

WETASKIWIN REGIONAL PUBLIC SCHOOLS

5515-47 A Avenue

Wetaskiwin, Alberta T9A 3S3

"Inspiring students to become the best they can be"

Regular Board Meeting

Meeting Type : Regular Board Meeting

Date : Tuesday, January 23, 2018

Start time : 9:30 AM

Location : Wetaskiwin Regional Public Schools Board Room

Attendance

Present were:

Trustee

- Lynn Ware
- Dave Gursky
- Leanne Axelsen
- Karen Becker
- Randy Ermineskin
- Barb Johnson
- Jayne Pettifor

Superintendent

- Terry Pearson

Associate Superintendent

- Rick Hayes
- Brian Taje
- Sherri Senger

Central Administration

- Nina Wyrstok

Communications Coordinator

- Sherry Knull

Call to Order

Board Chair Lynn Ware called the Regular Meeting of the Board of Trustees of Wetaskiwin Regional Public Schools to order at 9:30 a.m.

Information

Treaty 6 Land Acknowledgement

Board Chair Lynn Ware began the meeting with the Treaty 6 Land Acknowledgement as follows:

"We acknowledge that we are on Treaty Six territory and we recognize all the many First Nations, Metis, Inuit and non-First Nations whose footsteps have marked these lands."

Information

Approval of Agenda

Resolution #WR20180123.1001

Moved By: Barb Johnson

That the agenda be approved for the Regular Board Meeting (2018/01/23) with the following amendments:

- 14.1 Forum for Young Canadians - Sponsorship Request (#20180119001)
- 13.12 Trustee School Visit Debrief
- 17.3 Trustee Candidates

Carried Unanimously

Minutes Approval

Resolution #WR20180123.1002

Moved By: Barb Johnson

That the minutes for the Regular Board Meeting (2018/01/09) be adopted with a revision to the Leaders of Tomorrow Report and adding a reason for Trustee Ermineskin's absence being added.

Carried Unanimously

2017 Wahkotowin Learning and Sharing Gathering

(Celebrating Excellence)
(Issue #20180112003)

Mr. Brian Taje, Associate Superintendent: Instruction presented a video highlighting some of the "shared learnings" from the *2017 Wahkotowin Learning and Sharing Gathering* will be presented.

The *Wahkotowin Learning and Sharing Gathering* is an annual event designed to share and celebrate the impact of the Indigenous Program in Wetaskiwin Regional Public Schools. An important program commitment is to enhance communication. One strategy is the production of focused video. Footage for Learning and Sharing Gathering video was recorded. The video footage was processed and reviewed by Wetaskiwin Regional Public Schools staff and a six minute video was collaboratively developed with Ms. Mary Malott of E3 Studios, who produced the video. The video is posted on the Wetaskiwin Regional Public Schools website.

Mrs. Shirley Barton, Executive Assistant was in attendance to inform the Board on the process involved in the production of the video and working with E3 Studios on the making of the this video.

Mrs. Jodie Mattia, District Principal provided information to the Board on the event and what Wetaskiwin Regional Public Schools has been working on to ensure our indigenous student successes.

The Board thanked the delegation for the information.

Information

Shirley Barton and Jodie Mattia left the meeting at 9:46 a.m.

Information

Karen Becker left the meeting at 9:52 a.m.

Information

Roots of Empathy Presentation

(Action)
(Issue #20171129008)

Karen Becker entered the meeting at 9:58 a.m.

Information

Niki Toon (Family Program Coordinator), Darcy Hoover (Provincial Coordinator Alberta) were in attendance to present information to the Board on the Roots of Empathy Program. Darcy Hoover presented on Roots of Empathy, and how it benefits students as well as how it is facilitated in schools.

Roots of Empathy is an evidence-based classroom program that has shown significant effect in reducing levels of aggression and bullying among school children while raising social/emotional competence and increasing empathy. It has previously been in Wetaskiwin Schools with

much success and it would be a great benefit to rejuvenate programming and have it facilitated in Wetaskiwin schools once again.

If the Roots of Empathy program is implemented in classrooms they will need the support of the Principals and Teachers. Trained Instructors facilitate the program and volunteer parents and babies are recruited. Wetaskiwin Community Learning Program would be the community contact for Roots of Empathy. The Wetaskiwin Community Learning Program is seeking community support as well as school division and school support in order to implement Roots of Empathy. Nikki Toon indicated that the Wetaskiwin Community Learning Program would like to offer the program at the Parkdale, Clear Vista, Centennial, Norwood and Ecole Queen Elizabeth schools.

Discussion ensued. It was determined that Associate Superintendent: Instruction will work with school Principal's and Dr. Wyrostok, Director of Support Services to determine if Roots of Empathy is a program Principals would like to implement in their school next year.

Information

Nikki Toon and Darcy Hoover left the meeting at 10:19 a.m.

Information

**Board Policy 9
Board
Representatives
(Postponed from
Regular Board
Meeting :
2018/01/09)**

(Action)
(Issue #20180110001)

Dr. Terry Pearson, Superintendent of Schools advised that at the November 28, 2017 Regular Board Meeting the Board was asked to add Leadership Team to Board Policy 9: Board Representatives. At its meeting of January 9, 2018 the Board determined that it would wait to hear from the Leadership Team regarding the number of trustees the Leadership Team believes would be appropriate given the size of the Boardroom and the number of members and guests that attend Leadership Team meetings.

At the Leadership Team meeting on January 11, 2018 it was decided that having two trustees attending the meeting would be appropriate. It was also discussed that it would be important to have at least one of those trustees attending on a regular basis for continuity purposes and the other trustee could be on a rotational basis. The preference, however, was two trustees who regularly attend so they understand from one meeting to the next the issues and initiatives being discussed (e.g., continuity), and to help build consistent relationships.

Discussion ensued. It was the consensus of the Board that for the rest of this school year Trustee Ware be appointed as the Leadership Team representative to attend regularly and one additional Board member will attend as well. A rotational list will be developed starting for the March 2018 meeting.

Trustee Gursky also noted that in Policy 8 an alternate needs to be added to the Yellowhead Regional Library Representation.

Information

Resolution #WR20180123.1003

Moved By: Jayne Pettifor

That the Board approve amendments to Policy 9: Board Representatives as amended.

**Policy 17
Sustainability and
the Environment**

(Action)
(Issue #20180105001)

Dr. Terry Pearson, Superintendent of Schools advised the Board that a discussion had occurred at a Division Office staff meeting regarding increasing the efforts of staff to address sustainability and the environment. Policy 17: Sustainability and the Environment was reviewed and amended accordingly.

Resolution #WR20180123.1004

Moved By: Barb Johnson

That Policy 17: Sustainability and the Environment be approved as presented.

Carried Unanimously

The meeting recessed at 10:42 a.m.

**2018
Superintendent
Evaluation**

(Action)
(Issue #20180115001)

The meeting reconvened at 10:49 a.m.

Trustee Karen Becker was temporarily absent.

Information

ASBA was contracted by Wetaskiwin Regional Division No. 11 to assist the Board and the Superintendent in developing proposed process, criteria and timelines for a comprehensive Superintendent/CEO evaluation as required in Form 4 of the Superintendent of Schools Regulation 2/99.

The Board initially hired Dr. Terry Pearson as a Senior Advisor for the period August 1, 2004 – August 31, 2004. Dr. Pearson commenced as Superintendent/CEO on September 1, 2004, with a term to August 31, 2009. The Board reappointed Dr. Terry Pearson as Superintendent/CEO on September 12, 2017, with a term commencing August 1, 2018 to July 31, 2020. The contract signed by the Superintendent and the Board requires yearly evaluations. In section 13, the contract provides that:

(a) At least once each school year, commencing in the 2018/19 school year, the Board shall evaluate the performance of the Superintendent. The evaluation shall be reasonably related to the responsibilities and duties assigned to the Superintendent by the Board.

The ASBA Senior Education Advisor conducted a CEO Evaluation Workshop on June 8, 2007. The Superintendent and the Board were in attendance.

The evaluation process, criteria and timelines agreed to at this time:

1. Provides for both growth and accountability, and the strengthening of the relationship between the Board and the Superintendent. The written report will affirm specific accomplishments and will identify growth areas. Some growth goals will address areas of weakness while others will identify areas where greater emphasis is required due to changes in the environment.
2. Complies with Form 4 and Form 5 of the Superintendent of Schools Regulation. These forms require that the contract between the Board and the Superintendent includes performance evaluation criteria and processes and, at minimum, provision for regular written evaluation of the Superintendent's performance.
3. Highlights the key role of the Superintendent as the Chief Education Officer for the Division to enhance student achievement and success

for all children.

4. Recognizes that the Superintendent is the Chief Executive Officer. The Superintendent is held accountable for work performed primarily by other senior administrators, e.g., fiscal management.
5. Emphasizes the need for and requires the use of evidence for evaluation purposes. Evaluations are most helpful when the evaluator provides concrete evidence of strengths and/or weaknesses. The Performance Assessment Guide identifies the source of the evidence in advance, while the quality indicators describe expectations in regard to that evidence.
6. Meets contractual requirements in that the Superintendent and Board came to a mutual agreement relative to the comprehensive evaluation process to be followed.
7. Is aligned with and based upon the Superintendent's roles and responsibilities. The two documents were developed at the same time and were approved by both the Superintendent and the Board. The Roles and Responsibilities document is aligned with this evaluation document.
8. Is linked to the Division's goals. The Three-Year Planning section directly links the Superintendent's performance to the three-year planning process, which includes the Division's goals.
9. Sets out standards of performance. The quality indicators in the Performance Assessment Guide set out initial standards. When growth goals are identified, additional standards will need to be set to provide clarity of expectations and a means of assessing performance.
10. Is also a performance-based assessment system. Such an evaluation focuses on improvement over time. The second and subsequent evaluations take into consideration the previous evaluation, and an assessment of the Superintendent's success in addressing identified growth areas.
11. Uses multiple data sources. Objective data such as audit reports, Alberta Learning monitoring reports, and student achievement data are augmented with subjective data provided in district surveys.
12. Elicits evidence to support subjective assessments. This must be the case when the Board provides feedback regarding Board agendas, committee and Board meetings, etc.
13. Ensures Board feedback is provided regularly. Such feedback will be timely, provided three times in a three-year period, supported by specific examples, and will focus on areas over which the Superintendent has authority.

The Board of Trustees performed the Superintendent (CEO) Evaluation on Thursday June 8, 2017 with the assistance of the Alberta School Boards Association external facilitator Mr. Terry Gunderson. The Board approved the Superintendent evaluation report at its meeting on June 20, 2017 as per motion #WR20170620.1015. That motion reads as follows:

- That the Board approve the Superintendent evaluation report as developed during the evaluation workshop of June 8, 2017 as an accurate accounting of the Superintendent's performance for the

period June 16, 2016 to June 7, 2017 and further that the Board authorize the Chair to make any required technical edits and sign the report on the Board's behalf. **Carried**

At the June 20, 2017 meeting the Board of Trustees approved an extension to the contract of the Superintendent as per motion #WR20170620.1019. That motion reads as follows:

- That the Board extend the contract of the Superintendent and appoint the Board Chair and Vice Chair to negotiate same. **Carried**

As per Alberta Education regulations the Board of Trustees reappointed the Superintendent of Schools at its meeting on September 12, 2017 as per motion #WR20170912.1005. That motion reads as follows:

- That the Board approves the reappointment of the Superintendent of Schools for the period August 1, 2018 - July 31, 2020 subject to Ministerial approval. **Carried**

The Board approved the Superintendent of Schools contract at its meeting on September 26, 2017 as per motion #WR20170926.1011. That motion reads as follows:

- That the Board approve the Superintendent of Schools contract for the period August 1, 2018 to July 31, 2020. **Carried**

As per the Superintendent's contract, Board motions and the process outlined above, the document titled *Superintendent/CEO Evaluation Process, Criteria, Timelines and Performance Assessment Guide* has been amended accordingly.

Resolution #WR20180123.1005

Moved By: Barb Johnson

The the Board approve the *Superintendent / CEO Evaluation Process, Criteria, Timelines and Performance Assessment Guide*.

Votes:

In Jayne Pettifor, Lynn Ware, Randy Ermineskin, Leanne Axelsen,

Favour: Barb Johnson, Dave Gursky

Absent: Karen Becker

Carried

2017-2018 Transportation Department Report

(Action)
(Issue #20180115005)

Ms. Sherri Senger, Associate Superintendent: Business presented an overview of the transportation department operations.

Effective 2017-2018 ineligible and school of choice transportation fees were set at \$400 for one student and \$800 per family for two or more students. The Board of Trustees need to set the 2018-2019 ineligible and school of choice transportation fees for the 2018-2019 school year.

Discussion ensued. It was the consensus of the Board that the Board Annual Work Plan be revised and have Transportation Fees moved to March. The Board Annual Work Plan will be brought forward to at the next Board meeting for revision and approval.

Information

Trustee Karen Becker entered the meeting at 11:14 a.m.

Information

Resolution #WR20180123.1006

Moved By: Barb Johnson

That the 2018-2019 ineligible and school of choice transportation fees remain the same as those fees charged in 2017-2018; \$400 for one student and \$800 per family for two or more students.

Carried Unanimously

2018-2019 School Year Calendar - Feedback

(Action)

(Issue #20180116001)

Mr. Brian Taje, Associate Superintendent advised that the DRAFT 2018-2019 School Year Calendars were circulated to stakeholders by the Associate Superintendent Instruction. Feedback was requested by January 12, 2018. Leadership Team, ATA Local Executive, and Support Staff Committee reviewed the Draft 2018-2019 School Year Calendars and provided feedback. In general, the draft calendars are supported, with two suggestions for change:

- schedule all PD days on Fridays; staff find Fridays more effective so that the weekend can be used to plan for the next week using knowledge gained at the PD day. This means moving the November 13 PD day to a Friday to be consistent with Friday PD Days and,
- move the Parent-Teacher In Lieu day from December 21 to November 13 to create a fall break similar to this year's school calendars. It was reported that staff benefit from the day in lieu when scheduled around the time of Parent-Teacher Interviews.

As per the Board Annual Work Plan:

The Board shall

1. Approve Division School Year Calendars at the February Regular Board Meeting.

Mr. Taje advised the Board that based on the feedback and in consideration of the Leadership Team presentation on January 9, 2017, a calendar will be developed and presented to the Board in February.

Information

Board Advocacy Committee

(Committee Reports)

(Issue #20180115014)

The Board determined the following topics would be placed as "parking lot" items on the Board Advocacy Committee agenda:

- CA RCSD Hold Harmless Funding
- PUF Funding
- School Fees
- STAR Transportation Agreement
- Option opportunities in schools
- Winfield School New School Construction
- Transportation Funding
- Operational and Maintenance Funding

Discussion ensued regarding transporting students to the Ecole Queen Elizabeth School. It was determined that the Board advocate for the grant to transport students to the Ecole Queen Elizabeth school for CTS programming be increased.

It was determined that a presentation be arranged to have some of the staff involved in the new CTS configuration come and speak to the Board about what is working well and what the challenges are.

Information

Staff Wellness

Mr. Rick Hayes, Associate Superintendent: Instruction advised that

(Division Staff Report)
(Issue #20180112002)

Wetaskiwin Regional Public Schools has made a commitment to Wellness by implementing Board Policy 19: Wellness. Division staff have prepared a Staff Wellness message map for trustees to use. The three key messages are:

1. WRPS is committed to supporting employee wellness.
2. Wellness involves Physical and Mental Wellness
3. Wellness is a shared responsibility between WRPS and our employees.

Information

Support Services Update

(Division Staff Report)
(Issue #20180112004)

Dr. Nina Wyrstok, Director of Support Services presented an overview of the counselling services being provided to WRPS students.

Information

Resolution #WR20180123.1007

Moved By: Barb Johnson

That the meeting go in to In-Camera, at 12:11 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Support Services Update.

Carried Unanimously

Resolution #WR20180123.1008

Moved By: Barb Johnson

That the meeting moves Out of Camera at 12:22 p.m.

Carried Unanimously

The meeting recessed for lunch at 12:26 p.m.

Information

December 2017 Financial Statements

(Information)
(Issue #20180111001)

The meeting reconvened at 1:26 p.m.

Information

Board Policy#2, Role of the Board, Section 8.4 requires that the Board receive a monthly balance sheet and statement of revenue and expenditures report, and monitor fiscal management of the Division. Included are financial statements for the four months ended December 31, 2017.

Board Annual Work Plan

(Information)
(Issue #20180115016)

The Board Annual Work Plan is was presented as information.

Information

ASBA Zone 4

(Representative Reports)
(Issue #20180115002)

ASBA Zone 4 Representative Jayne Pettifor reported on the January 22, 2018 ASBA Zone 4 meeting. The highlights were provided as information.

Note: The next meeting is February 26, 2018 at Red Deer Public Schools.

Information

ASHORO Friendship

Trustee Barb Johnson reported on the ASHORO Friendship Society.

Information

Society

(Representative Reports)
(Issue #20180115006)

Canadian Parents for French

(Representative Reports)
(Issue #20180115003)

Barb Johnson the Board representative for the Canadian Parents for French provided a report on CPF.

Information

Leaders of Tomorrow

(Representative Reports)
(Issue #20180115004)

Leanne Axelsen is the Leaders of Tomorrow representative reported on the Kick Off Event which was held on January 18, 2018 at the Reynolds Alberta Museum at 10:00 a.m. At the Kick - Off event Wetaskiwin Regional Regional Public Schools presented a cheque in the amount of \$1000 in sponsorship of this event.

Information

Public School Board Association

(Representative Reports)
(Issue #20180115007)

Trustee Karen Becker, PSBAA Representative presented a report on the activities of PSBAA.

Information

Rural School Boards Caucus

(Representative Reports)
(Issue #20180115008)

The Board's representative Trustee Karen Becker reported on the Rural School Boards Caucus as information.

Information

School Community Health Education Partnership (SCHEP)

(Representative Reports)
(Issue #20180115009)

Jayne Pettifor the Board representative on the School Community Health Education Partnership (SCHEP) indicated there was no report at this time.

Information

Teacher Employer Bargaining Authority

(Representative Reports)
(Issue #20180115010)

Barb Johnson the Board's representative of the Teacher Employer Bargaining Authority will provide a report under the confidential section of this agenda.

Information

Wetaskiwin Community Learning Council

(Representative Reports)
(Issue #20180115011)

Trustee Barb Johnson the representative of the Wetaskiwin Community Learning Council presented a report on the activities of the Wetaskiwin Community Learning Council.

Information

Yellowhead Regional Library

(Representative Reports)
(Issue #20180115012)

Board representative Randy Ermineskin provided a report on a trustee orientation he had attended for the Yellowhead Regional Library as information.

Trustee Gursky indicated that the next meeting for the Yellowhead Regional Library will be held in March.

Information

Trustee School Council Activity Reports

As trustee representatives on their respective school councils, trustees will provide reports to the Board.

Trustee Ware - Gwynne, Clear Vista & Colony Schools

(Representative Reports)
(Issue #20180115013)

Trustee Becker - Alder Flats, Buck Mountain Central, Winfield & Lakedell
Trustee Ermineskin - Maskwacis
Trustee Johnson - Norwood, EEWWFC, & Pipestone
Trustee Gursky - Griffiths-Scott Middle School & Falun School
Trustee Axelsen - WCHS & Parkdale
Trustee Pettifor - Centennial & Ecole Queen Elizabeth

Information

Trustee School Visit - Debrief

(Representative Reports)
(Issue #20180123001)

The Board debriefed on the recent Trustee School Visits.

Information

Forum for Young Canadians - Sponsorship Request

(Board Correspondence)
(Issue #20180119001)

Board Chair, Lynn Ware received a letter dated January 18, 2018 from Emily Briand requesting sponsorship for her attendance at the Young Canadians Forum in Ottawa.

Resolution #WR20180123.1009

Moved By: Karen Becker

That the Board award Emily Briand a \$300 sponsorship grant towards her attendance at the Forum for Young Canadians in Ottawa on Mary 18-23, 2018.

Carried Unanimously

Upcoming Events

(Upcoming Events)
(Issue #20180115015)

- January 23, 2018 Appreciation Committee Meeting 12:00 noon
- January 24, 2018 Trustee School Visits - Alder Flats, Buck Mountain, Winfield
- January 30, 2018 Trustee School Visits - Falun, Lakedell, Pigeon Lake
- January 31, 2018 Trustee School Visits - Pipestone, Griffiths-Scott, Gwynne
- January 31, 2018 Council of School Council Meeting 7:00 p.m.
- February 1, 2018 Leadership Team Meeting 9:00 a.m.
- February 6, 2018 Trustee School Visits - Queen Elizabeth, Wetaskiwin Outreach, Indigenouness Education
- February 7, 2018 Trustee School Visits - Norwood, Parkdale, Centennial
- February 13, 2018 Regular Board Meeting 9:30 a.m.
- February 13, 2018 Teacher Board Advisory Committee 5:00 .p.m.
- February 14, 2018 Trustee School Visits - Silver Creek, Pine Haven & WCHS
- February 26, 2018 ASBA Zone 4 Meeting Red Deer Public Schools
- February 27, 2018 Regular Board Meeting 9:30 a.m.

Information

Board Ad Hoc Expulsion Committee

(Confidential)
(Issue #20180108001)

Resolution #WR20180123.1010

Moved By: Barb Johnson

That the meeting go in to In-Camera, at 2:42 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Board Ad Hoc Expulsion Committee.

Resolution #WR20180123.1011

Moved By: Barb Johnson

That the meeting moves Out of Camera at 3:31 p.m.

Carried Unanimously

Adjournment

Resolution #WR20180123.1012

Moved By: Karen Becker

That the meeting be adjourned at 3:32 p.m.

Board Chair

Associate Superintendent: Business