



**NORTHLAND SCHOOL DIVISION
SPECIAL BOARD MEETING
NO. 24-03
AGENDA**

Location: Virtual	
Zoom:	
Meeting ID: Passcode:	Phone: 1 (587) 328-1099
Date: Thursday, May 23, 2024	Time: 9:00 AM

If you would like to join the public meeting, please contact Media Relations Manager Curtis Walty at 780-624-2060, ext. 6183 or curtis.walty@nsd61.ca

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

A. CALL TO ORDER

No.	Title	Responsible	Action	Page No.
1.	Recognition of Traditional Lands	Chair Guild		-
2.	Opening Prayer, Cultural Reflection or Reflection	Trustee		-
3.	Adoption of Agenda	All	Motion	-
4.	Closed Session	All	Motion	

B. BUSINESS ARISING FROM CLOSED SESSION

C. ACTION ITEMS

No.	Title	Responsible	Action	Page No.
1.	Policy 4 - Trustee Code of Conduct	Superintendent Johnson	Motion	02
2.	Policy 4 Appendix A - Trustee Code of Conduct Sanctions	Superintendent Johnson	Motion	13
3.	K-6 Social Studies Curriculum Letter	Superintendent Johnson	Motion	17
4.	Disposal of Mobile Homes	Superintendent Johnson	Motion	20
5.	Locally Developed Courses	Superintendent Johnson	Motion	21

D. ADJOURNMENT & CLOSING CULTURAL REFLECTION



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** MAY 23, 2024
SUBMITTED BY: Robin Guild, Board Chair
SUBJECT: Policy 4 - Trustee Code of Conduct Policy
ATTACHMENTS: Policy 4 - Trustee Code of Conduct Policy

RECOMMENDATION:
THAT the Board of Trustees approves the correction of section designations, punctuations, typographical, and cross-references and authorizes the Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 4 - Trustee Code of Conduct.

BACKGROUND:

RISK ANALYSIS:

POLICY 4

TRUSTEE CODE OF CONDUCT

Purpose and Application

Section 33 of the *Education Act* requires every Board of Trustees in Alberta to adopt a code of conduct that applies to trustees of the Board. The purpose of this Code of Conduct is to provide standards for the conduct of members of the Board of Trustees of Northland School Division (the “Board”) relating to their roles and obligations and a procedure for the investigation and enforcement of those standards. This Code of Conduct applies to all trustees of the Board, including the Chair (“Members”). This Code of Conduct is one aspect of accountability and transparency both internally, among Members and between the Board and Administration, as well as externally, with Northland School Division students and parents, the public at large, other orders of government and the media.

Framework and Interpretation

This Code of Conduct provides a framework to guide ethical conduct that upholds the integrity of the Board and the high standards of professional conduct the public expects of its elected representatives. This Code of Conduct is intended to supplement other legal duties imposed on Members by Board bylaws and policy and legislation, including:

- (a) the *Alberta Human Rights Act*;
- (b) the *Education Act*;
- (c) the *Freedom of Information and Protection of Privacy Act*;
- (d) the *Local Authorities Election Act*; and
- (e) the *Occupational Health and Safety Act*.
- (f) **The Code of Conduct does not supersede any of the above-noted Acts**

This Code of Conduct is to be given a broad and liberal interpretation in accordance with applicable legislation. It is not possible to write a Code of Conduct that covers every scenario. Members are to be guided by and conduct themselves in a manner that reflects the spirit and intent of this Code.

Principles and Values

1. Members are expected to perform their duties and functions of office with integrity, accountability and transparency.
2. Members have a duty to act respectfully, honestly, in good faith, and in the best interests of the Northland School Division.
3. Members shall:
 - (a) uphold the law established by the Federal Parliament and the Alberta Legislature and the bylaws and policies adopted by the Board;

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- (b) carry out their duties in accordance with all applicable legislation, bylaws and policies pertaining to their position as a trustee;
- (c) observe the highest standard of ethical conduct and perform their duties in the office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- (d) serve and have been seen to serve the interests of Northland School Division and their constituents in a conscientious and diligent manner and shall approach decision-making with an open mind.

Confidential Information

1. The Board as a whole must be able to access information to fulfill its decision-making duties and oversight responsibilities; however, individual members must also recognize that certain information they receive in their capacity as trustees is subject to confidentiality and disclosure rules contained in legislation and the Board's bylaws and policies. Members must keep in confidence matters discussed in private at a Board or within the Closed Session of the Board meeting.
2. In the course of their duties, Members may also become privy to confidential information received outside of an "in-camera" meeting. Members must not:
 - (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by the Board;
 - (b) access or attempt to gain access to confidential information in the custody or control of Northland School Division unless it is necessary for the performance of the Member's duties and is not otherwise prohibited by the Board, and only then if the information is acquired through appropriate channels in accordance with applicable Board bylaws and policies;
 - (c) use confidential information for personal benefit or for the benefit of any other individual or organization.
3. No Members shall use confidential information to do harm against the Division or to trustees

Conflicts of Interest

1. Members are expected to make decisions in the best interests of the Northland School Division. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or



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otherwise. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 4, Division 5 of the *Education Act*.

2. No Member shall, in the exercise of official power, duty or function, give preferential treatment to any individual or organization if a reasonably well-informed person would conclude that the preferential treatment was advancing a private interest.
3. No Member shall initiate, endorse, support or otherwise participate in any proceeding being brought against the Board or Northland School Division.
4. Members must disclosure all and any conflicts of interests or pecuniary interests to the Board

Improper Use of Influence

1. No Member shall use the influence of their office for any purpose other than for the exercise of the Member's official duties.
2. No Member shall act as an agent before the Board or a committee of the Board or any other body established by the Board.
3. No member shall use their position to undermine the Division, the Board and/or a Member.

Conduct at Meetings

1. Members shall conduct themselves with decorum and make every effort to participate diligently in the meetings of the Board, ~~committees of the Board~~ its committees and other bodies to which they are appointed by the Board.
2. Members shall comply with Board policies and procedures governing the conduct of ~~meetings of the Board~~ board meetings, and any other rules of meeting procedure applicable to the body to which they have been appointed by the Board.
3. Members shall act in a manner that demonstrates fairness, respect for individual differences, and an intention to work together for the common good and in furtherance of the public interest.
4. Members shall conduct and convey the Board's business and all their duties in an open and transparent manner other than for those matters which, by virtue of legislation, are authorized to be dealt with in a confidential manner in a closed session and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking specific actions.



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5. No Member shall record any proceedings of the Board without the express prior permission of the Board.
6. ~~Trustees~~ Members shall limit personal technology for personal use when representing, or acting in any way on behalf of the Board, or fulfilling their trustee or Board-related duties, and be engaged in the matter at hand. Members may use technology for personal use in the event of an emergency.
7. Trustees shall dress in a professional manner

Respect for Decision-Making Process

1. Decision-making authority lies with the Board, and not with any individual Member. The Board acts by bylaw or resolution passed at a Board meeting held in public at which there is a quorum present, pursuant to section 64 of the *Education Act*.
2. A Member must not purport to bind the Board, either by publicly expressing their personal views on behalf of the Board when not authorized to do so or by giving direction to staff, agents, contractors, consultants or other service providers of Northland School Division or prospective vendors.
3. Members shall accurately communicate the decisions of the Board, even if they disagree with the Board's decision, such that respect for the Board's decision-making processes is fostered.

External Communications

1. A Member must not purport to speak on behalf of the Board unless authorized to do so. Unless the Board directs otherwise, the Chair is the Board's official spokesperson, and in the absence of the Chair, it is the Vice-Chair.
2. A Member who is authorized to act as the Board's official spokesperson must ensure that their comments accurately reflect the official position and will of the Board as a whole, even if the Member disagrees with the Board's position.
3. No Member shall make a statement when they know that statement is false.
4. No Member shall make a statement with the intent to mislead the Board or members of the public.

Use of Social Media or Other Types of Media

1. For the purposes of this Code of Conduct, "social media" refers to freely accessible, third-party hosted, interactive web-based technologies used to produce, post and interact through text, images, video and audio to inform, share, promote, collaborate or network.



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2. As public figures and representatives of the Board, Members must act with discretion and be judicious in what material they post on social media. As with any other communications, Members are accountable for content and confidentiality.
3. No Member shall attempt to disguise or mislead as to their identity or status as a trustee when using social media.
4. No Member shall use social media to publish anything that is dishonest, untrue, offensive, disrespectful, constitutes harassment or is defamatory or misleading in any way.

Discrimination and Harassment

1. Members have a duty to treat members of the public, one another and staff with dignity and respect and without abuse, bullying or intimidation, and to ensure that their work environment is free from discrimination and harassment.
2. No Member shall use indecent, abusive, or insulting words or expressions toward any other Member, any staff member or any member of the public.
3. No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
4. The Board is the source of all governance authority and will make decisions on whether and to what extent to delegate the Board's authority to others, including the Chair, Board Committees and the Superintendent. The Superintendent serves the Board as a whole. No individual Member has executive authority over the Superintendent or staff in Administration. The Superintendent is the only employee of the Board.
5. Members shall respect the fact that staff work for the School Division as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and carrying out directions of the Board and administering the policies and programs of the Board, and that staff are required to do so without undue influence from any Member or group of Members.
6. Members must not:
 - (a) involve themselves in matters of Administration, which fall within the jurisdiction of the Superintendent;

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- (b) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering in that staff member's duties; or
 - (c) maliciously or falsely injure the professional or ethical reputation or the prospects or practice of staff members.
7. Members shall obtain information about the operation or administration of the School Division from the Superintendent or a person designated by the Superintendent. Members are to only contact staff according to the procedures authorized by the Superintendent regarding the interaction of Members and staff.

Use of School Division Property and Resources

1. Members shall use School Division property, equipment, services, supplies and staff time only for the performance of their duties as a Member, subject to the following limited exceptions:
- (a) Board property, equipment, service, supplies and staff time that is available to the general public may be used by a Member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges;
 - (b) Electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, ~~which are~~ supplied by the School Division to a Member, may be used by the Member for personal use, subject to the terms and conditions described below.
2. Electronic communication devices provided by the School Division are the property of the School Division, and shall, at all times, be treated as the School Division's property. Members are hereby notified that they are to have no expectation of privacy in the use of these devices and further that:
- (a) all emails or messages sent or received on School Division devices are subject to the *Freedom of Information and Protection of Privacy Act*;
 - (b) all files stored on School Division devices, all use of internal email and all use of the Internet through the School Division's firewall may be inspected, traced or logged by the School Division;
 - (c) In the event of a complaint pursuant to this Code of Conduct, the Board may require that any or all of the electronic communication devices provided by the School Division



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to Members be confiscated and inspected as part of the investigation, including downloading information considered relevant to the investigation. All email messages or Internet connections may be retrieved.

- (d) No Member or staff shall access the email without due cause and approval of the Superintendent or designate.
3. No Member shall use any School Division property, equipment, services or supplies, including email, Internet services, or any other electronic communication device if the use could be offensive or inappropriate.
 4. Upon ceasing to hold office, a Member shall immediately deliver to the School Division any money, book, paper, thing or other property of the School Division that is in the Member's possession or under the Member's control, including, without restriction, any record created or obtained by virtue of the Member's office other than a personal record or constituency record as those terms are used in the *Freedom of Information and Protection of Privacy Act*.

Expenses

1. Members shall comply with the provisions of all Board policies and related procedures and guidelines with respect to claims for remuneration and expenses, including but not limited to, claims for per diems (honoraria), mileage, travel, meals, lodging, event tickets, hosting and attendance at conferences, conventions, seminars, training courses and workshops.
2. Falsifying a Member's claim, including receipts or signatures, by a Member is a serious breach of this Code of Conduct and the Criminal Code of Canada and could lead to prosecution.

Gifts and Benefits

1. Members are expected to represent the public and the interests of the School Division and to do so with both impartiality and objectivity. The acceptance of a gift or benefit can imply favouritism, bias or influence on the part of the Member. At times, the acceptance of a gift or benefit occurs as part of the culture, social protocol or community events linked to the duties of a Member and their role in representing the Board. Personal integrity and sound business practices require that relationships with vendors, contractors or others doing business with the School Division be such that no Member is perceived as showing favouritism or bias toward the giver.
2. Members shall not accept gifts or benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved. For these purposes, a gift or benefit provided with the Member's knowledge to a Member's spouse, child, or parent

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that is connected directly or indirectly to the performance of the Member's duties is deemed to be a gift to that Member.

3. For further clarity, the following are recognized as acceptable gifts or benefits:
 - (a) such gifts or benefits that normally accompany the responsibilities of the office and are received as an incident of culture, protocol or social obligation, provided that the value of the gift or benefit does not exceed one hundred dollars (\$100).
 - (b) a political contribution otherwise reported by law;
 - (c) a suitable memento of a function honouring the Member;
 - (d) food, lodging, transportation, event tickets or entertainment provided by provincial, or local governments, by the Federal government or by a foreign government within a foreign county, or by a conference, seminar or event organizer where the Member is either speaking or attending in an official capacity on behalf of the Board;
 - (e) Food and beverages consumed at banquets, receptions, or similar events, if:
 - i. attendance serves a legitimate purpose;
 - ii. the person extending the invitation or a representative of the organization is in attendance; and
 - iii. the value is reasonable, and the invitations are infrequent;
4. Gifts received by a Member on behalf of the Board as a matter of official protocol which has significance or historical value for the School Division shall be left with the School Division when the Member ceases to hold office.
5. An invitation to attend a function where the invitation is directly or indirectly connected with the Member's duties of the office is not considered to be a gift but is the fulfillment of an official function or obligation. An invitation to attend a charity golf tournament or fundraising gala, provided the Member is not consistently attending such events as a guest of the same individual or corporation, is also part of the responsibilities of holding public office. Likewise, accepting invitations to professional sports events, concerts, or dinners may serve a legitimate business purpose.
6. Any doubts about the propriety of a gift or benefit should be resolved in favour of not accepting it or not keeping it.

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Election-Related Activity

1. Members are required to follow the provisions of the *Local Authorities Election Act* and are accountable under the provisions of that statute. Members should refrain from making inquiries of or relying on, staff to interpret or provide advice to Members regarding the requirements placed on candidates for the office of trustee. Members shall respect the Secretary-Treasurer's role in managing the election process and must not interfere with how the Secretary-Treasurer's election duties are carried out.
2. Members shall not use Board resources, including property, equipment, services, supplies and staff time, for any election-related activities, whether local, provincial or federal. Online resources hosted, supplied or funded by the Board, including but not limited to Member electronic newsletters, Member websites linked through the Board's website, and Member social media accounts used for ward communication, shall not be used for any election campaign or campaign-related activities. No Member shall use the School Division logo for campaign purposes.
3. For greater clarity, a Member may accept the services of staff who may choose to volunteer with the Member's election campaign during non-work hours.

Compliance with this Code of Conduct

1. Members are ultimately accountable to the public through the four-year election process. Between elections, Members may become disqualified and required to resign if the Member commits a disqualifying action pursuant to section 87 of the *Education Act*.
2. Any reported violation of a provision of this Code of Conduct may be subject to investigation by the Board, or a third-party investigator appointed by the Board.
3. Members are expected to cooperate in every way possible in securing compliance with the application and enforcement of this Code of Conduct.
4. No Member shall:
 - (a) undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to the Board or to any other person in accordance with this Code of Conduct; or
 - (b) Obstruct the Board or any other person in carrying out the objectives or requirements of this Code of Conduct.

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5. If the Board determines it appropriate to do so, the Board may impose sanctions on a Member who contravenes this Code of Conduct. Sanctions that may be imposed on a Member by the Board include:
- (a) issuing a letter of reprimand addressed to the Member,
 - (b) requesting the Member to issue a letter of apology,
 - (c) publicly reprimanding the Member by a motion of sanction,
 - (d) publishing a letter of reprimand or request for an apology and the Member's response,
 - (e) requiring the Member to attend training,
 - (f) suspending or removing the Member from membership on a committee/committees,
 - (g) Removal of professional development opportunities
 - (h) suspending or removing the Member from chairing a committee,
 - (i) requiring the Member to reimburse monies received,
 - (j) reducing or suspending remuneration paid to the Member in respect of the Member's services,
 - (k) requiring the Member to return School Division property or reimburse its value,
 - (l) restricting the Member's access to School Division facilities, property, equipment, services and supplies,
 - (m) restricting the Member's contact with School Division staff,
 - (n) restricting the Member's travel and representation on behalf of the Board,
 - (o) restricting how documents are provided to the Member (e.g. no electronic copies, but only watermarked paper copies for tracking purposes),
 - (p) disqualifying the Member from the Board, but nothing in this Code of Conduct requires the Board to impose a sanction for any contravention.

Legal Reference: Sections 33, 34, 51, 52, 53, 64, 67, 85, 86, 87, 88, 89, 90, 91, 93, 94, 95, 96 Education Act.



ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES

DATE: MAY 23, 2024

SUBMITTED BY: Robin Guild, Board Chair

SUBJECT: Policy 4 Appendix A - Trustee Code of Conduct Sanctions Policy

ATTACHMENTS: Policy 4 Appendix A - Trustee Code of Conduct Sanctions Policy

RECOMMENDATION:

THAT the Board of Trustees approves the correction of section designations, punctuations, typographical, and cross-references and authorizes the Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 4 Appendix A - Trustee Code of Conduct Sanctions.

BACKGROUND:

RISK ANALYSIS:

POLICY 4 - APPENDIX A TRUSTEE CODE OF CONDUCT SANCTIONS

In accordance with section 33 of the Education Act, the Board may take the following action in relation to a trustee for having breached the code of conduct.

Informal Complaint Process

1. Any person who identifies or witnesses behaviour or activity by a Trustee that they reasonably believe, in good faith, is in contravention of this Code of Conduct is encouraged to attempt to address the prohibited behaviour or activity informally, where appropriate, by:
 - 1.1. Advising the Trustee that the behaviour or activity appears to contravene this Code of Conduct;
 - 1.2. Encouraging the Trustee to acknowledge and agree to stop the prohibited behaviour or activity and to avoid future occurrences of the prohibited behaviour or activity;
 - 1.3. Requesting the Chair to assist in an informal discussion of the alleged complaint with the Trustee in an attempt to resolve the issue. If the Chair is the subject of or is implicated in a complaint, request the assistance of the Vice Chair.
2. People are encouraged to pursue this informal complaint procedure as the first means of remedying behaviour or activity that they believe violates this Code of Conduct. However, a person is not required to complete this informal complaint process prior to pursuing the formal complaint process outlined below.
3. ~~After 3 information complaints, the complaint will become a formal complaint~~ In the event of three (3) or more informal complaints, the third complaint and any thereafter will be deemed to be a formal complaint during a period of the trustee's term.

Formal Complaint Process

4. Any person who identifies or witnesses behaviour or activity by a Trustee that they reasonably believe, in good faith, is in contravention of this Code of Conduct may file a formal complaint in accordance with the following conditions:
 - 4.1. a complaint must be made in writing and include the complainant's name and contact information;
 - 4.2. a complaint must be addressed to the Board, attention of the Chair. In the event that the Chair is the subject of, or is implicated in a complaint, the complaint shall be addressed to the attention of the Vice-Chair;
 - 4.3. a complaint must include the name of the Trustee(s) alleged to have contravened the Code of Conduct, the provision(s) of the Code of Conduct allegedly contravened and the facts surrounding the allegation, including any witnesses.
5. Upon receipt of a complaint, the Board will meet in a closed session, excluding the Trustee(s) alleged to have contravened the Code of Conduct, and decide whether to

POLICY 4 - APPENDIX A

TRUSTEE CODE OF CONDUCT SANCTIONS

proceed to investigate the complaint or not. If the Board (with quorum) is of the opinion that:

- 5.1. a complaint is frivolous or vexatious or is not made in good faith,
- 5.2. a complaint is outside the jurisdiction of the Board or is more appropriately dealt with by another applicable legislative appeal, complaint or court process, or
- 5.3. there are no grounds or insufficient grounds for conducting an investigation.

The Board may choose not to investigate or, if already commenced, may terminate any investigation or may dispose of the complaint in a summary manner. In such event, the complainant shall be advised of the Board's decision in writing, with reasons, and provided with information regarding other options to pursue the complaint, if applicable.

6. If the Board decides to investigate the complaint, it shall take such steps as it may consider appropriate in the circumstances having regard for the specific nature of the complaint, which may include but is not limited to, proceeding to investigate on its own, appointing a committee of the Board to conduct the investigation, seeking legal advice and/or engaging a third-party investigator.
7. Investigations will be conducted in a fair, timely, and confidential manner that respects the principles of procedural fairness and natural justice.
8. Prior to commencing an investigation, the complainant and the respondent Member(s) will be advised of the investigation, and the respondent Member(s) will receive a copy of the complaint.
9. A complainant or witness may be asked to provide additional information during an investigation. Staff may also be requested to provide information, and any person conducting an investigation under this Code of Conduct may look at any record or thing belonging to or used by the School Division and enter any School Division facility to complete the investigation.
10. The respondent Member(s) is entitled to disclosure of all relevant information gathered during an investigation and must be given an opportunity to respond to the complaint before the Board deliberates and disposes of the complaint.
11. Upon the conclusion of the investigation, the Board will convene at an in-camera meeting, excluding the Member(s) alleged to have contravened the Code of Conduct, to consider the results of the investigation and dispose of the complaint.
12. All complaints received under this Code of Conduct and all information and records received, reviewed or generated during the course of an investigation and disposition of a complaint, including interviews and investigation reports, are and shall remain strictly confidential unless the Board directs otherwise.
13. The trustee may ~~decide~~ elect to forgo an investigation and hold a hearing about the matter where the Board shall decide the outcome of the complaint.

POLICY 4 - APPENDIX A TRUSTEE CODE OF CONDUCT SANCTIONS

If the Board, after having heard the arguments of the parties at the Code of Conduct hearing, finds the trustee to have breached the Code of Conduct, the Board may issue sanction(s), including remedial sanction(s), upon the trustee which it deems reasonable and appropriate. Said sanction(s) may be those set out in the Education Act (i.e., disqualification) and/or those set out below but are not limited to what is set out below:

- Letter of reprimand
- Censure of the trustee, with or without conditions on how to purge the censure;
- Removal from Board activities;
- Suspension or removal from Board committees, including from chairing a committee(s);
- Request the issuance of a letter of apology, including, if deemed appropriate, the Board or the trustee, as determined by the Board, publishing the letter of apology
- Requiring the trustee to attend training and/or programming at their cost or not at their cost;
- Requiring the trustee to reimburse monies received;
- Requiring the trustee to return school division property or reimburse its value;
- Restricting the trustee's access to school division facilities, property, equipment, services and/or supplied;
- Restricting the trustee's contact with school division staff, students, parents, school division stakeholders, or others;
- Restricting the trustee's travel and representation on behalf of the Board;
- Restricting how documents/records are provided to the Trustee (i.e., no electronic copies);
- Retaining independent investigator to review any matter related to the complaint(s) against the trustee and any related matter, to submit a report, and, if deemed appropriate, make recommendation(s) to the Board; and
- Disqualification of the trustee under the Education Act.

To ensure clarity, the Board is not limited to the sanctions enumerated above and may issue additional or other sanction(s) that the Board deems reasonable and appropriate under the circumstances.

Legal Reference: Sections 33, 34, 51, 52, 53, 64, 67, 85, 86, 87, 88, 89, 90, 91, 93, 94, 95, 96 Education Act



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** MAY 23, 2024
SUBMITTED BY: Cal Johnson, Superintendent of Schools
SUBJECT: Draft Grade K-6 Social Studies Curriculum Letter
ATTACHMENTS: Draft Grade 6 Social Studies Curriculum Letter

RECOMMENDATION:
THAT the Board of Trustees approve the draft K-6 Social Studies Curriculum letter as presented.

BACKGROUND:
RISK ANALYSIS:

Recipient's Name]
[Recipient's Position]
Alberta Education
[Recipient's Address]
[City, Province, Postal Code]

Dear [Recipient's Name],

Subject: Feedback on the Draft Kindergarten to Grade 6 Social Studies Curriculum

As Alberta and Canada continue to progress in incorporating Indigenous perspectives and supporting the journey towards Truth and Reconciliation, it is vital that our educational materials reflect these advancements. Upon reviewing the proposed kindergarten to grade 6 social studies curriculum, we at Northland School Division feel there are areas that require further enhancement to fully realize these goals.

Observations on the Draft Curriculum

Northland School Division proudly serves a community where over 90 percent of the student body is of First Nations, Métis, and Inuit descent. It is crucial for the social studies curriculum to be drafted in a way students in the communities we serve are able to make connections. Although the draft recognizes Indigenous perspectives, there seems to be a need for deeper engagement with and respect for the histories and contributions of First Nations, Métis, and Inuit peoples. Our commitment is to continue fully integrating First Nations and Métis language and culture, and we hope to see this approach reflected in the curriculum.

Reasons for Not Piloting the Draft Curriculum

The current draft is missing important parts that are essential to Northland School Division's values, including:

- Better involvement with Indigenous communities to make sure the content accurately reflects Indigenous perspectives.
- Detailed teaching about the lasting effects of residential schools.
- Enough information on treaties, history, and rights.
- Proper representation of Indigenous governance, culture, and language.
- Important talks about colonization and its effects that continue today.

Suggestions for Improvement

We believe the following steps are essential to refine the draft:

- Collaborative Redrafting: Engage with Indigenous Elders, Knowledge Keepers, and educators to develop a curriculum that authentically represents Indigenous perspectives and histories.
- Postponing Implementation: Allow more time for reflection and input from Indigenous communities to ensure the curriculum not only meets educational standards but also honors the lived experiences of Indigenous students.
- Inclusive Curriculum Development: Involve experts in Indigenous knowledge more centrally in the curriculum development process.
- Inclusion of Métis History: It's also important to ensure that the history and contributions of the Métis community are well represented.

Thank you for considering Northland School Division's perspective. We are eager to participate in discussions that enhance the educational experience for not only Northland students but for all students across Alberta and Canada.

Sincerely,

Robin Guild
Board Chair
Northland School Division

c: Board of Trustees of Northland School Division
Cal Johnson, Superintendent of Schools/CEO



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** MAY 23, 2024
SUBMITTED BY: Cal Johnson, Superintendent of Schools
SUBJECT: Sale of Mobile Homes
REFERENCE(S): Board Policy 5 Appendix A - Signing Authority
ATTACHMENTS:

RECOMMENDATION:
THAT the Board of Trustees authorize the Administration to dispose of three mobile homes (building only, Units 119, 269, 141/241) by public auction with the proceeds for additional housing projects.

BACKGROUND:

With the Division's three-phased renovation and construction program, these units have become surplus to our requirements. These older units were purchased in 2001 and 2011. They have been removed from their lots in Conklin and Wabasca and are in storage in Kinuso, AB.

The Administration has used public auctions and sales by tender for comparable assets in the past several years. The net proceeds from public auctions have been higher than those from the tender process.

RISK ANALYSIS:

Low risk as a public sale process with a minimum floor price will be used to ensure fair market value is received.



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** MAY 23, 2024
SUBMITTED BY: Cal Johnson, Superintendent of Schools
SUBJECT: Locally Developed Courses
ATTACHMENTS:

RECOMMENDATION:
THAT the Board of Trustees authorize the Administration to acquire the following locally developed courses as attached.

BACKGROUND:

School authorities may approve, develop or acquire locally developed courses for Kindergarten through Grade 12 students.

Locally developed courses can help:

- accommodate the needs and interests of students
- encourage and support innovative learning and teaching practices
- address unique community priorities
- engage students at risk of leaving school early
- promote successful transition to further education by exposing students to advanced subject matter and learning environments.

RISK ANALYSIS:

NORTHLAND SCHOOL DIVISION

ADMINISTRATION RECOMMENDATION TO THE BOARD

Course Name	Version	Course Code
Tipi Making 15	3 Credits	LDC 1021
Competencies in Math 15	3 Credits	LDC1515
Understanding Video Games 15	5 Credits	LDC1008
