



Parkland School Division No. 70
BOARD OF TRUSTEES

A G E N D A

08 JUNE 2010

InCamera: 6:00 PM
Public Session: 7:00 PM

BOARD OF TRUSTEES REGULAR MEETING

08 June 2010

InCamera 6:00 PM Public Session 7:00 PM
Parkland School Division Centre for Education, Stony Plain

A G E N D A

Page Number

1. **CALL TO ORDER at 6:00 PM**
 - 1.1. Board Incamera (6:00-7:00)
 - 1.2. National Anthem
 - 1.3. Announcements
 - 1.4. Changes to the Agenda
 - 1.5. Approval of the Agenda

 2. **APPROVAL OF MINUTES**
 - 2.1. Regular Meeting of 18 May 2010
 - 2.2. Special Meeting of 02 June 2010
- 4 -
- tabled at meeting -
3. **BUSINESS ARISING FROM THE MINUTES**

 4. **DELEGATION**
 - 4.1 Canadian Parents for French (*Teresa Yamada & Michelle Jones*)

 5. **BOARD CHAIR REPORT**
 - 5.1. Minister Iris Evans – Re: New West Partnership

 6. **ACTION ITEMS**
 - 6.1. Board Meeting Plan 2010-2013 (M. Campbell)
 - 6.2. Central Alberta Media Services (C. Jonsson)
 - 6.3. SunLife Benefit Plan (C. Jonsson)
- 8 -
- 13 -
- 15 -
7. **ADMINISTRATION REPORTS**
 - 7.1. Technology Department Report (C. Jonsson)
 - 7.2. AISI Report: Critical Thinking (E. Keane)
 - 7.3. Learning Services – Delivery Model Update (E. Keane)
- 16 -
- 20 -
- 23 -
8. **TRUSTEE REPORTS**
 - 8.1. Public School Boards' Association of Alberta (Trustee Linder)
 - 8.2. Alberta School Boards' Association (Trustee Kinsey)
 - 8.3. Teacher Board Advisory Committee (Trustee Kolodnicki)
 - 8.4. Benefits Committee (Trustee Kilduff)
 - 8.5. Council of School Councils (Trustee Kilduff)
- 24 -
- 27 -
- 31 -

FUTURE BUSINESS

8.6. Meeting Dates:

Open to the Public:

22 June 2010 Regular Board Meeting (daytime)

Closed to the Public:

22 June 2010 Retirement & Excellence Celebration

8.7. Topics for future agendas

8.8. Requests for Information

8.9. Responses to Requests for Information

8.9.1. Supplementary Requisition Plebiscite

9. **ADJOURNMENT**

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON 20 APRIL 2010

TRUSTEE ATTENDANCE:

Richard Gilchrist, Chair	Regrets
Dorcas Kilduff, Vice-Chair	Regrets
Kathleen Linder, Acting Chair	Present
Irene Goebel	Present
Robert Gillard	Present
Darcy Kolodnicki	Present
Elsie Kinsey	Present

ADMINISTRATION ATTENDANCE:

Mary Lynne R. Campbell, Superintendent of Schools
Tim Monds, Deputy Superintendent
Kelly Wilkins, Associate Superintendent
Claire Jonsson, Associate Superintendent (Business and Finance)
Ben Beil, Associate Superintendent (Learning Services) – Regrets
Emilie Keane, Acting Associate Superintendent (Learning Services)-Regrets
Ryan Stierman, Manager, Business and Finance
Brian Hauptman, Manager, Transportation
Stacey Vermeulen, Executive Assistant

CALL TO ORDER

The meeting was called to order by the Acting Chair, Kathleen Linder, at 9:00 a.m.

Res 062-2010

MOTION TO MOVE INCAMERA

MOVED by Trustee Gillard that the Board of Trustees moves to incamera at 9:00 a.m.

CARRIED

Res 063-2010

MOTION TO REVERT TO A PUBLIC MEETING

MOVED by Trustee Goebel that the Board of Trustees reverts to a public meeting at 9:40 a.m.

CARRIED

RECESS

A recess was called at 9:40 a.m., and the meeting resumed at 10:00 a.m.

NATIONAL ANTHEM

Following the playing of the national anthem, the Acting Chair requested a moment for attendees to reflect on their purpose here this evening

ANNOUNCEMENTS

Trustees shared written reports regarding their recent attendance at various school and community events.

The Acting Chair provided opportunity for discussion and questions.

ADDITIONS TO THE AGENDA

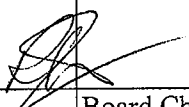
There were no additions to the Agenda.


Res 064-2010

APPROVAL OF THE AGENDA

MOVED by Trustee Goebel that the Agenda be approved as presented.

CARRIED


Board Chair


Secretary-Treasurer

Res 065-2010

APPROVAL OF THE MINUTES

MOVED by Trustee Gillard that the Minutes of the previous meeting held on 06 April 2010 be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

DELEGATIONS

Teachers Claudia Scanga and Kari Sirup shared a presentation with the Board regarding Professional Development practices at Greystone Centennial Middle School.

BOARD CHAIR REPORT

Acting Chair Linder had nothing to report at this time.

ACTION ITEMS

Res 066-2010

MONITORING REPORT ONE: SATISFACTION SURVEY RESULTS

MOVED by Trustee Kinsey that the Board of Trustees approves Parkland School Division's 2009/2010 Satisfaction Survey Monitoring Report One, as presented at its Regular Board Meeting of 20 April 2010.

CARRIED

Tim Monds presented the survey results to the Board and answered Trustee questions.

Brian Hauptman provided an overview of Appendix A – Transportation Survey, and answered Trustee questions.

Res 067-2010

FINANCIAL REPORT (31 MARCH 2010)

MOVED by Trustee Goebel that the Board of Trustees approves the monthly financial report for the period ending 31 March 2010 as presented at the Regular Meeting of 20 April 2010.

CARRIED

Ryan Stierman presented the financial report to the Board and answered Trustee questions.

ADMINISTRATION REPORTS

Res 068-2010

TRANSPORTATION REPORT

MOVED by Trustee Kolodnicki that the Board of Trustees receives as information the Transportation Information Report, as presented at the Regular Meeting of 20 April 2010.

CARRIED

Brian Hauptman presented the report to the Board and answered Trustee questions.

Res 069-2010

KEEPHILLS SCHOOL

MOVED by Trustee Gillard that the Board of Trustees receives as information the Keephills Viability Report Update as presented at its Regular Meeting of 20 April 2010.

CARRIED

Tim Monds presented the report to the Board and answered Trustee questions.

Acting Chair Linder removed herself from the Chair to make the following recommendations.



Board Chair


Secretary-Treasurer

TRUSTEE REPORTS

Res 070-2010

PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA

MOVED by Trustee Linder that the Board of Trustees receives as information the report on the Public School Boards' Council Meeting of 08-11 April 2010 as presented at the Regular Meeting of 20 April 2010.

CARRIED

Trustee Linder presented the report to the Board and provided highlights from the meeting.

Res 071-2010

BENEFITS COMMITTEE MEETING OF 23 MARCH 2010

MOVED by Trustee Linder that the Board of Trustees receives as information the Minutes of 23 March 2010 Benefits Committee Meeting as presented at the Regular Meeting of 20 April 2010.

CARRIED

Trustee Linder presented the Minutes to the Board and deferred to Claire Jonsson for any questions from the Trustees regarding the meeting. There were no questions.

Trustee Linder returned to Acting Chair.

FUTURE BUSINESS

Meeting Dates

- 27 April 2010 Student Advisory Committee (9am)
- 18 May 2010 Regular Meeting
- 14 May 2010 Education Committee (Muir Lake Hall 8:45 am)

Future Agendas


There were no requests for future agenda items.

Requests for Information

There were no requests for information.

ADJOURNMENT

The meeting was adjourned at 11:05 a.m.


Board Chair


Secretary-Treasurer



MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne Campbell, Superintendent
Subject: **Three Year Board Meeting Schedule**

Recommendation:

That the Board of Trustees approve the Three Year Board Meeting Schedule as presented at the 08 June 2010 Regular Board Meeting.

Background:

Included in the Agenda package, you will find a proposed meeting schedule for the Board of Trustees, for the period 2010 – 2013 inclusive. The proposal suggests a move from two Regular Board meetings a month to one, as well as using what was the former daytime Regular meeting each month, as the Committee Meeting day for all Board Committees. This proposed schedule revision comes as a result of a review of the Board Meeting schedules for the past several years. For Trustees, the time commitment to Board Regular, Special and Committee meetings can be overwhelming when one is also working either full or part time. For Committees which include staff members, it is often difficult to manage the 'calendar challenge' when one is attempting to meet the calendar requests and demands of several committee members. Thus, the suggested change from two Regular Board Meetings each month to one. The daytime meeting provision would be used for all other Board Committee meetings. The proposed schedule aligns with the Board Policy requirements regarding minimum number of meetings per year for the Audit, Student Advisory and Communications Committees.

You will also note that included in the draft schedule is a Special Board Meeting (for boundary changes) in the years where the schedule does not meet the Division's 01 March deadline. Also included is the revised Capital Planning process shared by the Superintendent, with the Board at the March Informal Board meeting.

The Council of School Councils Committee is also included in the attached draft document. **It is important that any suggestions related to COSC meetings be provided to all School Councils for their review/consideration/feedback. It is with that understanding and expectation that COSC meetings are included in the attached schedule.**

While the Committee is not a Committee of the Board, and has a Trustee representative attached to it, the Superintendent thought it might be prudent to include the Committee in the schedule so that it does not become lost in the Board's deliberations. The proposal for COSC offers five meetings a year, alternating between a daytime and evening schedule. The Division does have some schools which offer a daytime Council meeting, or alternate their meeting times; a daytime meeting may be more convenient for parents whom have to travel further to attend a meeting at the Centre for Education.

The Superintendent has reviewed the Board Policy and can confirm that the new schedule meets the Policy requirements regarding minimum number of meetings per year, for those Committees which have established minimums, namely, the Audit (four times per year), Student Advisory (three times per year) and Communications Committee (three times per year) respectively. Thus in terms of total number of Regular and Board Committee meetings, the proposed schedule provides the following:

Regular Board Meetings	10	Sept through June
Capital Plan Meetings	3	Dec/Jan/March
Education Committee	3	Sept/Jan/April
Student Advisory Committee	4	Oct/Nov/March/May
Audit Committee	4	Oct/Dec/Apr/June
Benefits Committee	2	Nov/March
Communications Committee	3	Sept/Jan/Apr
Teacher/Board Advisory Committee	4	Oct/Feb/Apr/June
Council of School Councils	5	(alternating daytime and evening) Sept/Nov/Jan/March/May

Administration would be pleased to respond to questions.

MLRC/ds

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Board of Trustees 2010-2011 Meeting Dates

Date	Activity	Location/Time
7-Sep-10	Regular Board Meeting	CFE 7pm
21-Sep-10	Education Committee	9am (varies)
21-Sep-10	Council of School Councils	CFE 1pm
21-Sep-10	Communications Committee	CFE 4pm
5-Oct-10	Regular Board Meeting	CFE 7pm
13-Oct-10	Shikaoi Luncheon	CFE 11:30am
19-Oct-10	Student Advisory Committee	CFE 9am
19-Oct-10	Audit Committee	CFE 1pm
19-Oct-10	Teacher Board Advis. Committee	CFE 4pm
22-Oct-10	Swearing In Ceremony	CFE
25-26 Oct 10	Board Retreat	CFE 9am
2-Nov-10	Organizational Meeting	CFE 6:30pm
2-Nov-10	Regular Board Meeting	CFE 7pm
04-06 Nov 10	PSBAA Fall General Meeting	Edmonton
16-Nov-10	Student Advisory Committee	CFE 9am
16-Nov-10	Benefits Committee	CFE 2pm
16-Nov-10	Council of School Councils	CFE 7pm
21-23 Nov 10	ASBA Fall General Meeting	Edmonton
7-Dec-10	Audit Committee	CFE 4pm
7-Dec-10	Regular Board Meeting	CFE 7pm
21-Dec-10	Capital Planning Meeting	CFE 9am
4-Jan-11	Regular Board Meeting	CFE 7pm
18-Jan-11	Education Committee	9am (varies)
18-Jan-11	Council of School Councils	CFE 1pm
18-Jan-11	Communications Committee	CFE 2pm
19-20 Jan 11	Business Planning with Lead Team	CFE 9am
1-Feb-11	Regular Board Meeting	CFE 7pm
15-Feb-11	Capital Planning Discussions	CFE 1pm
15-Feb-11	Teacher Board Advis. Committee	ATA Local Office 4pm
1-Mar-11	Regular Board Meeting	CFE 7pm
TBA	Annual Evergreen Dinner	TBA
15-Mar-11	Student Advisory Committee	CFE 9am
15-Mar-11	Benefits Committee	CFE 2pm
15-Mar-11	Council of School Councils	CFE 7pm
5-Apr-11	Regular Board Meeting	CFE 7pm
19-Apr-11	Education Committee	9am (varies)
19-Apr-11	Audit Committee	CFE 1pm
19-Apr-11	Communications Committee	CFE 2pm
19-Apr-11	Teacher Board Advis. Committee	CFE 4pm
29-Apr-11	Long Service Awards	Edmonton 7pm
3-May-11	Regular Board Meeting	CFE 7pm
17-May-11	Student Advisory Committee	CFE 9am
17-May-11	Council of School Councils	CFE 1pm
17-May-11	Business Involvement Recognition	TBA 4pm
04-07 Jun 11	ASBA and PSBAA Spring Meeting	Red Deer
14-Jun-11	Audit Committee	CFE 4pm
14-Jun-11	Regular Board Meeting	CFE 7pm
June TBA	Teacher Board Advis. Committee	TBA
June TBA	PSBAA/ASBA Spring Meetings	Red Deer
28-Jun-11	Excellence/Retirement Function	CFE 4pm

**all dates are subject to approval at the annual organizational meeting*



Board of Trustees 2011-2012 Meeting Dates

Date	Activity	Location/Time
6-Sep-11	Organizational Meeting	CFE 6:30 pm
6-Sep-11	Regular Board Meeting	CFE 7pm
20-Sep-11	Education Committee	9am (varies)
20-Sep-11	Council of School Councils	CFE 1pm
20-Sep-11	Communications Committee	CFE 4pm
4-Oct-11	Regular Board Meeting	CFE 7pm
12-Oct-11	Annual Shikaoui Luncheon	CFE 11:30 am
18-Oct-11	Student Advisory Committee	CFE 9am
18-Oct-11	Audit Committee	CFE 1pm
18-Oct-11	Teacher Board Advis Committee	CFE 4pm
TBA	ASBA / PSBAA Fall General Meetings	Edmonton
1-Nov-11	Regular Board Meeting	CFE 7pm
15-Nov-11	Student Advisory Committee	CFE 9am
15-Nov-11	Benefits Committee	CFE 2pm
15-Nov-11	Council of School Councils	CFE 7pm
6-Dec-11	Audit Committee	CFE 4pm
6-Dec-11	Regular Board Meeting	CFE 7pm
20-Dec-11	Capital Planning Meeting	CFE 9am
3-Jan-12	Regular Board Meeting	CFE 7pm
17-Jan-12	Education Committee	9am (varies)
17-Jan-12	Council of School Councils	CFE 1pm
17-Jan-12	Communications Committee	CFE 2pm
18-19 Jan 12	Business Planning with Lead Team	CFE 9am
7-Feb-12	Regular Board Meeting	CFE 7pm
21-Feb-12	Capital Planning Discussions	CFE 9am
21-Feb-12	Teacher Board Advis Committee	ATA Local Office 4pm
28-Feb-12	Special Board Meeting/Boundaries	CFE 7pm
6-Mar-12	Regular Board Meeting	CFE 7pm
TBA	Annual Evergreen Dinner	TBA
20-Mar-12	Student Advisory Committee	CFE 9am
20-Mar-12	Benefits Committee	CFE 2pm
20-Mar-12	Council of School Councils	CFE 7pm
3-Apr-12	Regular Board Meeting	CFE 7pm
17-Apr-12	Education Committee	9am (varies)
17-Apr-12	Audit Committee	CFE 1pm
17-Apr-12	Communications Committee	CFE 2pm
17-Apr-12	Teacher Board Advis Committee	CFE 4pm
27-Apr-12	Long Service Awards	Edmonton 7pm
1-May-12	Regular Board Meeting	CFE 7pm
15-May-12	Student Advisory Committee	CFE 9am
15-May-12	Council of School Councils	CFE 1pm
15-May-12	Business Involvement Recognition	TBA 4pm
12-Jun-12	Audit Committee	CFE 4pm
12-Jun-12	Regular Board Meeting	CFE 7pm
June TBA	PSBAA/ASBA Spring Meetings	Red Deer
June TBA	Teacher Board Advis. Committee	TBA
26-Jun-12	Excellence / Retirement Function	CFE 4pm

**all dates are subject to approval at the annual organizational meeting*



Board of Trustees 2012-2013 Meeting Dates*

Date	Activity	Location/Time
4-Sep-12	Organizational Meeting	CFE 6:30 pm
4-Sep-12	Regular Board Meeting	CFE 7pm
18-Sep-12	Education Committee	9am (varies)
18-Sep-12	Council of School Councils	CFE 1pm
18-Sep-12	Communications Committee	CFE 4pm
2-Oct-12	Regular Board Meeting	CFE 7pm
10-Oct-12	Annual Shikaoi Luncheon	CFE 11:30 am
16-Oct-12	Student Advisory Committee	CFE 9am
16-Oct-12	Audit Committee	CFE 1pm
16-Oct-12	Teacher Board Advis. Committee	CFE 4pm
18-Oct-12	Stakeholder Consultation: Three-year Business Plan	TBA
November TBA	ASBA/PSBAA Fall Meetings	Edmonton
6-Nov-12	Regular Board Meeting	CFE 7pm
20-Nov-12	Student Advisory Committee	CFE 9am
20-Nov-12	Benefits Committee	CFE 2pm
20-Nov-12	Council of School Councils	CFE 7pm
4-Dec-12	Audit Committee	CFE 4pm
4-Dec-12	Regular Board Meeting	CFE 7pm
18-Dec-12	Capital Planning Meeting	CFE 9am
8-Jan-13	Regular Board Meeting	CFE 7pm
22-Jan-13	Education Committee	9am (varies)
22-Jan-13	Council of School Councils	CFE 1pm
22-Jan-13	Communications Committee	CFE 2pm
23-24 Jan 13	Business Planning with Lead team	CFE 9am
5-Feb-13	Regular Board Meeting	CFE 7pm
19-Feb-13	Capital Planning Discussions	CFE 9am
19-Feb-13	Teacher Board Advis. Committee	ATA Local Office 4pm
26-Feb-13	Special Board Meeting/Boundaries	CFE 7pm
March TBA	Annual Evergreen Dinner	TBA
5-Mar-13	Regular Board Meeting	CFE 7pm
19-Mar-13	Student Advisory Committee	CFE 9am
19-Mar-13	Benefits Committee	CFE 2pm
19-Mar-13	Council of School Councils	CFE 7pm
2-Apr-13	Regular Board Meeting	CFE 7pm
16-Apr-13	Education Committee	9am (varies)
16-Apr-13	Audit Committee	CFE 1pm
16-Apr-13	Communications Committee	CFE 2pm
16-Apr-13	Teacher Board Advis. Committee	CFE 4pm
26-Apr-13	Long Service Awards	Edmonton 7pm
7-May-13	Regular Board Meeting	CFE 7pm
21-May-13	Student Advisory Committee	CFE 9am
21-May-13	Council of School Councils	CFE 1pm
21-May-13	Business Involvement Recognition	TBA 4pm
4-Jun-13	Audit Committee	CFE 4pm
4-Jun-13	Regular Board Meeting	CFE 7pm
June TBA	PSBAA/ASBA Spring Meetings	Red Deer
June TBA	Teacher Board Advis. Committee	TBA
18-Jun-13	Excellence / Retirement Function	CFE 4pm

*all dates are subject to approval at the annual organizational meeting



MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne Campbell, Superintendent
Originator: Claire Jonsson, Associate Superintendent
Subject: Central Alberta Media Services (CAMS)

Recommendation

That the Board of Trustees files written notice to CAMS, that the Parkland School Division No. 70 is in favor of *Option 1*, the Joint Policy Committee amending the agreement as follows:

That the agreement respecting clause 13(b) waive the one (1) year prior's written notice and cease operations for the Central Alberta Media Services (CAMS) effective June 30, 2010.

as presented at its regular meeting of 08 June 2010.

Background

On 27 May 2010, CAMS held a special information meeting to discuss the present status of changing technologies in delivering media services to the classroom, downturn in usage from CAMS' loan pool and financial plight that jurisdictions find themselves in. Two options requiring a vote were presented to the membership. All Participating Member Boards of Central Alberta Media Services (CAMS) have been asked to file either Option 1 or Option 2 as outlined below prior to the regular CAMS Joint Policy Committee meeting 17 June 2010.

Option 1

The parties hereto agree that the Joint Policy Committee amend the agreement as follows:

That the agreement respecting clause 13(b) waive the one (1) year prior's written notice and cease operations of the Central Alberta Media Services (CAMS) effective June 30, 2010.

(Option 1 to cease operation as of June 30, 2010 requires 100% mutual agreement of all member school boards.) The \$51,814 that Parkland School Division currently allocates to the CAMS Agreement, would be deployed to secure other, more appropriate resources. If operations were to cease June 30, 2010, the estimated reserve balance at August 31, 2011 is \$232,973.

Option 2

That pursuant to Clause 13(b) of the Agreement that the member school boards give one (1) year's prior written notice to cease the operation of the Central Alberta Media Services (CAMS) effective June 30, 2011.

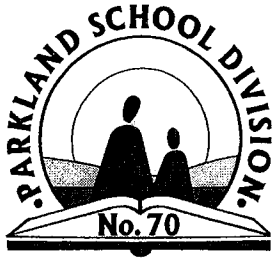
(Option 2 to give one year notice to cease operation as of June 30, 2011 requires a quorum and 50% vote of all member school boards.) If one year notice is given to cease operations June 30, 2011, the estimated reserve balance at August 31, 2011 is \$266,262.

In respect to the above choice of options, the parties to the Agreement at that time shall dispose of the assets in accordance with the Disposal of Assets policy. School boards and private school members who have paid membership fees shall be eligible for their proportionate share of the distribution of assets.

Administration would be pleased to respond to questions.



CJ/jlf



Excellence in Education

MEMORANDUM

Date: 08 June 2010

To: Board of Trustees

From: Mary Lynne Campbell – Superintendent

Resource

Persons: Benefits Committee

Originator: Claire Jonsson, Associate Superintendent-
Business & Finance

Subject: Sun Life Benefit Plan Credit

Recommendation

That the Board of Trustees approves the allocation of the Sun Life Benefit Plan Credit of \$12,001.04 into a prepaid insurance premium account and \$2,117.83 into the Support Benefits Committee Reserve as presented at its regular meeting of 08 June 2010.

Background

The support staff Benefits Committee was established in 2001 to allow support staff the opportunity for input into decisions affecting their health benefits. The projected current reserve requirement for Parkland School Division's self insured health and dental program is estimated at \$180,000.00. Any additional surplus benefit funds are earmarked in the Support Benefit Committee Reserve. At March 23, 2010, the Sun Life Benefit Plan Credit totaled \$14,118.87. This amount has accumulated over the past year and consists of a refund of insurance premiums paid (pooled claims) and experience credits (premiums paid which exceeded the actual claim). The Benefits Committee recommends that 85% of the Sun Life Benefit Plan Credit, \$12,001.04, be placed in a prepaid insurance premium account and the remaining 15%, \$2,117.83, which represents the employee portion of premium payments, be placed in the Support Benefits Committee Reserve.

CJ:jlf



Excellence in Education

MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne R. Campbell, Superintendent
Originator: Claire Jonsson, Associate Superintendent-Business & Finance
Resource: Tracy Newton, Manager of Technology
Subject: **Information Technology Report**

Recommendation:

That the Board of Trustees receives as information the Information Technology Report as presented at the regular meeting of 08 June 2010.

Background:

Administration would be pleased to respond to questions.

CJ:TN:jlf



Information Technology Report

2009 – 2010

It's been a good year for delivering IT services to PSD70 staff and students. It's also exciting to see how technology is being used to integrate instruction as well as helping business functions become more efficient.

THE YEAR IN REVIEW...

- As technology is forever changing, IT staff are constantly researching and learning about new products and better ways of delivering IT services to staff and students. The IT staff attended various PD sessions and courses, as well as self paced learning on Microsoft Server 2008, SharePoint (collaboration software), server virtualization, wireless technology and Blackberry support.
- The *Innovative Classroom Technology Funding* from Alberta Education is a three year funding project with the goal of ensuring all Grade 1 to 12 classrooms are equipped with an instructional (teacher) computer and data projection device (digital projector and/or electronic whiteboard). Once that goal is reached, any remaining funding can be used for additional classroom technologies, such as student laptops, classroom sound amplification systems, student response systems, visual digital presenters, assistive technologies, and classroom software. As a Division, we are well on our way to exceeding this goal. With one year left to meet the goal, we have computers for every teacher and have more than 75% of the projection devices installed in classrooms.
- January and February were extra busy months for IT as we worked with the administration and staff of MCHS to ensure a smooth transfer of technology and data from the old site to their new facility... and we did it! Along with installing and configuring numerous infrastructure components, i.e., switches, servers and a wireless network, we moved and connected over 300 computers, 40 printers/copiers plus various other technologies. The Technology Integration Assistant (TIA) at MCHS proved to be a valuable liaison and asset for IT and the school during the overall coordination and move of technology and was greatly appreciated.
- The **Help Desk** created a total of 5,787 tickets (email/phone calls) between March 2009 and March 2010. This was a 12% increase over the previous year. The highest percentage of calls dealt with staff and student network accounts at 27%. Students Achieve/Maplewood accounted for 8% (a drop of 4% over previous year), and printer/copiers remained the same as last year at 5%. The highest month for calls, as

expected, was September with 867 tickets recorded. Our monthly ticket average increased by 14% to 482 tickets, but this is not surprising as we have been growing by 200+ computers each year for the past four years. We currently are supporting close to 3000 computers throughout the system with 40% being laptops and that percentage is growing each year.

WHAT WE ARE DOING...

- **Microsoft's Windows 7, Internet Explorer 8 and Office 2007**

The current standard for PSD70 desktops and laptops is Microsoft's Windows XP *operating system*, Internet Explorer 7 for a *web browser* and Office 2007 for its *productivity suite*. Effective May 14, 2009, Microsoft announced end of life support for Windows XP. Recognizing this and the fact that "XP" is a 10 year old operating system, we will be slowly transitioning to Microsoft's latest desktop and laptop operating system, **Windows 7** for all new computers starting in the fall of 2010. Along with Windows 7, we will be installing Microsoft's latest browser **Internet Explorer 8**. We purposely skipped the *Vista* operating system as it was not stable enough for our environment. Our initial testing of Windows 7 looks good and the user's learning curve should be minimal.

- **Network bandwidth expansion**

After analyzing our bandwidth constraints over the past year, we made the decision to increase our SuperNet bandwidth by 155% and also doubled the Internet bandwidth. This has alleviated congestion and improved overall speed of the network. Even though the Internet bandwidth was doubled, we were able to renegotiate with our provider and benefitted from a reduction of \$1200 per year!

- **Web Filtering (*keeping Internet usage safe and secure*)**

With all the information flowing in and out of PSD70, the web really is becoming more of a two way communication highway. Balancing open access to the Internet and yet keeping the access safe and secure for staff and students really has become more sophisticated and challenging. Feedback on the ability to filter inappropriate/unwanted sites at the school level has been positive. If a school chooses to block certain gaming sites or Facebook, it does not affect any other school sites. In 2010/11, we are working towards allowing Principals access to monitor their schools' Internet usage.

- **Division wireless network**

The PSD70 wireless network is now complete. Schools are excited and pleased with the new wireless system. The wireless network is currently only available to PSD owned laptops. That said we know we want to make wireless access available to our students so they can bring their own laptop/devices and easily connect to the Internet and portal. Even though we are looking into different solutions to make this possible, much still needs to be done to address network security as well as budgeting concerns for new hardware and software before we can safely open access to outside laptops/devices.

- ***InsidePSD Portal (anytime, anywhere access to PSD70 network resources)***

This is one of the more exciting projects IT has been involved in. The idea of bridging the gap that keep us from easily sharing and learning together have led us to create a portal called, *insidePSD*. This is where administration, staff and students are able to create collaborative web sites for team projects, work in virtual classrooms and collaborate with teams of people when working on documents, photos and calendars.

One of the more exciting features for staff is the ability to access the portal from anywhere outside of PSD and have full access to their files, email and personal web space.

Scholaris is the K-12 application we are using in conjunction with Microsoft's SharePoint to make it all happen behind the scenes. Schools are embracing this new technology and utilizing its functionality for announcements, surveys and secure access of IPPs.

We continue to press forward in rolling out new features, but with limited personnel, this is becoming more of a challenge.

- As well, our main public website, www.psd70.ab.ca , is receiving a much needed overhaul which includes better search functionality along with a host of other features and will be launched during the summer of 2010!

Upcoming projects planned in the coming year for IT include the replacement of older school and business servers. As the network continues to grow in sophistication and complexity, there is always the ongoing maintenance and enhancement of our infrastructure which includes servers, network monitoring devices, backups, numerous software applications and databases. It requires continuous education and training for IT personnel in order to fully support the staff and students with leading edge technology.

As we move forward with integrating technology into the classroom and the business needs of the division, we should be deliberate and thoughtful in the direction we are taking. Moving ahead in technology is not always about adding "boxes and wires". We should be mindful of the existing commitment to our resources and infrastructure while maintaining strong support for student learning.

Tracy Newton - Manager, Technology



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MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne Campbell, Superintendent
Originator: Emilie Keane, Acting Associate Superintendent, Learning Services
Subject: Cycle 4 AISI Year One Report

RECOMMENDATION:

That the Board of Trustees receives as information the Parkland School Division's AISI Project Year One Report as presented at the regular Board Meeting of 08 June 2010

BACKGROUND

The Alberta Initiative for School Improvement (AISII) is an approach to improving student learning by encouraging teachers, parents, and the community to work collaboratively to introduce innovative projects that address local needs. Initiated in 1999 by Alberta Education and its partners, AISI provides targeted funding to school authorities to improve student learning and enhance student engagement and performance. After three successful three-year cycles of AISI (2000-2009) AISI is now in its fourth cycle, 2009-2012.

The focus of Parkland School Division's AISI Project is the development of critical thinking as a means of improving student achievement and engagement in grades Kindergarten – 12.

Administration would be pleased to respond to any questions.



Alberta Initiative for School Improvement (AISI)
Challenging Students to Think Critically
PARKLAND SCHOOL DIVISION No. 70
Progress Report

*Presented to Board of Trustees 08 June, 2010
By Emilie Keane, Acting Associate Superintendent
Resource People: Curriculum Facilitators*

REPORTING PERIOD: September 2009 – April 2010

BACKGROUND

Parkland School Division's (PSD) Cycle 4 Alberta Initiative for School Improvement (AISI) Project asks: What significant impacts does the embedding of critical thinking skills in teaching and learning have on student achievement and engagement? The goal is to improve student achievement and engagement in grades K-12 through the promotion of critical thinking. Intended outcomes are:

- Students are problem solvers and critical thinkers.
- Students are motivated to learn.
- Teachers are embedding critical thinking in their teaching practice.
- A common language around critical thinking exists in Parkland School Division.
- Students are well prepared for life and work environments.

Schools identified which of the three division's priority area(s) would be appropriate to begin focusing the implementation of critical thinking at their site. i.e.:

- Pedagogy and practice which provides developmentally responsive curriculum for all students Kindergarten through Grade 12.
- Embedded effective assessment practices for all students Kindergarten through Grade 12.
- Improved student performance in demonstrating skills of Citizenship and Social Responsibility for all students Kindergarten through Grade 12.

PSD's critical thinking project focuses on professional development and implementation of the Critical Thinking Consortium's (TC²'s) critical thinking model. All schools within PSD are participating in the project, and each provides a lead teacher who is a member of the AISI Cohort. To build capacity within PSD, members of the AISI Cohort participate in ongoing focused professional development sessions and networking, and in turn are responsible for developing a "critical thinking" environment in each of their schools.

TC²'s model promotes critical thinking through the creation of a community of thinkers, providing critical challenges as a means for students to uncover curricular content, explicit teaching of the tools (background knowledge, criteria for judgment, critical thinking vocabulary, thinking strategies, and habits of mind), and assessing for the utilization of the tools.

One aspect of the project includes teachers creating their own critical challenges with support from a TC² consultant. Learn Alberta provides additional support in the form of readymade social studies critical challenges which were developed in collaboration with TC². These teaching resources are used as exemplars to support teachers as they learn about the model. Additional support resources include the TC² publications.

IMPLEMENTATION

Implementation of the critical thinking model is supported by divisional and school-based professional development. Implementation is evidenced throughout the district by division-wide, school-wide, and classroom-based critical challenges. Critical challenges are lessons which pose problems or tasks that engage students in thinking critically about curricular content.

Professional Development (PD)

- Divisional PD consists of seven full day workshops facilitated by a TC² consultant over the course of the 2009-2010 school year. Lead teachers work together during these days to learn about the critical thinking model and create critical challenges.
- Lead teachers and facilitators contribute to a collaboration site on *insidePSD*. They post critical challenges they create and are provided with feedback from the TC² consultant. Lead teachers also use this space to ask questions, share their experiences and access common documents.
- As a component of an effective PD plan, lead teachers have continuous support and access to the TC² consultant and curriculum facilitators as needed.
- Schools create their own PD plans which include lead teachers acting in a leadership capacity to create a critical thinking environment in their schools.

Division-wide implementation

- At AISI lead teacher PD days, the TC² consultant models and shares critical challenges that teachers can use at their school sites.
- Curriculum facilitators provide critical challenges that teachers may choose to use with their students.
- Critical challenges created by lead teachers are shared with each other and will be shared with all PSD teachers in the future.

School-wide implementation

- Lead teachers plan and promote critical challenges for all students and staff at their schools.
- Schools inform parents about critical thinking through school newsletters and school council meetings. They also involve parents by promoting participation in various school-wide challenges.

Classroom-based implementation

- Lead teachers create critical challenges to use in their own classrooms.
- Lead teachers support their colleagues in using prepared critical challenges.
- Lead teachers promote the use of published critical challenges. (i.e. LearnAlberta and TC² publications)

CONCLUSION

Results from division and provincial surveys, provincial assessments, and parent and student focus groups will provide information that will help determine future considerations for the remaining two years of the cycle 4 AISI project.



MEMORANDUM

Date: 08 June 2010

To: Board of Trustees

From: Mary Lynne Campbell – Superintendent

Resource Tim Monds – Deputy Superintendent
Person(s): Emilie Keane – Acting Associate Superintendent,
Learning Services

Subject: **LEARNING SERVICES DELIVERY MODEL UPDATE**

Recommendation:

That the Board of Trustees receives as information an update on the Learning Services Delivery Model, as presented at the Regular Meeting of 08 June 2010.

Background:

The Learning Services department is in the process of restructuring its organization in order to meet the changing needs of the Division in providing supports and services to students with diverse learning needs. The department will implement a Clinical Service Model in September 2010.

Administration would be pleased to respond to any questions



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MEMORANDUM

Date: 08 June 2010

To: Board of Trustees

From: Mary Lynne Campbell – Superintendent

Resource Persons: Trustee Kolodnicki

Subject: **Teacher / Board Advisory Committee 12 May 2010**

Recommendation

That the Board of Trustees receives as information the Minutes of the 12 May 2010 Teacher/Board Advisory Committee meeting, as presented at the Regular Meeting of 08 June 2010.



MINUTES OF THE TEACHER BOARD ADVISORY COMMITTEE

MEETING HELD AT PARKLAND LOCAL NO. 10 OFFICE IN STONY PLAIN

ALBERTA ON WEDNESDAY, 12 MAY 2010

ATTENDANCE:

Richard Gilchrist, Board Chair, Parkland School Division No. 70
Darcy Kolodnicki, Trustee, Parkland School Division No. 70
Robert Gillard, Trustee, Parkland School Division No. 70
Claire Jonsson, Associate Superintendent, Parkland School Division No. 70
Paul McCann, President, Parkland Teachers' Local 10
Charlene Daub, Secretary, Parkland Teachers' Local 10
Amar Mohabir, Vice-President, Parkland Teachers' Local 10
Shauna Fleming, Treasurer, Parkland Teachers' Local 10

1. CALL TO ORDER

Chair P. McCann called the meeting to order at 4:20 p.m.

2. ADDITIONS TO THE AGENDA

- 3.4 Trade Fair
- 3.5 Absence Reporting

Trustee Gillard arrived at 4:30 pm

Trustee Kolodnicki arrived at 4:40 pm

3. ACTION ITEMS

BUDGET UPDATE

R. Gilchrist advised that PSD will be submitting a deficit budget that is supported by drawing down on our operating reserves. We will be depleting most of our operating reserves in 2010-2011. Principals are in the process of preparing their budget which will be brought to the Board for approval 22 June 2010. We are trying to honour the Minister's commitment to the classroom. There was discussion around delivery of Special Education and the requirement to provide service for all of our students.

Discussion ensued.

RESPONSE TO ATA QUESTIONS

C. Jonsson indicated that we are in the process of determining our budget with the first priority to students. Changes in teaching staff will be tied to student enrolments, a few of our schools were overstaffed in the 2009 - 2010 budget and adjustments will be made to correct this situation. We also have sites that will have an increase in FTE. Our Human Resource department is in the preliminary stages of staffing discussions with schools and have not made final determinations on FTE.

C. Jonsson advised that we have a difficult fiscal situation. We are currently using operating reserves to balance the 2009-2010 budget and operating reserves in both transportation and operations and maintenance have been depleted. The Transportation Budget will see an increase in cross-boundary fees and we are currently working through a process of reductions in the Maintenance area. All areas, including administration will experience some reductions.

TBAC DATE FOR JUNE

June 15th - Almanac Restaurant 5:00 pm

TRADE FAIR

C. Daub reported that she was at the ATA booth at the Trade Fair and noted that she had several questions about the School Jurisdiction and asked whether or not Parkland School Division had considered participating in the Trade Fair as it would be a chance for positive PR. R. Gilchrist responded that this was definitely something that was discussed at the Board level and will look into this.

ABSENCE REPORTING

C. Daub brought up Teacher Absence reporting and asked if there was an Administrative Procedure regarding the process and what specific information was required to be provided for leaves. C. Jonsson will follow-up with Human Resources. C. Daub appreciates the opportunity to ask and give questions and feels that they are able to be heard. Appreciates these meetings and passes this on to Membership.

Discussion ensued.

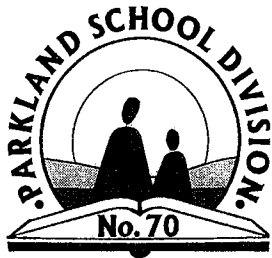
Paul McCann thanks Trustees & Administration for an opportunity to meet on a regular basis. In the last year, he has seen real positive communication between the Board, Administration and the Local.

4. ADJOURNMENT

P. McCann adjourned the meeting at 5:15 p.m.

NEXT MEETING

Tuesday, 15 June 2010
Almanac Restaurant, Stony Plain



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MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne Campbell – Superintendent
Resource Persons: Trustee Kilduff, Benefits Committee
Originator: Claire Jonsson, Associate Superintendent
Subject: **Benefits Committee Minutes of 25 May 2010**

Recommendation

That the Board of Trustees receives as information the Minutes of the 25 May 2010 Benefits Committee Meeting as presented at the regular meeting of 08 June 2010.

CJ:jlf



**MINUTES OF THE BENEFITS COMMITTEE MEETING HELD AT
THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN
STONY PLAIN, ALBERTA ON 25 MAY 2010**

ATTENDANCE:

Dorcas Kilduff – Trustee
Karen Harasymchuk – NUG
Rick Fowlie - IUOE
Christine Sauer – CAAMSE
Judy Taylor - CAAMSE
Gerry Maciejko, Benefex
Claire Jonsson, Associate Superintendent
Carla Tonhauser, Payroll
Jo-Ann Fowlie, Recording Secretary

1. CALL TO ORDER

The meeting was called to order at 2:04 pm by the Chair Dorcas Kilduff.

2. ADDITIONS TO THE AGENDA

There were no additions to the agenda:

3. BUSINESS ARISING FROM THE MINUTES

3.1 Group RRSP Plans

Each membership shared that they had a few members interested in the Sun Life Group RRSP Plan. The benefit of a Group RRSP is for employees to receive an immediate tax relief when employee contributions are made through a payroll deduction. Rather than engaging in another Group RRSP plan, a communication will be sent to all Parkland School Division staff advising them of our existing Group RRSP plans.

4. NEW BUSINESS

4.1 Benefits Committee Overview

Dorcas Kilduff discussed the basic purpose of the committee. Claire Jonsson gave an overview on the history of the committee. Dorcas Kilduff suggested that the non-voting members in the committee be reduced to the Associate Superintendent with support staff invited upon request, and further, the number of scheduled committee meetings set at three per year (November, March and May) with additional meetings called if necessary. As

this is a change in Policy, it will be brought forward to the Board of Trustees for approval. Dorcas also suggested that Experience Report questions and concerns should be addressed through Gerry Maciejko, Benefex Consulting Inc., when he arrives at the meeting to give his report.

4.2 Premium Rates and Reserve Balances

Dorcas Kilduff discussed the recent premium holiday that was given to support staff from the Support Benefit Committee Reserve. Premium holiday benefits are only beneficial to the people who are currently employed. A fair distribution to support staff who pay benefits would be to use the reserves to offset a reduction in the annual premiums. After general discussion, the committee is in favour of using the pooled claim surplus funds to lower premium rates through Sun Life. Claire will ask Gerry Maciejko, Benefex Consulting Inc., to incorporate the anticipated surplus, resulting from pooled claims, into the 2011 rate projections.

4.3 Question and Answer Session

Judy Taylor inquired about employees that have paid into Long Term Liability and have lost their benefit because of a business dissolving. Claire explained that the insurance provider is the one responsible for the LTD benefit.

Karen Harasymchuk is interested in getting more information on flexible or cafeteria benefit plans and basically what is currently in the market. Claire commented that on the size of our organization, these types of plans may not be beneficial or feasible. It was agreed upon by the committee that they would like a presentation/report from Gerry Maciejko on benefit plan options.

5. ACTION ITEMS

5.1 Reserve Update

Claire Jonsson explained the Benefit Plan Credits with the committee. This credit, \$14,118.87, has accumulated over the past year and consists of a refund of insurance premiums paid (pooled claims) and experience credits (premiums paid which exceeded the actual claims).

MOVED by Christine Sauer that the Benefits Committee recommend to the Board of Trustees to move \$12,001.04 into a Prepaid Insurance Premium Account and \$2,117.83 into the Support Benefits Committee Reserve.

CARRIED UNANIMOUSLY

6. REPORTS

Gerry Maciejko arrived at 3:16 pm

6.1 Health and Dental Experience Report by Quarter

Gerry Maciejko referred the committee to the ASO Health and Dental Experience Report for the period ending 30 April 2010. Based on the YTD statistics, there is a noticeable decline in dental claims resulting in the utilization, in actual dollars, being down by 10.5% thus far for 2010. There has been a slight rise in health benefit utilization of 1.8% which is well below the 8% increase expected. This, in combination with the decline in dental claims, means the plan should come in better than breakeven for 2010. The Health Spending Account utilization has increased in comparison to last year with Miscellaneous Medical Services and Supplies using 34% of all expenses claimed. Gerry explained some of the pros and cons with a couple of the flex benefit plans that are available and will bring a more comprehensive report to the next meeting.

7. ITEMS FOR FUTURE AGENDAS

- Health Spending Account Utilization Statistics
- Benefit Plan Options

8. ADJOURNMENT

The meeting was adjourned at 4:00 pm.

NEXT MEETING

The next Benefits Committee meetings will be held November 16, 2010



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MEMORANDUM

Date: 08 June 2010
To: Board of Trustees
From: Mary Lynne Campbell – Superintendent
Resource Persons: Trustee Kilduff
Originator: Kelly Wilkins, Associate Superintendent
Subject: **Council of School Councils 13 May 2010**

Recommendation

That the Board of Trustees receives as information the Minutes of the 13 May 2010 Council of School Councils meeting, as presented at the Regular Meeting of 08 June 2010.



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS (COSC)
MEETING HELD AT THE PARKLAND SCHOOL DIVISION CENTRE
FOR EDUCATION IN STONY PLAIN, ALBERTA ON 13 MAY 2010**

ATTENDANCE:

School Councils

High Park
Ecole Broxton Park
Spruce Grove Composite
Wabamun
Memorial Composite

Board of Trustees

Dorcas Kilduff, Board Vice Chair

Administration

Kelly Wilkins, Associate Superintendent

Recording Secretary

Stacey Vermeulen, Executive Secretary

CALL TO ORDER

The meeting was called to order at 7:05 p.m.

APPROVAL OF THE AGENDA

Moved by May Uyeda that the Agenda be approved as presented.

CARRIED

APPROVAL OF THE MINUTES OF 14 JANUARY 2010

Moved by Carol Ibsen, that the Minutes of 11 March 2010 be approved as presented.

CARRIED

COSC LEADERSHIP

Co-Chair Liz Simpson advised that the Council of School Councils requires a new Chair or two Co-Chairs for 2010-2011.

Connie McKenna volunteered to Chair the 2010-2011 Council of School Councils.

PLANNING FOR 2010/2011

Ecole Broxton Park and High Park have offered to host one of the COSC meetings in 2010/2011. Other Schools were encouraged to host a meeting as well.

MEMORIAL COMPOSITE HIGH SCHOOL OPENING VIDEO

Kelly Wilkins shared a video from the official opening ceremony of MCHS held March 19, 2010.

BOARD OF TRUSTEES REPORT

Board Vice Chair Dorcas Kilduff shared highlights from both the Alberta Education and Parkland School Division Satisfaction Surveys conducted this year. It was noted that the Board would like to see a higher response rate, and believes that School Councils can play a role in promoting the survey within their school communities.