

The Regular Meeting of the Board of Trustees of Pembina Hills School Division was held on November 12, 2020 at Regional Office. In attendance were Trustees W. Scinski, K. McElroy, J. Lefebvre and J. Carson. Also, in attendance were Superintendent D. Garbutt and Secretary Treasurer T. Leigh. Joined by video-conferencing was Trustee J. Tuininga and J. Comeau.

Call to Order

Chair Tuininga called the meeting to order at 9:00 a.m.

Acknowledge Statement

Chair Tuininga recited the acknowledgement statement from Administrative Procedure 60-20 Honoring First Nations, Metis and Inuit Culture.

Amendments to the Agenda

The following amendments were made to the Agenda.

Delete: BCHS Remembrance Day Virtual Activities

Delete: RFS Remembrance Day Virtual Activities

Adopting the Agenda – November 12, 2020

7917/11/20 Moved by Trustee Carson that the agenda be adopted as submitted and amended.

Carried

Adopting the Minutes – Regular Meeting October 28, 2020

7918/11/20 Moved by Trustee Lefebvre that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills School Division held on October 28, 2020 be adopted as circulated.

Carried

Action Items

1. 2019-2020 Annual Education Results Report

Assistant Superintendent, Education Services Mark Thiesen presented the Annual Education Results Report for 2019-2020 for Pembina Hills School Division.

Education Plans and Annual Education Results Reports (AERR) are regular milestones in the province's planning and reporting cycle. While the province continues to expect school divisions to align plans with provincial outcomes and existing accountability measures, we are in a transition to an assurance model. In the previous model, a school division is accountable for their plans and results. In an assurance model, a school division refers to their plans and results to assure the public of the quality of the education system. The province has encouraged school divisions to provide assurance

through focused strategies in education plan documents and measure-based results analysis in annual reports.

The Pembina Hills Annual Education Results Report provides a detailed description and analysis of the PHSD's results on key provincial Accountability Pillar measures as well as local measures, organized under each of four outcomes defined by the province:

1. Alberta Students are Successful,
2. First Nations, Métis and Inuit students in Alberta are successful,
3. Alberta has excellent teachers, school leaders and school authority leaders,
4. Alberta's K-12 education system is well governed and managed.

There are 16 Accountability Pillar Measures.

- The COVID-19 pandemic has had a significant impact on the administration of the 2019/20 Provincial Achievement Tests (PATs) and Diploma Examinations. As a result, Alberta Education will not be releasing an October 2020 update of the Accountability Pillar Results to school authorities.
- For two Measures; the Dropout Rate and the Rutherford Scholarship Rate; an updated methodology was applied to more accurately attribute results in cases where students receive programming from more than one provider within a school year.
 - An Overall Measure Evaluation data for the 2019-2020 school year was therefore not calculated. The single year Achievement results were as follows:
 - **Dropout Rate: Intermediate**
This is affected by Vista Virtual which makes up two-thirds of our student population. In 2018-19 there were fourth- and fifth-year students that registered to take a course or two but weren't working on high school diplomas.
 - **Rutherford Scholarship Eligibility Rate: Intermediate**
- Pembina Hills' Overall Measure Evaluations for the 2019-2020 school year were:
 - **Issue:**
 - **Diploma Exam Participation Rate (4+Exams)** - the percentage of students in the Grade 10 Cohort who have written four or more diploma exams by the end of their third year in high school, adjusted for attrition. Vista Virtual affects the numbers because students generally only take one or two courses.
 - **Acceptable:**
 - **Program of Studies** (a survey result);
 - **Post-Secondary Transition Rate (6-year)** is the percentage of students in the Grade 10 Cohort who have entered a post-secondary-level program at an Alberta post-secondary institution or registered in an Alberta apprenticeship program within six years of entering grade 10, adjusted for attrition.
 - **Good:**

- **High School Completion Rate (3-year)** - the percentage of students in the Grade 10 Cohort who have completed high school by the end of their third year, adjusted for attrition;
- **School Improvement** (a survey result)
- **Excellent:**
 - **Safe and Caring** (a survey result);
 - **Education Quality** (a survey result);
 - **Work Preparation** (a survey result);
 - **Citizenship** (a survey result);
 - **Parental Involvement** (a survey result);

The Annual Education Results Report includes a comprehensive commentary on each of the provincial measures. It also describes the results of local strategies associated with: school-based Early Learning Programs, Moving Forward with High School Redesign, Dual Credit programs, Extracurricular, Professional Development, Formative and Summative Assessment, Communicating Student Progress, Inclusive Practices, Learning Technologies and Communications.

The AERR includes a summary of the Board's actions from their Annual Workplan and a summary of financial details from the Secretary Treasurer.

The full report can be found on the website at <https://www.pembinahills.ca/our-division/assurance-reporting-2/>.

7919/11/20 Moved by Trustee Scinski that the Board approve the Annual Education Results Report for Pembina Hills School Division for the 2019-2020 school year as presented and amended.

Carried

2. Extracurricular Activities

On October 26, 2020 all extracurricular activities were suspended in response to the outbreak in Westlock area schools. The rationale for the suspension:

- In the event of another positive case, the number of students who need to isolate would likely grow.
- The additional cohort created by involvement with an extracurricular team adds another cohort to consider in contact tracing.
- A few students in isolation experienced their 'close contact' through their involvement in an extracurricular cohort.
- Suspending activities while the cases are still active should help to contain the spread.

Administration has consulted with school principals regarding the duration of the suspension and possibilities for extracurricular thereafter. Principals overwhelmingly agree with the recommendation. Schools have said they would offer in house activities.

7920/11/20 Moved by Trustee McElroy that the Board suspend all extracurricular travel and competition with other schools until further notice. Schools may offer students in house practices as per cohort guidelines.

Carried

Information Items

The following information items were presented:

1. Administrative Procedure 30-02 Signing Authorities
2. Administrative Procedure 30-45 Access and Privacy
3. Alberta School Boards Association (ASBA) – Proposed Position Statements

Committee Meetings – October 28, 2020 to November 11, 2020

1. Council of School Councils – November 3, 2020

Celebrations

1. Exemplary Teacher Award – Sharon Lyons

Director of Information Technology, A. Mottus, Information Technology Coordinator of ADLC, R. Estabrook and Information Technology Coordinator of Community Schools D. Sloat joined the meeting.

Assurance Reports and Information Updates

1. Information Technology Services

Director of Information Technology A. Mottus gave an information update on the goals, strategies and activities of the Information Technology Services of Pembina Hills School Division. The goals focus on the core values and strategies include ensuring hardware and software are as current as possible. Laptops are replaced after three years and desktops after five years. Solid State Drives have increased the life of the hardware and chrome books seem to last, although they can get worn out after five years. There was 4.5% attrition from devices that were lent out in March when the province moved to at home learning due to COVID-19.

Information technology staff at ADLC has been reduced by 50% through resignations or transfers to Vista Virtual School since the closure of ADLC was announced.

The new business model for Vista Virtual School has required some significant technological system changes. Processes for student, adult and international registrations have been developed and implemented. Further system changes were necessary due to Vista Virtual offering summer school in 2020.

7921/11/20 Moved by Trustee Carson that the Board receive the Information Technology Services information update as presented.

Carried

Board Calendar
Land, Legal, Labour (In-Camera)

7922/11/20 Moved by Trustee McElroy that the meeting convene as an In-Camera Session to discuss land, labour, legal matters.

Carried

7923/11/20 Moved by Trustee Lefebvre that the meeting reconvene as a Regular Meeting.

Carried

7924/11/20 Chair Tuininga declared the meeting adjourned at 12:14 p.m.

Board Chair

Secretary Treasurer