03.1 Agenda Review



Grande Prairie Public School Division

Agenda **Regular Meeting** of the Board of Trustees of the Grande Prairie Public School Division on

Tuesday, November 14, 2023 6:00 pm

1.	O CANADA, TERRITORIAL LAND RECOGNITION and UNIVERSAL GUIDING PRINCIPLES		
2.	PRESENTATION or DELEGATION (7:00 p.m.)		
3.	ADOPTION OF THE AGENDA		Trustees
4.	MINUTES	 Regular Board Meeting Minutes of October 24, 2023 	Trustees
5.	BUSINESS ARISING FROM THE MINUTES	•	
6.	BOARD CHAIR/ SUPERINTENDENT'S REPORT	 Board Chair Report GP Police Commission Engagement Session Avondale Recreational Facilities Meeting 	Joan
		Superintendent's Report	
		 Items for Information Planning for Life After High School Leadership for Tomorrow Learning Disruption Grant Funding All Administrators Professional Learning and Principal's Meeting Meeting with City Manager College of Alberta School Superintendents (CASS) Fall Conference System Leadership Inquiry Annual Student Attendance Report Board Workplan Review 	Sandy
		 Items for Action November 23 Board Planning and Results Day November 30 Council of School Councils' Agenda Development 	
7.	BOARD POLICY REVIEW	 Board Policy Review Committee Board Policy 7 – Board Operations Board Policy 8 – Committees of the Board 	Andre

AGENDA

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8. ADVOCACY & ENGAGEMENT	Advocacy and Engagement Committee	Chris
	2023 11 14 Meeting Update	
9. CULTURE AND ENGAGEMENT		
10. BUSINESS SERVICES	Business Services Report	Norm
	Crystal Park School Value Scoping	NOITH
11. ASBA /PSBAA	Alberta School Boards Association (ASBA)	
	 Speaker's Corner – Alberta Municipalities & Rural Municipalities of Alberta 	Trustees
	Zone 1 Meeting	Joan
	 Public School Boards' Association of Alberta (PSBAA) Franklin Covey Presentation – The Leader in Me 	Trustees
12. ALBERTA EDUCATION		
13. COMMITTEE REPORTS	 Teacher Trustee Liaison Committee Meeting – Minutes 2023 10 17 as Information 	Rob /Donna
	Non-Instructional Support Staff Committee Meeting	Donna /Chris
14. PRESENTATION OR DELEGATION BUSINESS		
15. CORRESPONDENCE		Trustees
16. NEW IDEAS/NEW ISSUES		Trustees
17. IN CAMERA SESSION		Trustees
18. ADJOURNMENT		Joan

SUPERINTENDENT'S REPORT

Board of Trustees Regular Board Meeting Tuesday, November 14, 2023 Prepared by Sandy McDonald, Superintendent of Schools

BUSINESS ARISING FROM PREVIOUS MEETINGS

None

ITEMS FOR INFORMATION

PLANNING FOR LIFE AFTER HIGH SCHOOL

The annual *Transitioning to Life After High School* event to support family planning for children with special needs who will require supports once they leave high school is scheduled for the evening of November 15. This event is important for families with children who are completing high school as well as those with younger children, as it provides parents of children with higher needs to start thinking about and planning for the transition from school to adulthood when their children are in middle school.

The event is collaboratively planned by the Northwest Regional Learning Consortium and the three local school divisions. This year the host school will be Peace Wapiti Academy, and virtual attendance will be made available for families as well. Teachers of students in Innovative Support Centre classrooms have notified the parents of students in their program to make them aware of the event and to support preplanning for student success in future years.

LEADERSHIP FOR TOMORROW

Division teachers who participated in the Leadership for Tomorrow program last year met for their first session of the second, and final, year of the program on Thursday, October 26. The second year of the program will not consist of scheduled classes as in the first year. Rather, each participant will develop a personal inquiry question related to the Instructional Leadership competency from the Leadership Quality Standard. Each candidate will be coached to engage in relevant personal learning about their ability to lead instruction, in a one-on-one relationship throughout the school year, by members of the system educational leadership team.

LEARNING DISRUPTION GRANT FUNDING

Alberta Education allocated the learning disruption grant funding for school divisions on October 27. Our division's grant, based on student assessment results from the spring of 2023, was approximately \$79,000. While the late allocation of funding during a school year can be challenging, our division was able to budget for intervention programming during the budget development process. Though the amount of this grant is less than last year, there has been no change in the intervention support provided to students as our 2023-2024 budget continues to provide resources in excess of the grant received.

Initial results from student assessments in the fall of 2024 suggest school and system staff involved in the implementation of the intervention program continue to experience success accelerating student learning. A detailed report summarizing the structure and results from the allocation of intervention funding will be provided to the Board at the January 23 Board Meeting.

ALL ADMINISTRATORS PROFESSIONAL LEARNING AND PRINCIPALS MEETING

The focus of the professional learning organized for principals and vice principals on November 8 was the role of school instructional leaders to support teachers to interpret and use evidence to inform their planning and instruction to align with evidence of student needs. Considerable time was spent on the ongoing development of the division's Optimum Learning Framework, and the Thought Exchange online



tool was introduced. School visits for system leadership to engage with staff in person, and to set up for a Thought Exchange engagement to support development of the 2024/25-2027/28 3-Year Education Plan, have been booked to occur at all schools during the months of December, January and early February.

An additional focus of both the morning professional learning section and the afternoon business meeting for principals was to explore student attendance and to explore local data, current research, and develop additional strategies to support increased student attendance.

COLLEGE OF ALBERTA SCHOOL SUPERINTENDENTS (CASS) FALL CONFERENCE

The Annual Fall General Conference was held in Calgary from November 1-3. This conference was an exceptional professional learning opportunity, providing system leadership staff from across the province to engage with their colleagues in general, and specifically with individuals in similar roles, to share effective practices and explore strategies to support student growth and achievement. Our system leadership staff find great value in collaborating with colleagues across the province to contribute to our growth and the growth of the Alberta system.

Each year the Fall Conference also hosts the Annual General Meeting of CASS, which is a requirement for CASS as a professional organization. For interest, the CASS Annual Reports are publicly available online at <u>Annual Report | CASS Alberta</u>.

SYSTEM LEADERSHIP INQUIRY

While she was in town on November 6 and 7 to work with one of our schools, system educational leadership took the opportunity to work with Pam Adams to explore our strategies for supporting our school administrators. The focus of the system educational leadership team's professional learning this year continues to be on supporting school administrator's instructional leadership. Our team worked with Dr. Adams to review the evidence of instructional leadership that our team collects during inquiry visits to schools and the processes we use to process our evidence and use it to inform the development and implementation of professional learning and structural supports for school leaders.

ANNUAL STUDENT ATTENDANCE REPORT

A summary of student attendance in the division, and the strategies being used to improve attendance at the individual student and division level is attached for Information.

BOARD WORKPLAN REVIEW

The Board workplan is attached to this report for information.

ITEMS FOR ACTION

NOVEMBER 23 BOARD PLANNING AND RESULTS DAY

A draft agenda for the November 23 Planning and Results day, scheduled for the Board Room from 9:00 am to 3:30 pm, is attached for information. Information to be reviewed during the day will be provided to Trustees the week prior to allow for time to review the content prior to the session. Trustees are asked to bring any feedback on the agenda to the meeting for discussion.

NOVEMBER 30 COUNCIL OF SCHOOL COUNCILS' AGENDA DEVELOPMENT

The following items are being presented to the Advocacy and Engagement Committee for consideration to be included on the Council of School Councils' agenda for the meeting scheduled for November 30th:

- 2022-2023 Division Results Overview
- A review of the process for calendar creation and the key dates from the 2024-2025 School Year Calendar. Those dates, and rationale for them, will be shared with Trustees in advance of the meeting.
- A request to hear from school councils about the Social Media presentations they booked last spring and this fall.
- An update from the Board re: Advocacy Priorities for the current year

Given there will not be time for the Advocacy and Engagement Committee to bring their recommendations back to the Board as a whole, individual trustees who wish to provide input into the development of the agenda are asked to bring suggestions to the meeting and/or submit them to the committee Chair, Chris Johnston, by email and copy Mrs. Fredland and Mr. McDonald.

SUPERINTENDENT'S REPORT

Annual Division Attendance Summary Report Submitted: Tuesday, November 08, 2022 Prepared by: Paul Therrien, Director Student Supports



Grande Prairie Public School Division

Background and Purpose

The Director of Student Supports serves as the Division's Attendance Officer and is responsible for leadership to school teams on matters related to proactive attendance practices and responsive measures to attendance challenges. This annual report provides a summary of student attendance data in the Division as well as information on Division planning to support regular student attendance.

Developing positive student attendance is a shared responsibility of the Division, schools, families and students. Recognizing that there are many factors that influence student attendance, our schools have focused on developing an understanding of the importance of making attendance a priority for families and students.

<u>Administrative Procedure 330 – Student Attendance</u> exists to support consistent practices regarding student attendance across division schools. Division and school attendance support plans, illustrated in <u>AP330 Appendix A</u>, exist to describe the types of support that exist to positively impact attendance.

Impact of Regular attendance

Regular school attendance provides many benefits to children. Appropriate social and emotional development happens most effectively when children have consistent attendance at school. In addition to the obvious academic implications, regular attendance helps prepare students for life outside of school where they will be responsible for being present at work. Small, consistent, and positive habits for student attendance will lead to success for students as they transition into adulthood.

Research indicates that attendance in middle school is one of the best indicators of high school success in academic achievement (Allensworth et al., 2014). Regular attendance at school is also extremely important even before middle school. A recent study identified that students who were chronically absent in kindergarten and the first grade (missing at least 10%) were reading proficiently 17% of the time in grade 3 where 64% of students with regular attendance were reading proficiently (Annie Casey Foundation, 2014).

Current Trends

As indicated, student absenteeism poses a significant risk to student success. Division-wide, absenteeism has increased and while it may appear like minor changes to the raw data, the impact is quite significant. As an example:

- The students most at risk to have their achievement impacted are those who attend less than 75% of the time.
- In the 2018-2019 school year, 341 students attended less than 75% of the time.
- In the 2022-2023 school year, 959 students attended less than 75% of the time.
 This number has more than doubled in the previous 4 school years.

Division Strategies

The Division has several proactive strategies and measures to support positive student attendance. Stemming from the work built in 2019, **Attendance Matters** is a toolkit for schools to use each year to highlight the importance of attending school regularly. The Attendance Matters campaign is run during key reporting periods, typically in November and March. This online campaign highlights, for families, information and statistics that are relevant to making everyday attendance matter for students. Schools communicate the importance of attendance in a variety of ways, newsletters, emails, direct communication to families, etc.

Parents and caregivers indicate that they prefer to receive information about their child's attendance from their classroom teacher. Early intervention and re-engagement occurs with the classroom teacher collaborating with families to help support and educate the importance and impact of regular school attendance.

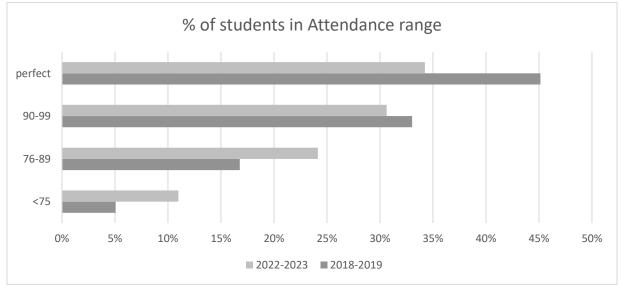
Alberta Education has committed resources to supporting student attendance through The Office of Student Attendance and RE-engagement (OSAR). Grounded in engagement and restorative practices, the OSAR is a resource for Divisions to find solutions with students and families to support regular attendance in school. Through the OSAR, school Divisions can access the Attendance Board to assist in supporting the most serious instances of chronic absenteeism.

Summary

Students are absent at a higher rate than in the previous 5 years and it appears that our younger students are impacted the most. Some of this increase in absenteeism can be attributed to an enhanced awareness of staying home while experiencing illnesses. It is also recognized that we are experiencing a post-pandemic shift in parental attitudes about regular school attendance that is impacting the regular attendance of some students in our system.

The Division is committed to ensuring that an understanding of the importance of regular attendance is a continued focus. Under the leadership of the Director of Student Supports, our Division's commitment to supporting positive student attendance remains the focus of the 'Attendance Matters' initiative. The Division continues to work with schools to support classroom teachers with timely communications to families regarding student attendance.

While we recognize that there has been a shift in student attendance patterns, we believe that a continued focus on improving understanding of attendance behaviours from the Division, schools and individual teachers will have a positive impact on students.



Student Attendance Evidence

	Student Attendance % by Grade					
	19/20*	20/21	21/22	22/23	23/24	
Grades						
ECS	93	93	89	86	90	
1	93	93	88	87	91	
2	93	93	89	87	91	
3	94	94	88	88	91	
4	93	94	88	88	91	
5	92	93	88	88	92	
6	93	92	88	87	90	
7	90	93	90	87	91	
8	88	92	91	86	90	
9	87	92	77	84	87	
10	86	91	74	84	85	
11	86	90	72	82	85	
12	80	89	73	80	84	

Note: *19/20 data does not include attendance from March 15-June 28

Students with Attendance below 90%					
	19/20* 20/21 21/22 22/23 23/24				
Total # of students	8276	7823	7947	7995	8564
# below	1721	3067	4188	3485	3328
% below	20.8	39.2	52.7	43.5	38.9

Students with Attendance below 85%					
	20/21	21/22	22/23	23/24**	
Total # of students	8276	7823	7947	7995	8564
# below	902	2034	2781	2745	2106
% below	10.9	26	35	34.3	24.6

Students with Attendance below 80%					
19/20* 20/21 21/22 22/23 23/24 ³					
Total # of students	8276	7823	7947	7995	8564
# below	538	1455	1915	1771	1364
% below	6.5	18.6	24.1	22.1	15.9

NOTE: the total number of students illustrated in the tables to the left are taken from PowerSchool data, and excludes tuition-based pre-school students and students registered at The Bridge.

Note: *19/20 data does not include attendance from March 15-June 28 Note: **23/24 data is from August 31 to October 31

References

Allensworth, E.M., Gwynne, J.A., Moore, P., and de la Torre, M. (2014). Looking Forward to High School and College: Middle Grade Indicators of Readiness in Chicago Public School. Chicago, IL: University of Chicago Consortium on Chicago School Research.

Early Reading Proficiency in the United States, KIDS COUNT, Annie E. Casey Foundation, January 2014.

Grande Prairie Public School Division 2023 – 2024 Board Work Plan



	PUBLIC MEETING DATES	MONTHLY GOVERNANCE ACTIONS	PROFESSIONAL LEARNING
AUGUST	 2023 08 22 Organizational Meeting Regular Meeting 	 Board Self-Evaluation 2023 08 22 Board Evaluation of Superintendent 2023 08 22 Summary reports for each due September 30 for review October 10 in Camera 	2023 08 09 – 11 • PSBC
	• 2023 09 12	Advocacy & Engagement Committee (11:00 am) 2023 09 12	2023 09 18 • ASBA – ASEBP Webinar
SEPTEMBER	• 2023 09 26	 Board Evaluation Committee (10:00 am) 2023 09 18 Trustee Student Advisory Members Meeting (1:00 pm) 2023 09 21 Board Policy Committee (11:00 am) 2023 09 26 Review Board Workplan 2023 09 26 	 2023 09 20 ASBA Zone 1 Awards Luncheon 2023 09 27 ASBA – Matt Solberg, Virtual 2023 09 29 PSBAA Franklin Covey, Virtual
OCTOBER	• 2023 10 10	 Advocacy & Engagement Committee (11:00 am) 2023 10 10 Audit Committee (4:30 pm) 2023 10 10 Review Annual Student Enrollment Summary 2023 10 10 Review Annual Exit Survey Report <i>In Camera</i> 2023 10 10 PD Committee Meeting 2023 10 11 Board Social 2023 10 14 TTLC Meeting (3:45 pm) 2023 10 17 	 2023 10 23 St. Patrick Catholic Re- Opening 1:00 Minister's Tour of GPCHS 2:15 Meeting with
0	• 2023 10 24	 Board Policy Committee (11:00 am) 2023 10 24 Non-Instructional Support Staff Committee (4:15 pm) 2023 10 25 Review Board Workplan 2023 10 24 	Minister of Ed – PWSD 4:30 2023 10 19 – 20 • PSBAA FGM

			2023 10 30 • ASBA Webinar AB and Rural Municipalities
	• 2023 11 14	 Advocacy & Engagement Committee (11:00 am) 2023 11 14 Review Annual Student Attendance Report 2023 11 14 Bi-Annual Division Risk Management Update <i>In Camera</i> 2023 11 14 Bi-Annual Human Resources Update <i>In Camera</i> 2023 11 14 	2023 11 08 • ASBA Zone 1 2023 11 09
NOVEMBER	• 2023 11 28	 Board Assurance Retreat 2023 11 23 (Moved from Nov 30 - Trustees to review the Results Report prior to approval on 2023 11 28) Review draft Annual Education Results Report Presentation of Educational Director Work Plans Board Policy Committee (11:00 am) 2023 11 28 Audit Committee (4:30 pm) 2023 11 28 Approve Annual Education Results Report 2023 11 28 Approve Annual Education Results Report 2023 11 28 Fall Budget Update 2023 11 28 Council of School Councils (7:00 pm) 2023 11 30 	 PSBAA Franklin Covey, Leader in Me - Virtual 2023 11 17 PSBC 2023 11 19 – 21 ASBA FGM
DECEMBER	 2023 12 12 Committee of the Whole	 TTLC Meeting (3:45 pm) 2023 12 05 Advocacy & Engagement Committee (11:00 am) 2023 12 12 Review Annual Class Size Report 2023 12 12 Review draft 2024-25 School Year Calendar 2023 12 12 Review Annual Finance Department Workplan (new) 	2023 12 13 • ASBA Zone 1 Virtual
JANUARY	 2024 01 09 Committee of the Whole 	 Advocacy & Engagement Committee (11:00 am) 2023 01 09 Review Annual Student Profile and Specialized Learning Services Report 2024 01 09 Review Annual Student Transportation Update 2024 01 09 Council of School Councils – Workshop – 2024 01 18 	2024 01 10 • ASBA Zone 1 Virtual

	• 2024 01 23	 Board Policy Committee (11:00 am) 2024 01 23 Approve 2024 – 2025 School Year Calendar 2024 01 23 Review Annual Information Technology Workplan and Report 2024 01 23 Review Annual Student Intervention Programming Report 2024 01 23 Review 1st Quarter Budget Update 2024 01 23 School Assurance 2024 01 25 2024 01 30 2023 02 22 	2024 01 22 • ASBA Speaker's Corner TBA
	• 2024 02 13	 PD Committee Meeting 2024 01 31 Advocacy & Engagement Committee (11:00 am) 2024 02 13 Review GPPSD Optimum Learning Framework 2024 02 13 Review Annual Programs of Choice Report 2024 02 13 TTLC Meeting (3:45 pm) 2024 02 20 Non-Instructional Support Staff Committee (4:15 pm) 2024 02 21 	2024 02 08 - 09 • PSBC
FEBRUARY	 2024 02 27 Committee of the Whole 	 Board Policy Committee (11:00 am) 2024 02 27 Develop Budget Process and Budget Development Principles 2024 02 27 Review Annual Division Occupational Health and Safety Report 2024 02 27 Review Annual Division Operations & Maintenance Workplan and Report 2024 02 27 Review Annual Division Wellness Report 2024 02 27 Council of School Councils Meeting 2024 02 29 	 2024 02 14 ASBA Zone 1 Virtual 2024 02 26 ASBA Speakers' Corner TBA
MARCH	 2024 03 12 Committee of the Whole	 Board Professional Learning Retreat 2024 03 07 Possible Strategic Plan Development Facilitator Board Advocacy & Engagement Committee (11:00 am) 2024 03 12 Review draft 3-Year Capital Plan 2024 03 12 Review Annual Indigenous Programming Report 2024 03 12 	2024 03 06 • ASBA Zone 1 High Prairie

		Board Policy Committee (11:00 am) 2024 03 26	2024 03 18
	• 2024 03 26	 Approve Annual Division 3-Year Capital Plan 2024 03 26 Bi-Annual Division Risk Management Update <i>In Camera</i> 2024 03 26 Bi-Annual Human Resources Update <i>In Camera</i> 2024 03 26 	ASBA Speaker's Corner TBA
APRIL	• 2024 04 23	 Advocacy & Engagement Committee (11:00 am) 2024 04 23 Review 2nd Quarter Budget Update 2024 04 23 Review Annual Leadership Staff Demographics Succession Planning Report <i>In Camera</i> 2024 04 23 Review Annual Division Compensation Report <i>In Camera</i> 2024 04 23 	2024 04 06 – 08 • NSBA New Orleans, LA 2024 04 10 • ASBA Zone 1 GP Catholic 2024 04 11 – 12 • PSBC 2024 04 15 • ASBA Speaker's Corner TBA
MAY	 2024 05 14 Committee of the Whole 	 Board Spring Governance Retreat 2024 05 01 Review Draft 3 Year Educational Plan Review Draft Division Assurance Summary Review 2024-2025 Division Budget Development Process Council of School Councils Meeting 2024 05 02 TTLC Meeting (3:45 pm) 2024 05 07 Advocacy & Engagement Committee (11:00 am) 2024 05 14 Review draft Division 2024-25 Budget 2024 05 14 Non-Instructional Support Staff Committee (4:15 pm) 2024 05 22 GP Composite High School Graduation - 2024 05 17, Bonnett's Time to be Determined 	2024 05 08 • ASBA Zone 1 Fort Vermilion 2024 05 13 • ASBA Speaker's Corner TBA
	• 2024 05 28	 Board Policy Committee (11:00 am) 2024 05 28 Approve Division 3-Year Education Plan 2024 05 28 Approve Division 2024-25 Budget 2024 05 28 Approve Locally Developed Course Requests 2024 05 28 	 2024 05 30-06 01 PSBAA SGM

JUNE	• 2024 06 11	 Advocacy & Engagement Committee (11:00 am) 2024 06 11 Review 3rd Quarter Budget Update 2024 06 11 Review Annual Summer Operations and Maintenance Report 2024 06 11 Bridge Network Graduation – Solo Format – 2024 06 14 Charles Spencer Commencement – during the day 2024 06 26 	2024 06 02 - 04 • ASBA SGM 2024 06 12 • ASBA Zone 1 CSNO
JULY			2024 07 02 - 05 • CSBA Congress Toronto, ON
AUGUST			2024 08 07 – 09 • PSBC Meeting Grande Prairie, AB

BOARD OF TRUSTEES ASSURANCE RETREAT

November 23, 2023 Board Room 9:00 am to 3:30 pm



Attendees:

Board of Trustees, Superintendent McDonald, Associate Superintendent Guindon, Deputy Superintendent Robinson, Directors Kruse, Frykas, Gorgichuk, Therrien, Board Secretary Fredland

THURSDAY NOVEMBER 23, 2023 (9:00 AM TO 3:30 PM)				
ΤΟΡΙϹ	TIME			
Coffee and Getting Settled	8:30 am to 9:00 am			
Director Workplan Review				
 Director of Teaching and Learning, Corinne Kruse Director of System Planning, Kim Frykas 				
Director of Inclusive Learning, Nancy Gorgichuk				
Director of Student Supports, Paul Therrien	9:00 am to 12:00 pm			
Results Review				
Alberta Education Assurance Results				
GPPSD Annual Education Results Report Draft				
Continuous Improvement Index				
LUNCH	12:00pm to 12:30 pm			
Results Review, continued				
 Continuous Improvement Index continued Supporting Trustee/Board to Respond to Issues of a Sensitive Nature Strategic Governance Retreat Planning Update – March 7, 2024 	12:30 pm to 3:30 pm			

Trustees are asked to review the following documents prior to the session. Documents will be provided in digital format via email on Friday, November 17.

- The GPPSD 3 Year Education Plan
- Copies of each Director's work plan
- The most up to date working draft of the Annual Education Results Report
- A summary of the Alberta Education Assurance Report for the division.
- A PDF of the Continuous Improvement Index
- A summary of the framework that will be used to structure the activity regarding responding to issues of a sensitive nature.