



**NORTHLAND SCHOOL DIVISION  
REGULAR BOARD MEETING NO. 20-09  
AGENDA**

Location: Teleconference/in-person meeting

In-person at Courtyard by Marriott, Edmonton West, 10011-184 St. N.W. Edmonton

Date & Time: Saturday, September 19, 2020 9:00 am – 4:30 pm

*If you would like to join the public meeting, please contact Communications Coordinator Curtis Walty at 780-624-2060  
Extension 6183 or [curtis.walty@nsd61.ca](mailto:curtis.walty@nsd61.ca).*

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

**A. CALL TO ORDER Chair Guild**

No.	Title	Responsible	Action	Page No.
1.	Recognition of Traditional Lands	Chair Guild		
2.	Opening Prayer, Cultural Reflection or Reflection	Trustee Cardinal		
3.	Oaths of Office	Chair Guild		3
4.	Approval of Agenda	All	Motion to approve	
5.	In-Camera	All	Motion in/out of in-camera	

**B. MINUTES**

No.	Title	Responsible	Action	Page No.
1.	Organization Meeting Minutes June 26, 2020	All	Motion to approve	4
2.	Board Meeting Minutes, June 26, 2020	All	Motion to approve	8
3.	Special Board Meeting Minutes, July 21, 2020	All	Motion to approve	15
4.	Special Board Meeting Minutes August 20, 2020	All	Motion to approve	17
5.	Business Arising from Previous Meetings - Board Action Items	Superintendent Spencer-Poitras	Information	20

**C. CONSENT AGENDA (Motion to approve)**

No.	Title	Responsible	Action	Page No.
1.	Superintendent Report	Superintendent Spencer-Poitras	Information	23
2.	Association Reports	All	Information	
3.	Committee and/or Board Representative Reports	All	Information	
4.	Trustee Activity Reports	Trustees	Information	
5.	Enrolment Report	Associate Superintendent Oginski	Information	30

**D. ACTION ITEMS**

No.	Title	Responsible	Action	Page No.
1.	Monthly Financial Report	Secretary - Treasurer Aird	Information	32
2.	Bylaw for Ward 5 and 6	Secretary - Treasurer Aird	Motion to approve	34



# NORTHLAND SCHOOL DIVISION NO. 61

## REGULAR BOARD MEETING NO. 20-09

3.	Capital Maintenance Renewal Updates	Superintendent Spencer-Poitras	Motion to approve	47
4.	Bus Driver Salary Increase	Superintendent Spencer-Poitras	Motion to approve	49
5.	Organizational Chart	Superintendent Spencer-Poitras	Information	50

**D. RECESS**

**E. Tech Talk with Tim Stensland – Associate Superintendent Area 3**

**F. MONITORING REPORTS (Motion to Approve)**

No.	Title	Responsible	Action	Page No.
1.	Board Chair Highlights <ul style="list-style-type: none"> <li>- Teacher Housing Renovation Project Approved For Funding Letter</li> <li>- Thank you Letter from Alberta Education for Efforts To Improve Outcomes For Students</li> <li>- Northern Lights Public Schools Letter to Minister of Education</li> </ul>	Chair Guild	Information	53
2.	Superintendent Highlights	Superintendent Spencer-Poitras	Information- Discussion	58
3.	Associate Superintendent Report	Associate Superintendent Madden	Information- Discussion	60
4.	Student Engagement Attendance & Completion Report	Director of Student Engagement, Attendance, & Completion	Information	63
5.	Personnel Department Report	Associate Superintendent HR Oginski	Information	70
6.	Communications Department Report	Communication Coordinator Walty	Information	Presentation

**G. PRELIMINARY DISCUSSION OF BOARD ITEMS**

No.	Title	Responsible	Action
1.	Community Groups to Engage	Chair Guild	

**H. ADJOURNMENT & CLOSING CULTURAL REFLECTION**

*“Our students love to come to school in Northland”*



## OATHS OF OFFICE

### School Board Trustee

Form B  
(Section 2)  
OFFICIAL OATH

#### **OATHS OF OFFICE ACT – (R.S.A. 2000, CHP 0-1, S.2)**

I, Carmen Laboucane, swear that I will diligently, faithfully and to the best of my ability execute according to law, the office of School Board Trustee.

So help me God.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Robin Guild, Board Chair

Oath of Office Section 75 Education Act

Statutes of Alberta, 2012  
Chapter E-0.3

*Every trustee shall take and subscribe to the official oath prescribed by the Oaths of Office Act before commencing the trustee's duties, and deposit the oath with the secretary of the board.*



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** June 26, 2020 Organizational Minutes  
**REFERENCE(S) & ATTACHMENTS:** June 26, 2020 Organizational Minutes

**RECOMMENDATION:**

**THAT the Board of Trustees approve the June 26, 2020 Organizational minutes as presented.**

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**RISK ANALYSIS:**

None

MINUTES OF THE NORTHLAND SCHOOL DIVISION  
NO. 61 BOARD OF TRUSTEES ORGANIZATIONAL  
MEETING ON JUNE 26, 2020 HELD AT COURTYARD  
BY MARRIOTT EDMONTON, AB.

MEMBERSHIP		
x	Vacant	• Trustee Ward 1
✓	Cathy Wanyandie	• Trustee Ward 2
✓	Randy Anderson	• Trustee Ward 3
✓	Jesse Lamouche	• Trustee Ward 4
x	Louis Cardinal	• Trustee Ward 5
x	Silas Yellowknee	• Trustee Ward 6 (via telephone)
✓	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
✓	Dr. Nancy Spencer-Poitras	• Superintendent of Schools
✓	Dr. Tim Stensland	• Associate Superintendent
✓	Dermod Madden	• Associate Superintendent
✓	Wes Oginski	• Associate Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant

CALL TO ORDER

Secretary-Treasurer Rasmuson called the meeting to order at 9:07 a.m. and will chair the meeting until a Chair is elected, as per Board policy.

OPENING  
CULTURAL  
REFLECTION

Trustee Nokohoo give the opening cultural reflection.

Secretary-Treasurer Rasmuson acknowledged and recognized the traditional land, where the meeting was held.

NOMINATION  
PROCEDURES

Secretary-Treasurer Rasmuson presented the Nomination Procedures for the election of Chair and Vice-Chair.

25062/20

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

CARRIED

DECLARATION  
OF INTEREST  
FOR BOARD

Each Board member was given one opportunity to declare his or her intent to seek the office of Board Chair. Trustee Guild stated he would allow his name to stand

- CHAIR 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.
- 25063/20 Trustee Wanyandie moved Robin Guild be nominated as Chair by acclamation.
- ADOPTION OF AGENDA Chair Guild called for additions and/or deletions to the agenda.
- 25064/20 Trustee Telford moved that the agenda be adopted, as presented.
- 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. Trustees Nokohoo stated that he would allow his 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.
- NOMINATION OF VICE-CHAIR CANDIDATES 25065/20 Trustee Guild moved Jules Nokohoo be nominated as vice-chair by acclamation.
- CARRIED
- 2020-2021 BOARD MEETING SCHEDULE The Board reviewed and discussed the schedule of dates prepared by administration for the 2020-2021 Board meetings.
- Change all board meeting dates to Saturdays.
- 25066/20 Trustee Wanyandie moved to approve the 2020-2021 Board Meeting Schedule, as amended.
- CARRIED

2020-2021  
BOARD  
COMMITTEE  
SCHEDULE

25067/20 Trustee Lamouche moved that the Board of Trustees approve the 2020-2021 Board Committee Schedule as amended.

CARRIED

2020-2021 BOARD  
REPRESENTATIVES

Secretary-Treasurer Rasmuson presented the Representative Appointments list. It will stay the same as 2019-20.

25068/20 Trustee Wanyandie moved that the Board of Trustees approve the 2020-2021 Board Representatives, as amended.

CARRIED

ADJOURN

25069/20 Trustee Wanyandie moved that the Board of Trustees declare the meeting adjourned at 10:18 a.m.

CARRIED

CLOSING  
CULTURAL  
REFLECTION

It was decided to close at end of day with the cultural reflection, so it was postponed until the end of the public board meeting.

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Robin Guild, Board Chair

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Dr. Nancy Spencer-Poitras, Superintendent of Schools

Recording Secretary: Krystal Potts, Executive Assistant



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** June 26, 2020 Corporate Board Meeting Minutes  
**REFERENCE(S) & ATTACHMENTS:** June 26, 2020 Corporate Board Meeting Minutes

**RECOMMENDATION:**

**THAT the Board of Trustees approve the June 26, 2020 Corporate Board Meeting Minutes as presented.**

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**RISK ANALYSIS:**

None





# NORTHLAND SCHOOL DIVISION NO. 61

## REGULAR BOARD MEETING NO. 20-06

### MINUTES

Location: Courtyard by Marriott  
10011 184 St NW, Edmonton, AB T5S 0C7, Canada

Join Zoom Meeting  
<https://zoom.us/j/99494197015>  
Zoom Meeting ID 994 9419 701594

Date & Time: Friday, June 26, 2020 AT 9:00 AM

Present - Trustees: Cathy Wanyandie – Ward 2, Randy Anderson – Ward 3, Jesse Lamouche – Ward 4, Robin Guild – Ward 7 Chair, Loretta Gladue – Ward 8, Rubi Shirley – Ward 9, Jules Nokohoo – Ward 10 Vice-Chair, Karen Telford – Ward 11

Present – Staff: Dr. Nancy Spencer-Poitras – Superintendent, Joseph Pearce – Area 2 Associate Superintendent, Tim Stensland – Area 3 Associate Superintendent, Wes Oginski – Associate Superintendent HR, Trudy Rasmuson – Secretary-Treasurer, Curtis Walty – Communications Coordinator, Krystal Potts - Executive Assistant

Absent: Vacant – Ward 1, Louis Cardinal – Ward 5, Silas Yellowknee – Ward 6

#### **A. CALL TO ORDER Chair Guild**

##### **A1. Call to Order**

Chair Guild called the meeting to order at 10:29 am with a traditional lands' acknowledgement.

##### **A2. Opening Reflection**

The opening reflection was given in the organizational meeting.

##### **A3. Adopt Agenda**

MOTION: Trustee Telford moved that the Board of Trustees acknowledge that Trustees have reviewed and approve the agenda as presented.

**CARRIED 25070/20**

##### **A4. In-Camera Session**

MOTION: Trustee Nokohoo moved that the meeting go in-camera at 10:32 a.m.

**CARRIED 25071/20**



**Regular Session**

MOTION: Trustee Anderson moved that the meeting revert back to regular session at 11:38 a.m.

**CARRIED 25072/20**

<b>B. CONSENT AGENDA</b>
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**B1. Adopt Consent Agenda**

MOTION: Trustee Anderson moved that the Board of Trustees approves the consent agenda which approves the items as follows:

B1 - Minutes of May 22, 2020 Board meeting are approved as attached.

The following reports are received as information:

- B2 - Board Action Items
- B3 - Superintendent Report
- B4 – Association Reports
- B5 - Committee and/or Board Representative Reports
- B6 – Trustee Activity Report

**ACTION:** Take the board minutes and monthly financial report out of the consent agenda and into put into action items.

**CARRIED 25073/20**

<b>C. ACTION ITEMS</b>
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**C. MONTHLY FINANCIAL REPORTING**

Trustee Anderson moved that the Board of Trustees approves the monthly financial reporting as information.

**CARRIED 25074/20**

**C1. NOMINATE ASBA ZONE 1 FRIEND OF EDUCATION AWARD**

MOTION: Trustee Wanyandie moved that the Board of Trustees approve Cenovus Energy as the ASBA Zone 1 Friends of Education Award for Northland School Division.

**CARRIED 25075/20**



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**NORTHLAND SCHOOL DIVISION NO. 61**  
**REGULAR BOARD MEETING NO. 20-06**

**C3. TRANSFER OF SCHOOL FOOD SERVICES EQUIPMENT**

MOTION: Trustee Anderson moved that the Board of Trustees approve the transfer of kitchen equipment for Caslan and Kikino Schools to Northern Lights School Division, for Jousard School to High Prairie School Division and for Red Earth School to Peace River School Division, for the sum of \$1 from each division.

**CARRIED 25076/20**

**C4. CHANGE TO WARDS 5, 6 AND 7 BOUNDARIES**

MOTION: Trustee Telford moved that the Board of Trustee table this to the September 2020 board meeting.

**CARRIED 25077/20**

**C5. EXTERNAL AUDITOR – YEAR-END AUDIT PLAN**

MOTION: Trustee Nokohoo moved that the Board of Trustees approve the 2019-2020 audit plan as presented.

**CARRIED 25078/20**

Recess 12:02 pm – 12:51 pm

**C6. APPOINTMENT OF WARD 1 COMMUNITY LIAISON**

MOTION: Trustee Lamouche moved to hold a by-election for Ward 1 as soon as reasonably possible in Paddle Prairie so long as it meets COVID-19 guidelines.

**CARRIED 25079/20**

**C7. CAPITAL MAINTENANCE RENEWAL (CMR) REPORT**

MOTION: Trustee Telford moved that the Board of Trustees receive as information, the Capital Maintenance Renewal Report, as attached.

**CARRIED 25080/20**

**ACTION:** Trustee Guild asked administration to bring back an overview of the work that has been done.



Board Package Page 12

**NORTHLAND SCHOOL DIVISION NO. 61**  
**REGULAR BOARD MEETING NO. 20-06**

**C8. CHAIR HONORARIUM**

MOTION: Trustee Nokohoo moved that the Board of Trustees approve the change to the Board Chair per diem from \$275 to \$225, to align with the per diem received by the trustees effective immediately.

**CARRIED 25081/20**

**C9. POLICY 2 APPENDIX A BOARD ANNUAL WORKPLAN HOUSEKEEPING**

MOTION: Trustee Nokohoo moved that the Board of Trustees approve housekeeping changes to Policy 2 Appendix A Board Annual Workplan, as attached.

**CARRIED 25082/20**

**C10. POLICY 9 BOARD REPRESENTATIVES HOUSEKEEPING**

MOTION: Trustee Anderson moved that the Board of Trustees approve housekeeping changes to Policy 9 Board Representatives, as attached.

**CARRIED 25083/20**

**C11. POLICY 19 APPENDIX B HOUSEKEEPING**

MOTION: Trustee Anderson moved that the Board of Trustees approve housekeeping changes to Policy 19 Appendix B - Sexual Orientation and Gender Identity, as attached.

**CARRIED 25084/20**

**C12. POLICY UPDATES TO THE EDUCATION ACT**

MOTION: Trustee Anderson moved that the Board of Trustees approve Policy 1, 2, 2B, 2C, 3, 3A, 7, 7A, 11, 12, 12B, 13, 14, 17, 18, 19, 19A, 20, and 21 to be updated to the Education Act.

**CARRIED 25085/20**



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**NORTHLAND SCHOOL DIVISION NO. 61**  
**REGULAR BOARD MEETING NO. 20-06**

**C13. SCHOLARSHIP & BURSARY AWARDS**

MOTION: Trustee Lamouche moved that the Board of Trustees receive as information, from the Scholarship and Bursary Committee, the recipients of scholarships and bursaries with funds coming from the current year budget, as attached.

**CARRIED 25086/20**

**C14. TENDERS FOR ROOFING REPAIRS FOR CALLING LAKE AND ST. THERESA SCHOOLS**

MOTION: Trustee Nokohoo moved that the Board of Trustees approve the winning bid of \$143,020 plus GST to Goodmen Roofing Ltd. for the Calling Lake School roof and \$270,870 plus GST to Knights Roofing for the St. Theresa School roof.

**CARRIED 25087/20**

E. **Recess:** 2:00 pm – 2:14 pm

<b>F. MONITORING REPORTS (Motion to receive as information)</b>
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**F1. Monitoring Reports**

MOTION: Trustee Telford moved that the Board of Trustees accept as information the Monitoring Reports as presented and attached.

**CARRIED 25088/20**

- F1. Board Chair Highlights
- F2. Superintendent Highlights
- F3. Area 3 Associate Superintendent Report
- F4. FNMI Department Report
- F5. Personnel Department Report
- F6. School Food Services Department Report

<b>F. PRELIMINARY DISCUSSION OF BOARD ITEMS</b>
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<b>G. ADJOURNMENT &amp; CLOSING CULTURAL REFLECTION</b>
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**1. Adjournment**

*“Our students love to come to school in Northland”*



**NORTHLAND SCHOOL DIVISION NO. 61**

**REGULAR BOARD MEETING NO. 20-06**

MOTION: Trustee Wanyandie moved that the Board of Trustees declare the meeting adjourned at 3:45 p.m.

**CARRIED 25089/20**

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Robin Guild, Board Chair

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Dr. Nancy Spencer-Poitras, Superintendent of Schools



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** July 21, 2020 Special Board Meeting Minutes  
**REFERENCE(S) & ATTACHMENTS:** July 21, 2020 Special Board Meeting Minutes

**RECOMMENDATION:**  
THAT the Board of Trustees approve the July 21, 2020 Special Board Meeting minutes as presented.

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**RISK ANALYSIS:**  
None



**NORTHLAND SCHOOL DIVISION  
SPECIAL BOARD MEETING 20-07  
MINUTES**

Location: Zoom Meeting  
Date & Time: Tuesday, July 21, 2020 at 6:00 p.m.

Present - Trustees: Robin Guild, Board Chair, Jules Nokohoo, Vice-Chair, Randy Anderson, Ward 3 Trustee, Jesse Lamouche, Ward 4 Trustee, Louis Cardinal, Ward 5 Trustee, Loretta Gladue, Ward 8 Trustee, Rubi Shirley, Ward 9 Trustee, Karen Telford, Ward 11 Trustee

Present – Staff: Dr. Nancy Spencer-Poitras, Superintendent of Schools, Curtis Walty, Communications Coordinator

Regrets: Cathy Wanyandie, Ward 2 Trustee, Silas Yellowknee, Ward 6 Trustee

**A. CALL TO ORDER**

1. Chair Guild called the meeting to order at 6:02 p.m.

Board Chair Robin Guild provided the land acknowledgement and a cultural reflection.

2. Adopt Agenda

MOTION: Trustee Guild moved that the Board of Trustees acknowledge that Trustees have reviewed and approve the agenda as presented. **25090/20 CARRIED**

**B. AGENDA**

**Regular Session**

MOTION: Trustee Shirley moved the Board of Trustees appoint Joe Henderson, Former Secretary Treasurer as Returning Officer. **25091/20 CARRIED**

MOTION: Trustee Lamouche moved that the Board of Trustees set September 30, 2020 as the By-Election date. **25092/20 CARRIED**

**Adjournment**

MOTION: Trustee Guild moved that the Board of Trustees declare the meeting adjourned at 6:18 p.m. **25093/20 CARRIED**





**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** August 20, 2020 Special Board Meeting Minutes  
**REFERENCE(S) & ATTACHMENTS:** August 20, 2020 Special Board Meeting Minutes

**RECOMMENDATION:**  
**THAT the Board of Trustees approve the August 20, 2020 Special Board Meeting Minutes as presented.**

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**RISK ANALYSIS:**  
None



**NORTHLAND SCHOOL DIVISION  
SPECIAL BOARD MEETING NO. 20-08  
MINUTES**

Location: Zoom Meeting  
Date & Time: Thursday, August 20, 2020, at 6:00 p.m.

Present - Trustees: Robin Guild, Board Chair, Jules Nokohoo, Vice-Chair, Cathy Wanyandie, Ward 2 Trustee, Randy Anderson, Ward 3 Trustee, Jesse Lamouche, Ward 4 Trustee, Silas Yellowknee, Ward 6 Trustee, Loretta Gladue, Ward 8 Trustee, Rubi Shirley, Ward 9 Trustee, Karen Telford, Ward 11 Trustee

Present – Staff: Dr. Nancy Spencer-Poitras, Superintendent of Schools, Krystal Potts, Executive Assistant

Regrets: Louis Cardinal, Ward 5 Trustee

**A. CALL TO ORDER**

**A1. Call to Order**

Chair Guild called the meeting to order at 6:03 p.m. with a traditional lands' acknowledgement.

**A2. Opening Reflection**

Trustee Shirley gave the opening cultural reflection.

**A3. Adopt Agenda**

MOTION: Trustee Guild moved that the Board of Trustees acknowledge that Trustees have reviewed and approve the agenda as presented.

**25094/20 CARRIED**

**B. ACTION ITEMS**

**B1. Selection of Secretary Treasurer**

MOTION: Trustee Anderson moved that the Board of Trustees appoint Douglas S. Aird as Secretary Treasurer of Northland School Division effective September 1, 2020.

**25095/20 CARRIED**

**B2. Hearing on Teacher Matters**

MOTION: Trustee Shirley moved that the Board of Trustees approve hearing the legal matter in relation to the employee number 11374.

Trustee Gladue excused herself from the vote.

**25096/20 CARRIED**



**NORTHLAND SCHOOL DIVISION  
SPECIAL BOARD MEETING NO. 20-08  
MINUTES**

**C. ADJOURNMENT**

**C1. Adjournment**

MOTION: Trustee Yellowknee moved that the Board of Trustees declare the meeting adjourned at 6:33 p.m.

**25097/20 CARRIED**



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Board Action Items  
**REFERENCE(S) & ATTACHMENTS:** Board Action Items

**RECOMMENDATION:**  
THAT the Board of Trustees find as information the Board Action items as attached.

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**RISK ANALYSIS:**  
None

	Meeting	Date of Meeting	Assigned To	Agenda Item	Task	Due Date	Status	Action
1	Board	6/26/2020	Superintendent	CAPITAL MAINTENANCE RENEWAL (CMR) REPORT	Trustee Guild asked administration to bring back an overview of the work that has been done.	9/1/2020	Complete	In the September 19, 2020 Board package
2	Board	6/26/2020	Executive Assistant	Zoom	Set up a conference centre for Zoom, come up with a better system	9/1/2020	Complete	
3	Board	6/26/2020	Executive Assistant	Consent Agenda	Take the board minutes and monthly financial report out of the consent agenda and into action items.	9/1/2020	Complete	In the September 19, 2020 Board package
4	Board	8/24/2019	Robin/Jules	Fort McKay Land Transfer	To meet with the elected officials of Fort McKay First Nation to discuss the transfer.	11/1/2020	Pending	At the Nov. 22, 2019 Board Meeting - Jules to make contact with FMFN to arrange. Dec 6 - request for meeting dates sent to the Nation awaiting a response. Meeting requests have been sent to the Nation in March and April. New dates will be set October 2020.
5	Board	8/24/2019	Administration	Little Buffalo Land Transfer	To collect background information from the housing department regarding repair and maintenance on the mobile homes	11/1/2020	In progress	At the Nov. 22, 2019 Board Meeting - Louis Cardinal will make contact with Lubicon Lake Band to set up a meeting. Dec 6 - Request for meeting dates sent to the Nation awaiting response. Email request sent again Jan 31. Spoke with Ops Mgr from LLB and looking at a March date. New dates will be set October 2020.
6	Board	8/24/2019	Administration	Little Buffalo Land Transfer	To go ahead with land and bus transfers. The transfers of the mobile homes be placed on hold until Trustee Cardinal meets with the elected officials of Lubicon Lake Band #453.	11/1/2019	In progress	The buses were transferred as of January 2020. Administration is currently working on the land transfer.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** SEPTEMBER 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Approval Of Consent Agenda  
**REFERENCE(S) & ATTACHMENTS:**

**RECOMMENDATION:**  
**THAT the Board of Trustees approves the consent agenda which approves the items as follows:**

- C1 - Superintendent Report**
- C2 - Association Reports**
- C3 - Committee and/or Board Representative Reports**
- C4 – Trustee Activity Reports**
- C5 - Enrollment Report**

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**BACKGROUND:**  
The consent agenda process is based on the assumption that everyone reads all the consent agenda items, and asks questions outside the meeting. Questions about the items can be directed to the Superintendent, who will answer them by email, letting all trustees know the question, and the response.

Consent agenda items can be pulled from the consent agenda and put into the regular agenda if a trustee feels there needs to be action on something contained in the item. This needs to be done prior to the approval of the agenda and simply requires a trustee to request the item be pulled from the consent agenda and placed on the regular agenda.

**RISK ANALYSIS:**



# Superintendent's Report

September 19, 2020

<b>Message to Superintendents: RCSD Update</b>	<b>June 30, 2020</b>
Online meeting regarding funding flow changes relating to the former RCSD program. Alberta Health Services clarified the base services for Pediatric Rehabilitation, Addictions and Mental Health, and Edmonton zone Children's Home Care services.	
<b>Staffing Interviews</b>	<b>July 7, 2020</b>
Held interviews for Director of High School Transitions, Community Engagement and Partnerships, and Supervisor of First Nations, Métis and Inuit Language and Culture and Land Based Learning.	
<b>Communication Support Discussion</b>	<b>July 8, 2020</b>
Along with the Communications Coordinator, met with Jordan Cleland Consulting to discuss the division website, recruitment/reputation communication strategies, and feedback regarding plans to produce a re-entry plan video.	
<b>Student Transportation Task Force - School Authority Engagement Meetings</b>	<b>July 11, 2020</b>
Meeting with the Board Chair and Vice-Chair to discuss student transportation successes and challenges within NSD with MLA Goodrich, and the MLA of the Transportation Committee.	
<b>Career Pathways Return to School Meeting</b>	<b>July 21, 2020</b>
Met with the principal and teacher to go over Career Pathways re-entry plan to school.	
<b>Premier of Alberta, Minister of Education, Chief Medical Officer Re-entry Plan Teleconference</b>	<b>July 21, 2020</b>
Teleconference meeting with the Premier of Alberta, Minister of Education, and the Chief Medical officer regarding Alberta's re-entry plan.	
<b>Special Board Meeting</b>	<b>July 21, 2020</b>
Special Board Meeting regarding the Ward 1 By-election Discussion and Returning Officer Appointment.	

<b>NSD/KTCEA Meeting</b>	<b>July 22, 2020</b>
Teleconference with Kee Tas Kee Now Tribal Council.	
<b>Legal Meeting</b>	July 22, 2020
Met with McLennan Ross LLP and the Associate Superintendent of Human Resources regarding legal matters.	
<b>Distance Learning &amp; Digital Equity Webinar for Alberta K12 - Fall Planning</b>	<b>July 23, 2020</b>
Attended a webinar around Distance Learning and Digital equity to help provide ideas for the fall.	
<b>Careers Webpage Discussion</b>	<b>July 24, 2020</b>
Along with the Communications Coordinator, met with Jordan Cleland Consulting to discuss the careers webpage on the NSD website.	
<b>Legal Meeting</b>	<b>July 27, 2020</b>
Meeting with legal regarding legal matters.	
<b>CASS Meeting with the Deputy Minister</b>	<b>July 28, 2020</b>
Meeting with College of School Superintendent's regarding the Alberta Re-entry plan.	
<b>Meeting with ASBA Education Consultant</b>	<b>July 28, 2020</b>
Met with Terry Gunderson regarding planning for interviews for Secretary-Treasurer.	
<b>Chief Medical Officer and Minister of Education Facebook Meeting</b>	<b>July 29, 2020</b>
The Chief Medical Officer and Minister of Education held a question and answer session regarding the re-entry plan.	
<b>Meeting with Election Returning Officer</b>	<b>July 29, 2020</b>
Phone meeting with Joe Henderson to go over Paddle Prairie election details.	
<b>Teleconference with Deputy Minister of Education</b>	<b>July 29, 2020</b>
Met with Andre Corbould to go over Northland and Alberta Education's strategic plan.	
<b>Meeting with the Minister of Education, Dr. Hinshaw, and Board Chair</b>	<b>July 30, 2020</b>
Met with the Minister of Education, Dr. Hinshaw, and the Board Chair regarding Alberta's re-entry plan.	



<b>NSD Re-entry Plan Meeting</b>	<b>August 3, 2020</b>
Met with The Director of Student Services, Director of Student Engagement, Attendance & Completion, and Supervisor of First Nations, Métis and Inuit Language and Culture and Land Based Learning to finish draft of Northland School Division's re-entry plan.	
<b>Legal Meeting</b>	<b>August 4, 2020</b>
Meeting with the lawyer and Associate Superintendent of HR regarding legal matters.	
<b>Legal Meeting</b>	<b>August 5, 2020</b>
Meeting with McLennan Ross LLP regarding legal matters.	
<b>Teleconference with MLA Yao</b>	<b>August 7, 2020</b>
Teleconference with MLA Yao regarding NSD housing.	
<b>Board Discussion Re: Re-entry Plan</b>	<b>August 7, 2020</b>
Informal meeting with the Board of Trustees regarding an update on the NSD school re-entry plan.	
<b>Secretary Treasurer Interviews</b>	<b>August 11, 2020</b>
Secretary - Treasurer interviews were completed, NSD hired the successful applicant.	
<b>District Manager of Maintenance Interviews</b>	<b>August 12, 2020</b>
District Manager of Maintenance Interviews were completed and an Acting position was decided upon.	
<b>Re-entry Plan Meeting with Principals</b>	<b>August 12, 2020</b>
Meeting with school principals to go over the NSD school re- entry plan.	
<b>Teleconference: NSD/Fishing Lake Metis Settlement</b>	<b>August 14, 2020</b>
Meeting with Fishing Lake Metis Settlement to go over the NSD school re-entry plan.	
<b>Teleconference: NSD/Elizabeth Metis Settlement</b>	<b>August 14, 2020</b>
Along with the Board Chair, met with Elizabeth Metis Settlement to go over the NSD school re-entry plan.	
<b>2020 VIRTUAL CASS / ASBOA Summer Learning Conference (Online)</b>	<b>August 17, 2020</b>
Agenda items included Workplace Wellness Planning & Implementation Guide, U of A / WellAhead - Workplace, Wellness SA Leadership Practice, ASEBP Presentation: Supporting SA Workplace Wellness Planning & Implementation, EICS - Wellness Assurance, and Time for planning.	

<b>Legal Meeting</b>	<b>August 17, 2020</b>
Met with McLennan Ross LLP and the Associate Superintendent of Human Resources regarding legal matters.	
<b>2020 VIRTUAL CASS / ASBOA Summer Learning Conference (Online)</b>	<b>August 18, 2020</b>
Agenda items included Workplace Wellness Planning & Implementation Guide, U of A / WellAhead - Workplace, Wellness SA Leadership Practice, ASEBP Presentation: Supporting SA Workplace Wellness Planning & Implementation, EICS - Wellness Assurance, and Time for planning.	
<b>NSD/Athabasca Chipewyan First Nation Zoom Meeting</b>	<b>August 18, 2020</b>
Along with the NSD Board Chair, met with Athabasca Chipewyan First Nation to go over the NSD school re-entry plan.	
<b>NSD/Bigstone Cree Nation/MD#17 Zoom Meeting</b>	<b>August 19, 2020</b>
Along with the NSD Board Chair, met with Bigstone Cree Nation and the Municipal District of Opportunity to go over the NSD school re-entry plan.	
<b>Local Orientation Week Meeting</b>	<b>August 19, 2020</b>
Met with the Learning Services Team to plan the schools local orientation week.	
<b>Phone Interview with Peace River Broadcasting</b>	<b>August 19, 2020</b>
Interview with Kenny Trenton at Peace River Broadcasting regarding NSD's school re-entry plan.	
<b>Zoom Interview with CBC</b>	<b>August 19, 2020</b>
Interview with CBC's Lucie Edwardson regarding NSD's school re-entry plan.	
<b>Meeting with the Deputy Minister and Assistant Deputy Minister</b>	<b>August 20, 2020</b>
Meeting with the Deputy Minister and 2 Assistant Deputy Ministers regarding Alberta Education's strategic plan for Northland.	
<b>Special Board Meeting</b>	<b>August 20, 2020</b>
Special meeting of the Board to appoint the new Secretary-Treasurer.	
<b>NSD/Fort McMurray 468 First Nation Zoom Meeting</b>	<b>August 21, 2020</b>
Along with the NSD Board Chair and Vice-Chair, met with Fort McMurray 468 First Nation to go over the NSD school re-entry plan.	

<b>NSD/Fort McKay First Nation Zoom Meeting</b>	<b>August 21, 2020</b>
Along with the NSD Board Chair and Vice-Chair, met with Fort McKay First Nation to go over the NSD school re-entry plan.	
<b>NSD/Paddle Prairie Metis Settlement Teleconference</b>	<b>August 24, 2020</b>
Along with the NSD Board Chair and Vice-Chair, met with Paddle Prairie Metis Settlement to go over the NSD school re-entry plan.	
<b>IODE Alberta Adopt a Class Meeting</b>	<b>August 24, 2020</b>
Discussion with the Provincial Chapter of IODE around "Adopt a Class" to donate monies and goodies to a specific class within NSD.	
<b>New Principal Orientation</b>	<b>August 25, 2020</b>
Agenda items included: What's Important for NSD - Technology - Language - Land Based Learning, Lessons from last year and moving ahead for this year, LQS Certification, Brief Overview of Benefits & Collective Agreement, New Principal FAQs, and the Attendance initiative.	
<b>Administrators' Meeting</b>	<b>August 26, 2020</b>
Agenda items included: Re-entry Plan, Covid -19 Presentation, Organizational Structure, First Nation, Metis & Inuit Learner Success, Local Orientation Week, Attendance Update, and a Family Wellness Worker Update.	
<b>New Teacher Orientation</b>	<b>August 26, 2020</b>
Agenda items included: Division Priorities & Vision, Student Services Supports & IPPs, Introduction to PowerSchool.	
<b>NSD/Chipewyan Prairie First Nation Teleconference</b>	<b>August 26, 2020</b>
Along with the NSD Board Chair and Vice-Chair, met with Chipewyan Prairie First Nation to go over the NSD school re-entry plan.	
<b>Administrators' Meeting</b>	<b>August 27, 2020</b>
Agenda items included: Essential Learning Outcomes, preparing for all eventualities for program delivery, and a technology update.	
<b>New Teacher Orientation</b>	<b>August 27, 2020</b>
Agenda items included: Teaching in an Indigenous Community, Everything you want to know about, HR, Payroll, Benefits, applicable policies and collective agreement, ASEBP, Housing, and more, and an ATA presentation.	
<b>Quarterly Attendance Update</b>	<b>August 28, 2020</b>

Final attendance quarterly attendance update with Alberta Education. Agenda items included review 2019/20 school year and progress on attendance improvement, Discuss 2020/21 Attendance Improvement Operational Plan, Discuss plan to support students engaged in at-home learning during COVID, and the 2020/21 meeting schedule.

**Legal Hearing****August 28, 2020**

Hearing on teacher matters with the Board of Trustees.

**Superintendent and Board Chair Welcome and Introductions****August 31, 2020**

Zoom meeting with the Board Chair to welcome the entire district staff to a new school year.

**NSD/Conklin Resource Development Advisory Committee/ Conklin Community Enhancement Society Teleconference****August 31, 2020**

Along with the NSD Board Chair and Associate Superintendent, met with the Conklin Resource Development Advisory Committee & Conklin Community Enhancement Society to go over the NSD school re-entry plan.

**NSD/Athabasca Tribal Council/AHS/Chipewyan Prairie First Nation/Fort McMurray 468 First Nation Meeting Re: Anzac School****August 31, 2020**

Along with the Board Chair and Vice-Chair, met with Athabasca Tribal Council, AHS, Chipewyan Prairie First Nation & Fort McMurray 468 First Nation regarding student transportation from Janvier to Anzac.

**Principal Re-entry Update Meeting****September 1, 2020**

Meeting with school principals to go over the NSD school re- entry plan.

**Teleconference with the Minister of Education****September 1, 2020**

Along with members of the Board of Trustees, met with the Minister of Education via teleconference to go over NSD updates.

**Board Agenda Review****September 1, 2020**

Meeting to go over the September 19, 2020 Board meeting agenda.

**NSD/Gift Lake Metis Settlement Zoom Meeting****September 1, 2020**

Along with the Board Chair and local Trustee, met with Gift Lake Metis Settlement to go over NSD's school re-entry plan.

**NSD/Aseniwuche Winewak Teleconference****September 1, 2020**

Along with the Board Chair and local Trustee, met with Aseniwuche Winewak to go over NSD's school re-entry plan.	
<b>Meeting with Alberta Health Services</b>	<b>September 3, 2020</b>
Meeting with the Director of Student Services and Alberta Health Services North Zone Area Manager Population, Public & Indigenous Health regarding COVID-19 communication to school divisions.	
<b>NSD/Peavine Metis Settlement Zoom Meeting</b>	<b>September 3, 2020</b>
Along with the local Trustee, met with the Peavine Metis Settlement to go over NSD's school re-entry plan.	
<b>MPM-Mistassiniy Replacement School - Wabasca Meeting</b>	<b>September 3, 2020</b>
Met with the consultant group for the Mistassiniy replacement school to go over the pedagogical vision of the school.	
<b>Principal Re-entry Update Meeting</b>	<b>September 4, 2020</b>
Meeting with school principals to go over the NSD school re- entry plan.	
<b>Principal Meeting</b>	<b>September 9, 2020</b>
Meeting with principals to go over the first week of school, enrollment, and updates.	
<b>Grade 6 Grad St. Theresa</b>	<b>September 10, 2020</b>
Attended the grade 6 graduation at St. Theresa School.	
<b>CASS Zone 1 Meeting</b>	<b>September 11, 2020</b>
Meeting via Google meet with Zone 1 Superintendents.	
<b>Updates on Discussions with First Nations (i.e. Fort Chipewyan)</b>	<b>September 14, 2020</b>
Meeting with the FNMI Directorate to discuss updates between NSD and First Nations.	
<b>Superintendent Evaluation</b>	<b>September 17, 2020</b>
Evaluation by the Board of Trustees.	
<b>Board Evaluation</b>	<b>September 18, 2020</b>
Evaluation of the Board of Trustees.	

### Projected September 2020 Enrolment

BASED ON MARCH 15/20 ENROLLMENTS ROLLED OVER TO NEXT GRADE THEN RECYCLED THIS YEAR'S ECS NUMBERS AS GUESS FOR NEXT YEAR'S

	PUF	ECS	1	2	3	4	5	6	7	8	9	10	11	12	Total
Athabasca Delta Community School	0	12	12	20	19	15	18	17	14	16	14	13	5	4	179
Anzac Community School	0	18	18	24	18	20	14	11	0	0	0	0	0	0	123
Bill Woodward School	0	0	0	0	0	0	0	0	18	12	18	12	12	11	83
Bishop Routhier	0	6	6	5	6	9	9	11	0	0	0	0	0	0	52
Calling Lake	0	9	9	17	12	18	6	7	8	13	8	7	9	1	124
Career Pathways School	0	0	0	0	0	0	0	0	0	0	0	16	39	27	82
Chipewyan Lakes	0	1	1	8	2	1	4	2	0	0	0	0	0	0	19
Conklin	0	5	5	3	3	1	3	2	1	6	3	0	0	0	32
Elizabeth School	0	7	7	10	12	12	10	14	11	11	0	0	0	0	94
Father R. Perin	0	13	13	9	8	14	11	8	6	8	7	0	0	0	97
Fort McKay School	0	7	7	5	4	4	5	6	0	0	0	0	0	0	38
Gift Lake	0	11	11	12	14	15	13	14	17	11	12	0	0	0	130
Grouard Northland	0	12	12	8	8	8	11	6	11	7	7	0	0	0	90
Hillview School	0	6	6	5	4	4	5	4	0	0	0	0	0	0	34
J.F. Dion	0	6	6	10	6	8	8	11	7	7	0	0	0	0	69
Mistassiniy School	0	0	0	0	0	0	0	0	36	40	35	39	47	34	231
Paddle Prairie	0	10	10	5	9	6	7	15	17	8	11	8	4	2	112
Pelican Mountain	0	4	4	2	3	4	4	3	0	0	0	0	0	0	24
St. Theresa	0	47	47	36	51	46	47	40	35	0	0	0	0	0	349
Susa Creek	0	5	5	0	1	4	0	4	1	2	0	0	0	0	22
<b>2020 September Enrolment (PROJECTION)</b>	<b>0</b>	<b>179</b>	<b>179</b>	<b>179</b>	<b>180</b>	<b>189</b>	<b>175</b>	<b>175</b>	<b>182</b>	<b>141</b>	<b>115</b>	<b>95</b>	<b>116</b>	<b>79</b>	<b>1984</b>

## In School Learning and At Home Learning Statistics

School	In School Learning (#)	At Home Learning (#)	Undecided or no commitment (#)	Total Possible Students	2020/21 Projected Enrollment	Difference
Mistassiniy	96	30	150	276	231	45
Career Pathways School	9	25	50	84	82	2
Calling Lake	51	19	51	121	124	-3
Elizabeth School	76	24		100	94	6
Pelican Mountain	16	9		25	24	1
Susa Creek	16	2	1	19	22	-3
Paddle Prairie School	47	41	19	107	112	-5
St. Theresa School	122	40	116	278	349	-71
Fort McKay	54	5	4	63	38	25
Gift Lake	63	44	13	120	130	-10
JF Dion	49	9	1	59	69	-10
Bill Woodward	97	25	2	124	83	41
Anzac	47	8	1	56	123	-67
Hillview	9	11	8	28	34	-6
Chipewayn Lake	14	0	1	15	19	-4
Athabasca Delta	64	19	120	203	179	24
Grouard	30	29	4	63	90	-27
Father Perin	34	34	11	79	97	-18
Conklin	1		4	5	32	-27
Bishop Routhier	34	19	17	70	52	18
<b>Totals</b>	<b>929</b>	<b>393</b>	<b>573</b>	<b>1895</b>	<b>1984</b>	<b>-89</b>



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES  
**SUBMITTED BY:** Douglas Aird, Secretary Treasurer  
**SUBJECT:** Monthly Financial Report  
**REFERENCE(S) & ATTACHMENTS:** Monthly Financial Report

**Date:** September 19, 2020

**RECOMMENDATION:**  
THAT the Board of Trustees approve as information the Monthly Financial Report, as attached.

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**RISK ANALYSIS:**  
None



**NORTHLAND SCHOOL DIVISION**  
**Budget to Actual Variance**  
**as of July 31, 2020**

	<b>2019-2020</b>				
	<u>Budget</u>	<u>YTD Budget</u>	<u>YTD</u>	<u>Variance</u>	
<b>REVENUE</b>					
Alberta Education	\$ 43,226,712	\$ 39,624,486	\$ 39,473,309	\$ (151,177)	
Federal Government and First Nation	15,349,464	15,349,464	16,267,575	918,111	
Other Revenue	2,837,529	2,601,068	2,147,561	(453,507)	
	<u>\$ 61,413,705</u>	<u>\$ 57,575,018</u>	<u>\$ 57,888,445</u>	<u>\$ 313,427</u>	
<b>EXPENSES</b>					
Schools (inc. school cert. staff)	\$ 25,050,244	\$ 22,962,724	\$ 23,544,260	\$ (581,536)	
Instructional Support	8,416,757	7,715,361	6,648,853	1,066,508	
Instructional Supply	6,734,989	6,173,740	6,198,584	(24,844)	
External Services	5,074,212	4,919,394	4,950,661	(31,267)	
Board and Administration	3,120,076	2,860,070	2,763,686	96,384	
Maintenance	10,095,519	9,254,226	9,714,210	(459,984)	
Transportation	4,593,906	4,211,081	3,053,048	1,158,033	
	<u>\$ 63,085,703</u>	<u>\$ 58,096,594</u>	<u>\$ 56,873,302</u>	<u>\$ 1,223,292</u>	
<b>NET Surplus (Deficit)</b>	<u>\$ (1,671,998)</u>	<u>\$ (521,576)</u>	<u>\$ 1,015,143</u>	<u>\$ 1,536,719</u>	
<b>Salaries and Benefits Detail</b>					
Certificated salaries and benefits	\$ 21,668,110	\$ 19,862,434	\$ 19,197,371	\$ 665,063	
Uncertificated salaries and benefits	15,886,462	14,562,590	13,901,156	661,434	
	<u>\$ 37,554,572</u>	<u>\$ 34,425,024</u>	<u>\$ 33,098,527</u>	<u>\$ 1,326,497</u>	

**Notes:****Revenue**

The \$0.3 million (0.5%) favorable variance in revenue is attributable to:  
\$0.9 million - First Nations billings/revenues have been higher than budgeted.  
This will be adjusted based on each agreement as part of the year-end close.  
The balance (\$0.6M) is the net impact from reduced operations and deferred revenue.

**Expenses**

The \$1.2M (2.1%) favorable variance is due to Salaries and Benefits:  
The certificated salaries are under budget, including substitute costs. The difference between the budget and actual will continue to be reduced to year end as we work through the increase in source deductions for the first half of the year.

**Watching:**

	<b>2019-2020</b>		
	<u>Budget</u>	<u>YTD Budget</u>	<u>YTD</u>
Pedagogical	\$545,650	\$500,179	\$749,740
Housing	\$1,387,310	\$1,271,701	\$2,022,284
Maintenance	\$10,095,519	\$9,254,226	\$9,614,210

**Pedagogical** - the budget had a reduction of three pedagogical supervisor - from six to three. However, the reduction didn't take place until January. This overage is falling as the year progresses.

**Housing** - over budget \$0.8 million due to insurance cost increase, Conklin security upgrades, preparing and moving the Wabasca mobile homes for sale, and required repairs on furnaces, replacing doors, mould remediation and vandalism repairs. Expenditure coding will be reviewed to transfer out any capital or targeted funded work. Funding outside the operating budget will cover \$170,000 in renovations.

**Maintenance** - this department is over by \$0.4M as a result of the ADCS renovation, and other repairs, with \$300,000 will be covered by federal money. This department continues to be monitored, to ensure that it stays within budget.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** BOARD OF TRUSTEES **DATE:** SEPTEMBER 19, 2020  
**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer  
**SUBJECT:** Bylaw for Ward 5 and 6  
**REFERENCE(S):** Northland School Division Act  
**ATTACHMENTS:** Map Of Boundaries Between Ward 6 And 7  
BYLAW 01-2020

**RECOMMENDATION:**  
**THAT the Board of Trustees give first reading to the draft Bylaw No. 01-2020 to amend Electoral Wards of Northland School Division Bylaw 135.**  
**THAT the Board of Trustees give second reading to the draft Bylaw No. 01-2020 to amend Electoral Wards of Northland School Division Bylaw 135.**  
**THAT the Board of Trustees give third reading to Bylaw No. 01-2020 and be finally passed.**

\*\*\*\*\*

**BACKGROUND:**  
Ward 5 – there were three schools operated by Northland School Division when the last election was held in 2017. The operation of those three schools (Peerless, Trout and Little Buffalo) has since been transferred to Kee Tas Kee Now Education Authority, so there is little need for a trustee from the area. The area has been added to the area for Ward 7.  
  
Ward 6 and 7 – during the last election, the boundaries were set in the format of LSD (legal subdivision). This format was very confusing to voters, as it does not use municipal addresses. The change is as a result of using landmarks (highways, roads), so it will be much easier to for voters to understand what ward they live in. The boundary between the two wards is Highway 754, Airport Road, Transport Road and Highway 813.

**RISKS**

Current Theme: Custom Base Map

Legend Searches Routing

Visible of Current Scale  
Theme: Base Map

**Base Features**

- Surrounding Municipalities
- MD Boundary
- Alberta Roads
- Hydro Features
- Roads

Labels:

Thematics:

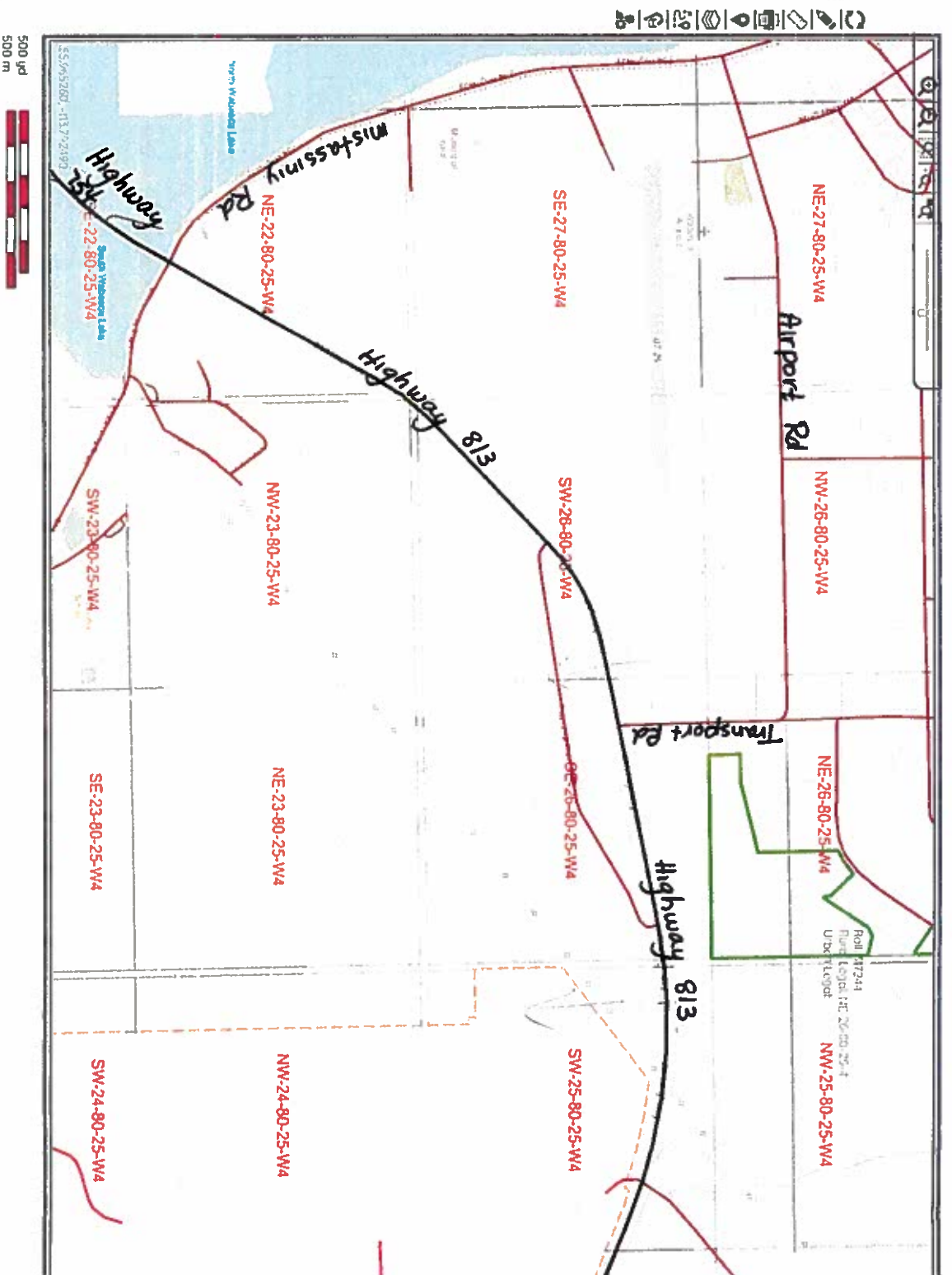
- Townships
- Map Labels
- Parks
- Indian Reserves
- Provincial Railway
- Provincial Railway Crossings
- Railway
- Railway Crossings

**Property Features**

Labels:

- Cadastre
- Industrial Accounts
- Labels:
- Map Points(3744)
- Section Grid
- Labels:
- Section Label
- Labels:
- LSD Grid
- Labels:

Municipal  
Transportation  
Planning Development



Ward 6 - South of Highway 754, south of Airport Rd, west of Transport Rd, south of Highway 813

Ward 7 - North of Highway 754, north of Airport Rd, east of Transport Rd, north of Highway 813

**THE BOARD OF TRUSTEES OF THE NORTHLAND SCHOOL DIVISION  
BYLAW NO. 01-2020  
ELECTORAL WARDS**

**Whereas** section 2 of the *Northland School Division Act* provides that the board of the school division may by bylaw establish the wards and provide for the nomination and election of trustees in the wards;

**And whereas** Bylaw No. 135 enacted requires amendment.

**Now therefore**, the Board of Trustees of the Northland School Division hereby resolves that pursuant to section 2 of the *Northland School Division Act*, Bylaw 135 is hereby repealed and the boundaries of the wards referred to in Section 3 of the *Northland School Division Act* are described as follows:

1. The Board of Trustees shall be comprised of ten (10) trustees to be nominated and elected as follows:

**Ward 1** (Comprised of those lands lying with the communities of Keg River and the Paddle Prairie Metis Settlement): One (1) Trustee nominated and elected at large.

**Ward 2** (Comprised of those lands lying with the community of Susa Creek): One (1) Trustee nominated and elected at large.

**Ward 3** (Comprised of those lands lying with the community of Peavine Metis Settlement and Gift Lake Metis Settlement): One (1) Trustee nominated and elected at large.

**Ward 4** (Comprised of those lands lying with the community of East Prairie Metis Settlement and Grouard): One (1) Trustee nominated and elected at large.

**Ward 6** (Comprised of those lands lying with the communities of Desmarais and Sandy Lake): One (1) Trustee nominated and elected at large.

**Ward 7** (Comprised of those lands lying within the communities of Peerless Lake, Trout Lake, Little Buffalo, Wabasca and Chipewyan Lake): One (1) Trustee nominated and elected at large.

**Ward 8** (Comprised of those lands lying with the community of Calling Lake): One (1) Trustee nominated and elected at large.

**Ward 9** (Comprised of those lands lying with the community of Fort Chipewyan): One (1) Trustee nominated and elected at large.

**Ward 10** (Comprised of those lands lying with the communities of Anzac, Chard, Conklin and Fort McKay): One (1) Trustee nominated and elected at large.

**Ward 11** (Comprised of those lands lying with the communities of Elizabeth Metis Settlement and Fishing Lake): One (1) Trustee nominated and elected at large.

a) **Ward 1** (Paddle Prairie/Keg River)  
Township 98, Range 19, West of the 5<sup>th</sup> Meridian  
Sections 31 to 35 inclusive; those portions of Sections 5, 6, 7, 25, 26, 27, 28, 29, 30,  
and 36 lying West and North of the Peace River.

Township 98, Range 20, West of the 5<sup>th</sup> Meridian

Sections 1 to 10 inclusive; Sections 15 to 22 inclusive; Sections 26 to 36 inclusive; Those portions of Sections 11, 12, 14, 23, 24, and 25 lying West and North of the Peace River.

Township 98, Ranges 21 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 99, Range 18, West of the 5<sup>th</sup> Meridian  
Those portions of Sections 5, 6, and 7 lying West of the Peace River.

Township 99, Range 19, West of the 5<sup>th</sup> Meridian  
Sections 1 to 9 inclusive; Section 18; Those portions of Sections 10, 11, 12, 13, 14, 16, 17, 19, 20, 30, and 31 lying West of the Peace River.

Township 99, Ranges 20 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 100, Range 19, West of the 5<sup>th</sup> Meridian  
Section 7; Sections 17 to 19 inclusive; Those portions of Sections 5, 6, 8, 16, 20, 21, 29, and 30 lying West and South of the Peace River.

Township 100, Range 20, West of the 5<sup>th</sup> Meridian  
Sections 1 to 24 inclusive; Sections 26 to 35 inclusive; Those portions of Sections 25 and 36 lying South and West of the Peace River.

Township 100, Ranges 21 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 101, Range 19, West of the 5<sup>th</sup> Meridian  
Section 10; Sections 16 to 18 inclusive; Those portions of Sections 2, 3, 4, 7, 8, and 9 lying North of the Peace River; Those portions of Sections 11, 14, and 15 lying West of the Peace River; Those portions of Sections 19, 20, 21, and 22 lying South of the Peace River.

Township 101, Ranges 20 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 102, Range 19, West of the 5<sup>th</sup> Meridian  
Sections 7 to 9 inclusive; Sections 17 and 18; Those portions of Sections 4, 5, and 6 lying North of the Peace River; Those portions of Sections 10, 15, 16, 19, 20, 21, and 30 lying West of the Peace River.

Township 102, Ranges 20 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 103, Ranges 20 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 104, Ranges 20 to 25 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive. **Ward 2** (Susa Creek)

Township 56, Ranges 4 to 7 inclusive, West of the 6<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 57, Ranges 4 to 7 inclusive, West of the 6<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 57, Range 8, West of the 6<sup>th</sup> Meridian  
Sections 1 and 12.

Township 58, Ranges 6 and 7, West of the 6<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 59, Ranges 6 to 8 inclusive, West of the 6<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

c) **Ward 3** (Gift Lake/Peavine)

Township 78, Ranges 14 and 15, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 78, Range 16, West of the 5<sup>th</sup> Meridian  
Sections 7 and 8; North half of Section 9; Sections 10 to 36 inclusive.

Township 79, Ranges 12 to 16, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 80, Ranges 12 to 16, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

d) **Ward 4** (East Prairie/Grouard)

Township 70, Range 14, West of the 5<sup>th</sup> Meridian  
Sections 19 to 36 inclusive.

Township 71, Ranges 14 and 15, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 72, Range 15, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 75, Range 13, West of the 5<sup>th</sup> Meridian  
Section 19; Sections 25 to 36 inclusive; Those portions of Sections 7, 17, 18, 20, 21, 22, 23, and 24 lying North of Lesser Slave Lake.

Township 75, Range 14, West of the 5<sup>th</sup> Meridian

Sections 22 to 29 inclusive; Sections 32 to 36 inclusive; Those portions of Sections 12, 13, 14, 15, 16, 19, 20, 21, 30, and 31 lying North and East of Lesser Slave Lake.

Township 75, Range 15, West of the 5<sup>th</sup> Meridian

Sections 35 and 36; That portion of Section 25 lying North of Lesser Slave Lake.

Township 76, Range 14, West of the 5<sup>th</sup> Meridian

Sections 1 to 4 inclusive; Those portions of Sections 5 and 6 lying East of Buffalo Bay; Those portions of Section 8 lying North and East of Buffalo Bay; Sections 9 to 17 inclusive; Sections 20 to 29 inclusive; Sections 32 to 36 inclusive.

e) **Ward 6** (Demarais/Sandy Lake)Township 78, Range 22, West of the 4<sup>th</sup> Meridian

Those portions lying West of Pelican Lake.

Township 78, Range 23, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 79, Ranges 22 and 23, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 79, Range 24, West of the 4<sup>th</sup> Meridian

Those portions lying South and East of South Wabasca Lake.

Township 79, Range 25, West of the 4<sup>th</sup> Meridian

Sections 1 to 24 inclusive; Sections 27 to 33 inclusive; Those portions of Sections 25, 26, 34, 35, and 36 lying South and West of South Wabasca Lake.

Township 79, Range 26, West of the 4<sup>th</sup> Meridian

Sections 1 to 3 inclusive; Sections 10 to 15 inclusive; Sections 22 to 27 inclusive; Sections 34 to 36 inclusive; Those portions of the East halves of Sections 4, 9, 16, 21, 28, and 33 lying East of the 5<sup>th</sup> Meridian.

**Change:**Township 80, Range 24, West of the 4<sup>th</sup> Meridian

South part of S-29-80-24-W4 lying south of Highway 813

NW-20- 80-24-W4

NW, SW and SE, and south part of NE 20-80-24-W4 lying south of Highway 813

Southwest corner of NW-21-80-24-W4 lying south of Highway 813

South part of SW 21-80-24-W4 lying south of Highway 813

Southwest part of SE 21-80-24-W4 lying south of Highway 813

NW, SW Part of SE and NE 16-80-24-W4 lying south and west of highway 813

Southwest corner of SW 15-80-24-W4 lying south and west of highway 813

SW, NW and south part of SE and NE 10-80-24-W4 lying south and west of highway 813  
 Part of SE 10-80-24-W4 lying south of highway 813  
 South part of S-11-80-24-W4 lying south of highway 813  
 South part of E 12-80-24-W4

Sections 1-9, 17, 20 inclusive; Those portions of Sections 1, 2, 17, 18, 20 lying outside of Wabasca No. 166A Reserve.

Township 80, Ranges 25, West of the 4<sup>th</sup> Meridian

East of Mistassini Road, South of Airport Road, East of Transport Road, South of Highway 813, including:

Part of N-27-80-25-W4 south of Airport Road  
 Part of NW 26-80-25-W4 south of Airport Road, all of SW 26-80-25-W4, Part of NE 26-80-25-W5 west of Transport Road and south of Airport Road, and SE 26-80-25-W4 west of Transport Road and south of Highway 813  
 All of SE 22-80-25-W4  
 Section 23-80-25-W4

South of 7-80-25-W4, that lies south of Highway 754  
 South of 8-80-25-W4, that lies south of Highway 754  
 East of 16-80-25-W4 that lies east of Highway 754

Sections 4-6, 8-10 inclusive

f) **Ward 7** (Peerless/Trout Lake/Little Buffalo/Wabasca/Chipewyan Lake)

Township 80, Range 25, West of the 4<sup>th</sup> Meridian

North of Airport Road and east of Transport Road, including:

Part of N-27-80-25-W4 north of Airport Road  
 NE and north of NW 26-80-25-W4 and north and east of NE 26-80-25-W4 and north of SE 26-80-25-W4  
 Section 19

Those portions of Sections 29, 30, 31, and 32 lying East and South of North Wabasca Lake.

Those portions of Section 16, 17, 8, 7 of the Wabasca Indian Reserve #166D that lie north of Highway 754

Sections 19,30,31 in Wabasca Indian Reserve #166B

Township 80, Range 26, West of the 4<sup>th</sup> Meridian

North 12-80-26-W4 lying north of Highway 754  
 North 11-80-26-W4 lying north of Highway 754  
 North 10-80-26-W4 lying north of Highway 754  
 Sections 13-15,  
 Sections 22, 23, 24, 25, 26, 27,34, 35, lying within the Wabasca Indian Reserve #166D  
 Sections 22 to 24 inclusive; Sections 26, 27, and 34; Those portions of Sections 25, 35, and 36 lying South and West of North Wabasca Lake; Those portions of the East halves of Sections 21, 28, and 33 lying East of the 5<sup>th</sup> Meridian.

Township 81, Range 25, West of the 4<sup>th</sup> Meridian

Sections 4, 9, 16, 21, 28, and 33; Those portions of Sections 5 to 8 inclusive, Sections 17 to 20



inclusive, and Sections 29 and 32 lying East of North Wabasca Lake.

Township 81, Range 26, West of the 4<sup>th</sup> Meridian

That portion of Section 13 lying East of North Wabasca Lake.

Township 82, Range 25, West of the 4<sup>th</sup> Meridian

Those portions lying East and North of North Wabasca Lake

Township 83, Range 25, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 91, Range 22, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 92, Range 22, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 85, Ranges 12 to 14 inclusive, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 86, Range 4, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 86, Range 13, West of the 5<sup>th</sup> Meridian

Sections 1 to 15 inclusive; Sections 22 to 28 inclusive; Sections 32 to 36 inclusive; South half and Northeast Quarter of Section 16; East half of Section 21; Those portions of Sections 17, 18, 29, 30, 31 lying outside of Woodland Cree No. 228 Reserve.

Township 86, Range 14, West of the 5<sup>th</sup> Meridian

Sections 1 to 12 inclusive; Sections 14 to 21 inclusive; Sections 28 to 33 inclusive; North half and Southwest quarter of Section 27; South half of Section 22; Southwest Quarter of Section 23; Those portions of Sections 13, 25, 34, 35, and 36 lying outside of Woodland Cree No. 228 Reserve.

Township 87, Range 4, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 88, Range 4, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 91, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 92, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 93, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 94, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 95, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 96, Ranges 5 to 8 inclusive, West of the 5<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

g) **Ward 8** (Calling Lake)

Township 71, Range 21, West of the 4<sup>th</sup> Meridian  
Sections 1 to 29 inclusive; Sections 33 to 36 inclusive; Those portions of Sections 30, 31, and 32 lying South and East of Calling Lake.

Township 72, Range 21, West of the 4<sup>th</sup> Meridian  
Sections 1 to 4 inclusive; Sections 9 to 16 inclusive; Sections 21 to 29 inclusive; Sections 32 to 36 inclusive; Those portions of Sections 5, 8, 17, 18, 19, 20, 30, and 31 lying East of Calling Lake.

Township 72, Range 22, West of the 4<sup>th</sup> Meridian  
Those portions of Sections 25 and 36 lying East and North of Calling Lake.

Township 73, Range 21, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 73, Range 22, West of the 4<sup>th</sup> Meridian  
Those portions of Sections 1, 2, 3, 4, 5, 6, 10, and 11 lying North of Calling Lake; Sections 7 to 9 inclusive; Sections 12 to 36 inclusive.

h) **Ward 9** (Fort Chipewyan)

Township 112, Range 7, West of the 4<sup>th</sup> Meridian  
Those portions lying North and West of Lake Athabasca.

Township 112, Range 8, West of the 4<sup>th</sup> Meridian  
Those portions lying East of the Riviere Des Rochers.

i) **Ward 10** (Anzac/Chard/Conklin/Fort McKay)

Township 75, Ranges 7 to 9 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 76, Ranges 6 to 9 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 77, Ranges 6 to 8 inclusive, West of the 4<sup>th</sup> Meridian

Sections 1 to 36 inclusive.

Township 78, Ranges 6 to 8 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 79, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 80, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 81, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 82, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 83, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 84, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 85, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 85, Range 8 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 24 inclusive; Sections 28 to 33 inclusive.

Township 86, Ranges 5 and 6, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 86, Range 7, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 86, Range 8, West of the 4<sup>th</sup> Meridian  
Sections 4 to 9; Section 13 and 14; Sections 16 to 23; Sections 25 to 36; North half of Section 3;  
Northwest quarter of Section 2; Those portions of 10, 11, 12, 15, 24 included in the Gregoire  
Lake Reserve No. 176.

Township 87, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 88, Ranges 5 to 7 inclusive, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 94, Ranges 10 and 11, West of the 4<sup>th</sup> Meridian:  
Sections 1 to 36 inclusive.

Township 95, Ranges 10 and 11, West of the 4<sup>th</sup> Meridian:  
Sections 1 to 36 inclusive.

j) **Ward 11** ( Elizabeth/Fishing Lake)

Township 55, Range 2, West of the 4<sup>th</sup> Meridian  
Section 19; Sections 28 to 33 inclusive; North half of Section 20; West half of Section 34.

Township 55, Range 3, West of the 4<sup>th</sup> Meridian  
Sections 22 to 27 inclusive; Sections 34 to 36 inclusive.

Township 56, Range 1, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 56, Range 2, West of the 4<sup>th</sup> Meridian  
Those portions lying South and East of Frog Lake.

Township 56, Range 3, West of the 4<sup>th</sup> Meridian  
Sections 1 and 2; East half of Section 3; Southeast quarter of Section 10; Sections 11 to 14 inclusive; North half of Section 15; Those portions of Sections 22 to 27 inclusive and Sections 34 to 36 inclusive lying South, West and East of Frog Lake.

Township 57, Range 1, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 57, Range 2, West of the 4<sup>th</sup> Meridian  
Those portions lying East of Frog Lake.

Township 57, Range 3, West of the 4<sup>th</sup> Meridian  
Those portions Sections 1, 2, 3, 10, 13, 15, 22, 24, 25, 27, 34, 35, and 36 lying East, West and North of Frog Lake.

Township 58, Range 1 and 2, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 58, Range 3, West of the 4<sup>th</sup> Meridian  
Those portions lying North of Frog Lake.

Township 59, Range 1, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Township 59, Range 2, West of the 4<sup>th</sup> Meridian  
Sections 1 to 3 inclusive; East half of Section 4; Sections 9 to 16 inclusive; Sections 19 to 30 inclusive; That portion of Section 33 lying East of Thompson Lake; Sections 34 to 36 inclusive.

Township 60, Range 1, West of the 4<sup>th</sup> Meridian  
Sections 1 to 36 inclusive.

Subject to the Minister completing the Ministerial Order as requested above and subject to the Minister's approval of this Bylaw, the Board hereby resolves, pursuant to s. 8(3) of the Act:

- (a) persons who are resident on the following Indian reserves and meet the criteria set out in s. 8(1) of the Act may be nominated as candidates in an election for a trustee of the board, and
- (b) persons who are resident on the following Indian reserves and meet the criteria set out in s. 8(2) of the Act may vote in an election to elect a trustee of the board for the following wards:
  1. Ward 3 - Whitefish Lake First Nation No.459;
    - a. Utikoomak Lake No. 155
    - b. Utikoomak Lake No. 155A
    - c. Utikoomak Lake No. 155B
  2. Ward 4 - Kapawe'no First Nation and Sucker Creek First Nation;
    - a. Sucker Creek No. 150A
    - b. Kapawe'no First Nation No. 150B
    - c. Kapawe'no First Nation No. 150C
    - d. Kapawe'no First Nation No. 150D
    - e. Kapawe'no First Nation No. 229
    - c. Kapawe'no First Nation No. 230
  3. Ward 6 - Bigstone Cree First Nation - Desmarais; Lubicon Lake Band, Peerless Trout First Nation, and Woodland Cree First Nation;
    - a. Wabasca 166
    - b. Wabasca 166A
    - c. Wabasca 166D
    - d. Pelican Settlement
    - e. Woodland Cree No. 226  
Woodland Cree No. 227  
Woodland Cree No. 228
    - f. Lubicon Lake
    - g. Peerless Trout Indian Reserve No. 238  
Peerless Trout First Nation
  4. Ward 7 - Bigstone Cree First Nation - Wabasca;
    - a. Wabasca 166B
    - b. Wabasca 166C
  5. Ward 8 - Bigstone Cree First Nation;
    - a. Jean Baptiste Gambler No. 183

- 6. Ward 9 - Mikesew Cree First Nation and Athabasca Chipewyan First Nation;
  - a. Old Fort No. 217
  - b. Dog Head No. 218
  - c. Allison Bay No. 219
  - d. Devil’s Gate 220
  - e. Sandy Point No. 221
  - f. Chipewyan No. 201
  - g. Chipewyan No. 201A
  - h. Chipewyan No. 201B
  - i. Chipewyan No. 201C
  - j. Chipewyan No. 201D
  - k. Chipewyan No. 201E
  - l. Chipewyan No. 201F
  - m. Chipewyan No. 201G
  
- 7. Ward 10 - Chipewyan Prairie First Nation, Fort McKay First Nation, and Fort McMurray No. 468 First Nation
  - a. Clearwater No. 175
  - b. Gregoire Lake No. 176
  - c. Gregoire Lake No. 176A
  - d. Gregoire Lake No. 176B
  - e. Janvier No. 194
  - f. Cowper Lake Indian Reserve 194A
  - g. Winefred Lake Indian Reserve No. 194B

As set out in s. 8(6) of the Act, this bylaw shall apply to the next general election for the Board.

Read a first, second, and by unanimous consent of all trustees present, a third and final time this 19 day of September, 2020.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary Treasurer



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES Date: September 19, 2020
SUBMITTED BY: Dr. Nancy Spencer-Poitras, Superintendent of Schools
SUBJECT: Capital Maintenance Renewal Updates
REFERENCE(S) & ATTACHMENTS:

RECOMMENDATION:
THAT the Board of Trustees receive as information, the Capital Maintenance Renewal updates.

\*\*\*\*\*

Table with 3 columns: Project Name, Project Description, and Additional Comments. Rows include Building Envelope Repairs, Drainage Improvements, and Electrical Upgrades.

<p>Mechanical &amp; Controls Upgrade</p>	<p>Replace pneumatic heating controls</p>	<p>Phase 1 continued with Father Perin and Conklin... onto Phase 2.</p>
<p>Mechanical Heating Equipment Replacement</p>	<p>Boiler replacements and air conditioning unit installations</p>	<p>Some piping work completed at JF Dion, and designs for upgrade at Paddle Prairie and Conklin underway.</p>
<p>Safety &amp; Security</p>	<p>Blind installation, door lock replacement, fire panel upgrade &amp; site security with camera installations</p>	<p>Camera installations nearing completion at nearly all schools. Area 1 blind installations are complete.</p>
<p>Playground Repairs</p>	<p>Site work, media replacement, border construction and equipment repairs of playgrounds</p>	<p>Not started yet.</p>





**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Bus Driver Salary Increase  
**REFERENCE(S) &  
ATTACHMENTS:**

**RECOMMENDATION:**

**THAT the Board of Trustees approve a permanent 5% increase to bus driver salaries coming out of the Transportation budget effective September 1, 2020.**

\*\*\*\*\*

**BACKGROUND:**

Due to an increase in sanitizing the buses because of COVID-19, bus drivers are to be granted a 5% increase in their salaries effective September 1, 2020.

**RISK ANALYSIS:**

None



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **Date:** September 19, 2020  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Organizational Chart  
**REFERENCE(S) & ATTACHMENTS:** Organizational Chart

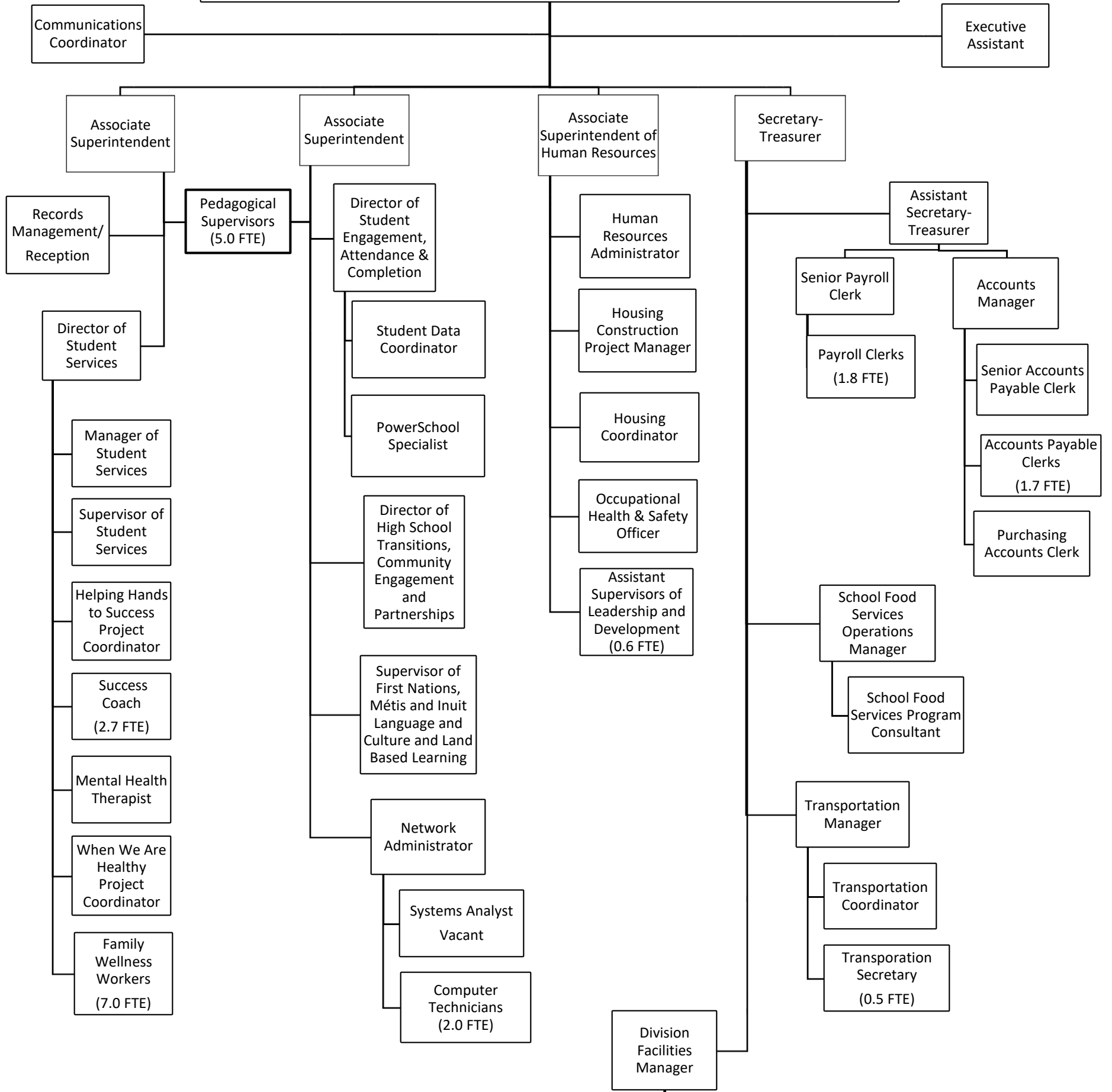
**RECOMMENDATION:**  
THAT the Board of Trustees approve as information the Organizational Chart, as attached.

\*\*\*\*\*

**RISK ANALYSIS:**  
None

**Board of Trustees**

**Superintendent of Schools**



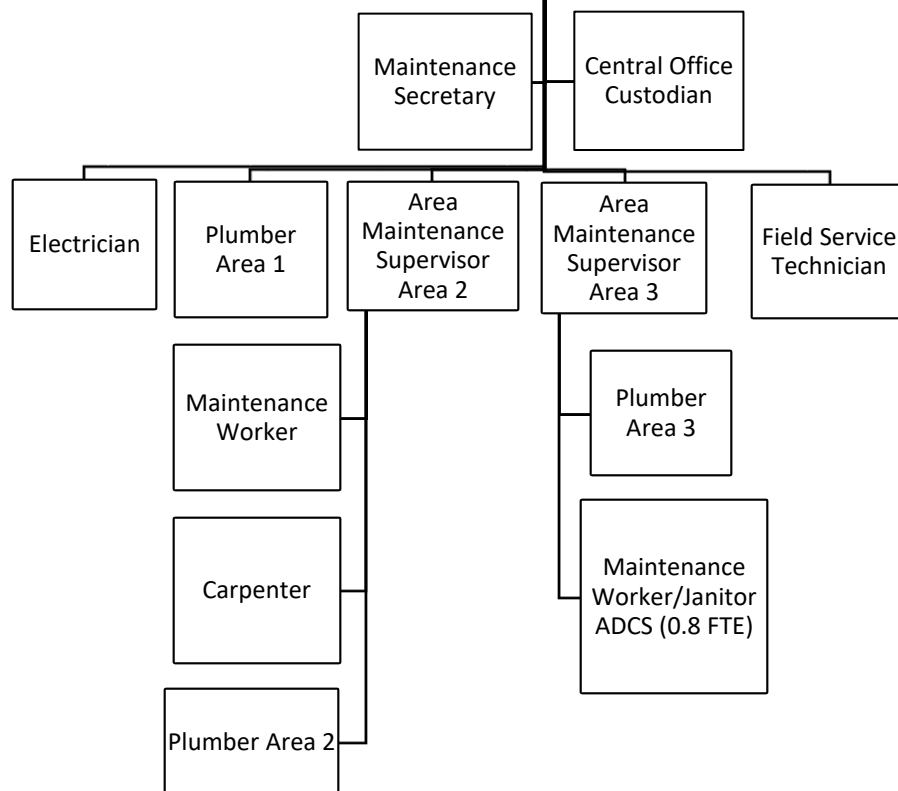
**SCHOOLS**

**Associate Superintendent**

- Anzac Community School
- Athabasca Delta Community School
- Bill Woodward School
- Career Pathways School
- Chipewyan Lake School
- Conklin Community
- Elizabeth School
- Father R. Perin School
- Fort McKay School
- J.F. Dion School
- Mistassiniy School

**Associate Superintendent**

- Bishop Routhier School
- Calling Lake School
- Gift Lake School
- Grouard Northland School
- Hillview School
- Paddle Prairie School
- Pelican Mountain School
- St. Theresa School
- Susa Creek School





NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** SEPTEMBER 19, 2020

**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools

**SUBJECT:** Monitoring Reports

**REFERENCE(S) & ATTACHMENTS:**

**RECOMMENDATION:**

**THAT the Board of Trustees accept as information the Monitoring Reports as presented and attached.**

- F1. Board Chair Highlights**
- F2. Superintendent Highlights**
- F3. Associate Superintendent Report–School Updates**
- F4. Personnel Department Report**
- F5. Student Engagement Attendance & Completion Report**
- F6. Communications Department Report**

\*\*\*\*\*

**BACKGROUND:**

The monitoring reports are a requirement of the board’s oversight role.



NORTHLAND SCHOOL DIVISION  
**BOARD CHAIR REPORT TO THE BOARD**

<b>TO:</b>	<b>THE BOARD OF TRUSTEES</b>	<b>DATE:</b>	<b>September 19, 2020</b>
<b>SUBMITTED BY:</b>	Robin Guild, Chair, Ward 7		
<b>SUBJECT:</b>	September 2020 Report		

### Activities

July 11, 2020	Met with the Student Transportation Task Force
July 30, 2020	ASBA Zoom meeting
August 7, 2020	Special board meeting, where we reviewed our re-entry plan
August 11, 2020	Secretary Treasurer interviews
August 13, 2020	PSBA Zoom meeting
August 18, 2020	Zoom meeting with Athabasca Chipewyan first Nation
August 19, 2020	Zoom meeting with Bigstone Cree Nation and Municipal District of Opportunity #17
August 20, 2020	Special board meeting to appoint our Secretary Treasurer
August 21, 2020	Zoom meeting with Fort McKay First Nation
August 26, 2020	Teleconference meeting with Chipewyan Prairie First Nation
August 28, 2020	Hearing on teacher matters
August 31, 2020	Zoom meeting with all of our staff  ASBA zoom meeting  Zoom meeting with Athabasca Tribal Council, Alberta Health Services, Chipewyan Prairie First Nation, and Fort McMurray 468 First Nation
September 1, 2020	Teleconference with the Minister of Education and participated in the agenda review
September 2, 2020	Zoom meeting with the Gift Lake Metis Settlement  Teleconference with Aseniwuche Winewak
September 10, 2020	Attended the grade 6 farewell ceremony at the St. Theresa school



ALBERTA  
EDUCATION

*Office of the Minister*

AR111772

Mr. Robin Guild  
Board Chair  
Northland School Division  
PO Bag 1400  
9809 - 77 Avenue  
Peace River AB T8S 1V2

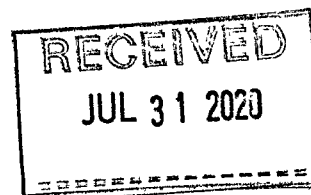
Dear Mr. Guild:

On behalf of the Government of Alberta, we are pleased to advise you that the following project for The Northland School Division is approved for funding in the amount of \$2 million for the following purposes:

Project Name	Delivery Type	Grade Configuration	Opening Capacity
Teacher Housing Renovation	School Board	N/A	N/A

In the coming weeks, Infrastructure and Education staff will contact your administration to begin the collaborative development of the Teacher Housing Renovation project. This includes a final confirmation of priority locations and schedule for completion.

The Infrastructure contact for this project is Greg Leitch, Director, North, Learning Facilities Branch, who can be reached at [greg.leitch@gov.ab.ca](mailto:greg.leitch@gov.ab.ca) or by telephone at 780-638-3227. The Education project contact is Peter Burgess, Manager, Capital Planning North, who can be reached at [peter.burgess@gov.ab.ca](mailto:peter.burgess@gov.ab.ca) or by telephone at 780-427-2083 (toll-free by first dialing 310-0000).

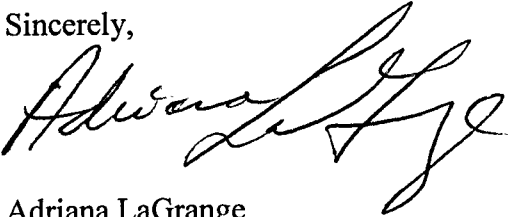


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Mr. Robin Guild  
Page Two

We look forward to the successful and timely completion of this project.

Sincerely,



Adriana LaGrange  
Minister of Education



Prasad Panda  
Minister of Infrastructure

- cc: Laila Goodridge, MLA, Fort McMurray-Lac La Biche
- David Hanson, MLA, Bonnyville-Cold Lake-St. Paul
- Martin Long, MLA, West Yellowhead
- Pat Rehn, MLA, Lesser Slave Lake
- Dan Williams, MLA, Peace River
- Tany Yao, MLA, Fort McMurray-Wood Buffalo

ALBERTA  
EDUCATION

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Office of the Minister

AR112365

JUL 08 2020

Mr. Robin Guild, Board Chair  
Northland School Division  
Bag 1400  
9809 - 77 Avenue  
Peace River Alberta T8S 1V2

Dear Mr. Guild: *Robin,*

I want to thank the Northland School Division for its efforts to improve outcomes for students, including student attendance, and for your school authority's efforts to engage students during these unprecedented times.

As we prepare our re-entry plans for fall 2020, it will have been nearly three years since government reinstated an elected board for Northland School Division. This is an opportune time to reflect on successes and opportunities for strengthening Northland.

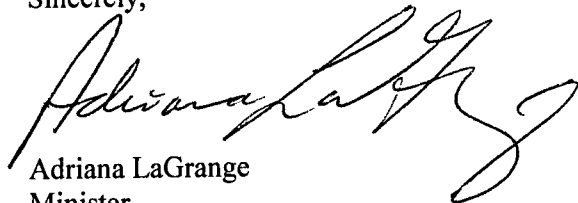
With this in mind, I would like to meet with you to discuss a plan that would enable us to review and strengthen the following four areas:

1. Governance
2. Community Engagement and Relations
3. Staff Attraction and Retention
4. Teacher Housing.

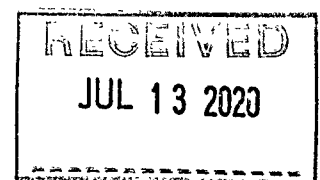
In the coming days, Raeanne Peers, my scheduling assistant, will reach out to you to arrange a convenient time for us to meet. In the meantime, should you require further assistance from Alberta Education staff, please contact Nathan Freed, Director, North Services, at [nathan.freed@gov.ab.ca](mailto:nathan.freed@gov.ab.ca) or 780-422-0795 (toll-free by first dialing 310-0000).

I would like to thank your board for the work you are doing to meet the needs of your students, staff and families during these challenging times, and I look forward to our discussion.

Sincerely,



Adriana LaGrange  
Minister







September 4, 2020

Honourable Adriana LaGrange  
Minister of Education  
228 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister LaGrange,

**RE: College of Alberta School Superintendents' Proposal**

On behalf of the Northern Lights Public Schools Board of Trustees, I am writing to express our concerns with the Legislation being considered that would designate the College of Alberta School Superintendents (CASS) as a regulated professional organization. The Board of Trustees does not support this proposal.

As a school Board elected to govern education in Alberta, it is concerning to us that changes impacting our only employee would be considered with little to no consultation with their employer, the Board of Trustees. Additionally, we are concerned that the proposal that was given to Alberta Education was not shared with individual Superintendents. It is becoming increasingly concerning to us that associations representing staffing groups in school division operations appear to be advocating on governance matters that school Boards are elected to address. Our Board prides itself on our prudent management of taxpayer dollars and our ability to employ a system leader that responds to the operational matters of the school division.

While we understand that these changes are being considered to provide further assurance to Alberta's education system, we query why we were only made aware of these changes in August of this year, despite CASS's proposal and discussions with Alberta Education staff occurring as late as fall of 2019. Additionally, we feel that this change will add further red tape to an already exhaustive appointment and reappointment process, and as Minister you currently have the authority to approve or deny all Superintendent positions.

Any decisions to proceed with this legislation should include collaborative discussions with school boards who ultimately will be impacted the most in terms of living out these changes.

We appreciate your time and consideration on these matters.

Sincerely,

Arlene Hrynyk  
Board Chair

CC: ASBA President, Board of Directors  
Board Chairs  
MLA's Hanson, Goodridge, van Dijken  
NLPS Board of Trustees



# Superintendent's Highlights

## September 19, 2020

### NSD School Re-Entry Plan

NSD 2020-2021 Re-entry Plan <https://www.nsd61.ca/download/291974>.

On July 21, 2020, Jason Kenney, Premier, Adriana LaGrange, Minister of Education and Dr. Deena Hinshaw, Alberta's Chief Medical Officer of Health announced that in-person classes will resume under scenario 1, which is a complete return to school with health and safety measures to reduce the risk of COVID-19 transmission.

Prior to the announcement, Alberta Education with support from Dr. Hinshaw, provided guidance documents to support school divisions with re-entry plans. As a result, Northland School Division (NSD) has developed a re-entry plan that reflects the guidance and recommendations from Dr. Hinshaw.

The plan outlines how schools are operating and expectations throughout the COVID-19 pandemic. NSD is keeping students and staff safe in the following ways:

- mandatory use of masks for all staff and students Grades 4-12 and highly recommended for students Kindergarten - Grade 3;
- mandatory use of masks for all students Kindergarten to Grade 12 riding the school bus;
- enhanced cleaning and hygiene protocols;
- daily screening requirements;
- strict stay at-home guidelines for individuals who feel unwell or have symptoms related to COVID-19;
- enforced public-health measures; and
- cohort and physical distancing strategies.

If at any time, the province transitions to Scenario 2 (a partial return to in-school classes) the plan remains the same, using a change in how the students are scheduled to attend. For families not yet ready to send their child to school (due to pre-existing health conditions/immune compromised, or in the absence of a COVID-19 vaccine) NSD will offer an at-home learning option. Both the in-school and at-home learning options allow students to stay connected to their school throughout their learning.

Overall, it ensures the transition back to school is smooth, and operations take place in the safest way possible. It's essential parents and students understand and adhere to the guidelines, so the risk of transmission remains low and students can continue learning in a safe classroom setting.

Tansi, Edlánat'e, Hello students, parents, guardians, staff and community members,

It is my pleasure to welcome everyone back for the 2020-2021 school year. I hope you had a safe and enjoyable summer. To our new families and staff, welcome to the Northland School Division (NSD) family.

In July, the province announced that in-person classes will resume under scenario 1, which is a return to school with additional health measures. Before the announcement, Alberta Education with support from the Chief Medical Officer of Health, provided guidance documents to support school divisions with re-entry plans. The Northland School Division re-entry plan outlines how schools are operating throughout the COVID-19 pandemic. Operation expectations include:

- mandatory use of masks for all staff and students in grades 4-12 and highly recommended for students K- grade 3;
- mandatory use of masks for all students riding the school bus;
- enhanced cleaning and hygiene protocols;
- daily screening requirements;
- strict stay at-home guidelines for individuals who feel unwell or have symptoms related to COVID-19; and
- cohort and physical distancing strategies.

In addition, we created a shorter re-entry guide for parents and guardians. Both documents are available on our website <https://www.nsd61.ca/covid-19-resources>. The custodial staff has had training on extra cleaning procedures. Principals and teachers have all participated in a program on COVID-19 to demonstrate proper protocols. School HVAC filters have been replaced and will be replaced several times throughout the year.

A number of schools have posted videos explaining the additional safety measures. For example, individual tote boxes containing all the student school supplies, directional arrows, use of several entrances and exits, use of cohorts, staggered recesses and lunch hours and posters to remind everyone of health protocols. We also are encouraging classes to be taught outside whenever possible.

Even with additional health measures, there may be stress and or anxiety for students, parents, guardians, staff and community members. As a mother and grandmother, I totally understand. That's why our additional health and safety measures for in-school learning go above and beyond the guidelines we received from the province.

For example, we have purchased seven Clorox Total 360 Electrostatic Sprayer sanitizers and our custodians have been trained to use them. The sprayer, along with the disinfectant, helps to sanitize surfaces more efficiently and eliminates bacteria, odours, cold and flu viruses including COVID-19 and inhibits the growth of mold and mildew for up to seven days. The Clorox cleaner is in addition to the daily cleaning and hygiene protocols we have in place.

For families not yet ready to send their child for in-school learning, NSD is offering an at-home learning option. An orientation for at-home learners will begin during the week of September

## **Associate Superintendent Dermod Madden Monitoring Report**

### **2020/2021 School year Transitions and Beginnings**

#### Bishop Routhier School

Our first day back went quite smoothly to everyone's surprise. The students and staff readily adjusted to the social distancing and extra precautions put in place. I brought the buses in 15 minutes earlier to ensure we followed the provincial protocols in regards to school entrance. Our morning and lunch recesses was also staggered to ensure social distancing could be maintained at all times. The staff were very positive throughout and the students well behaved. Yesterday we had 30 students in class, 17 we haven't seen as of yet and approximately 16 who have indicated "at home learning". All in and all it was an excellent start.

#### Pelican Mountain School

The students were so happy to be back! They were very compliant and interested in learning about Covid 19 and how we will keep the school and classroom clean. Our bus driver pointed out that all the students got on the bus and kept their masks on without any issues. We found that all of our preparations such as marking spots on the sidewalk to line up helped keep them organized as they entered the school. Our new routines include reviewing our health checklist to ensure we are all healthy during the school year.

#### Hillview School

Hillview School had a wonderful first day of our in class learning option. We had anticipated 5 students but 8 attended, 2 more registered and will be joining us starting tomorrow. Several other families have been in contact but are still weighing their options. 11 students have confirmed they will be doing at home learning. Our support staff anticipates a few more to join us for in class learning in the near future. Students quickly adapted to the changes and showed genuine concern for protecting themselves and others from Covid 19. Hillview staff are an amazing group of individuals to work with as needs arise we have been working together to find the best possible solutions.

#### Paddle Prairie School

Paddle Prairie school staff and students have been very excited to get back into the classroom. Our staff are calm and collected. All students seemed to be accustomed to masks and distancing protocols before coming to school which is a testament to their families. My staff are very eager to begin the year as they have missed their students over the last 5 months. Everything was very positive and any kinks at the local level today were worked out quickly with professionalism and collaboration. We are looking forward to a great year.

### St. Theresa School

The first day went well. We only had 11 students. Teachers met students off the bus and escorted them inside. There were staff posted at the doors inside to ensure that students used hand sanitizer. The EAs were at the classroom doors to ensure the students used hand sanitizer again. We just had a first day debrief on what went well today and what we have to change for tomorrow. All staff worked together to help one another out. We have more students doing at home learning than we first thought because of the positive case of COVID in our school. Many parents said they were not sending their children until next Monday. I'll keep you informed on how Wednesday goes, as Grade 1 and Grade 6 come, along with Kindergarten and Grade 2. Let's hope more students come tomorrow.

### Grouard School

Just to give you an update on our first day, it went smoothly, the bus picked up all the students in one round, there were only 25 students on the big bus, three others arrived on the Kapaweno bus from the reserve. After the bus arrived the teachers escorted the students to their designated classes and proceeded with their day. The teachers and students were excited to be back and all the measures in place were easily implemented and followed. One student was sent home for anxiety, mom was called and she came to get him, he will be starting at home learning via online, we had (9) K-1-2 students, (3) grade 3-4 students, (9) grade 5-6 class and (7) junior high students. The day went very fast, during the last recess, one student hurt her ankle, an incident report was sent in and mom was called to inform her of the accident. But all in all the day went fast and smoothly from an organizational point of view.

### Susa Creek

Susa Creek School had a very smooth transition into our new school year. Teacher's greeted the students while they were still seated on the bus. We then spoke to students about our new rules of social distancing and had them line up on their pre-painted spots on the sidewalk. The teachers then walked them through the school, explained cohort classes and how that was going to affect travelling throughout the school hallways and playground area. Each student had their own "island" in which they were able to put their personal belongings and sit throughout the day, mask free. We were fortunate to build an outdoor classroom area over the summer, which the students were excited to use. Stories and legends were told at the end of the day and students were instructed to find articles in nature that they would be using for an art project the following day. All of our students expressed a desire to return the next day and were excited to complete their nature projects. Our re-entry went exceedingly well!




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## Director of Student Engagement, Attendance, and Completion Report to the Board

# Operational Plan Updates to September 2020

### Strategy 1.1: Standardize attendance tracking processes

1. To better support teachers, secretaries and school administration, the following PowerSchool online training is in progress or soon to be implemented:
  - Since July, 2020, the Student Data Coordinator and our PowerSchool Operations Support have been working online with new teachers and administrators with PowerSchool refresher training and preparations for the 2020-2021 school year.
  - Over the summer break, monthly and quarterly meetings continue with the Alberta Education Northland Attendance Improvement Oversight Committee: June 2, June 19, July 17 and July 21-23, 2020. These meetings were online virtual gatherings. Discussions focused on key activities and targets outlined in Northland's Attendance Improvement Operational Plan. Oversight meeting agenda items include but not limited to:
    - Summary Review of 2019-2020 Operational Plan – Pre and Post Pandemic
    - Year-end Summaries of Attendance Improvement Planning & Reporting from schools
    - Operational Plan 2020-2021: Review and Update of Performance Measures
    - Office of the Auditor General of Alberta – Northland Audit Review
  
2. Based on the Northland Attendance Improvement Quarterly Update Meeting on Friday, August 28, please be aware of the following new timeline for the Alberta Office of the Auditor General's audit of Northland schools.

### Alberta Oversight Committee & OAG's Timeline for Attendance Improvement Audit of Northland Schools

Timeframe for School Audits	Groups Involved	Purpose
October/November 2020	Alberta Education Oversight Committee, Alberta Education & select Northland schools	To help school leaders prepare for the OAG audit and identify any outstanding issues.
March/April 2021 (earliest possible) October/November 2021 (latest)	Office of the Auditor General, Alberta & potentially all Northland schools	To assess and report on Northland School Division's compliance with the Auditor General's March 2015 report

**Strategy 1.3: Analyze attendance data for September 2019 to March 15, 2020**

- Given the COVID-19 pandemic and the new normal of 'learning from home', our overall division attendance for the 2019-2020 school year is based on attendance data gathered from schools for the period September 2019 through to March 13<sup>th</sup>, 2020.

Division Attendance patterns by school & area for the period of September 2019 through to March 13, 2020:

Schools by Area	Sept. 2019	Oct. 2019	Nov. 2019	Dec. 2019	Jan. 2020*	Feb. 2020	Mar. 2020	April 2020	May 2020	June 2020	Total Average
<b>Area 1</b>											
Bishop Routhier	94%	85%	89%	87%	71%	72%	83%	LFH*	LFH	LFH	85%
Gift Lake	84%	73%	64%	75%	62%	74%	80%	LFH	LFH	LFH	75%
Grouard Northland	79%	78%	77%	80%	63%	76%	77%	LFH	LFH	LFH	78%
Hillview	92%	82%	83%	80%	59%	77%	79%	LFH	LFH	LFH	82%
Paddle Prairie	86%	79%	75%	85%	69%	81%	78%	LFH	LFH	LFH	81%
Susa Creek	93%	78%	82%	84%	62%	91%	83%	LFH	LFH	LFH	85%
Area 1 Average	88%	79%	78%	82%	64%	79%	80%				81%
<b>Area 2</b>											
Calling Lake	93%	88%	85%	86%	76%	88%	89%	LFH	LFH	LFH	88%
Chipewyan Lake	88%	75%	90%	56%	68%	68%	76%	LFH	LFH	LFH	76%
Mistassiniy	80%	69%	66%	64%	59%	68%	64%	LFH	LFH	LFH	69%
Pelican Mountain	92%	90%	86%	89%	73%	91%	88%	LFH	LFH	LFH	89%
St. Theresa	87%	86%	83%	79%	71%	80%	77%	LFH	LFH	LFH	82%
Area 2 Average	88%	82%	82%	75%	69%	79%	79%				81%
<b>Area 3</b>											
ADCS	85%	73%	76%	58%	58%	64%	63%	LFH	LFH	LFH	70%
Anzac	90%	85%	81%	82%	76%	87%	79%	LFH	LFH	LFH	84%
Bill Woodward	87%	84%	70%	79%	76%	87%	85%	LFH	LFH	LFH	82%
Conklin	92%	85%	81%	75%	83%	74%	68%	LFH	LFH	LFH	79%
Elizabeth	90%	83%	85%	92%	66%	84%	78%	LFH	LFH	LFH	85%
Father R. Perin	69%	72%	71%	57%	58%	62%	56%	LFH	LFH	LFH	65%
Fort McKay	86%	79%	84%	67%	76%	80%	81%	LFH	LFH	LFH	80%
J. F. Dion	93%	88%	90%	90%	81%	80%	83%	LFH	LFH	LFH	87%
Area 3 Average	87%	81%	80%	77%	73%	78%	74%				80%
<b>Overall Average</b>	<b>88%</b>	<b>81%</b>	<b>80%</b>	<b>78%</b>	<b>69%</b>	<b>78%</b>	<b>78%</b>				<b>81%</b>

\* Note: Due to prolonged cold weather, January 2020 attendance data (blue highlight) are not included in the summary attendance totals.

\*\* Note: For the period March 16<sup>th</sup> through to June 30<sup>th</sup>, 2020, Northland schools are closed to students due to the Global Pandemic (Ministerial Authority). Teachers provide online instruction and home learning assignment packages for students. Throughout this time period, students are entered into PowerSchool as "learning from home" (LFH).

When adjusted for extreme cold weather conditions in February 2019 and January 2020, our overall division attendance comparisons are:

Year	Not Adjusted (for cold weather)	Adjusted (for cold weather)	Difference
2018-2019	80%	82%	+2%
2019-2020	79%	81%	+2%

2. Northland schools with attendance patterns of 85% and above for the 2019-2020 school year are:

School	Overall Attendance Patterns at 85% (& above)
Pelican Mountain	89%
Calling Lake	88%
J.F. Dion	87%
Elizabeth	85%
Susa Creek	85%
Bishop Routhier	85%

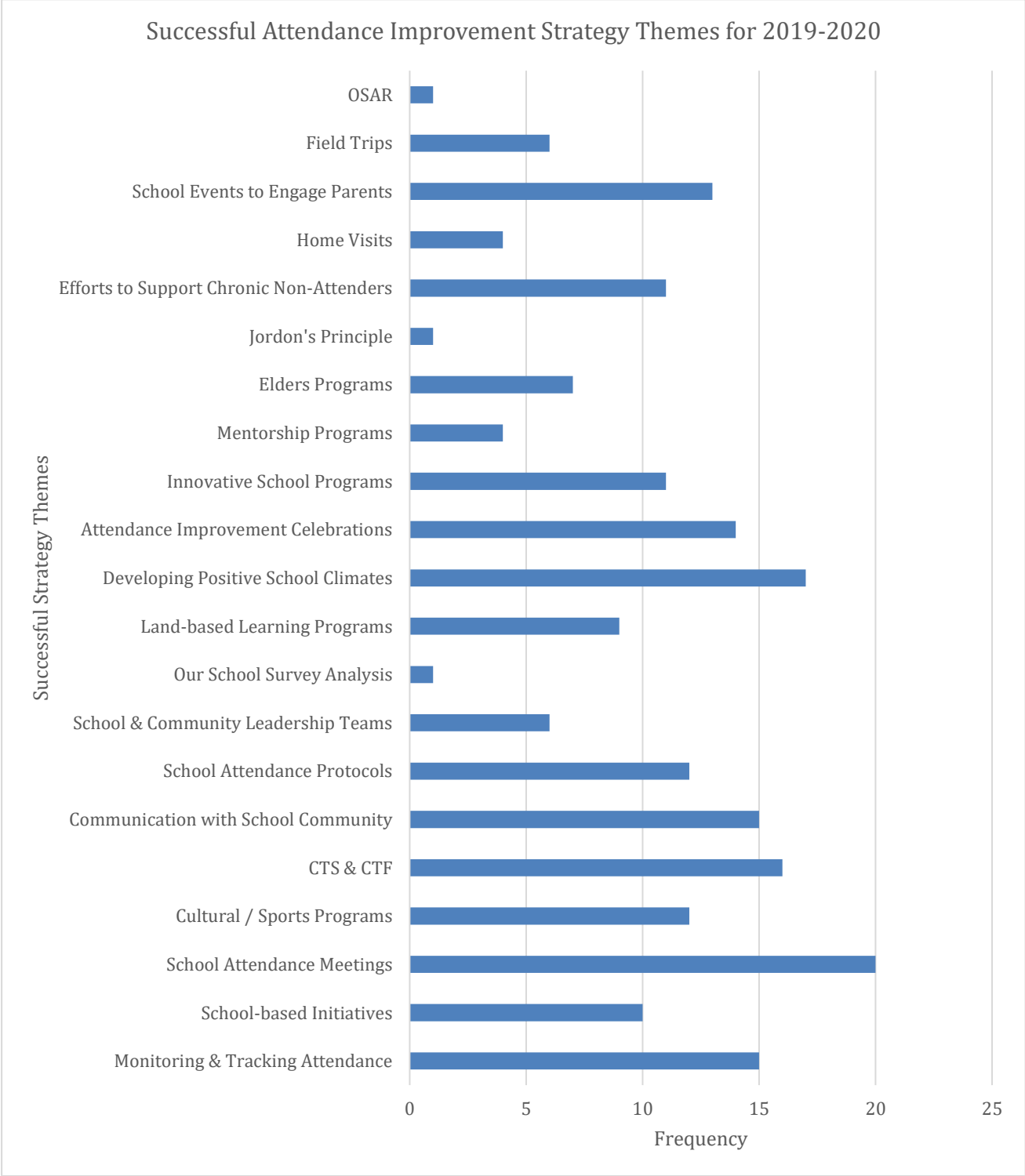
3. Northland schools with attendance patterns below 80% for the 2019-2020 school year are:

School	Overall Attendance Patterns below 80%
Conklin	79%
Grouard Northland	78%
Chipewyan Lake	76%
Gift Lake	75%
ADCS	70%
Mistassiniy	69%
Father R. Perin	65%

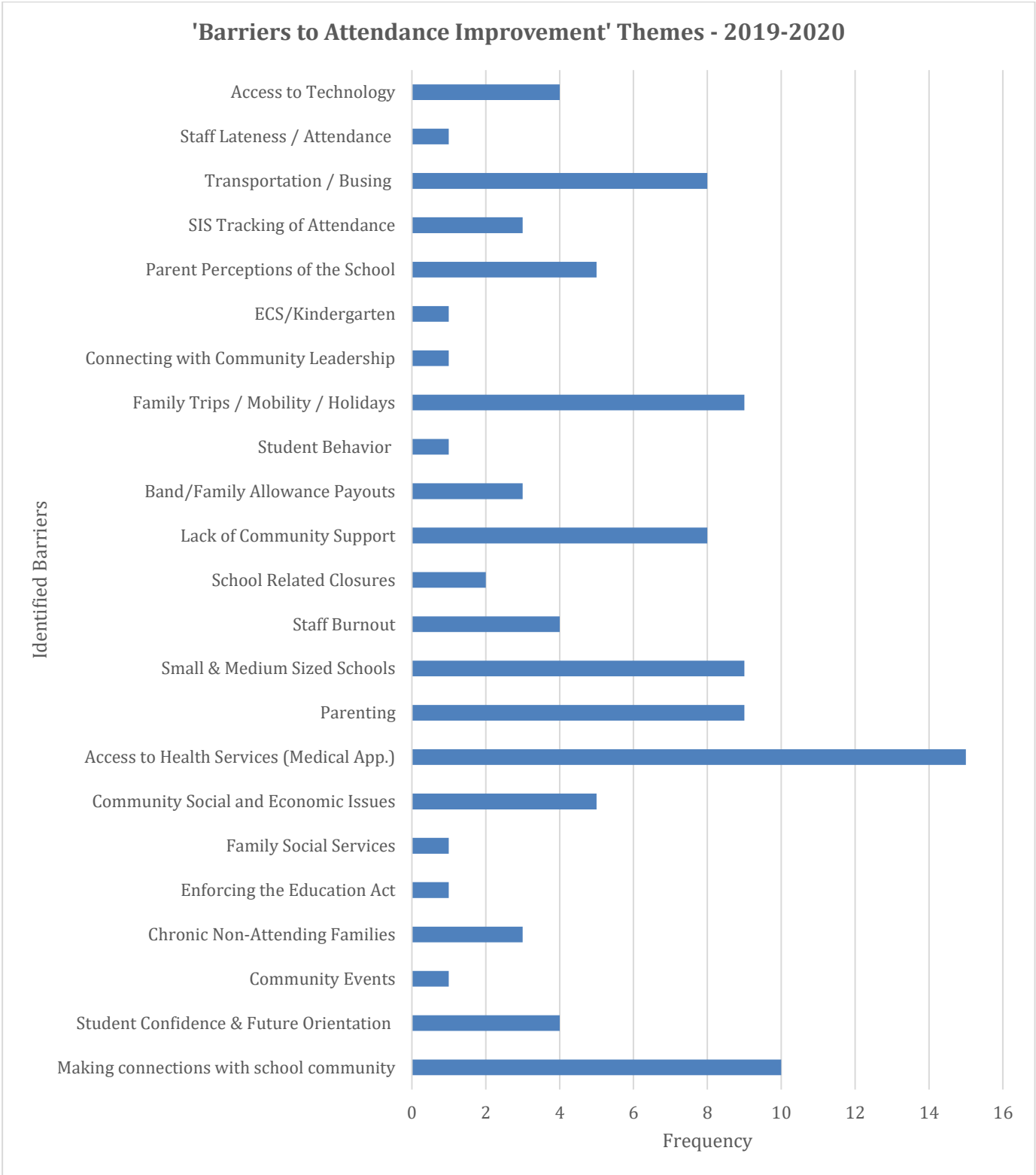


4. Year-end Summary of successful attendance improvement strategies and barriers to attendance improvement based on feedback from Northland schools for 2019-2020 school year

**Successful School-based Attendance Improvement Strategy Themes for 2019-2020**



**Attendance Improvement 'Barriers & Challenges' Themes based on responses from Northland Schools for 2019-2020**



**Strategy 2.3: Create an atmosphere of respect and appreciation for individuals**

1. 2019-2020 Year-end Division-wide Student Attendance Improvement Awards
  - (a) Year-end plaques will be presented to schools who achieve overall attendance of 87% or better. Schools achieving this goal will share a \$3000 prize award.
    - Schools achieving an overall attendance of 87% (or better) are:
      - Pelican Mountain School (89%),
      - Calling Lake School (88%), and
      - J.F. Dion School (87%)
    - Award Plaques have been distributed to the three schools
  - (b) At the end of the school year, students who achieve 90% or better are eligible to win a \$500 family gift card. Also, students with improved attendance of 15% or more over the previous year have a chance to win a \$250 gift card.
    - Of eligible students, the \$500 Family Gift Card is awarded to: a grade 1 student at Anzac Community School
    - Of eligible students, the \$250 Gift Card is awarded to a grade 1 student at Bishop Routhier School who achieved the highest attendance growth for the 2019-2020 school year
  - (c) High school students earning 20 credits or more in a semester will eligible to win a \$100 gift card. Of eligible students, the \$100 gift card is awarded to:
    - Grade 12 student at Paddle Prairie School is the recipient of the \$100 gift card for Semester 1
    - Grade 11 student at Mistassiniy School is the recipient of the \$100 gift card for Semester 2.
  - (d) At the end of each school year, students who achieve 95% or better receive certificates of achievement. For the 2019-2020 school year ...
    - 323 students (17%) received certificates of achievement for an overall yearly attendance rate of 95% or better.
    - Certificates of Achievement have been distributed schools
  - (e) Two schools with the highest percentage of growth over the previous year will receive a \$1000 award to support future educational growth. Of eligible schools, the \$1000 incentive is awarded to the following two schools:
    - Bishop Routhier School (+7.5% Growth Rate) and
    - Calling Lake School (+7.5% Growth Rate)

(f) Twenty-eight students received gift cards for monthly attendance rates of 90% or better for 2019-2020 school year:

- 7 students randomly selected from K-3
- 7 students randomly selected from grades 4-6
- 7 students randomly selected from grades 7-9 and
- 7 students randomly selected from grades 10-12

2. Monies expended during the 2019-2020 school year to support the Division-wide Attendance Improvement Award Program

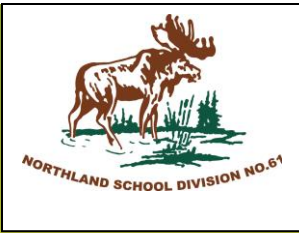
<b>Expenditure Type</b>	<b>Cost</b>
K-12 Student Gift Card Awards	\$1373.01
Year-end Attendance Certificates	\$ 234.92
High School Attendance Improvement Award	\$1000.00
<b>Total Costs</b>	<b>\$2607.93</b>

14th. Parents and guardians who are undecided on sending their child for in-school learning or at-home learning, please ensure they are still registered with your local school. Once you have decided, the school can document the information and organize the learning for your child.

A reminder, if you're planning to send your child on the bus, they must be registered. The registration form is available on our website

<https://www.nsd61.ca/students-parents/student-registration-forms>. If you don't have access to the internet, please contact the central office at 780-624-2060 and ask for transportation or connect with your local school.

We are looking forward to seeing students in-person or virtually. Even though we are living through a new normal, our focus on ensuring everyone's safety and overall success for students will never change. Thank you, students, parents, staff and community members. I want to reassure everyone that we will continue to work with Alberta Health Services, monitoring and adapting best practices to ensure a safe environment. We will continue to inform you of any changes as they arise.



# Human Resources

September  
2020  
UPDATE

Presented by **Wes Oginski** - Associate Superintendent of Human Resources

## Northland Community Based Teacher Education Program

Northland continues to invest in the Community Based Teacher Education Program at the University of Calgary's Werklund School of Education.

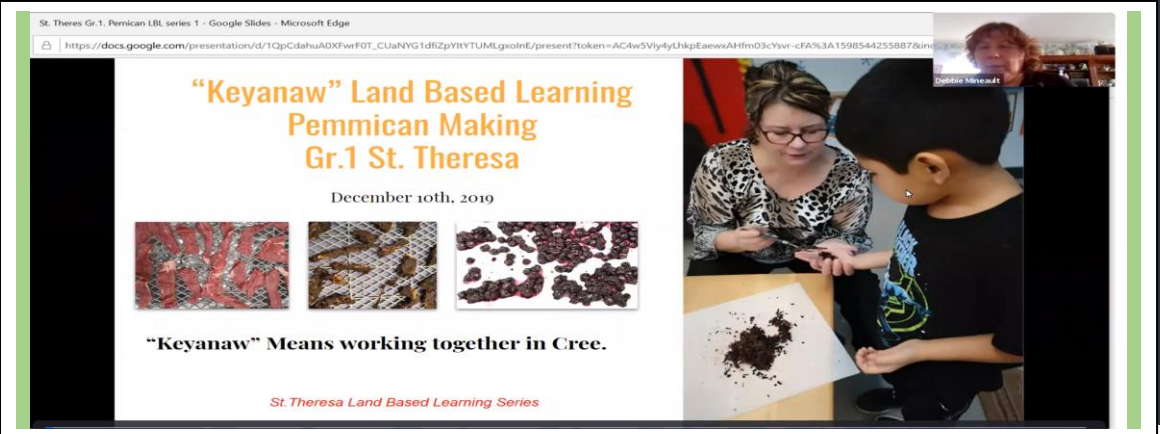
Three staff are continuing into the 2<sup>nd</sup> year of their Bachelor of Education program.

- Val Lagimodiere (Elizabeth)
- Kate McEvoy (Wabasca)
- Gerald Young (St. Theresa)

Four staff begin their 1<sup>st</sup> year:

- Melissa Campbell (Anzac)
- Dallas L'Hirondelle (Hillview)
- Madison MacDonald (Fishing Lake)
- Crystal Orr (Wabasca)

This year Pedagogical Supervisor Karen Lemay will be providing support and assistance to those in the program.



## Welcome to Northland

Northland School Division teaching positions were all filled by September 2020. We are welcoming 16 teachers new to our system.

On August 26 & 27, a new teacher orientation took place on Zoom. Topics covered included introductions to student services & individual program planning, teaching in Indigenous communities, PowerSchool and their Benefit plans.

During the two days the new teachers had a chance to participate in the morning cultural reflections and a chance to be welcomed by the Superintendent of the school division.

To get things started the new teachers were introduced to the Pedagogical Supervisors that will be supporting them through the year (Micheal Maciah, Bev Barca, Joseph Pearce, Karen Lemay and Crystal Colville).

Gayle D'Lugosz and Hazel Shearer did a session on how to access and use PowerSchool.

Debbie Mineault, Supervisor of First Nation, Metis and Inuit Learner Success, spent some time with the new teachers to talk about Teaching in an Indigenous Community, where she shared how the teacher can make connections through Land Based Learning.

## Recruitment

**Summer is often busy with the need to recruit staff when the schools have closed for the summer. HR works with the Associates and Principals to continue the hiring process.**

In September 2020, Northland had 139 teachers in 20 schools. This is compared to 142 teachers last September.

### Staffing Facts (September 2020)

As of September 8, 2020, Northland has filled:

- 4 principals and 2 VP positions (only one from outside the jurisdiction); and
- 16 teacher positions.

As well 51 support staff (cooks, Bus drivers and Eas) were recalled from layoff for the start of the school year.

<b>Staffing as of 31-Aug-20</b>									
	Teachers	EAI	EAII	SCLW/ FCLW	NL	Secretary	Custodian	Other	Total
Anzac Community School	6.5	0.8	1.2		1	1	1	0.5	12
Athabasca Delta Community School	15	1	3			1	2.2		22.2
Bill Woodward School	7.5		2.5			1	2	0.5	13.5
Calling Lake	9		2	0.5	0.5	1	1.5		14.5
Calling Lake Outreach School									0
Career Pathways School	3	1							4
Chipewyan Lakes	2						0.57		2.57
Conklin	4.5	1					1		6.5
Bishop Routhier	4		2		0.5	0.5	2		9
Elizabeth School	8	0.6	3		0.8	0.5	1	0.9	14.8
Father R. Perin	6.5	1	1		0.6	1			10.1
Fort McKay School	2	1			1	1	1		6
Gift Lake	11	2	4		1	1	2		21
Grouard Northland	5	2				1	2		10
Hillview School	2		0.75			0.25	1		4
J.F. Dion	5		3.5		0.66	1	1.36	0.5	12.02
Mistassiniy School	18	1		1	1	1	5		27
Paddle Prairie	8	1		0.25	0.75	0.9	2		12.9
Pelican Mountain	2	1			0.25	0.35	1		4.6
St. Theresa	18	5	10	2	1	2	4	1	43
Susa Creek	2	0.9			0.5	0.5	1		4.9
<b>Total</b>	<b>139</b>	<b>19.3</b>	<b>32.95</b>	<b>3.75</b>	<b>9.56</b>	<b>15</b>	<b>31.63</b>	<b>3.4</b>	<b>254.59</b>
<b>Aug 2020 Vs June 2020 Staffing</b>									
	Teachers	EAI	EAII	SCLW/ FCLW	NL	Secretary	Custodian	Other	Total
August 2020	139	19.3	32.95	3.75	9.56	15	31.63	3.4	254.59
June 2020	142	18.8	42.65	3.75	11.06	14.65	30.63	3.65	267.19
<i>Difference</i>	-3	0.5	-9.7	0	-1.5	0.35	1	-0.25	-12.6