact of proposed action on the student's future behaviour;
 - 5.6 The student's learning needs; and
 - 5.7 Any other information considered appropriate or relevant.
6. The consequences of unacceptable behaviour may be:
 - 6.1 Assignment of a student whose behaviour is unacceptable, disruptive or destructive to an alternate supervised location;
 - 6.2 Short term removal of privileges;
 - 6.3 Detention;
 - 6.4 Use of reasonable force as required by way of correction to restrain a student from carrying out a violent or destructive act that could harm the student or others;
 - 6.5 Alternative interventions such as community conferencing or other forms of restorative justice;
 - 6.6 Corrective student transfer;
 - 6.7 Suspension; and
 - 6.8 Recommendation for expulsion.
7. Students will contribute, to the greatest extent possible, to a learning environment that is well-ordered, peaceful, safe, non-threatening, and conducive to learning and optimal growth.
- 7.8. Support will be provided for students who are impacted by inappropriate behavior, as well as for students who engage in inappropriate behavior.

Legal Reference: Section 12, 16.1, 18, 20, 24, 25, 45, 45.1, 50, 60, 61, 105, 113 School Act
Alberta Bill of Rights
Alberta Human Rights Act
Canadian Charter of Rights and Freedoms
Criminal Code



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES
SUBMITTED BY: Maddy Daniels, Board Chair
SUBJECT: Board Chair Report
ORIGINATOR:
REFERENCE(S) & ATTACHMENTS: Board Chair Report

DATE: August 23, 2018

RECOMMENDATION:

That the Board of Trustees accept as information, the Board Chair Report as presented and attached.

BACKGROUND:

RISK ANALYSIS:

Board Chair Report

August 23, 2018



BOARD OF TRUSTEES

WARD 1
CHAIR
MADDY DANIELS

WARD 2
CATHY WANYANDIE

WARD 3
RANDY ANDERSON

WARD 4
JESSE LAMOUCHE

WARD 5
LOUIS CARDINAL

WARD 6
SILAS YELLOWKNEE

WARD 7
ROBIN GUILD

WARD 8
LORETTA GLADUE

WARD 9
RUBI SAKESKANIP

WARD 10
VICE-CHAIR
JULES NOKOHO

WARD 11
KAREN TELFORD

June 2018		
26	Peace River	Education Review/Paper signing
27	Paddle Prairie	Awards Ceremony/ Supper
28	Peace River/ Gift Lake/ High Prairie	Meet and Greet with Minister Freehan/ School Council Meeting
29	Paddle Prairie	Paddle Prairie Graduation and Supper
30	Peace River	Meet and Greet with Minister Eggen
July 2018		
3	Paddle Prairie	NLC Meeting
9-10	High Prairie	Attended the Treaty 8 Gathering in High Prairie
August 2018		
9	Edmonton	Board Agenda Review
14-18	Medicine Hat	PSBC Meeting
22	Edmonton	COTW Meeting
23	Edmonton	Board Meeting

Upcoming Dates Scheduled

Aug 24-25	Canmore	ASBA Summer Leadership Conference
Sep 5-7	St. Albert	Board Retreat
Sept 12	Peace River	ASBA Zone 1/Friends of Education Meeting

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
			Trustee Expense		Trustee Expense	
5	6	7	8	9	10	11
				AP Cheque Run 10am - Board		
12	13	14	15	16	17	18
			Trustee Expense	Public School Board Council Meeting - Medicine Hat @ Medicine Hat Lodge Hotel, 1051	Trustee Expense	
19	20	21	22	23	24	25
			AP Cheque Run 7 pm - COTW	8:30am - Corporate	ASBA Summer Leadership - Canmore @	
26	27	28	29	30	31	1
	Trustee Expense			AP Cheque Run		

Trustee Calendar

Sep 2018 (Mountain Time - Edmonton)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 Trustee Expense	28	29	30 AP Cheque Run	31	1
2	3	4	5	6	7	8
			Board Retreat - St. Albert @ Star of the North Retreat Centre, 3 A			
9	10	11	12 9:30am - ASBA Zone	13	14	15
16	17 4pm - Meet and	18	19	20	21	22
23	24	25	26	27	28 9:30am - Zone 2/3	29
30	1	2	3	4	5	6

Trustee Calendar

Oct 2018 (Mountain Time - Edmonton)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

PSBAA FGM - Edmonton @ DoubleTree by Hilton Hotel West

TRUSTEE EXPENSE SUMMARY**AS OF August 10, 2018**

	YTD	BUDGET	BUDGET REMAINING	% SPENT
Board Expenses				
Trustee Remuneration	\$183,783.00	\$108,000.00	-\$75,783.00	170.17%
Trustee Employee Benefits	\$32,122.58	\$36,000.00	\$3,877.42	89.23%
In-service Board of Trustees	\$1,424.99	\$60,000.00	\$58,575.01	2.37%
Legal Fees	\$1,771.20	\$25,000.00	\$23,228.80	7.08%
Professional Services	\$36,718.04	\$60,000.00	\$23,281.96	61.20%
Advertising	\$0.00	\$3,000.00	\$3,000.00	0.00%
ASBA/PSBA Fees	\$39,330.94	\$38,000.00	-\$1,330.94	103.50%
Office Supplies	\$2,644.41	\$5,000.00	\$2,355.59	52.89%
Printing and Binding	\$3,074.35	\$3,500.00	\$425.65	87.84%
Postage	\$371.73	\$4,000.00	\$3,628.27	9.29%
Travel and Subsistence - Trustees	\$188,810.95	\$40,000.00	-\$148,810.95	472.03%
Insurance (liability)	\$171.65	\$250.00	\$78.35	68.66%
Telephone	\$3,665.83	\$3,000.00	-\$665.83	122.19%
Awards	\$23,486.26	\$25,000.00	\$1,513.74	93.95%
Furniture and Equipment	\$0.00	\$1,000.00	\$1,000.00	0.00%
	\$517,375.93	\$411,750.00	-\$105,625.93	125.65%
Board Committees				
Travel and Subsistence-Personnel	393.26			
NSD Engagement		\$30,000.00	\$30,000.00	0.00%
	\$393.26	\$30,000.00	\$30,000.00	\$0.00
TOTALS	\$517,769.19	\$441,750.00	-\$75,625.93	117.21%
TO BE EXPENSED:				
August board meeting and expenses	\$25,000.00			
TOTALS	\$542,769.19	\$441,750.00	-\$101,019.19	122.87%
TOTALS	\$542,769.19	\$441,750.00	-\$101,019.19	122.87%



ALBERTA
EDUCATION

Office of the Minister

ARI03015

August 7, 2018

Mrs. Judy Muir
Chairperson
Northern Gateway Public Schools
PO Box 840
Whitecourt AB T7S 1N8

Dear Mrs. Muir:

Thank you for your June 28, 2018 letter on behalf of your Board of Trustees requesting an adjustment to Northern Gateway Public School's jurisdictional boundaries.

I appreciate the information you have provided regarding the developments in the Fox Creek and Whitecourt areas. Alberta Education staff are currently conducting a review of these two areas. You should receive an update on the status of the review in September 2018.

If you have any questions or concerns about this matter, please contact Emily Ma, Education Manager with the Business Operations and Stakeholder Support Branch, at 780-422-0311 (toll-free in Alberta by first dialing 310-0000) or emily.ma@gov.ab.ca.

I wish your board all the best as you prepare for the 2018/19 school year.

Sincerely,

David Eggen
Minister

cc: Maddy Daniels, Board Chair, Northland School Division

AUG 13 2018



NORTHLAND SCHOOL DIVISION NO. 61

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: Gord Atkinson, Superintendent of Schools

SUBJECT: Superintendent Report

ORIGINATOR:

REFERENCE(S) & ATTACHMENTS: Superintendent Report
Policy 12 Role of the Superintendent
Board Work Plan (1.2)

RECOMMENDATION:
THAT the Board of Trustees accept as information the Superintendent Report as presented and attached.

BACKGROUND:
 Reports required as part of Policy 12, Role of the Superintendent and the Board Work Plan.

RISK ANALYSIS:



Superintendent's Report

August 23, 2018

KTCEA/NSD Meeting	June 25, 2018
Management meeting to discuss the final details of the transfer of Little Buffalo School, Peerless Lake School, and Kateri School to Kee Tas Kee Now Education Authority.	
Regional Education Program Review Final Report & Recommendation Meeting	June 26, 2018
Meeting to discuss the final report for the regional education program review for the High Prairie region schools.	
Dr. Mary Jackson School Visit	June 27, 2018
Met with staff and community members on the last day of school.	
Classroom Champions Teleconference	June 27, 2018
Teleconference regarding an opportunity to connect Indigenous Olympic athletes with NSD students.	
OH&S Meeting	June 28, 2018
OH&S committee meeting regarding safety incidents, online training update, and other divisions actions regarding Bill 30.	
Gift Lake School Council Meeting Supper Meeting	June 28, 2018
Met with Gift Lake school council and community members.	
Northland - Capital Investment Strategy Meeting	June 29, 2018
Met with Alberta Education, Alberta Infrastructure, and representatives from Edmonton Public School Board (EPSB) to discuss the plan to go forward for EPSB to evaluate the condition of NSD's school infrastructure.	
National Trustee Gathering on Aboriginal Education & Canadian School Boards Association Conference	July 2 - 6, 2018
"Navigating the Waters: Guiding the way through relationships, stewardship and leadership in education". The gathering and conference had a traditional Mi'kmaq feast and celebration, keynote speakers, workshops, student performances, and traditional art.	

Edmonton Public School Board and NSD Framework Meeting	July 13, 2018
Met with Edmonton Public to begin the Proposed Scope of Work and Terms of Reference for the facility evaluations.	
KTCEA and NSD Educational Services Agreement Meeting	August 8, 2018
Management meeting regarding the draft educational services agreement between Kee Tas Kee Now Education Authority and NSD.	
Interview for Assistant Supervisor of Leadership Growth	August 9, 2018
Interviewed for an Assistant Supervisor of Leadership Growth. This role will provide support to new principals and aspiring leaders.	
College of Alberta Superintendents (CASS) Summer Learning Conference	August 14-16, 2018
The conference used the Learning Module approach to design learning. CASS members had the opportunity to complete a professional learning module to support the work we do as System Leaders.	
OH&S Director Interviews	August 17, 2018
Interviewed for the OH&S Director position. This position will report directly to the Superintendent and have a district wide safety and legislation responsibility.	
New Principal/New Teacher Orientation, and Administrators' Meeting	August 20 - 22, 2018
New teachers and new principals gathered in Grouard for orientation to the division. Agenda items include planning for leadership, literacy initiative & data, attendance initiative & data, professional learning Pebbles, First Nations, Métis and Inuit blanket exercise, working with the new governance structure, communication, and much more.	

Committed Dates

ASBA Summer Leadership	August 24-25, 2018
Attendance Update with Alberta Education	August 27, 2018
Cross Ministry Meeting with Alberta Education	August 27, 2018

Northland School Division Enhancement Funding Meeting with Alberta Education	August 27, 2018
Family Wellness Workers Orientation	August 28, 2018
ATC Board of Directors Meeting	August 30, 2018
Board Retreat	September 5-7, 2018
ASBA Zone 1 - Peace 10	September 12, 2018



Program Syllabus

Date	Topic
February 14, 2018	Program Orientation (½ day) → Half day face to face meeting to review program and commitments → Introduction to Leadership in Northland and the Province of Alberta → Book Study - <i>The Principal</i> by Michael Fullan
March 2018	Foundations in Educational Leadership → Alberta School Act → Northland Act → Book Study (cont)
April 2018	Standards → Teacher Quality Standard → Principal Quality Practice Guidelines & the new School Leader Quality Standard → Book Study (cont)
May 2018	Parent & Community Engagement → How to effectively gather input → Role of School Council → Book Study (cont)
July 9-11, 2018	Leadership Boot Camp (July 9-11, 2018) → Revised Teacher & School Leaders Standards drafts → Monitor/supervise/coach → OH&S → Inclusion in Northland
October 2018	Instructional Leadership for Assessment (Pt 1) → Formative Assessment → Summative Assessment
November 2018	Instructional Leadership for Assessment (Pt 2) → Individual Student Plans → Coaching → Reporting Student Progress
January 2019	Management → Managing School Operations → Budget



NORTHLAND SCHOOL DIVISION NO. 61

INFORMATION TO THE BOARD OF TRUSTEES

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: TRUDY RASMUSON, SECRETARY-TREASURER

SUBJECT: SUBSTANTIVE BUDGET ADJUSTMENTS

ORIGINATOR:

REFERENCE(S) & ATTACHMENTS:

BACKGROUND:

In Policy 2, Role of the Board – Fiscal Accountability, section 5.5 states, “Approve substantive budget adjustments when necessary.” A definition of “a substantive” adjustment is needed.

Several sources for information (auditors, other boards) were polled, with mixed results. However, after assessing all the information, this is the recommendation, for definition within AP 500, Budgets:

The Secretary-Treasurer will obtain approval for net increases to the overall budget in the amount of \$125,000 or more at the next board meeting following the discovery of the overage, or the possibility of an overage. This amount equates to 0.2% of the overall budget, and, if the budget increases or decreases, the Secretary-Treasurer may want to review the approval threshold.

RISK ANALYSIS:

The risk for not having a definition is that the board may be expecting to approve different amounts than the administration does. It is important to balance the board’s expectation for information and administration’s ability to deal with issues as they come up.



NORTHLAND SCHOOL DIVISION NO. 61

INFORMATION TO THE BOARD OF TRUSTEES

TO: THE BOARD OF TRUSTEES **DATE:** August 23, 2018

SUBMITTED BY: TRUDY RASMUSON, SECRETARY-TREASURER

SUBJECT: APPOINTMENT OF EXTERNAL AUDITORS

ORIGINATOR:

REFERENCE(S) & ATTACHMENTS:

BACKGROUND:

The external auditor was appointed by board motion at the August 10, 2017 Special Board meeting. The motion that was carried is as follows:

APPOINTMENT OF EXTERNAL AUDITOR
24402/17

Lois Byers, Official Trustee moved that the Board of Trustees appoint the firm of Hawkings, Epp, Dumont as the external auditors for Northland School Division No. 61 on a three (3) year contract, for school years 2017/18, 2018/19 and 2019/20, with a provision to terminate the contract, if necessary.

CARRIED

RISK ANALYSIS: