



# NORTHLAND SCHOOL DIVISION REGULAR BOARD MEETING NO. 23-03 AGENDA

Location: Virtual

Meeting ID:

Passcode:

Phone: 1 (587) 328-1099

Date & Time: Friday, March 24, 2023 9:00 a.m. – 4:30 pm

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

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

## A. CALL TO ORDER

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

## B. BUSINESS ARISING FROM CLOSED SESSION

## C. MINUTES

No.	Title	Responsible	Action	Page No.
1.	Corporate Board Meeting Minutes - February 17, 2023	All	Motion	<b>04</b>
2.	Special Board Meeting Minutes - March 15, 2023	All	Motion	<b>10</b>
3.	Board Action Items	Superintendent Dr. Spencer-Poitras	Information	<b>13</b>



# NORTHLAND SCHOOL DIVISION REGULAR BOARD MEETING NO. 23-03 AGENDA

## D. CONSENT AGENDA

No.	Title	Responsible	Action	Page No.
1.	Board Chair Report	Chair Wanyandie	Information	16
2.	Superintendent Report	Superintendent Dr. Spencer-Poitras	Information	17
3.	Trustee Activity, Committee and/or Board Representative/Association Reports <ul style="list-style-type: none"> <li>• Trustee Fayant, Ward 5</li> <li>• Trustee Auger, Ward 6</li> <li>• Trustee McCamon, Ward 9</li> </ul>	Trustees	Information	19

## E. ACTION ITEMS

No.	Title	Responsible	Action	Page No.
1.	Monthly Financial Report	Secretary-Treasurer D. Aird	Information	22
2.	Student Engagement, Attendance & Completion Report	Associate Superintendent C. Johnson	Information	24
3.	Monthly Enrollment Report	Associate Superintendent M. Marran	Information	29
4.	Joint Use Agreement with MD of Greenview	Superintendent Dr. Spencer-Poitras	Motion	31
5.	Projected 2023-2024 Enrollment	Superintendent Dr. Spencer-Poitras	Information	62
6.	Preliminary Revenue/Expense Figures - 2023 Budget	Secretary-Treasurer Aird	Information	64
7.	Paraprofessional and Support Education Leave for 2023-2024	Superintendent Dr. Spencer-Poitras	Information	65
8.	Triannual Report #2	Superintendent Dr. Spencer-Poitras	Information	66
9.	Policy 4 Trustee Code of Conduct	Chair Wanyandie	Motion	81
10.	Policy 4 Appendix A - Trustee Code of Conduct Sanctions	Chair Wanyandie	Motion	92
11.	Policy 5 Appendix A - Signing Authority Chart	Chair Wanyandie	Motion	95
12.	Policy 13 Appeals and Hearings Regarding Student Matters	Chair Wanyandie	Motion	97
13.	2023-2024 Capital Plan	Secretary-Treasurer Aird	Motion	102
14.	2023-2024 School Calendar	Associate Superintendent M. Marran	Motion	125
15.	NSD Clothing with Logo 2.0	Superintendent Dr. Spencer-Poitras	Motion	128



**NORTHLAND SCHOOL DIVISION  
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AGENDA**

16.	Locally Developed Course	Superintendent Dr. Spencer-Poitras	Motion	<b>129</b>
17.	April 2023 Board Meeting	Superintendent Dr. Spencer-Poitras	Motion	<b>130</b>

**F. TECH TALK**

**G. MONITORING REPORTS**

No.	Title	Responsible	Action	Page No.
1.	Awards/Celebrations (1:00 p.m.) <ul style="list-style-type: none"> <li>• Grouard Northland School Presentation</li> </ul>	Superintendent Dr. Spencer-Poitras	Information	-
2.	Board Chair Highlights	Chair Wanyandie	Information	-
3.	Superintendent Highlights	Superintendent Dr. Spencer-Poitras	Information	<b>131</b>
4.	Associate Superintendent Report	Deputy Superintendent Dr. Stensland	Information	<b>145</b>
5.	OH&S Report	Associate Superintendent M. Marran	Information	<b>151</b>

**H. PRELIMINARY DISCUSSION**

No.	Title	Responsible
1.	Board Retreat, May 24, 2023 in Peace River	Superintendent Dr. Spencer-Poitras
2.		

**I. ADJOURNMENT & CLOSING CULTURAL REFLECTION**



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** February 17, 2023 Regular Board Meeting Minutes  
**REFERENCE(S):**  
**ATTACHMENTS:** February 17, 2023 Regular Board Meeting Minutes

**RECOMMENDATION:**  
THAT the Board of Trustees approve the February 17, 2023 Regular Board Meeting minutes, as presented.

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**BACKGROUND:**

**RISK ANALYSIS:**





NORTHLAND SCHOOL DIVISION
BOARD MEETING NO. 23-02
MINUTES

Location: Virtual

Date: Friday, February 17, 2023

Time: 9:00 a.m.

Membership table with columns for attendance status, name, position, and role. Includes members like Lorraine McGillivray, Cathy Wanyandie, Bonnie Lamouche, etc.

A. CALL TO ORDER

1. Call to Order

Chair Wanyandie called the meeting to order at 9:02 a.m.

2. Opening Reflection

Trustee McGillivray provided the opening prayer, cultural reflection or reflection.

3. Adopt Agenda

MOTION: Trustee Auger moved that the Board of Trustees approve the agenda as presented.

25640/23 CARRIED

4. Closed Session

MOTION: Trustee Guild moved that the meeting go into a Closed Session at 9:05 a.m.

25641/23 CARRIED

5. Regular Session

MOTION: Trustee McCamon moved that the meeting revert to regular session at 10:14 a.m.

25642/23 CARRIED

Break from 10:14 a.m. to 10:30 a.m.



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 23-02  
MINUTES**

**B. BUSINESS ARISING FROM CLOSED SESSION**

**1. April 21, 2023 Board Meeting**

MOTION: Trustee J. Lamouche moved that the April 21, 2023 Corporate Board Meeting be changed from a virtual meeting to an in-person meeting.

**25643/23 CARRIED**

**C. MINUTES**

**1. January 20, 2023 Regular Board Meeting Minutes**

MOTION: Trustee Guild moved that the Board of Trustees approve the January 20, 2023 Regular Board meeting minutes.

**25644/23 CARRIED**

**2. Board Action Items**

The Trustees reviewed the Board Action Items and were filed as information.

**D. CONSENT AGENDA**

**1. Reports**

The following reports were received as information and filed.

- C1. Board Chair Report
- C2. Superintendent Report
- C3. Trustee Activity, Committee and/or Board Representative/Association Reports

**E. ACTION ITEMS**

**1. Monthly Financial Report**

The Monthly Financial Report for January 31, 2023 was received and filed as information.

**2. Student Engagement, Attendance & Completion Report**

The Student Engagement, Attendance and Completion Report for the month of January 2023 was received and filed as information.

**3. Monthly Enrolment Report**

February’s monthly enrolment report was received and filed as information.



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 23-02  
MINUTES**

**4. Professional Improvement Leave**

Superintendent Dr. Spencer-Poitras reported that Administration has not received any applications for Professional Improvement Leave for the 2023-2024 school year as per clause 9.4 of the Collective Agreement. This report has been received as information and filed.

**5. ASBA Edwin Parr Teacher Awards Nomination**

Information on the ASBA Edwin Parr Teacher Award was shared with the Board of Trustees. This information was received and filed as information.

**6. ASBA Friends of Education Award**

Information on the ASBA Friends of Education Award was shared with the Board of Trustees. This information was received and filed as information.

**7. PSBAA Awards Nomination**

Information on the following PSBAA Awards was shared with the Board of Trustees. This information was received and filed as information.

- Advancing Associate Business and Initiatives
- Dick Baker Legacy Award
- Promoting and Advancing One or More of the Calls to Action of the Truth and Reconciliation Commission of Canada in Relation to Education within Alberta
- Special Contribution to Public Education
- Special Contribution to Public Education: Media

**8. Policy 7 Board Governance and Operations**

MOTION: Trustee Auger moved that the Board of Trustees approve the correction of sections, designations, punctuations, typographical errors, cross references and authorize the Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 7 Board Governance and Operations

**25645/23 CARRIED**

**9. Policy 7 Appendix A: Schedule of Rates**

MOTION: Trustee Guild moved that the Board of Trustees approve the correction of sections, designations, punctuations, typographical errors, cross references and authorize the Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 7 Appendix A: Schedule of Rates.

**25646/23 CARRIED**



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 23-02  
MINUTES**

**10. Policy 3 Appendix A: Services, Materials and Equipment to Trustees**

MOTION: Trustee McGillivray moved that the Board of Trustees approve the correction of sections, designations, punctuations, typographical errors, cross references and authorize the Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 3 Appendix A: Services, Materials and Equipment to Trustees.

**25647/23 CARRIED**

**11. UPS Capital Project Proposal**

MOTION: Trustee Fayant moved that the Board of Trustees approve the purchase of UPS devices in the amount of \$330,795 plus GST with the funds coming from the capital budget.

**25648/23 CARRIED**

**12. Ward 8 Nomination & By-Election**

MOTION: Trustee Guild moved that the Board of Trustees approve March 20, 2023 as Nomination Day ending at 12 noon, and April 17, 2023 as the By-Election date for Ward 8.

**25649/23 CARRIED**

**13. 2023-2024 School Calendar**

The 2023-2024 school calendar agenda item was tabled until March 24, 2023.

**F. TECH TALK**

Dr. Tim Stensland gave a presentation on passwords.

**G. AWARDS AND CELEBRATIONS**

Chair Wanyandie and Superintendent Dr. Spencer-Poitras presented to the Board of Trustees an update on the New Teacher Induction Celebration that took place on Thursday, February 16, 2023 at the Westin Hotel in Edmonton.



**NORTHLAND SCHOOL DIVISION**

**BOARD MEETING NO. 23-02  
MINUTES**

Chair Wanyandie announced that Superintendent of Schools/CEO Dr. Nancy Spencer-Poitras has been awarded Queen Elizabeth II’s Platinum Jubilee Medal for her exceptional qualities and outstanding service in the form of selfless giving and volunteering.

**H. MONITORING REPORTS**

The Board of Trustees received and filed as information the following reports:

- F1. Board Chair Highlights
- F2. Superintendent Highlights
- F3. Associate Superintendent Report

**I. ADJOURNMENT & CLOSING PRAYER/CULTURAL REFLECTION**

**1. Adjournment**

MOTION: Trustee Guild moved that the Board of Trustees declare the meeting adjourned at 1:16 p.m.

**25650/23 CARRIED**

\_\_\_\_\_  
Cathy Wanyandie, Board Chair

\_\_\_\_\_  
Dr. Nancy Spencer-Poitras,  
Superintendent of Schools

\_\_\_\_\_  
Douglas Aird, Secretary-Treasurer



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** March 15, 2023 Special Board Meeting Minutes  
**REFERENCE(S):**  
**ATTACHMENTS:** March 15, 2023 Special Board Meeting Minutes

**RECOMMENDATION:**  
**THAT the Board of Trustees approve the March 15, 2023 Special Board Meeting minutes, as presented.**

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**BACKGROUND:**

**RISK ANALYSIS:**



## NORTHLAND SCHOOL DIVISION

### SPECIAL BOARD MEETING NO. 23-01

#### MINUTES

Location: Virtual

Date: Wednesday, March 15, 2023

Time: 5:00 p.m.

Membership					
✓	Lorraine McGillivray	Trustee Ward 1	✓	Dr. Nancy Spencer-Poitras	Superintendent of Schools
✓	Cathy Wanyandie	Board Chair	✓	Dr. Tim Stensland	Deputy Superintendent
x	Bonnie Lamouche	Trustee Ward 3	✓	Murray Marran	Associate Superintendent of Human Resources
✓	Jesse Lamouche	Trustee Ward 4	✓	Douglas Aird	Secretary-Treasurer
✓	Tanya Fayant	Trustee Ward 5	x	Scott Meunier	Associate Superintendent
✓	Thomas Auger	Trustee Ward 6	x	Curtis Walty	Media Relations Manager
✓	Robin Guild	Trustee Ward 7	✓	Cheryl Osmond	Executive Assistant
	Vacant	Trustee Ward 8			
✓	Aimee McCamon	Trustee Ward 9			

#### A. CALL TO ORDER

##### 1. Call to Order

Chair Wanyandie called the meeting to order at 5:03 p.m.

##### 2. Adopt Agenda

MOTION: Trustee McGillivray moved that the Board of Trustees approve the agenda as presented.

**25651/23 CARRIED**

#### B. ACTION ITEMS

##### 1. 2023 Spring/Summer Project Expenditures

MOTION: Trustee Fayant moved that the Board of Trustees approve the 2023 Spring/Summer Project expenditure list in the amount of \$2,188,00 plus GST with the funds coming from capital reserves.

**25652/23 CARRIED**

##### 2. Bus Tenders

MOTION: Trustee Guild moved that the Board of Trustees approve the purchase of four buses from the Bus Centre in the amount of \$595,141.05 including GST with the funds coming from capital reserves.

**25653/23 CARRIED**



NORTHLAND SCHOOL DIVISION  
SPECIAL BOARD MEETING NO. 23-01  
MINUTES

**C. ADJOURNMENT & CLOSING PRAYER/CULTURAL REFLECTION**

**1. Adjournment**

MOTION: Trustee McCamon moved that the Board of Trustees declare the meeting adjourned at 5:35 p.m.

**25654/23 CARRIED**

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Cathy Wanyandie, Board Chair

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Dr. Nancy Spencer-Poitras,  
Superintendent of Schools

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Douglas Aird, Secretary-Treasurer





NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Board Action Items  
**REFERENCE(S):**  
**ATTACHMENTS:** Board Action Items

<b>INFORMATION ITEM</b>
The Board Action Items report has been received as information and filed.

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<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>

Meeting	Date of Meeting	Assigned To	Agenda Item	Task	Due Date	Status	Action
Board	2/18/2022	Administration	Discussion	Include PSBAA logo on website	3/30/2022	In Progress	Will be completed when the website is refreshed this summer/fall.
Board	6/17/2022	Administration		Fort McKay Land Transfer		In Progress	On November 15, 2022 a letter was sent to the Minister of Education requesting the school be closed effective September 1, 2022.
Board	6/17/2022	Administration		Fort Chipewyan Land, Housing & School Transfers	8/31/2022	In Progress	
Board	6/17/2022	Administration		Audit & Finance Committee	4/30/2023	In Progress	Re-post public member, and schedule meeting <b>March 15:</b> Ads have been placed on the NSD website and on the CPA website.
Board	1/20/2023	Administration		Mileage	2/17/2023	Complete	Review the CRA mileage rate, possibility of increasing NSD mileage to \$0.68
Board	1/20/2023	Administration	Pelican Mountain School Viability Report	Administration to hold a community meeting to discuss the proposed option of Pelican Mountain School	4/30/2023	In Progress	Reviewing calendars to determine best possible date.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Approval of Consent Agenda  
**REFERENCE(S) & ATTACHMENTS:**

**RECOMMENDATION**  
**THAT the Board of Trustees approves the consent agenda which approves the following items:**

- C1 - Board Chair Report**
- C2 - Superintendent Report**
- C3 - Trustee Activity/ Committee and/or Board Representative/Association Reports**

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**BACKGROUND:**

The consent agenda process is based on the assumption that everyone reads all the consent agenda items, and asks questions outside the meeting. Questions about the items can be directed to the Superintendent, who will answer them by email, letting all trustees know the question, and the response.

Consent agenda items can be pulled from the consent agenda and put into the regular agenda if a trustee feels there needs to be action on something contained in the item. This needs to be done prior to the approval of the agenda and simply requires a trustee to request the item be pulled from the consent agenda and placed on the regular agenda.

**RISK ANALYSIS:**



NORTHLAND SCHOOL DIVISION  
**BOARD CHAIR REPORT TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Cathy Wanyandie, Board Chair, Ward 2  
**SUBJECT:** Board Report as of March 18, 2023

February 16, 2023	NSD ATA Local 69 New Teacher Induction Ceremony, Edmonton
February 17, 2023	Corporate Board Meeting, Edmonton
February 20, 2023	Trustee Meeting
February 22, 2023	TEBA Engagement Session
March 5-7, 2023	Alberta Rural Education Symposium, Edmonton
March 9, 2023	Agenda Review Policy Committee Meeting
March 15, 2023	Special Board Meeting via Zoom
March 18, 2023	Attraction and Retention/Teaching & Learning Committee Meetings, Edmonton



# Superintendent's Report

March 10, 2023

<b>Consultant Meeting</b>	<b>February 14, 2023</b>
Met with MNP to discuss processes and procedures.	
<b>Legal Counsel Meeting</b>	<b>February 15, 2023</b>
Met with legal counsel to discuss legal issues.	
<b>Consultant Meeting</b>	<b>February 15, 2023</b>
Met with a consultant to discuss award opportunities for the Northland School Division.	
<b>New Teacher Induction Ceremony &amp; Banquet</b>	<b>February 16, 2023</b>
Attended the New Teacher Induction Ceremony with Board Chair and Trustees Auger and Guild.	
<b>Corporate Board Meeting</b>	<b>February 17, 2023</b>
Attended the monthly Corporate Board meeting.	
<b>Consultant Meeting</b>	<b>February 24, 2023</b>
Met with Dr. L. Parker to discuss the new Mistassiniy School.	
<b>Zone 1 CASS Meeting</b>	<b>February 24, 2023</b>
Participated in the Zone 1 CASS meeting.	
<b>Consultant Meeting</b>	<b>February 27, 2023</b>
Met with Dr. L. Parker to discuss current maintenance projects.	
<b>Consultant Meeting</b>	<b>February 28, 2023</b>
Met with Dr. Friesen from the University of Calgary to discuss literacy and the science of reading.	
<b>ASBA Zone 1 Meeting</b>	<b>March 1, 2023</b>
Attended the ASBA Zone 1 meeting.	
<b>Ministry Meeting</b>	<b>March 1, 2023</b>
Participated in the Government's meeting announcing the budget.	

<b>Legal Counsel Meeting</b>	<b>March 1, 2023</b>
Met with legal counsel to discuss legal issues.	
<b>Alberta Rural Education Symposium</b>	<b>March 5-6, 2023</b>
Attend the Alberta Rural Education Symposium with the trustees.	
<b>Principals' Meeting</b>	<b>March 8, 2023</b>
Met with the Principals' discussing various topics on numeracy and literacy.	
<b>Agenda Review</b>	<b>March 9, 2023</b>
Attended the monthly Agenda Review Meeting.	
<b>Policy Committee Meeting</b>	<b>March 9, 2023</b>
Attended the monthly Policy Committee meeting.	
<b>Consultant Meeting</b>	<b>March 10, 2023</b>
Met with K. Kimpton regarding dual credit opportunities.	
<b>Peace River Office</b>	<b>March 13-14, 2023</b>
<b>Special Board Meeting</b>	<b>March 15, 2023</b>
<b>School Visits</b>	<b>March 16, 2023</b>
Visited and met with the principals at Grouard Northland School and Hillview School to discuss numeracy and literacy.	
<b>Attraction &amp; Retention/Teaching &amp; Learning Committee Meetings</b>	<b>March 18,2023</b>
Met with committee members to discuss attraction and retention of certified staff; and to discuss literacy and numeracy within the Division.	



NORTHLAND SCHOOL DIVISION

# TRUSTEE REPORT TO THE BOARD

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Tanya Fayant, Trustee, Ward 5  
**SUBJECT:** Activity Report for the Month of March

**SUMMARY:**

Date	Description
March 1, 2023	Attended J.F.Dion PAC Mtg
March 5-7, 2023	Attend Alberta Rural Education Symposium
Mar 15, 2023	Special Board Mtg
Mar 18, 2023	Attraction & Retention Committee Mtg and Teaching & Learning Committee Mtg
March 23-24, 2023	Board Workshop and Board Mtg in Edmonton



NORTHLAND SCHOOL DIVISION

# TRUSTEE REPORT TO THE BOARD

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Thomas Auger, Trustee, Ward 6  
**SUBJECT:** Activity Report as of March 17, 2023

<b>SUMMARY:</b>	
<b>Date</b>	<b>Description</b>
January 20, 2023	Monthly Board Meeting - Virtual
February 2-5, 2023	Ever Active Schools - Shaping the Future Conference, Lake Louise, Alberta
February 9-10, 2023	PSBAA Professional Learning & PSBCC Meeting, Edmonton
February 16, 2023	New Teacher Induction Ceremony, Edmonton
February 17, 2023	Monthly Board Meeting, Edmonton
March 5-6, 2023	Alberta Rural Education Symposium, Edmonton
March 9, 2023	Agenda Review & Policy Committee Meeting
March 15, 2023	Special Board Meeting





NORTHLAND SCHOOL DIVISION

**TRUSTEE REPORT TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Aimee McCamon, Trustee, Ward 9  
**SUBJECT:** Activity Report as of March 6, 2023

<b>SUMMARY:</b>	
<b>Date</b>	<b>Description</b>
Dec 16, 2022	<ul style="list-style-type: none"><li>● Christmas concert Anzac School</li></ul>
Jan 12, 2023	<ul style="list-style-type: none"><li>● ASBA Zone 1 meeting</li></ul>
Jan 19, 2023	<ul style="list-style-type: none"><li>● Executive meeting with Nancy</li></ul>
Jan 20, 2023	<ul style="list-style-type: none"><li>● NSD Board meeting/Swearing in of new Trustee</li></ul>
Feb 6,2023	<ul style="list-style-type: none"><li>● Agenda Review</li></ul>
Feb 11,2023	<ul style="list-style-type: none"><li>● RARA Award</li></ul>
Feb 17,2023	<ul style="list-style-type: none"><li>● NSD Board Meeting</li></ul>
Feb 20, 2023	<ul style="list-style-type: none"><li>● Meeting with Trustee Lamouche and Chair Wyandie</li></ul>
Feb 27, 2023	<ul style="list-style-type: none"><li>● ACS/BWS parent council meeting</li></ul>
March 1, 2023	<ul style="list-style-type: none"><li>● ASBA Zone 1 meeting</li></ul>
March 6, 2023	<ul style="list-style-type: none"><li>● Agenda Review and Policy committee meeting</li></ul>

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**NORTHLAND SCHOOL DIVISION**  
**Monthly Financial Report**  
**as of February 28, 2023**

REVENUE	Annual Budget	Year to Date		Difference	%
	2023	Budget	Actual		
Alberta Education	\$ 46,890,061	\$ 23,445,031	\$ 23,183,128	\$ (261,903)	(3)
Federal Government & First Nations	9,128,840	4,564,420	4,988,939	424,519	9
Other Revenue	1,045,909	522,955	840,788	317,834	61
	<u>\$ 57,064,810</u>	<u>\$ 28,532,405</u>	<u>\$ 29,012,855</u>	<u>\$ 480,450</u>	<u>0</u>
<b>EXPENSES</b>					
Schools	\$ 21,689,407	\$ 10,844,704	\$ 12,007,805	\$ (1,163,102)	(11)
Instructional Support	6,488,435	3,244,218	2,930,787	313,430	10
Instructional Supply	7,771,603	3,885,802	2,852,488	1,033,313	27
Transportation	3,600,000	1,800,000	1,956,505	(156,505)	(9)
Operations and Maintenance	9,272,374	4,636,187	4,482,564	153,623	3
External Services	3,898,909	1,949,455	2,483,779	(534,325)	(27)
System Administration	2,557,495	1,278,748	1,415,306	(136,558)	(11)
Corporate Board	553,750	276,875	253,061	23,814	9
Insurance (Buildings)	917,797	458,899	458,899	-	0
	<u>\$ 56,749,770</u>	<u>\$ 28,374,888</u>	<u>\$ 28,841,194</u>	<u>\$ (466,310)</u>	<u>(2)</u>
<b>NET SURPLUS (DEFICIT)</b>	<u>\$ 315,040</u>	<u>\$ 157,517</u>	<u>\$ 171,661</u>	<u>\$ 14,140</u>	

**VARIANCE ANALYSIS**

**Overall - At the end of the sixth month of the year we are on track for a positive result as planned.**

With 50% of the year complete both revenues (50.8%) and expenses (50.8%) are inline with budget

**Revenue**

Revenues are on track with the budget.

The provincial grant adjustment for the student count being below the estimate has reduced the budget by (\$2.7M). However, the addition of the COVID adjustment of \$1.3M has reduced the impact to (\$1.4M).

Federal revenues includes Jordans Principle Education Assistants added as approved.

Other revenue includes SGF and donations, which fluctuate based on activity.

**Expenses**

Expenses are under budget and as planned (2%).

Schools are slightly over budget (11%) with revised rates, additional Jordans staff and inflation.

Salaries and benefits are higher than budgeted, due to timing and the changes in rates and hours (12%)

Instructional Supply is under budget as several large flow-throughs are less than planned

Operations and Maintenance is being watched closely (net 3% under budget), due to the utility and maintenance cost pressures.

Insurance has become a major cost with risks being managed more closely to continue to contain premiums.

**Salaries and Benefits Detail**

	Budget	YTD Budget	YTD	Difference	%
Certificated salaries and benefits	\$ 18,546,861	\$ 9,273,430	\$ 9,560,235	\$ (286,805)	(3)
Uncertificated salaries and benefits	\$ 13,936,798	\$ 6,968,399	\$ 8,577,328	\$ (1,608,929)	(23)
	<u>\$ 32,483,659</u>	<u>\$ 16,241,829</u>	<u>\$ 18,137,563</u>	<u>\$ (1,895,733)</u>	<u>(12)</u>

**Housing**

2 duplexes, a triplex and a single Ready to Move home are under construction with site work underway.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Cal Johnson, Associate Superintendent

**ORIGINATOR:** Mark Owens, Director of Student Engagement, Attendance, and Completion

**SUBJECT:** Student Engagement, Attendance, and Completion Report

**REFERENCE(S):**

**ATTACHMENTS:** Student Engagement, Attendance, and Completion Report  
February 2023

**INFORMATION ITEM**

The Student Engagement, Attendance, and Completion report for the month of February 2023 has been received as information and filed.

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<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>



### The Northland School Division

Director of Student Engagement, Attendance and Completion  
Board Attendance Report

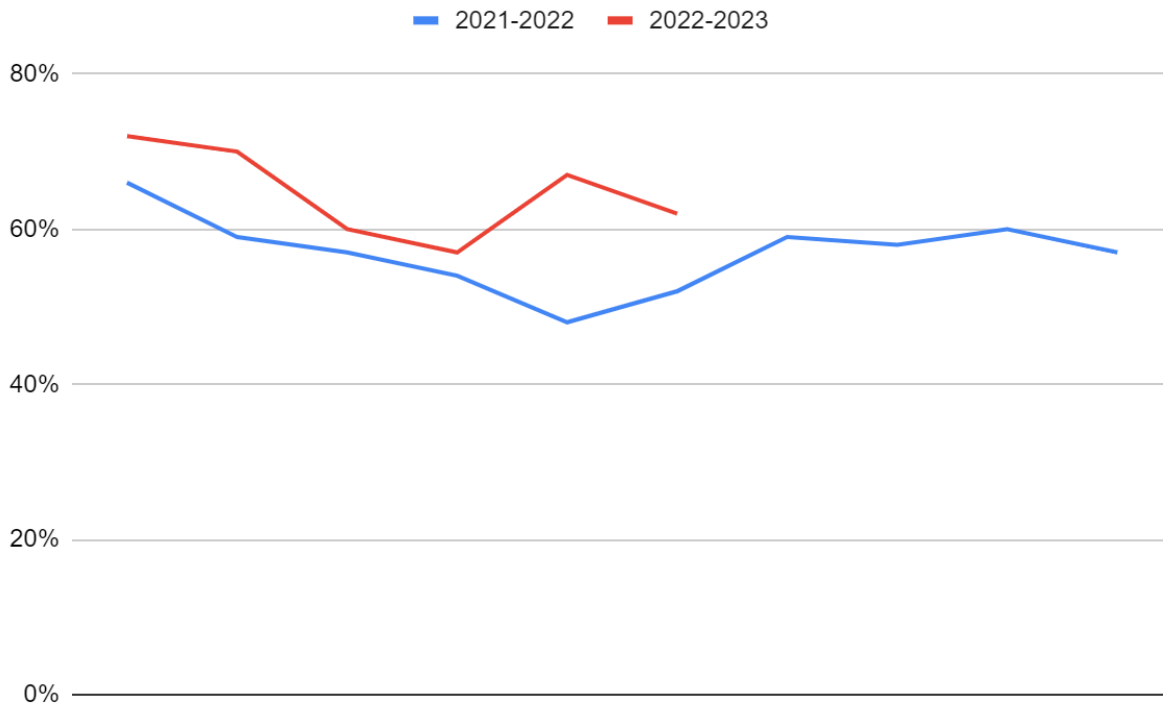
### March 2023

Monthly Attendance Rates from previous year to current year (2021-2022 to 2022-2023)

Strategy 1.1: Standardize attendance tracking processes

Month	2021-2022	2022-2023	Difference
September	66%	72%	6%
October	59%	70%	11%
November	57%	60%	3%
December	54%	57%	3%
January	48%	67%	19%
February	52%	62%	10%

NSD Attendance Comparison 2021-2022 to 2022-2023



## February Highlights

- We have over 300 students in our division with almost perfect attendance.
  - In the K-3 division, 121 students had 90% or better attendance
  - In the Grade 4-6 division, 108 students had 90% or better attendance
  - In the Grade 7-9 division, 64 students had 90% or better attendance
  - In the Grade 10-12 division, 30 students had 90% or better attendance
- We had a 10% increase in our attendance rate from February of 2022.
- Anzac School has maintained an average attendance of over 75% for the 2022-2023 school year thus far.

### February 2022 and February 2023 attendance rates by individual school

School	Feb 2022	Feb 2023
Anzac	72%	78%
Bill Woodward	71%	61%
Bishop Routhier	60%	63%
Calling Lake	75%	54%
Chipewyan Lake	75%	63%
Conklin	65%	83%
Elizabeth	64%	73%
Father R Perin	31%	48%
Gift Lake	55%	52%
Grouard Northland	56%	77%
Hillview	61%	76%
JF Dion	71%	71%
Mistassiniy	43%	52%
Northland Online	54%	42%
Paddle Prairie	42%	62%
Pelican Mountain	78%	66%
St. Theresa	73%	77%
Susa Creek	72%	70%

### Individual School Attendance rates by percentile 2022-2023 Month by Month

School	Sept	October	November	December	January	February
Anzac	86%	82%	76%	78%	82%	78%
Bill Woodward	74%	72%	65%	66%	75%	61%
Bishop Routhier	76%	80%	56%	48%	77%	63%
Calling Lake	67%	67%	58%	51%	54%	54%
Chipewyan Lake	62%	77%	83%	80%	67%	63%
Conklin	84%	87%	75%	79%	74%	83%
Elizabeth	84%	86%	69%	69%	76%	73%
Father R Perin	67%	67%	44%	29%	60%	48%
Gift Lake	72%	68%	60%	49%	66%	52%
Grouard Northland	84%	84%	71%	67%	78%	77%
Hillview	82%	78%	66%	71%	77%	76%
JF Dion	83%	82%	71%	70%	83%	71%
Mistassiniy	63%	55%	46%	51%	59%	52%
Northland Online	56%	47%	34%	41%	40%	42%
Paddle Prairie	64%	66%	59%	45%	60%	62%
Pelican Mountain	77%	76%	66%	63%	76%	66%
St. Theresa	77%	77%	71%	66%	75%	77%
Susa Creek	78%	91%	62%	64%	64%	70%

### Individual School Attendance rates by percentile for February 2023

School	95-100	90-94	80-89	70-79	60-69	50-59	Below 50
Anzac	30%	14%	13%	9%	9%	10%	14%
Bill Woodward	12%	9%	15%	11%	5%	17%	32%
Bishop Routhier	6%	2%	6%	29%	20%	14%	22%
Calling Lake	13%	4%	14%	9%	9%	8%	43%
Chipewyan Lake	0%	17%	6%	22%	11%	22%	22%
Conklin	35%	18%	18%	0%	12%	12%	6%
Elizabeth	14%	11%	11%	26%	21%	6%	10%
Father R Perin	1%	3%	5%	10%	17%	18%	46%
Gift Lake	6%	5%	10%	12%	12%	14%	42%
Grouard Northland	38%	0%	10%	24%	3%	7%	17%

Hillview	26%	10%	0%	35%	10%	3%	16%
JF Dion	14%	12%	10%	20%	10%	12%	20%
Mistassiniy	7%	6%	11%	11%	14%	9%	42%
Northland Online	8%	3%	12%	5%	2%	8%	62%
Paddle Prairie	3%	4%	23%	13%	13%	14%	30%
Pelican Mountain	10%	0%	10%	20%	10%	30%	20%
St. Theresa	20%	15%	18%	19%	6%	8%	13%
Susa Creek	21%	6%	15%	6%	18%	15%	18%

### Attendance % by grade division (K-3, 4-6, 7-9 and High School) for February 2023

	Grades K-3	Grades 4-6	Grades 7-9	Grades 10-12
September	75%	79%	69%	60%
October	74%	78%	66%	54%
November	66%	69%	56%	48%
December	61%	61%	54%	47%
January	72%	72%	60%	59%
February	68%	69%	56%	47%

### Celebrating the success with excellent school attendance rates for February!!!

*Strategy 2.3: Create and atmosphere of respect and appreciation for individuals*

School	Principal	January Attendance
Anzac	Amy Savill	78%
Conklin	Bernard Woodfine	83%
Grouard Northland	Michelle Deering	77%
St Theresa	Shelley Stevenson	76%
Hillview	Rosalind Best	76%

### Monthly Attendance Winners (Drawn from all students attending 90% or higher during the month of February 2023)

*Strategy 2.3: Create and atmosphere of respect and appreciation for individuals*

Grade Level	Name	School
K-3	Arabella Gorgeous	St Theresa
4-6	Marcel Manybears	St Theresa
7-9	Sydney Johnson	Calling Lake
10-12	Phoenix Cardinal	Mistassiniy





NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Murray Marran, Associate Superintendent of Human Resources

**SUBJECT:** Monthly Enrollment

**REFERENCE(S):**

**ATTACHMENTS:** Monthly Enrollment as of March

<b>INFORMATION ITEM</b>
The monthly enrollment report for the month of March 2023 has been received as information and filed.

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<b>BACKGROUND:</b>
Administration will provide a monthly update of student enrollment.
<b>RISK ANALYSIS:</b>
It is important for the Division to be aware of student enrollments, as this affects how Northland is able to organize and deliver services. A monthly update will be provided to the Board as information.



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**NORTHLAND SCHOOL DIVISION - MONTHLY ENROLLMENT UPDATE FOR  
 2022-2023**

<b>Schools</b>	<b>May 31st 2022</b>	<b>Sept 30, 2022</b>	<b>Oct 2022</b>	<b>Nov 2022</b>	<b>Jan 2023</b>	<b>Feb 2023</b>	<b>Mar 2023</b>
Anzac Community School	94	91	91	91	90	90	88
Bill Woodward School	86	104	104	104	101	97	95
Bishop Routhier School	54	50	52	52	52	46	49
Calling Lake School	122	121	122	116	116	120	119
Career Pathways School	77	109	113	123	122	125	132
Chipewyan Lake School	22	18	18	20	20	18	18
Conklin Community School	18	14	14	14	15	17	16
Elizabeth School	86	81	78	80	81	79	82
Father R. Perin School	80	79	80	80	80	77	80
Gift Lake School	113	132	136	133	134	136	135
Grouard Northland School	34	28	28	29	30	29	29
Hillview School	21	24	24	24	30	31	31
J.F. Dion School	67	58	58	53	52	50	49
Mistassiniy School	290	330	333	327	321	319	297
Northland Online School	69	36	37	42	52	60	62
Paddle Prairie School	107	117	115	115	112	116	114
Pelican Mountain School	17	9	13	12	12	11	10
St. Theresa School	262	245	244	256	260	254	256
Susa Creek School	28	26	26	28	29	33	33
<b>TOTAL</b>	<b>1647</b>	<b>1672</b>	<b>1686</b>	<b>1699</b>	<b>1709</b>	<b>1708</b>	<b>1695</b>



NORTHLAND SCHOOL DIVISION  
ADMINISTRATION INFORMATION ITEM

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Joint Use Agreement with Municipal District of Greenview  
**REFERENCE(S):**  
**ATTACHMENTS:** Joint Use Agreement with Municipal District of Greenview

<b>INFORMATION ITEM</b>
<b>THAT the Board of Trustees authorize the Board Chair and Administration to sign the Joint Use Agreement with the Municipal District of Greenview, as attached.</b>

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<b>BACKGROUND:</b>
Municipalities are required by legislation to develop partnerships for joint usage of facilities. NSD has vetted and included their input on this agreement.
<b>RISK ANALYSIS:</b>



**JOINT USE AND PLANNING AGREEMENT**

THIS AGREEMENT MADE THIS 6<sup>th</sup> DAY OF MARCH 2023

BETWEEN

THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16

AND

NORTHLAND SCHOOL DIVISION

**WHEREAS;** The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

**WHEREAS;** It is the responsibility of the municipality to plan, develop, operate, and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreation programs; and

**WHEREAS;** It is the responsibility of each of the school boards to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

**WHEREAS;** The joint use of municipal facilities and school board facilities is an essential tool in providing educational, cultural, and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities, thereby making the most effective use of the limited economic resources of the municipality and school boards; and

**WHEREAS;** The *Municipal Government Act* allows the municipality to obtain municipal reserve (MR), school reserve (SR), or municipal and school reserve (MSR) as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school boards; and

**WHEREAS;** The *Municipal Government Act* and *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer, and disposal of the municipal reserve, school reserve, and municipal and school reserve lands.

**NOW THEREFORE, IN CONSIDERATION** of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve, and municipal school and reserve lands, the parties agree as follows:

## 1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) "Agreement" means this Agreement, as amended from time to time, and any Schedules which are attached hereto, and which also may be amended from time to time.
- b) "Arbitration Act" means the *Arbitration Act*, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) "Area Structure Plan" means an area structure plan adopted pursuant to the *Municipal Government Act* and providing direction for land uses for a defined area within the Municipality.
- d) "Board" means Northland School Division.
- e) "Calendar Day" means any one of the seven (7) days in a week.
- f) "CAO" means the Chief Administrative Officer of the Municipal District of Greenview No. 16.

- g) "Community Use" means the use by members of the general public and not a User Group.
- h) "Council" means the municipal Council of the Municipal District of Greenview No. 16.
- i) "Education Act" means the *Education Act*, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- j) "Effective Date" means the date both parties have signed the Agreement.
- k) "Facility Plans" means the capital plan and facility plan prepared by the Board for approval by the Alberta Government.
- l) "Facility Scheduling Coordinator" means:
  - a. for Greenview, the individual or individuals responsible for coordinating the booking of Joint Use Space provided by Greenview; and
  - b. for the Board, the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the respective Board.
- m) "Governing Committee" means the committee, including elected officials established under this Agreement.
- n) "Greenview" means the Municipal District of Greenview No. 16.
- o) "Hazardous Substance(s)" means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.
- p) "Joint Use Space" means those portions of a Municipal Facility or School identified in Schedules "A," "B," and "C" as being available for booking by the Parties or User Groups for Community Use.
- q) "Municipality" means the municipal corporation of the Municipal District of Greenview No. 16, its predecessor, or, where the context so requires, the area contained within the boundaries of the Municipal District of Greenview No. 16.
- r) "Municipal Facility" means a park, playground, playing field, building, or part of a building owned, maintained, and operated by Greenview and includes those facilities identified in Schedule "A."
- s) "Municipal Government Act" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.

- t) "Operating Committee" means the committee which is comprised of the CAO and Superintendent as established under this Agreement.
- u) "Parties" means the entities signing this Agreement collectively, and Party shall mean one (1) of the signatories.
- v) "Reserve Land" means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- w) "School" means a building that is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board and includes those facilities identified in Schedules "B" and "C."
- x) "School Portion" means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- y) "Superintendent" means the chief executive officer of the Board.
- z) "User Group" means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.

**2) SCHEDULES**

The following is the list of Schedules to this Agreement:

- Schedule "A" – Municipal Facilities available for Joint Use
- Schedule "B" – School Board Facilities available for Joint Use
- Schedule "C" – School Board Facilities available for Joint Use
- Schedule "D" – Joint Use Times
- Schedule "E" – Operating Guidelines
- Schedule "F" – School Site Planning Guidelines
- Schedule "G" – Dispute Resolution Process
- Schedule "H" – Site-specific Facility Agreement (If applicable)

**3) TERM, REVIEW, AND AMENDMENT OF AGREEMENT**

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is replaced by the Parties.
- b) The terms and conditions of this agreement shall be reviewed every four (4) years, with the first such review scheduled in 2026, following the Trustee and Municipal election. The review shall be undertaken by the Operating and Governance Committees. Following the review, the

Governance Committee shall recommend how to amend the agreement.

- c) Except as provided otherwise herein, this Agreement shall not be modified, varied, or amended except by the written agreement of all the Parties.

**4) WITHDRAWAL AND TERMINATION**

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.
- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.
- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within thirty calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.
- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

**5) PRINCIPLES**

The Parties agree that in entering into this Agreement, they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

***Respect for Autonomy*** – Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Board and Municipal Council believe to be in the best interests of the people they serve.

***Cooperation and Partnership*** – The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural, and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

***Efficiency and Effectiveness*** – The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural, and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities, thereby saving costs and making the most effective use of the limited economic resources of the Parties.



***Fairness and Equity*** – The cost of providing joint use space is to be borne fairly and equitably by the Parties in a manner which encourages access and use of Joint Use Space by both Parties and Public Users.

***Transparency and Openness*** – The Parties shall make available to each other such information as necessary to make this agreement successful.

**6) CONSULTATION WITH OTHER MUNICIPALITIES**

- a) The Parties acknowledge schools available as Joint Use Space may be accessed by community groups, residents, and user groups that are located or residing outside Greenview in accordance with a Joint Use and Planning Agreement with other municipalities.
- b) The Parties further acknowledge schools that are currently located within Greenview have been designed, built, and funded for and by ratepayers within Greenview’s boundaries and ratepayers beyond Greenview’s boundaries.
- c) In lieu of a single agreement involving participation by all of the municipalities in which the Board operates, the Parties agree to consult and involve other municipalities that are served by the same Board or Boards on an issue-by-issue basis as needed to share access to the schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.
- d) When consultation with one or more municipalities that are not Party to this agreement is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board and the other municipalities.

**7) GOVERNING COMMITTEE**

- a) The Governing Committee shall consist of two (2) Council members and the CAO or their designate and two (2) Board members and the Superintendent or their designate the Board.
- b) The Governing Committee shall meet at least once every four (4) years to discuss issues of mutual interest unless an additional meeting is required as determined by the Operating Committee.
- c) The role of the Governing Committee shall be to provide recommendations to the Council and Board regarding the following:
  - i) Reviews of this Agreement and proposed amendments to this Agreement from time to time; and
  - ii) Resolution of any issues or matters of disagreement that arise.
- d) Quorum of the Governing Committee shall consist of at least two representatives from each Party attending each agreed-upon meeting. The Governing Committee may adopt such rules of procedure as its members may agree upon.

- e) The CAO and Superintendent may be accompanied by administration, staff, and/or resource personnel as deemed necessary by the CAO or the Superintendent.
- f) Any decisions of the Governance Committee shall require the consensus of its members, or the Dispute Resolution Process (Schedule “G”) shall come into force.
- g) Minutes shall be kept for all meetings of the Governing Committee. Copies of meeting minutes shall be provided to all Parties within fourteen calendar days of the date of the meeting.

**8) OPERATING COMMITTEE**

- a) The Operating Committee shall consist of the CAO (or designate) of Greenview and the Superintendent (or their designate) of the Board.
- b) The Operating Committee shall oversee the operation of this Agreement.
- c) The role of the Operating Committee shall be to:
  - i) Formulate policy recommendations related to the joint use of Municipal and School Facilities for consideration by the Council and the Board; and
  - ii) Providing a forum to discuss issues of mutual interest related to joint use and formulate recommendations regarding amendments to this Agreement, including the Operating Guidelines, for consideration by Council and the Board; and
  - iii) Formulate and approve Operating Directives, based on the Operating Guidelines, for specific facilities and types of use as needed; and
  - iv) Review any approved Operating Directives on an annual basis; and
  - v) Provide a forum for the operational concerns of the Parties to be discussed; and
  - vi) Consult with and provide a forum through which the public can express concerns or opinions with respect to the operation or use of Joint Use Space, the Operating Guidelines, and Operating Directives; and
  - vii) Where possible, resolve or recommend solutions to resolve day-to-day operational concerns or difficulties related to the use of Joint Use Space by the Parties or the public; and
  - viii) Review the Facility Plans of each Party as required; and
  - ix) Review any proposed amendments or updates of Greenview’s Municipal Development Plan, Area Structure Plans, and Concept Plans to ensure the proposed plans or amendments reflect the identified and projected needs of the Parties.

- d) The Operating Committee shall meet at least once every four (4) years, prior to the Governing Committee meeting, to establish the agenda and ***may meet more frequently if required.*** Meetings of the Operating Committee may be in person or conducted by telephone or video conferencing.
- e) The meetings shall be chaired by the CAO or their designate. Secretarial support for each meeting shall be arranged by the CAO.
- f) All decisions of the Operating Committee shall require the consensus of its members. In the event that the Operating Committee cannot reach a consensus on the issue, the matter shall be referred to the Governance Committee for resolution or direction as to how the matter should be resolved.
- g) Minutes shall be kept for all meetings of the Operating Committee. Copies of the minutes of the meetings shall be provided to both Parties.
- h) Members of the Operating Committee may bring to the meetings of the Operating Committee additional staff from Greenview and/or the Board or resource personnel, as necessary, to provide assistance to the members of the Operating Committee in the carrying out of their responsibilities under this Agreement.

**9) JOINT USE SPACE**

- a) Greenview shall make available to the Board those Municipal Facilities identified as Joint Use Space in Schedule "A." Greenview shall not charge fees for the Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- b) The Board shall make available, to Greenview and community groups, those portions of Schools identified as Joint Use Space in Schedules "B" and "C," respectively. The Board shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- c) The Parties shall not allow Joint Use Space to be used by groups or individuals during the Joint Use Hours identified in Schedule "D" unless such use respects the Operating Guidelines and any applicable Operating Directive(s) in effect from time to time.
- d) The CAO may, upon six (6) months' written notice to the Board, amend Schedule "A" to either add to or remove from the list of Joint Use Space provided by Greenview all or any portion of a Municipal Facility.
- e) The Superintendent of the Board may, upon six (6) months' written notice to Greenview, add to or remove from the list of Joint Use Space provided by the Board all, or any portion or one or more of their Schools.
- f) Notice of the removal of all or any portion of a Joint Use Space from the list of Joint Use Spaces available shall include a written explanation as to why the specific Joint Use Space will no longer be available for use. The Parties agree that the written explanation shall be shared with the

public.

- g) Notwithstanding any other provision in this Agreement or its Schedules, the Principal of a School, or the respective manager of a Municipal Facility, shall be able to determine if a particular use will be allowed to occur in their School or Facility.
- h) Appeals from a refusal by a Principal or manager of a Municipal Facility to allow a particular use within their School or Municipal Facility shall be made:
  - i) In the case of a School, first to the Principal's Superintendent and thereafter to the appropriate board; and
  - ii) In the case of a Municipal Facility, first to the CAO and thereafter to Council.
- i) Notwithstanding any other provision in this Agreement, Greenview and/or the Board may remove from the Joint Use Space any facility or portion of a facility, either on a permanent or temporary basis, if the facility or portion of a facility is needed by the Party to meet its responsibilities or to provide services or programs to its constituents.

**10) OPERATING GUIDELINES FOR JOINT USE SPACE**

The Parties hereby agree to be bound by and comply with the Operating Guidelines attached to this Agreement as Schedule "E."

**11) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES**

- a) The Board shall communicate their need to construct a new school that is to be located within the Municipal District of Greenview No. 16 or intended to serve residents of the Municipal District of Greenview No. 16 to Greenview as early as possible.
- b) The decision of where and when to propose the construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the Board.
- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) Greenview shall, to the best of their ability given the constraints of the *Municipal Government Act*, the evolving nature of information as to the needs of the Parties, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Board.
- e) Greenview shall use Area Structure Plans or Concept Plans for designated or planned growth areas involving residential land uses to identify the number, general size, and location of existing and future school sites.

- f) In determining the number, location, and size of school sites to be identified, Greenview shall follow the School Site Planning Guidelines outlined in Schedule "F." The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan, or Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.
- g) Allocation of an available school site shall be made by the Operating Committee once the need to construct a new school has been identified. If construction on an allocated site has not commenced within three (3) years of the site being allocated to the Board, the site shall be considered available for allocation to another Board.
- h) If there are competing claims between two (2) or more Boards for one available school site, the Boards shall, at their own cost, resolve the question of site allocation between themselves using, if necessary, the Dispute Resolution Process described in Schedule "G."
- i) Greenview shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality when subdivided to provide School sites in accordance with the Area Structure Plan. Once a site has been identified, Greenview shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use of other resources at its disposal to acquire a School site shall be at the sole discretion of Greenview.
- j) The Board acknowledges that Reserve Land dedication at the time of subdivision is also used to address the open space needs of Greenview, and the amount of land or money-in-lieu of land dedication shall be divided between the need for School sites and the open space plans of Greenview.
- k) Greenview may collect money-in-lieu of land dedication at the time of subdivision in accordance with the policies of Greenview. All money-in-lieu of land dedication shall be paid to the Municipal District of Greenview No. 16. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of Greenview.
- l) In the event that a School site is required prior to a planned site being created through the subdivision process, Greenview shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board requiring the school site may assist Greenview; however, in all dealings with the owner(s) of the land, Greenview shall be present and lead the discussions.

## **12) SERVICING AND DEVELOPMENT OF SCHOOL SITES**

- a) All School sites shall be serviced to the property line, provided services exist, prior to transfer to the Board.
- b) The services to be provided include, but are not limited to, water, wastewater, storm drainage, roads, and sidewalks.

- c) Where one or more services are not available at the property line of the school site, Greenview shall provide the services subject to the legal and financial ability of Greenview to do so where those services exist within the Municipal District of Greenview No. 16.
- d) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

### **13) FACILITY AND SITE-SPECIFIC AGREEMENTS**

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility. The agreement shall cover facilities not on Reserve Lands, and, if applicable, will be outlined in Schedule "H."
- b) The agreement shall address:
  - i) The broad purpose and parameters of the partnership that is being created; and
  - ii) The nature of the site and/or facilities that are involved; and
  - iii) The financial or in-kind contributions to be made by each of the Parties; and
  - iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations; and
  - v) Capital cost and operating cost-sharing arrangements and responsibilities between the Parties; and
  - vi) A process for dissolving the partnership, disposing of the site, or retiring the facility.

### **14) TRANSFER OF SCHOOL SITE**

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserves and be owned by Greenview.
- b) Greenview shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a board once:
  - i) The Board has an identified need for the school site; and
  - ii) The Board has the approval of the funding for the design of the school on-site; and
  - iii) The Board has applied for a development permit for the school and has submitted a site plan and building plans to Greenview; and
  - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as a school reserve with Land Titles.
- d) All costs associated with the transfer of the School Portion to a Board shall be paid by Greenview. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

**15) DISPOSAL OF UNNEEDED SCHOOL SITES**

- a) If a Board concludes that it no longer requires Reserve Land that was previously transferred to it by Greenview, the Parties shall meet, and the other Board(s) shall determine if they require that Reserve Land.
- b) If the Reserve Land is required by one of the other Board(s), the Reserve Land shall be transferred to that other Board. Any dispute between the Boards shall be resolved through the Dispute Resolution Process described in Schedule "G."
- c) In the event that the Reserve Land is not needed by any Board, the Board in possession of the Reserve Land shall first offer to transfer the Reserve Land back to Greenview unless the Board is prohibited from doing so by the Education Act or other legislation.
- d) Greenview shall have one hundred and eighty (180) calendar days from the Board notifying Greenview in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide Greenview with all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to Greenview is made. Greenview shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purpose of carrying out any required assessments, tests, and studies.
- e) If Greenview opts to acquire the Reserve Land, Greenview shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land. The Reserve Land shall be transferred to the Municipal District of Greenview No. 16 at no cost to Greenview except for the cost of registering the transfer of land document.
- f) In the event that Greenview elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:
  - i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or
  - ii) Subdividing the playfields or open space portion of the site from the School Portion to enable Greenview to acquire the non-School Portion and sale of the School Portion.

**16) DISPUTE RESOLUTION**

- a) Operational issues shall be addressed initially by the administrative staff of the respective facilities. If the administrative staff cannot resolve an operational issue, the issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.
- b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule "G" for non-operational disputes.

**17) APPLICABLE LAWS**

This Agreement shall be governed by the laws of the Province of Alberta.

**18) INTERPRETATION**

- a) Words expressed in the singular shall, where the context requires, be constructed in the plural, and vice versa.
- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

**19) TIME OF THE ESSENCE**

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either Greenview or the Board is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of Greenview and the Board.

**20) NON-WAIVER**

The waiver of any covenants, condition, or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition, or provision hereof shall in no way affect such Party's right to thereafter enforce such covenant, condition, or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

**21) NON-STATUTORY WAIVER**

The Municipal District of Greenview No. 16, in entering into this Agreement, is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory, or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipal District of Greenview No. 16 of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. Greenview, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Municipal District of Greenview No. 16, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants, and agents of a municipal government.

The Board, in entering into this Agreement, is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory, or approving body pursuant to any law of the Province



of Alberta, and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a school board and as the officers, servants, and agents of a school board.

## 22) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court or competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

## 23) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial capacity) and not caused by an act, or omission, of either party or a person not at arm's length with such party, resulting from:
- i) An inability to obtain materials, goods, equipment, services, utilities, or labour; and
  - ii) Any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties; and
  - iii) An inability to procure any license, permit, permission, or authority necessary for the performance of such obligations after every reasonable effort has been made to do so;
  - iv) A strike, lockout, slowdown, or other combined action of works; and
  - v) An act of God.
- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

## 24) INSURANCE

- a) In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or death, and when applicable, course of construction insurance in an amount to be determined based on the value of the anticipated construction project, as would be placed by a prudent contractor. The

comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability, and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interest clause or a cross-liability clause.

- b) Termination of insurance must be present thirty (30) days prior to the lapsing of the last insurable date.

**25) INDEMNIFICATION**

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

**26) NON-ASSIGNMENT OR TRANSFER**

No Party may assign, pledge, mortgage, or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge, or encumbrance contrary to the provisions hereof is void.

**27) SUCCESSORS**

The terms and conditions contained in this Agreement shall extend and be binding upon the respective heirs, executors, administrators, successors, and assigns of the Municipal District of Greenview No. 16 and the Boards.

**28) NOTICES**

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendent using the mailing address for their respective offices as shown below:

Municipal District of Greenview No. 16  
4806 36 Avenue  
Box 1079  
Valleyview, Alberta  
T0H 3N0  
Attention: Chief Administrative Officer

Northland School Division  
9809 77 Avenue  
Peace River, Alberta  
T8S 1V2  
Attention: Superintendent

Email notification to the CAO or Superintendent may also be used to provide written notices required or described in this Agreement but require confirmation that the electronic written notice was received.

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**THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

**IN WITNESS WHEREOF** the Parties of this Agreement by the hands of their respective duly authorized signatories:

**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

Per: \_\_\_\_\_  
Stacey Wabick  
Chief Administrative Officer

Per: \_\_\_\_\_  
Tyler Olsen  
Reeve

**NORTHLAND SCHOOL DIVISION**

Per: \_\_\_\_\_  
Dr. Nancy Spencer-Poitras  
Superintendent

Per: \_\_\_\_\_  
Cathy Wanyandie  
Chair

## Sample Schedule "A" – Municipal Facilities Available for Joint Use

Name of Facility	Legal Description of Parcel Containing Facility	Description of Facility and Amenities
Central Park	Lot 28MR, Block 2, Plan 982 1082	Climbing rock, paved trail, green gym, amphitheatre, spray park, change rooms
Hammel Street Park	Lot 19MSR, Block 42, Plan 832 1826	Basketball courts, paved court for multi-use
Mt. Stearn Park	Lot R17, Block 27, Plan 4355RS	Playground with climbing wall, saucer swings, soft tiling, group coordination play feature
Stearn Crescent Park	Lot 23MSR, Block 43, Plan 832 1826	Playground with swings
Lions Playground	Lot R6, Block 5, Plan 1436RS	Natural playground with trails
Upper Ball Diamonds and Jag Memorial Park	Lot 1-53, Block 40, Plan 782 2521	Four ball diamonds with enclosed player benches, bleachers and picnic tables

Sample Schedule “B” and Schedule “C” – School Board Facilities Available for Joint Use

Name of School	Type of School	Legal Description of Parcel Containing School	Description of Facility and Amenities
Susa Creek School	Grades K-8	Lot B, Plan 3608TR	5 Classrooms Gymnasium -m <sup>2</sup>

Unless specifically noted otherwise, Joint Use Space shall only include gymnasiums and regular classrooms. Library space, music rooms, drama rooms, technology rooms, and other specialized classrooms shall not be included as Joint Use Space unless listed in the table above.

## Sample Schedule "D" – Joint Use Times

Facility Type	Available Times
Susacreek School	Need Joint Use Time from Northland
Central Park	Monday to Friday between 08:00 and 17:00
Hammel Street Park	Monday to Friday between 08:00 and 17:00
Mt. Stearn Park	Monday to Friday between 08:00 and 17:00
Stearn Crescent Park	Monday to Friday between 08:00 and 17:00
Lions Playground	Monday to Friday between 08:00 and 17:00
Upper Ball Diamonds and Jag Memorial Park	Monday to Friday between 08:00 and 17:00

School Buildings shall not be available on Sundays, or during Statutory Holidays, School Breaks (including the months of July and August), District closures, and annual maintenance shutdowns. Board use of Municipal Facilities is limited to Monday through Friday between September and June inclusively.

Community use of School Facilities on Sundays and outside of the Joint Use Hours may be considered through special request.

School use of Municipal Facilities during July and August for Summer School Sessions shall be considered based on the availability of the facility.

From time to time, it is understood the schools will be unavailable due to them becoming polling stations for provincial or federal elections.



## Schedule “E” – Operating Guidelines for Joint Use Space

### User Group Eligibility

To be eligible to use a Joint Use Space in a School, a user group must:

- Satisfy the Facility Scheduling Coordinator that at least seventy-five (75) percent of the members of the group or participants are residents of Greenview or another Municipality served by the School Board that owns the facility to be booked
- Engage in activities that are recreational, cultural, or educational in nature
- If it is a political group, be a locally based affiliate of a registered provincial or federal party or be for the purpose of local government
- Be non-profit
- Undertake, in writing, to have their members and participants uphold the rules and regulations of these Operating Guidelines

To be eligible to use a Municipal Facility that is a Joint Use Space, a User Group must be affiliated with a school, program or event offered by a school that is located within the geographic boundary of Greenview, and their Board must be a party to this Agreement.

A User Group may be barred from using Joint Use Space if:

- The group has failed to pay fees related to the group’s prior use of any Joint Use Space
- The group has failed to provide the required insurance
- The group has failed to pay for damages that occurred as a result of the group’s prior use of any Joint Use Space
- The past conduct of the group, or members of the group or invited participants, during the use of Joint Use Space was, in the opinion of the Principal, Facility Manager, or Facility Scheduling Coordinator, inappropriate or not in keeping with the rules and regulations of the Joint Use Space that was booked, or, if repeated, would likely cause damage to the Joint Use Space

In the case of a School, any user group that is barred from the Joint Use Space may appeal the decision first to the Principal’s Superintendent and thereafter to the appropriate Board. In the case of a Municipal Facility, a barred User Group may appeal first to the CAO and thereafter to Council.

### Insurance Coverage

In addition to any other form of insurance, a User Group may reasonably require for risks against which a prudent user under similar circumstances and risk would insure, a User Group shall be required to carry General Liability Insurance naming the Municipal District of Greenview No. 16 and the Board in whose building or on whose land they are conducting their activities as additional insureds.

- a) The minimum insurance requirement shall be \$2 Million.
- b) Termination of insurance must be present thirty (30) days prior to the lapsing of the last insurable date.

### **Booking Joint Use Space**

Booking the use of Joint Use Space within Schools by User Groups shall be made through the Facility Scheduling Coordinator for the respective Board.

Booking School use of Municipal Facilities as Joint Use Space shall be made through Greenview's Facility Scheduling Coordinator.

### **Cancellation of Bookings**

A booking for use of Joint Use Space within a School may be cancelled at any time by the school principal. The principal shall provide as much notice as reasonably possible to the Facility Scheduling Coordinator of the cancellation. The Facility Scheduling Coordinator shall notify the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within a School at any time with notice to the Facility Scheduling Coordinator of the respective Board.

A booking for Joint Use Space within Municipal Facilities may be cancelled at any time by the Facility Scheduling Coordinator. The Facility Scheduling Coordinator shall provide as much notice as reasonably possible to the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within Municipal Facilities at any time with notice to the Facility Scheduling Coordinator.

If the scheduled use requires specially trained or technical staff to be available, the User Group may still be charged for such services if the cancellation is made by the User Group less than seventy-two (72) hours before the scheduled booking.

### **Fees for Joint Use Space**

Fees charged to any Party in this Agreement or to any User Group for the use of Joint Use Space within Joint Use Hours shall be limited to:

- The use of specialized equipment
- The provision of specially trained or technical staff (e.g., swimming lesson instructors, lifeguards, theatre technicians, computer lab technicians) necessary for the use of the Joint Use Space
- Any additional janitorial or custodial services related to the use of the Joint Use Space
- The provision of supervisory staff or hosts related to the use of the Joint Use Space

### **Equipment**

The right to use Joint Use Space includes the right to, within a gymnasium space, make use of badminton and volleyball posts and basketball hoops. The right to use Joint Use Space does not include

the right to use score clocks or other specialized equipment. Any and all equipment required by a User Group must be requested at the time of booking.

### **Custodial Responsibility and Building/Facility Maintenance Responsibility**

The School Board shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by that Board.

Greenview shall be responsible for custodial and janitorial services and building/facility maintenance for any Municipally owned joint use space.

### **Damages to Joint Use Space**

For Joint Use Space in a School, Greenview shall be responsible for the recovery of costs to repair damages that occurred in Joint Use Space during the use of that space by a User Group that is not affiliated with the respective Board that owns the facility that was damaged.

For Joint Use Space in a Municipal Facility, the Board shall be responsible for damage occurring in the Joint Use Space during their respective Schools' use of that space.

### **Playing Fields and Playgrounds**

For the purposes of this section, the following definitions shall apply:

“Playfield or Playing Field” means a designated outdoor playing area designed for various sports and includes rectangular turf fields and ball diamonds.

“Playfield Maintenance” means the regular mowing, fertilizing, and lining of playfields.

“Playground” means an area designed for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

“Refurbishment” means to aerate, top dress, and overseed, taking the playfield offline for a 12-month period.

“Re-development” means the stripping and grading of the playfield to reshape the grade and/or the complete replacement of the topsoil, finished surface (seed/sod/shale), and the replacement of goal posts or back fields. The redevelopment would anticipate the closure of the playfield for up to two years.

Maintenance of playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board, and all costs of maintaining the upgraded playing field shall be paid by the

Board.

Each Party shall perform regular assessments on playfield conditions to determine short-term and long-term maintenance or, as appropriate, refurbishment required for each playfield. The Parties shall advise each other of any major refurbishment or redevelopment of playfields.

Each Party shall be responsible for the development of playing fields, including the construction of soccer pitches and softball or baseball diamonds, located on their respective lands.

Upgrades to playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board, and all costs of maintaining the upgraded playing field shall be paid by the Board.

Maintenance of playgrounds shall be the responsibility of the Party upon whose lands the Playground is located. Maintenance of playgrounds does not include or guarantee replacement of the playground.

Despite the identity of the Party that funded or installed a playground, the Party upon whose land it is located shall at all times have the right to remove the playground if ongoing maintenance of the playground is unwarranted due to safety concerns or because of costs associated with ongoing maintenance. The replacement of the playground is at the sole discretion of the Party upon whose land it is located.

#### **Schedule "F" – School Site Guidelines**

The parameters contained in this Schedule shall be applied when planning future school sites in Greenview's Municipal Development Plan, Area Structure Plan, or Concept Plan.

##### **Size of Site**

The size of school sites to be included in Greenview's plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used by each Board.

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on the site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be an adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two-quarter sections to create a larger, shared site for two schools. For example, two

elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate schools.

Where possible, sites for high schools shall be created using reserve dedication; however, the acquisition of additional land will likely be needed to create the size of the site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

### **Site Shape and Configuration**

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g., 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas, or narrow spaces shall be avoided.

### **Frontage along a Public Street**

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

### **Accessible to Several Modes of Travel**

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to the surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

### **Site Topography and Soil Conditions**

Each school site shall have geotechnical and topographic conditions suitable for constructing a large building. This includes suitable soil conditions for foundations, no known contaminants, and generally level terrain. Greenview shall not bear the cost of studies.

### **Flexibility for Design**

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

### **Access to Services**

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services, and three-phase power is available or can be made available.

### **Schedule "G" – Dispute Resolution Process**

#### **Step 1: Notice of Dispute**

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

#### **Step 2: Negotiation**

3. Within fourteen (14) calendar days after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute, and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality, and expertise to find solutions. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

#### **Step 3: Mediation**

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation within fourteen (14) calendar days of one Party's indication that negotiation has not resolved matters nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party(ies) shall select one name from the shortlist and advise the other Party(ies) of their selection within ten (10) calendar days of receipt of the list. The Parties shall thereafter cooperate in engaging the selected mediator in a timely manner.

7. The Party that initiated the dispute resolution process must provide the mediator with an outline of the dispute and agreed statement of facts within fourteen (14) calendar days of the mediator's engagement. The Parties must give the mediator access to all records, documents, and information that the mediator may reasonably request.
8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed ninety (90) calendar days from the date the mediator is engaged without further written agreement of the parties.
9. All proceedings involving a mediator are without prejudice, and unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after ninety (90) calendar days from engagement of the mediator, or longer as agreed in writing by the Parties, the resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of the apparent impasse and/or consensus.

#### **Step 4: Arbitration**

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within thirty (30) calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, the arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, the arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within thirty (30) calendar days of the expiry of the time period in clause 12. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator. Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of the King's Bench.
14. Where arbitration is used to resolve a dispute, the arbitration and the arbitrator's powers, duties, functions, practices, and procedures shall be the same as those in the *Arbitration Act*.

15. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and the arbitration process must be shared equally between the Parties.



**Schedule "H" – Site-Specific Facility Agreement**

*(If applicable, the site-specific agreement will be attached here. Site-specific agreements shall be negotiated between the School Board and the Community Services/Recreation department of Greenviiew)*



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Projected 2023-2024 Enrollment  
**REFERENCE(S):**  
**ATTACHMENTS:**

**INFORMATION ITEM**  
 The projected enrollment for the 2023-2024 school year has been received as information and filed.

\*\*\*\*\*

**BACKGROUND:**  
 Northland School Division is required to provide Alberta Finance with an enrolment projection to assist with developing the provincial budget and determining school board budget allocations for the next school year. This year information was gathered by:

1. Rolling over numbers from the 2022-2023 school year;
2. Verifying numbers with school principals; and
3. School principals working with local partners to estimate Kindergarten numbers

**RISK ANALYSIS:**  
 These projections provide information that allows administration to plan for the upcoming school year.

Projected SEPTEMBER 2023 Count	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	E.C.S.	Grand Total Projected Enrolment 2023-24	Grand Total Projected Enrolment 2022-2023	Difference (Sept/22 Vs Sept/23)
ANZAC	14	17	16	19	14								10	90	86	4.0
BILL WOODWARD						17	17	13	11	13	16	16		103	91	12.0
BISHOP ROUTHIER	13	5	9	5	6	5							8	51	36	15.0
CALLING LAKE	4	13	9	7	11	11	11	5	6	6	9	11	5	108	116	(8.0)
CAREER PATHWAYS										32	38	19		89	118	(29.0)
CHIPEWYAN LAKE	0	1	1	3	1	1	4	3	3				3	20	25	(5.0)
CONKLIN	4	0	2	1	1		2	2	2				1	15	29	(14.0)
ELIZABETH	12	9	4	6	10	11	10	11					14	87	87	0.0
FATHER R. PERIN	6	12	5	10	8	7	13	10	5					76	86	(10.0)
GIFT LAKE	21	9	10	15	13	16	11	12	12				15	134	112	22.0
GROUARD	3	4	3	4	4	4	3	5	2					32	47	(15.0)
HILLVIEW-EAST PR	7	4	4	6	3	3							5	32	24	8.0
J. F. DION	8	8	7	7	5	12	3	2						52	65	(13.0)
MISTASSINIY							46	50	46	86	66	61		355	367	(12.0)
NORTHLAND ONLINE SCHOOL	3	3	4	3	4	5	4	5	5	6				42	44	(2.0)
PADDLE PRAIRIE	12	21	4	11	5	8	9	5	15	10	6	7	9	122	112	10.0
PELICAN MOUNTAIN	1	1	3											5	16	(11.0)
ST. THERESA	23	32	29	39	38	48							35	244	260	(16.0)
SUSA CREEK	3	3	3	4	2	5	4	3					4	31	24	7.0
<b>TOTAL Projected SEPTEMBER 2023 Count</b>	134	142	113	140	125	153	137	126	107	153	135	114	109	1688	1745	(57.0)



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Preliminary Revenue/Expense Figures - 2023 Budget  
**REFERENCE(S):**  
**ATTACHMENTS:**

<b>INFORMATION ITEM</b>
The preliminary revenue and expenses for the 2023 budget has been received as information and filed.

\*\*\*\*\*

<b>BACKGROUND:</b>
<p>On February 28, 2023 the Government of Alberta presented its budget for 2023-24 providing an overall increase to K-12 Schools of 5.2%. The plan includes new province-wide funding for additional teachers, support staff, schools and transportation.</p> <p>Compared on a consistent basis the Division’s net provincial grant is decreasing by 2% (\$644, 775). The projected grant is \$34,497,671 down slightly from this year’s grant of \$35,142,446.</p> <p>The detailed Funding Manual was released by the provincial government on March 9, 2023.</p>

<b>RISK ANALYSIS:</b>
<p>Enrollment variances and fluctuation have been significant factors which will affect grant and tuition revenues.</p>



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Paraprofessional and Support for Education Leave for 2023-2024  
**REFERENCE(S):**  
**ATTACHMENTS:**

**INFORMATION ITEM**  
The paraprofessional and support education leave for the 2023-2024 school year has been received as information and filed.

\*\*\*\*\*

<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>



**NORTHLAND SCHOOL DIVISION  
ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Tri-Annual Report #2  
**REFERENCE(S):**  
**ATTACHMENTS:**

INFORMATION ITEM
The Tri-Annual Report #2 has been received as information and filed.

\*\*\*\*\*

BACKGROUND:
RISK ANALYSIS:

# Triannual Report #2

2022-2023



# Message from Board & Superintendent

## Triannual Report #2 2022-2023



Tansi, Edlánat'e, Hello everyone! We are pleased to present our second Triannual Report for the 2022-2023 school year!

This report highlights progress we have made with meeting or exceeding the priorities for Northland School Division (NSD):

1. Excellence in Learning
2. Excellence in Leadership
3. Excellence in Relationships

Before you turn the page, we are proud to unveil Northland School Division's new promotional video! Let us show you why Northland is a great place to learn and teach! Visit the website link to view the video <https://tinyurl.com/msh2yr53>.

On behalf of the Board of Trustees and Administration, thank you for your continued support.

Sincerely,



*Cathy Wanyandie*

Cathy Wanyandie  
Board Chair



*Dr. Nancy Spencer-Poitras*

Dr. Nancy Spencer-Poitras  
Superintendent of Schools/CEO



# Excellence in Learning

## Triannual Report #2 2022-2023

### Priority 1: Excellence in Learning

Students achieve or exceed the standards set by Alberta Education in literacy and numeracy.

**Outcome:** Student success is supported by staff who ensure all students feel supported and have a sense of belonging within their schools.

**Outcome:** The Division uses consistent literacy and numeracy practices to support the growth of educators and student achievement.

**Outcome:** The Division offers multiple, flexible pathways to high school completion.

### How is Northland achieving these outcomes?

#### Career and Technology Studies Week



NSD hosted a very successful Career and Technology Studies (CTS) Week in January. The division-wide event provided students an opportunity to learn and earn

credits in programs that are not always available in the regular schedule. Some of the programs offered included programming, music, cosmetology, film making, first aid, welding, design studies, sewing/fashion and moccasin making.



#### Pink Shirt Day

We all have a role to play in promoting healthy relationships and preventing bullying – in our schools, our homes, and our communities. On February 23, 2023, Northland School Division students and staff wore pink shirts in recognition of Pink Shirt Day - Anti-Bullying Day!



Northland Online School



Paddle Prairie School

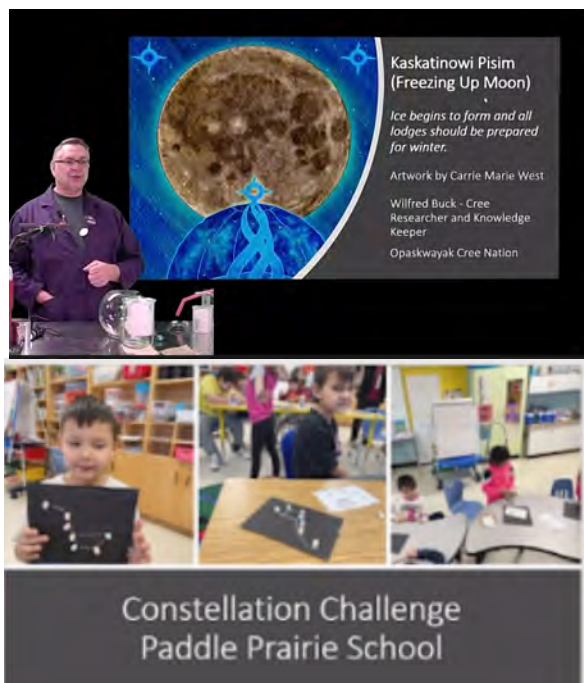
# Excellence in Learning

## Triannual Report #2 2022-2023

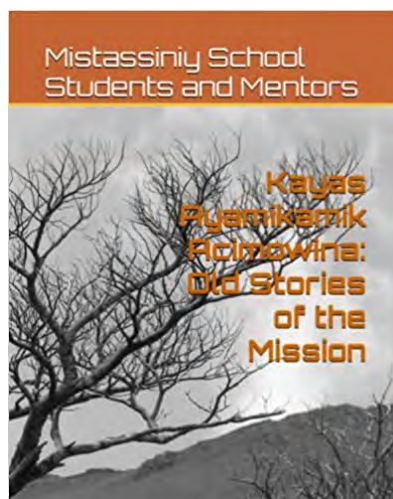
### Science Week & Digital Skills Week with TELUS World of Science - Edmonton

NSD's partnership with TELUS World of Science - Edmonton resulted in two exciting learning experiences for students recently! Students participated in Digital Skills Week activities. Each week consisted of four 45-minute sessions where students were immersed in technology related learning through digital wellness, computational thinking, and coding activities. NSD schools also participated in a Science Week with TELUS World of Science - Edmonton. Each day was planned around a specific theme:

- Introduction to the science of cold.
- All things related to snow.
- Parks Canada - Muskrats and beavers in the winter.
- All things related to ice. Class challenges were organized.



### Second book by Northland on Amazon



NSD launched a second book on Amazon called Kayas Ayamikamik Acimowina: Old Stories of the Mission. The book was officially unveiled on September 29, 2017 during an Orange Shirt Day event at Mistassiniy School.

Students came up with the idea to

research the residential school history in Wabasca-Desmarais. Students interviewed Elders about their residential school experience. The students received firsthand accounts from Elders about life within the missions and then students were given permission by the Elders to write and share these stories. Click on the website link to purchase the book on Amazon <https://tinyurl.com/23h4pk4d>.

### Students benefit from MindFuel partnership



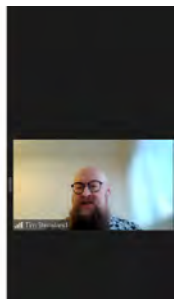
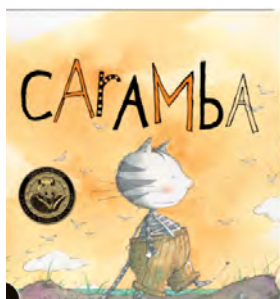
NSD has an ongoing partnership with MindFuel. The partnership allows students to learn about microcontrollers and robotics!



# Excellence in Learning

## Triannual Report #2 2022-2023

### Literacy celebrations



Northland students and staff organized events to celebrate Family Literacy on January 27th and World

Read Aloud Day on February 1st, 2023. For World Read Aloud Day, schools participated in a division-wide Zoom session focused on oral storytelling. In the photo, you can see Deputy Superintendent Dr. Tim Stensland reading a story called Caramba by Marie Louise-Gay.

### Innovation in music



An innovative approach to program delivery is enabling more students to access quality music opportunities, through virtual and in-person sessions. Students at Mistassiniy School (Wabasca-Desmarais), Bishop Routhier School, Grouard Northland School and Hillview School are participating in a

music program taught by NSD Music Specialist Boyd Davies. Students have been able to share their progress and enjoyment of music by performing gigs at school and community facilities in front of students, staff, parents, guardians and community members.

### Music exchange with Manitoba school



The music program has opened a door to an exciting opportunity for Mistassiniy School students. Some Mistassiniy students are involved in a music exchange program with a school located in

Brandon, Manitoba. From November 30th to December 5th, students from Vincent Massey High School (Brandon School Division) came to visit Wabasca-Desmarais. The Mistassiniy and Vincent Massey students performed concerts at Mistassiniy School, St. Theresa School and Oski Pasikoniwew Kamik (Bigstone Cree Nation Community School).

Mistassiniy students will be heading to Brandon for the second half of the exchange in April.



# Excellence in Leadership

## Triannual Report #2 2022-2023

### Priority 2: Excellence in Leadership

Through excellent leadership practices, everyone feels welcome and valued.

**Outcome:** Northland School Division employs a consistent process for reviewing school improvement and assurance.

**Outcome:** Northland School Division and school leadership models a welcoming learning and working environment that fosters a sense of belonging and pride for First Nations and Métis and non First Nations and Métis learners.

**Outcome:** Finances are well managed, decisions are supported by facts and stewardship is exemplary.

### How is Northland achieving these outcomes?

#### Professional Learning with TELUS World of Science - Edmonton



20 educators from across NSD participated in a computational thinking and coding related learning symposium with TELUS World of Science - Edmonton Northern Coding Academy team.



During these sessions, teachers were given the opportunity to better understand fundamental coding concepts and elements of digital literacy.



For example, the educators use block coding concepts to create their own video games! Teachers also learned they can utilize a traditional activity such as beading to help students understand algorithms. Algorithms are a set of rules or directions to be followed in calculations or problem-solving operations.



The teachers left the symposium, empowered to bring these topics to life in their classrooms. Many of these skills help them meet specific curriculum requirements at different grade levels.

NSD is looking to take this learning even further by giving students the opportunity to learn how to code their own games during the next Career and Technology Studies (CTS Week). While learning how to code, students can earn high school CTS credits in computing science!



# Excellence in Leadership

## Triannual Report #2 2022-2023

### Community engagement in education research project



MacEwan University, in partnership with NSD, have embarked on a research project. The project explores how family and community member engagement in education may contribute to improving student achievement and outcomes related to literacy, numeracy and First Nations, Métis language and culture.

To capture perspectives from families, Elders and community members, voluntary interviews are taking place and community engagement events are being planned. Engagement events are in the works at Northland Online School, Hillview School and St. Theresa School.



Earlier this school year, a gathering took place to introduce research lead from MacEwan University Dr. Emily Milne to Indigenous language instructors, individuals who support engagement efforts and NSD staff in Wabasca-Desmarais.

### NSD presented to members of CASS about its story of practice



The third College of Alberta School Superintendents (CASS) learning series, **Imagine Seeing the**

**Possibility!** featured Northland School Division! Superintendent of Schools/CEO Dr. Nancy Spencer-Poitras, Deputy Superintendent Dr. Tim Stensland and Director of First Nations, Métis and Inuit Education Debbie Mineault shared NSD's story of professional practice, which was published in a research study conducted by the University of Calgary, University of Alberta, University of Lethbridge and Concordia University.

The aim of the overall study is to gain insight into the implementation of Alberta's three professional practices standards: **the Teaching Quality Standard (TQS), the Leadership Quality Standard (LQS), and the Superintendent Leadership Quality Standard (SLQS)**. NSD's research study was one of three reports presented to the Government of Alberta.

School division leaders learned how collaboration, growth and learning have skyrocketed since NSD developed and launched its vision for technology, teaching, learning and leading. This approach has enabled the re-imagining of learning, new ways of working together and increased student engagement. This includes working with Elders, Knowledge Keepers and community members when weaving local First Nations and Métis knowledge into the learning experience.

Click on the website link to view the presentation <https://tinyurl.com/udevztwz>. NSD will be sharing its story at another CASS learning series in April.

# Excellence in Leadership

## Triannual Report #2 2022-2023

### First Nations and Métis knowledge

Northland schools continue to weave local First Nations and Métis knowledge into the learning experiences. In February, the classroom environment for Calling Lake School students was on ice. Students learned about the traditional ways of harvesting and processing fish. In the classroom, students learned about cells using the fish they caught!



### More NSD teachers learning how to use the CNC router table for student learning



To support the continued development of the Cree and Dene language in NSD schools, NSD purchased two CNC Router Tables! The machines were brought in last

year to give students the ability to create sets of syllabics. Syllabics are used to help students learn their traditional language skills. Dallon Perry from Mistassiniy School traveled to Conklin Community School to teach staff how to use the machine with their students. As you can see, you can even use the machine to create wooden signs!





# Excellence in Leadership

## Triannual Report #2 2022-2023

### Mental health project



NSD is thrilled to have been awarded a mental health grant from Alberta Education. With the funding in place, NSD hired two new mental health therapists and is implementing a trauma informed approach throughout the school

division. Northland supports trauma-informed approaches with the understanding of healing together through the strengths of holistic cultural practices and resiliency for community wellness. This will assist in supporting students, their families and the communities we serve. In addition, the trauma informed practices supports NSD's work for advocating Truth and Reconciliation.

### New Mistassiniy School construction update



Design renderings. Subject to change.

Construction for the new Mistassiniy School is ongoing. The new school will feature a culinary arts kitchen, stations for mechanics, carpentry and welding. The front entrance has been specially designed in a circular pattern and the gymnasium will include bleachers for community spectators. The outside design of the school will feature outdoor classrooms along with recreation and green spaces.

### MindFuel professional learning sessions



NSD's partnership with MindFuel includes professional learning sessions for teachers in grades 7-9. Teachers are using Arduino

Kits to learn how to build multiple types of circuits, work with the coding, motion sensors and tilt sensors. In these sessions, teachers learn how to apply this knowledge into the classroom.

### NSD housing update



NSD completed a project that will save the division thousands of dollars when it comes to maintaining housing for teachers! High/low sensors were installed in several housing units. The sensors send notifications to the Housing Department when the temperature falls below a certain level or if there is a water issue.

# Excellence in Leadership

## Triannual Report #2 2022-2023

### MORE RECOGNITION FOR NORTHLAND SCHOOL DIVISION!

#### Queen Elizabeth II's Platinum Jubilee Medal Award recipient



#### **Dr. Nancy Spencer-Poitras, Superintendent of Schools/CEO**

The Superintendent and CEO of Northland School Division has been recognized with a prestigious award. Dr. Nancy Spencer-Poitras has been awarded Queen Elizabeth II's Platinum Jubilee Medal for her exceptional qualities and outstanding service in the form of selfless giving and volunteering!

"On behalf of the Board of Trustees, I congratulate Dr. Nancy Spencer-Poitras on earning such a prestigious award," said Cathy Wanyandie, Board Chair. "We are fortunate to have a Superintendent and CEO who goes above and beyond to ensure Northland students are successful. Throughout her time as Superintendent and CEO, Nancy has demonstrated the ability to implement strategies and develop meaningful relationships that benefit the learning experience for Northland students."

Dr. Nancy Spencer-Poitras, who has been the Superintendent/CEO of Northland School Division since February 1, 2020, has maintained an exceptional record of school and division leadership over an extensive career as an educator in Alberta. She has worked as a teacher, assistant principal, and principal with Edmonton Public Schools, as an Assistant Superintendent and Superintendent/CEO in Alberta, as well as having worked with both the College of Alberta School Superintendents (CASS) and Alberta Education. Her education career has spanned over 40 years.

#### **Nomination for Canadian Principal of the Year**



#### **Shelley Stevenson, St. Theresa School Principal**

In February, NSD announced that St. Theresa School Principal Shelley Stevenson was nominated for the Canadian Distinguished Principal of the Year Award. Shelley has been with Northland for over 30 years and has been a model of excellence when it comes to the commitment of learning, leadership and mentorship.



# Excellence in Relationships

## Triannual Report #2 2022-2023

### Priority 3: Excellence in Relationships

Develop and actively promote healthy relationships with students, parents/guardians, staff, community and educational partners.

**Outcome:** Parents and community members engage in their school community and are involved in their child's education.

**Outcome:** Parents, guardians, communities and education partners are informed and involved in Northland School Division (NSD) plans, programs and progress through ongoing and effective communication.

**Outcome:** Northland School Division fosters purposeful and productive working relationships to collaboratively advance division operations to support student learning.

### How is Northland achieving this outcome?

#### MacEwan University tour and partnership



In February, 27 NSD students participated in a tour at MacEwan University. Students in attendance signed up for the dual credit courses offered during semester two. These courses are made possible as a result of an agreement NSD signed with MacEwan University. The students received a campus tour and met the instructors of the Indigenous Studies 100 and the Law and Administration of Justice courses. They were able to go through course requirements, become familiar with the technology, and understand what it was like to be a student on campus.

#### Examples of parents, Elders and community members participating in the education at Northland schools!



# Excellence in Relationships

## Triannual Report #2 2022-2023

### Forestry pilot partnership



**ALBERTA  
PACIFIC**  
FOREST INDUSTRIES INC



A forestry pilot project involving Calling Lake School students is in the works. The project is made possible through a partnership between NSD, Alberta-Pacific Forest Industries Inc. (Al-Pac) and Woodland Operations

Learning Foundation (WOLF). This second semester the students will be taking a Career and Technologies Studies (CTS) Forestry option earning credits for work in the classroom. The project will also see students participate in an in-school simulator experience, practical learning sessions with the WOLF instructors, and a student/employer networking event.

### Alberta Education Assurance Survey



NSD schools have been working with parents to fill out the Alberta Education Assurance Survey. To assist families with answering survey questions, schools have been publishing and/or sending home "Our Success Story" newsletters. The

newsletter helps families better understand the survey measures and the strategies schools have established to achieve success around student growth and achievement, teaching and leading, learning supports and community engagement.

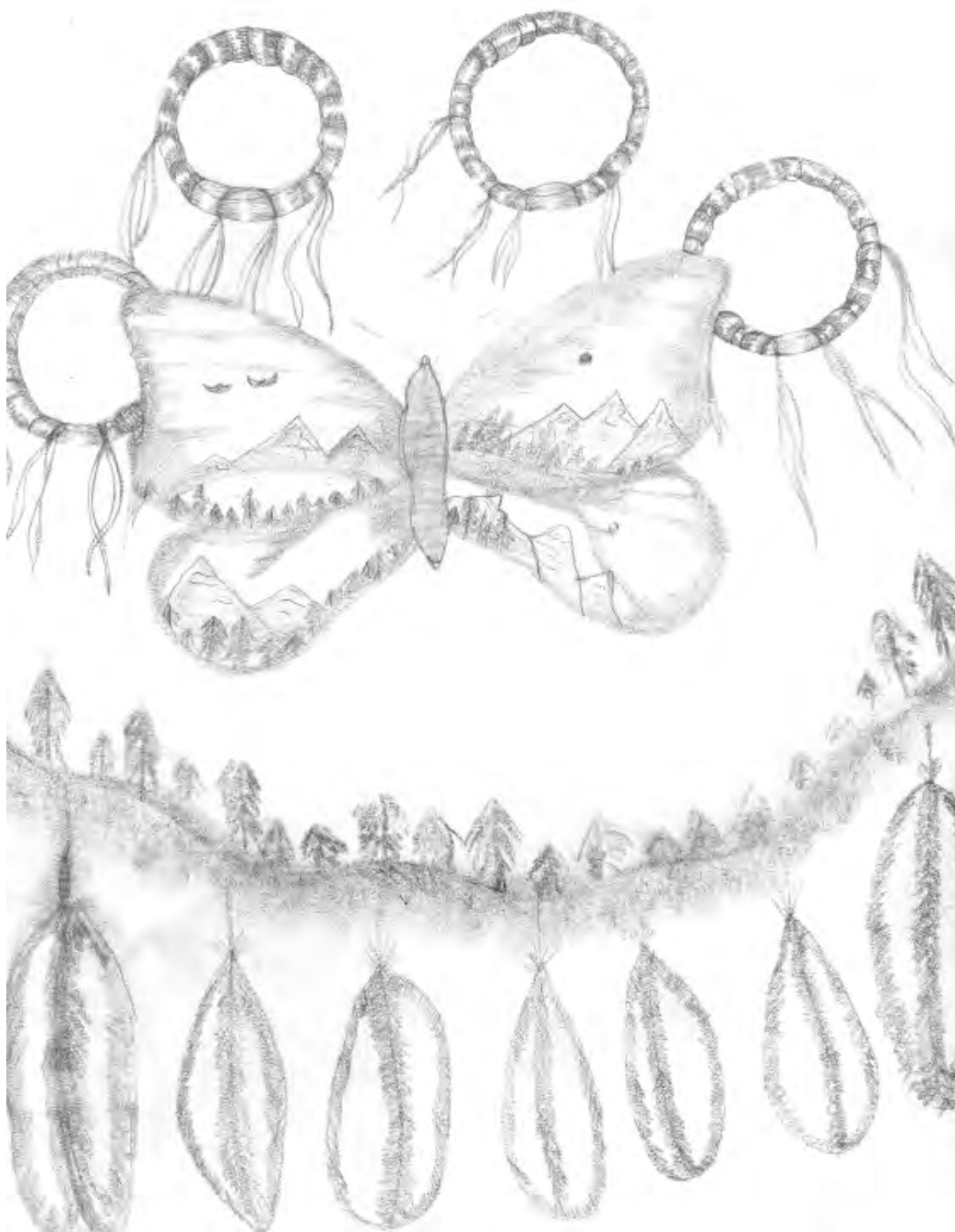
### Partnership with University of Calgary

Staff from the University of Calgary (U of C) and Northland School Division wore pink shirts in recognition of Pink Shirt Day (Anti-Bullying Day) at Gift Lake School!



Left to right - Alex Ashebir, University of Calgary, Karen Lemay, Northland School Division and Crystal Colville, Northland School Division.

Two years ago, NSD established a partnership with the University of Calgary's (U of C) Werklund School of Education. As a result of this partnership, Northland educators have been learning well-researched practices to help students in grades 1-8 better understand math, using the program Jump Math and the teaching practices covered in Math Minds.



Natasha St. Germain, Grade 9, Paddle Prairie School





# Northland

## SCHOOL DIVISION

*"Our students love to come to school in Northland"*



NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools

**ORIGINATOR:** Cathy Wanyandie, Board Chair

**SUBJECT:** Policy 4 Trustee Code of Conduct

**REFERENCE(S):**

**ATTACHMENTS:** Policy 4 Trustee Code of Conduct

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

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<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>

## POLICY 4 TRUSTEE CODE OF CONDUCT

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### Purpose and Application

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

### Framework and Interpretation

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

- (a) the *Alberta Human Rights Act*;
- (b) the *Education Act*;
- (c) the *Freedom of Information and Protection of Privacy Act*;
- (d) the *Local Authorities Election Act*; and
- (e) the *Occupational Health and Safety Act*.

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

### Principles and Values

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

## POLICY 4 TRUSTEE CODE OF CONDUCT

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- (c) Observe the highest standard of ethical conduct and perform their duties in the office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- (d) Serve and have been seen to serve the interests of Northland School Division and their constituents in a conscientious and diligent manner and shall approach decision-making with an open mind.

### Confidential Information

1. The Board as a whole must be able to access information ~~in order~~ to fulfill its decision-making duties and oversight responsibilities; however, individual members must also recognize that certain information they receive in their capacity as trustees is **are** subject to confidentiality and disclosure rules contained in legislation and the Board's bylaws and policies. Members must keep in confidence matters discussed in private at a Board **or within the closed session of the** Board ~~committee~~ meeting.
2. In the course of their duties, Members may also become privy to confidential information received outside of an "~~in-camera~~ **closed session**" meeting. Members must not:
  - (a) Disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by the Board;
  - (b) Access or attempt to gain access to confidential information in the custody or control of Northland School Division unless it is necessary for the performance of the Member's duties and is not otherwise prohibited by the Board, and only then if the information is acquired through appropriate channels in accordance with applicable Board bylaws and policies;
  - (c) Use confidential information for personal benefit or for the benefit of any other individual or organization.

### Conflicts of Interest

1. Members are expected to make decisions in the best interests of the Northland School Division. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 4, Division 5 of the *Education Act*.

## POLICY 4 TRUSTEE CODE OF CONDUCT

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

### Improper Use of Influence

1. No Member shall use the influence of ~~his or her~~ **their** office for any purpose other than for the exercise of the Member's official duties.
2. No Member shall act as an agent before the Board, or a committee of the Board or any other body established by the Board.

### Conduct at Meetings

1. Members shall conduct themselves with decorum and make every effort to participate diligently in the meetings of the Board, committees of the Board and other bodies to which they are appointed by the Board.
2. Members shall comply with Board policies and procedures governing the conduct of meetings of the Board, and any other rules of meeting procedure applicable to the body to which they have been appointed by the Board.
3. Members shall act in a manner that demonstrates fairness, respect for individual differences, and an intention to work together for the common good and in furtherance of the public interest.
4. Members shall conduct and convey the Board's business and all their duties in an open and transparent manner other than for those matters which, by virtue of legislation, are authorized to be dealt with in a confidential manner in an ~~in-camera~~ **(closed)** session and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking **specific** ~~certain~~ actions.
5. No Member shall record any proceedings of the Board without the express prior permission of the Board.





## POLICY 4 TRUSTEE CODE OF CONDUCT

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### Respect for Decision-Making Process

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

### External Communications

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

### Use of Social Media

1. For the purposes of this Code of Conduct, "social media" refers to freely accessible, third-party hosted, interactive web-based technologies used to produce, post and interact through text, images, video and audio to inform, share, promote, collaborate or network.
2. As public figures and representatives of the Board, Members must act with discretion and be judicious in what material they post on social media. As with any other communications, Members are accountable for content and confidentiality.
3. No Member shall attempt to disguise or mislead as to their identity or status as a trustee when using social media.

## POLICY 4 TRUSTEE CODE OF CONDUCT

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4. No Member shall use social media to publish anything that is dishonest, untrue, offensive, disrespectful, constitutes harassment or is defamatory or misleading in any way.

### Discrimination and Harassment

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

## **POLICY 4**

### **TRUSTEE CODE OF CONDUCT**

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7. Members shall obtain information about the operation or administration of the School Division from the Superintendent or a person designated by the Superintendent. Members are to only contact staff according to the procedures authorized by the Superintendent regarding the interaction of Members and staff.

#### **Use of School Division Property and Resources**

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

## POLICY 4 TRUSTEE CODE OF CONDUCT

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4. Upon ceasing to hold office, a Member shall immediately deliver to the School Division any money, book, paper, thing or other property of the School Division that is in the Member's possession or under the Member's control, including, without restriction, any record created or obtained by virtue of by the Member's office other than a personal record or constituency record as those terms are used in the *Freedom of Information and Protection of Privacy Act*.

### Expenses

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

### Gifts and Benefits

1. Members are expected to represent the public and the interests of the School Division and do so with both impartiality and objectivity. The acceptance of a gift or benefit can imply favouritism, bias or influence on the part of the Member. At times, the acceptance of a gift or benefit occurs as part of the culture, social protocol or community events linked to the duties of a Member and their role in representing the Board. Personal integrity and sound business practices require that relationships with vendors, contractors or others doing business with the School Division be such that no Member is perceived as showing favouritism or bias toward the giver.
2. Members shall not accept gifts or benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved. For these purposes, a gift or benefit provided with the Member's knowledge to a Member's spouse, child, or parent that is connected directly or indirectly to the performance of the Member's duties is deemed to be a gift to that Member.
3. For further clarity, the following are recognized as acceptable gifts or benefits:
  - (a) Such gifts or benefits that normally accompany the responsibilities of the office and are received as an incident of culture, protocol or social obligation, provided that the value of the gift or benefit does not exceed one hundred dollars (\$100).

## POLICY 4 TRUSTEE CODE OF CONDUCT

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

### Election-Related Activity

1. Members are required to follow the provisions of the *Local Authorities Election Act* and are accountable under the provisions of that statute. Members should refrain from making ~~not make~~ inquiries of or relying on, staff to interpret or provide advice to Members regarding the requirements placed on candidates for the office of trustee. Members shall be respectful of the role of the Secretary, respect the Secretary-Treasurer's role in managing the election process and must not interfere with how the Secretary-Treasurer's election duties are carried out.



## POLICY 4 TRUSTEE CODE OF CONDUCT

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2. Members shall not use Board resources, including property, equipment, services, supplies and staff time, for any election-related activities, whether local, provincial or federal. Online resources hosted, supplied or funded by the Board, including but not limited to Member electronic newsletters, Member websites linked through the Board's website, and Member social media accounts used for ward communication, shall not be used for any election campaign or campaign-related activities. No Member shall use the School Division logo for campaign purposes.
3. For greater clarity, a Member may accept the services of staff who may ~~that may~~ choose to volunteer with the Member's election campaign during non-work hours.

### Compliance with this Code of Conduct

1. Members are ultimately accountable to the public through the four-year election process. Between elections, Members may become disqualified and required to resign if the Member commits a disqualifying action according to pursuant to section 87 of the *Education Act*.
2. Any reported violation of a provision of this Code of Conduct may be subject to investigation by the Board, or a third-party investigator appointed by the Board.
3. Members are expected to cooperate in every way possible in securing compliance with the application and enforcement of this Code of Conduct.
4. No Member shall:
  - (a) Undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to the Board or to any other person by following in accordance with this Code of Conduct; or
  - (b) Obstruct the Board, or any other person, in carrying out the objectives or requirements of this Code of Conduct.
5. If the Board determines it appropriate to do so, the Board may impose sanctions on a Member who contravenes this Code of Conduct. Sanctions that may be imposed on a Member by the Board include:
  - (a) issuing a letter of reprimand addressed to the Member,
  - (b) requesting the Member to issue a letter of apology,
  - (c) publicly reprimanding the Member by a motion of **sanction** censure,

## POLICY 4 TRUSTEE CODE OF CONDUCT

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- (d) publishing a letter of reprimand or request for an apology and the Member's response,
- (e) requiring the Member to attend training,
- (f) suspending or removing the Member from membership on a committee/**committees**,
- (g) Removal of professional development opportunities.**
- (h) suspending or removing the Member from chairing a committee,
- (i) requiring the Member to reimburse monies received,
- (j) reducing or suspending remuneration paid to the Member in respect of the Member's services,
- (k) requiring the Member to return School Division property or reimburse its value,
- (l) restricting the Member's access to School Division facilities, property, equipment, services and supplies,
- (m) restricting the Member's contact with School Division staff,
- (n) restricting the Member's travel and representation on behalf of the Board,
- (o) restricting how documents are provided to the Member (e.g. no electronic copies, but only watermarked paper copies for tracking purposes),
- (p) disqualifying the Member from the Board, but nothing in this Code of Conduct requires the Board to impose a sanction for any contravention.

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



NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools

**ORIGINATOR:** Cathy Wanyandie, Board Chair

**SUBJECT:** Policy 4 Trustee Code of Conduct

**REFERENCE(S):**

**ATTACHMENTS:** Policy 4 Trustee Code of Conduct

**RECOMMENDATION:**

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

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



## POLICY 4 - APPENDIX A

### TRUSTEE CODE OF CONDUCT SANCTIONS

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#### Informal Complaint Process

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

#### Formal Complaint Process

3. Any person who identifies or witnesses behaviour or activity by a Trustee that they reasonably believe, in good faith, is in contravention of this Code of Conduct may file a formal complaint in accordance with the following conditions:
  - 3.1. A complaint must be made in writing and include the complainant's name and contact information;
  - 3.2. A complaint must be addressed to the Board, attention of the Chair. In the event that the Chair is the subject of or is implicated in a complaint, the complaint shall be addressed to the attention of the Vice-Chair;
  - 3.3. A complaint must include the name of the Trustee(s) alleged to have contravened the Code of Conduct, the provision(s) of the Code of Conduct allegedly contravened and the facts surrounding the allegation, including any witnesses.
4. Upon receipt of a complaint, the Board will meet **in a closed session** ~~in-camera~~, excluding the Trustee(s) alleged to have contravened the Code of Conduct, and decide whether to proceed to investigate the complaint or not. If the Board (with quorum) is of the opinion that:
  - 4.1. A complaint is frivolous or vexatious or is not made in good faith,
  - 4.2. a complaint is outside the jurisdiction of the Board or is more appropriately dealt with by another applicable legislative appeal, complaint or court process, or
  - 4.3. there are no grounds or insufficient grounds for conducting an investigation.

## POLICY 4 - APPENDIX A

### TRUSTEE CODE OF CONDUCT SANCTIONS

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

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

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



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION INFORMATION ITEM**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools

**ORIGINATOR:** Cathy Wanyandie, Board Chair

**SUBJECT:** Policy 5 Appendix A - Signing Authority Chart

**REFERENCE(S):**

**ATTACHMENTS:**

<b>INFORMATION ITEM</b>
The Policy Committee reviewed Policy 5 Appendix A - Signing Authority Chart and no revisions were made. This policy has been received as information and filed.

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<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>

## Policy 5 Appendix A - Signing Authority Chart

Reviewed: March 2023

	Board of Trustees	Superintendent	Example/Explanation
<b>PURCHASING BY NORTHLAND SCHOOL DIVISION</b>			
<b>APPROVAL OF CONTRACTS</b>			
Approval of contracts for goods and services, excluding consultants providing services to the educational side of the division.	no limit	up to \$125,000	Bus contractors - route over \$125,000 a year, board approval required. Contractors with a total contract (fees and expenses) over \$125,000, board approval required. These contracts are short-term in nature with specific outcomes, and they are not employees of the division.
Approval of contracts for consultants for providing services to the educational side of the division.	no limit	up to \$125,000	Contractors with a total contract (fees and expenses) over \$125,000, board approval required. These contracts are short-term in nature, with specific outcomes, and they are not employees of the division.
<b>SIGNING OF CONTRACTS</b>			
Signing of contract and agreements for goods and services excluding consultant services and construction contracts:	no limit	up to \$125,000	In this instance, approval and signing authority is the same amount. However, in the future, it could be the board approves the contract, and delegates the signing of the contract to the Superintendent.
Consultant Services Contract	no limit	up to \$125,000	This is the signing of the approved contracts above.
Construction Contracts (not capital projects)	no limit	no limit within project, if approved by the board.	The board has approved the budget, which includes approval for \$x in school repairs. If the board has approved the overall plan, the Superintendent can sign all the contracts within the project, regardless of amount.
<b>CAPITAL CONTRACTS</b>			
Purchase of land and buildings	no limit	n/a	The board has authority regardless of amount. Legislative and regulatory process have to be followed, but there is no \$ limit.
Capital projects	no limit	no limit within project, if approved by the board.	The board has approved the capital projects, which includes approval for \$x in capital projects (eg: housing renovations). If the board has approved the overall plan, the Superintendent can sign all the contracts within the project, regardless of amount.
<b>SALE OF ASSETS</b>			
Sale/disposal of land or buildings	no limit	n/a	The board has authority regardless of amount. Legislative and regulatory process have to be followed, but there is no \$ limit.
Sale/disposal of other assets	no limit	up to \$125,000	Other assets include buses, furniture, fixtures, etc. Probably very few of these types of sales would make it to the board table, as there are few assets that would reach this threshold.
Write down of assets/write off uncollectible accounts	no limit	up to \$125,000	Probably very few of these types of accounts would reach the board table, as administration monitors these accounts closely, and takes action when they become aged. Uncollectible accounts are usually as a result of either a disagreement on amount or the organization ceases to do business. Administration will bring to the board, as information, any tuition arrears over 90 days old.
<b>GRANTS, CONTRIBUTION AGREEMENTS, AND DONATIONS TO NORTHLAND SCHOOL DIVISION</b>			
<b>SIGNING OF CONTRACTS</b>			
Signing of contract and agreements for goods and services, provided by Northland School Division	n/a	unlimited	These contracts are usually with a third party (eg. Red Cross) and are for services either in the schools, or between the schools and the community(ies). Usually, NSD handles part or all of the project, and, in turn, receives a donation for the work.



NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Dr. Nancy Spencer-Poitras, Superintendent of Schools

**ORIGINATOR:** Cathy Wanyandie, Board Chair

**SUBJECT:** Policy 13 Appeals and Hearings Regarding Student Matters

**REFERENCE(S):**

**ATTACHMENTS:** Policy 13 Appeals and Hearings Regarding Student Matters

<b>RECOMMENDATION:</b>
<b>THAT the Board of Trustees approves the correction of section designations, punctuations, typographical, and cross-references and authorize Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 13 Appeals and Hearings Regarding Student Matters, as attached.</b>

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<b>BACKGROUND:</b>
<b>RISK ANALYSIS:</b>

## POLICY 13 APPEALS AND HEARINGS REGARDING STUDENT MATTERS

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### Background

Under relevant sections of the Education Act, the only matters on which the Minister of Education will consider appeals are:

- Special Education placement;
- Language of instruction;
- Home Education programs;
- Student expulsion;
- Amount and payment of fees or costs;
- Access to or the accuracy or completeness of student records;
- Amount of fees payable by a Board to another Board; or
- Board responsibility for a specific student.

Generally, the Board will hear appeals on matters appealable to the Minister.

### All Matters Other Than Expulsion of a Student

The Board will hear appeals in this manner on administrative decisions on all matters other than the expulsion of students, which are submitted in accordance with relevant section(s) of the Education Act and that significantly affect the education of a student.

1. ~~Prior to a decision being~~ **Before a decision is** appealed to the Board, it must be appealed to the Superintendent.
2. Parents of students and independent students sixteen (16) years of age or over have the right to appeal to the Board a decision of the Superintendent that significantly affects the student's education ~~of the student~~. The Superintendent must advise parents and students of this right of appeal.
3. The appeal to the Board must be made within five (5) days from the date ~~that~~ the individual was informed of the Superintendent's decision. The appeal must be filed in writing and ~~must~~ contain the name of the party filing the appeal, the date, the matter at hand, and the reason for the appeal.
4. Parents or students, as above, when appealing a decision to the Board, have the right to be assisted by a resource person(s) of their choosing. The responsibility for engaging and paying for such assistance rests with the parents or students.
5. ~~The hearing of the appeal~~ **hearing** must be scheduled within thirty (30) days ~~so as~~ to ensure that the person making the appeal and the Superintendent or designate whose decision is being appealed has sufficient notice and time to prepare for the presentation.
6. The appeal will be heard in-camera, with specified individuals in attendance.

## POLICY 13

### APPEALS AND HEARINGS REGARDING STUDENT MATTERS

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7. The appeal hearing will be conducted in accordance with the following guidelines:
  - 7.1 The Board Chair will outline the purpose of the hearing, which is to provide:
    - 7.1.1 An opportunity for the parties to make representation in support of their respective positions to the Board. This information may include expert medical, psychological, **and** educational data and may be presented by witnesses. The information presented may include both written and verbal communications;
    - 7.1.2 The Board will receive information and ~~to~~ review the facts of the dispute;
    - 7.1.3 A process through which the Board can reach a fair and impartial decision.
  - 7.2 Notes of the proceedings will be recorded for the purpose of the Board's records.
  - 7.3 The Superintendent and/or staff will explain the decision and give reasons for the decision.
  - 7.4 The appellant will present the appeal **and** the reasons for the appeal, ~~and she/he~~ **they** will have an opportunity to respond to information provided by the Superintendent and/or staff.
  - 7.5 The Superintendent and/or staff will be able ~~have an opportunity~~ to respond to information presented by the appellant.
  - 7.6 Committee members will **be able** ~~have the opportunity~~ to ask questions or ~~clarification~~ **clarify** from both parties.
  - 7.7 No cross-examination of the parties shall be allowed, though questions may be directed to the other party through the Board Chair with the permission of the Board Chair.
  - 7.8 The Board will meet without the respective parties to the appeal in attendance to arrive at a decision regarding the appeal. The Board may have legal counsel and an administrator in attendance.
  - 7.9 If the Board requires additional information or clarification ~~in order~~ to make its decision, both parties to the appeal will be requested to return to the hearing for the required additional information.
  - 7.10 The Board decision and the reasons for that decision will be communicated to the appellant once a decision has been reached and confirmed in writing following the hearing. ~~Included in~~ **T**he communication to the appellant shall ~~be~~ **include** information that the appellant has the right to seek a review by the Minister if the appellant is dissatisfied with the decision of the Student Appeals Committee if the matter under appeal is a matter described in section 44 of the Education Act.

## **POLICY 13**

# **APPEALS AND HEARINGS REGARDING STUDENT MATTERS**

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### **Expulsion of a Student**

All students are expected to ~~It is expected that all students will~~ comply with ~~the~~ relevant section(s) of the Education Act, Board policy and school policy.

In accordance with section 42(5) of the Education Act, the Board delegates to the Student Expulsion Committee the power to make decisions with respect to the expulsion of students.

The Student Expulsion Committee will hear representations with respect to a recommendation for a student expulsion in accordance with relevant sections of the Education Act.

If a student is not to be reinstated within five (5) school days of the date of suspension, the Principal shall immediately report in writing all the circumstances of the suspension and provide a recommendation to the Student Expulsion Committee through the Office of the Superintendent.

The Student Expulsion Committee will convene in an in-camera session upon the call of the Superintendent, but in no event shall the meeting occur later than ten (10) school days from the first day of suspension.

Parents of students, or independent students sixteen (16) years of age or over, have the right to be assisted by a resource person(s) of their choosing. The responsibility for engaging and paying for such assistance rests with the parents or students.

The Student Expulsion Committee may have legal counsel in attendance.

Notes of the proceedings will be recorded for the purpose of the Board's records.

The expulsion hearing will be conducted in accordance with the following guidelines:

1. The Committee Chair will outline the purpose of the hearing, which is to:
  - 1.1 Provide an opportunity to hear representations relative to the recommendation from the Principal;
  - 1.2 Provide an opportunity for the student and/or the student's parents/guardians to make representations;
  - 1.3 Reinstatement or expulsion of the student.
2. The Committee Chair will outline the procedure, which will be as follows:



## **POLICY 13**

### **APPEALS AND HEARINGS REGARDING STUDENT MATTERS**

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- 2.1 The Principal will present the report documenting the details of the case and the recommendation to expel the student;
  - 2.2 The student and the student's parents/guardians will be given an opportunity to respond to the information presented and to add any additional relevant information;
  - 2.3 The members of the Student Expulsion Committee will have the opportunity to ask questions of clarification from both the Principal and the student and the student's parents/guardians;
  - 2.4 The Student Expulsion Committee will meet, without either the administration or the student and the student's parents/guardians present, to discuss the case and the recommendation. The recording secretary may remain in attendance. Legal counsel may also remain in attendance;
  - 2.5 Should the Student Expulsion Committee require additional information, both parties will be requested to return in order to provide the requested information;
  - 2.6 The Student Expulsion Committee will then make a decision to either reinstate or expel the student; and
  - 2.7 The Student Expulsion Committee decision shall be communicated in writing to the student and the student's parents/guardians within five (5) days of the hearing, with copies being provided to the Principal and the Superintendent. The Superintendent's office will attempt to inform the parent(s)/guardians and the student of the decision by telephone or personal communication as soon as possible after a decision has been reached.
3. If the Student Expulsion Committee's decision is to expel the student, the following information must be included in the letter to the student and the student's parents/guardians:
- 3.1 The length of the expulsion which must be greater than ten (10) school days;
  - 3.2 The educational program to be provided to the student and the name of the individual to be contacted in order to make the necessary arrangements; and
  - 3.3 The right of the student and the student's parents/guardians to request a review of the decision by the Minister of Education.

Legal Reference: Section 3, 4, 11, 31, 33, 36, 37, 41, 42, 43, 44, 51, 52, 53, 222 Education Act



NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Douglas Aird, Secretary-Treasurer

**SUBJECT:** 2023-2024 Capital Plan

**REFERENCE(S):**

**ATTACHMENTS:** Capital Plan

**RECOMMENDATION:**

**THAT the Board of Trustees approve the 2023-2024 Capital Plan, as attached.**

\*\*\*\*\*

**BACKGROUND:**

The Capital Plan lists the proposed projects for Northland School Division, along with detailed information on each project. It is shared with the province to support capital project planning and prioritization.

The plan is based on the facilities status report that was prepared with Edmonton Public Schools in 2018 and updated annually based on completed and planned work.

A change in prioritization was proposed this year by Focus 10 Education Consulting to create a priority list and also a “watch list” of schools. The “watch list” includes schools whose enrollment and trends rank lower for provincial capital funding. This supports the overall proposed prioritization of capital projects for the division.

Recommendations are based on building condition evaluations provided by Alberta Infrastructure, ten-year enrolment projections and qualitative facility evaluations. These factors inform the Three Year Capital Plan for 2024-2027.

This is required as per the Board Work Plan 5.11.

**RISK ANALYSIS:**



# Three-Year Capital Plan Update 2024 - 2027

March 2023

Prepared by



**FOCUS 10**

Educational Consulting Group Inc.

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## Executive Summary

Alberta Education requires each school division's Board of Trustees assess their school capital needs and prioritize projects based on the identified project drivers: Building Condition, Community Renewal, Efficiency solutions, Enrolment pressures, Functionality and programming, Health and Safety and Legal. When considering these project drivers and the data available, the following is the proposed aggregated Three Year Capital Plan for Northland School Division:

Year 1			
Priority	Previous Priority	School	Cost (March 2021)
1	5	<b>Calling Lake School</b> – Major Modernization	\$3,195,000
2	9	<b>J F Dion School</b> – Major Modernization	\$834,000
3	2	<b>Paddle Prairie School</b> – Replacement School	\$8,600,000
Year 2			
Priority	Previous Priority	School	Cost (March 2021)
4	4	<b>Anzac School</b> – Major Modernization	\$1,876,000
5	11	<b>Father R Perin School</b> – Major Modernization	\$1,237,000
Year 3			
Priority	Previous Priority	School	Cost (March 2021)
6	6	<b>Elizabeth Community School</b> – Major Modernization	\$5,590,000
7	12	<b>St. Theresa School</b> – Major Modernization	\$592,000

In order to be efficient with infrastructure funding so that as many students as possible can benefit, it is important to consider enrolment within a school as it may determine future viability. It is proposed that the following projects be put on hold until enrolment increases to a point that future sustainability is ensured. Notwithstanding the recommendation to place these schools "on hold" until enrolment reaches a viable level, capital funds can be used to provide upgrades to the school as part of the Division's maintenance program to ensure that the school remains safe and comfortable for students. The following schools currently have a total enrolment of less than 50 students:

Monitoring			
Priority	Previous Priority	School	Cost (March 2021)
1	8	<b>Conklin Community School – 14 students</b> – Major Modernization	\$1,753,000
2	7	<b>Chipewyan Lake School – 18 students</b> – Major Modernization	\$2,100,000
3	N/A	<b>Pelican Mountain School – 9 students</b> – Major Modernization*	\$2,100,000*
4	3	<b>Susa Creek School – 25 students</b> – Replacement School	\$6,670,000
5	1	<b>Grouard Northland School – 28 students</b> – Replacement School	\$13,120,000

\*Project scope and cost are based on Chipewyan Lake School, further analysis would provide more accurate cost and scope

## Background

In March 2021 Northland School Division worked with a consultant to lay out the Ten Year Facility Plan 2021-2031 and Three Year Capital Plan 2021-2024. Since these plans were created, there have been changes in the Division's facility inventory and post-pandemic changes in demographic trends.

The pandemic created uncertainty for most people. This resulted in school attendance dropping and not recovering for up to two years. Most school divisions have now seen a recovery in total enrolment numbers as conditions have returned to "normal" in most locations. Remote (online) working and schooling can be much more difficult, or not even available, for some parts of the Province.

Alberta has seen unprecedented levels of migration in recent years. However, the growth is not equal in all parts of the province. From 2016 to 2021, Alberta grew by 4.8% overall; if that growth is split between rural and urban areas there is a clear trend towards urban centres. For example, rural Alberta decreased by 2.7%, while urban centres grew by 6.3% ([Statistics Canada, Population growth in Canada's rural areas, 2016 to 2021](#)). This speaks not only to the preference of migrants to locate in urban centres, but also highlights the trend of rural residents moving into urban areas. In many cases, this was to be closer to medical services as our Province's population ages. Even within the definition of rural, there is a "remoteness" factor that further shows that the more remote areas of the Province are experiencing a greater decline in population ([Statistics Canada, Population Indicators by Remoteness](#)). This would affect schools like Chipewyan Lake School more than others.

Remoteness class	CSD count	Percent of land area	Proportion of population 2021	Growth rate 2016-2021	Average population	Average population density (people/km <sup>2</sup> )
	number	percentage			number	
Least remote	772	1.4	68.6	5.9	32,875	211.8
Less remote	1,100	4.8	19.4	5.4	6,514	17.1
Moderately remote	1,411	8.1	7.6	2.0	2,001	3.9
More remote	1,236	37.0	3.7	0.0	1,100	0.4
Most remote	604	29.4	0.7	-2.7	435	0.1
NA <sup>1</sup>	38	19.3	...	...	...	...

While population growth in most of the communities remains relatively static, it is acknowledged that growth projections are made more challenging by fluctuating nature of the oil industry. Population in rural areas in Alberta is either tied to the energy (oil/gas) or agricultural sectors. In the areas that Northland School Division serves the sector is mostly energy. For example, in the Big Lakes area, which includes Grouard, natural gas production has declined by 9% and the natural gas reserve has declined 12% ([Alberta Regional Dashboard](#)). This contributes to the percentage of employment dropping 10% over the last five years. Also, in the Municipal District of Opportunity No. 17 (which includes Chipewyan Lake, Calling Lake, Sandy Lake - Pelican Mountain School, and Wabasca - St. Theresa/Mistassini schools),

oil production has declined 3% and natural gas reserves has decreased by 5% which can be linked to the unemployment rate increasing by 6.5% to 18% in the last 5 years.

Currently, the Northland School Division (NSD) has 19 active schools, including outreach and online schools. On September 1, 2022, Athabasca Delta Community School was transferred to Parkland School Division, removing it from the Division's inventory. In addition, Fort McKay School was closed beginning in September 2022. Finally, the replacement of Mistassiniy School is scheduled for completion in October 2023.

In light of these recent changes and taking into consideration ongoing fluctuation in enrolment patterns and facility condition, an update to the Division's Three Year Capital Plan is warranted.

## Considerations for Ranking Capital Priorities

Alberta Education requires each school division's Board of Trustees to assess their school capital needs and prioritize projects based on the identified project drivers. This capital priority ranking is to be submitted to Alberta Education by April 1<sup>st</sup>. The following is a list of the drivers and the data considered to support each driver:

- Building Condition
  - Five-year deferred maintenance per square metre
    - The cost to bring the school up to "good" condition over the next five years. This value is divided by gross area (square metre) to accurately compare buildings of differing capacities.
  - Five-Year Facility Condition Index (FCI)
    - This is the building's five-year deferred maintenance divided by the replacement cost for the building.
  - Building Age
    - The building age is considered to be the year of construction of the oldest part of the building. This year is subtracted from 2023 to calculate the number of years.
- Community Renewal
  - Community profiles, environmental scan for total population and economic changes
    - While these factors are not explicitly ranked in the calculations, the information is factored into the enrolment projections which are considered.
- Efficiency solutions
  - Building Energy Cost Index (BECI)
    - The cost (\$) of energy for a school building normalized/divided by the area of the building
  - Building Energy Performance Index (BEPI)
    - The amount of energy (equivalent kilowatt hour - ekWh or gigajoules - GJ) for a school building normalized/divided by the area of the building
- Enrolment pressures

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- Five-year historical enrolment
  - Change in enrolment from 2018/19 to 2022/23 for the total school population
- Ten-year projected enrolment
  - Change in enrolment based on projections from 2022/23 to 2032/33 for the total school population
- School utilization
  - Calculation that shows how much instructional space in the school is being used by students
- Functionality/programming and Health/Safety
  - These drivers are adequately explored in the [Ten Year Facility Plan 2021-2031 and Three Year Facility Plan 2021-2024](#) from March 2021.
- Legal
  - Not applicable as it only applies to Francophone school divisions

These factors were considered in the creation of an aggregated list for the schools in the Division, informing the Three Year Capital Plan 2024-2027.

## School Profiles

Anzac Community School (Kindergarten to Grade 4)/Bill Woodward School (Grade 5 to Grade 9)



Anzac Community School and Bill Woodward School operate as a kindergarten to grade 9 campus in the hamlet of Anzac. Enrolment at both schools has remained relatively consistent but is showing a small decline over the next 10 years. Collectively, the schools have declined by 20 students over the last five years and will continue to decline by another 20 students over the next ten years. Kindergarten enrolment in Anzac Community School has declined from 29 students in 2018 to 14 students in 2022. This enrolment trend is based on known demographics and economic activity in the area.



Anzac is in the heart of Alberta's oil sands. The hamlet of Anzac is located approximately 45 kilometres southeast of Fort McMurray. According to the federal census, there were 548 residents in 2016 and the population declined to 506 residents (-7.7%) in 2021. Until additional projects are planned for the Anzac community, the population is projected to slowly decline and mature, which will mean the number of students will also decline accordingly.

Bill Woodward School was built in 2010 and at this time does not require a major modernization or replacement. Anzac Community School is ranked higher in historical enrolment, above average in utility cost, building age, deferred maintenance and Facility Condition Index (FCI). Anzac Community School is currently the most utilized school in the Division. According to the last review of the building condition, the requirements are:

*a complete overhaul of the building management system, the construction of a commercial kitchen, repairs to the exterior envelope (new cladding where appropriate) and the replacement of major system components including electrical, mechanical and structural where required. The estimated cost of this modernization is based on the size and scope of similar projects within the same region.*

Since the submission of this report in 2018, highlighted building improvements at the Anzac Community School include: work to address the fire system deficiencies, upgrades to the security system, moisture remediation, replacement of flooring in a portable, replacement of a phase converter in the electrical system, installation of a downspout heat trace, replaced roof drains, and installation of a new generator, inspections and a variety of general repairs.

The building improvement highlights for Bill Woodward School are: repairs and upgrades to the Building Control System, the gym floor was refinished, LED lighting upgrade was completed, upgrades to the security system, replacement of damaged blinds, addition of a video surveillance system and some additional repairs to the interior lighting. Additionally, Bill Woodward is undergoing repairs to its exterior cladding and roofing repairs for modular classrooms.

### Bishop Routhier School (Kindergarten to Grade 6)

Bishop Routhier School offers kindergarten to grade 6 programming in the Peavine Métis Settlement. Enrolment at the school has declined over the past five years and is projected to decline further over the next 10 years. The school has declined by 11 students over the last five years and projected to decline by another 11 students over the next ten years. With a total enrolment of 50 students, a decline of 11 students is a decline of 20% of the total enrolment. Kindergarten enrolment in Peavine Métis Settlement is less than 10 students most years, with the exception of 2022 when they had 12 kindergarten students enrolled. The enrolment projection is based on current trends and known future projects.



Peavine Métis Settlement is located 56 kilometres north of High of Prairie. According to the Federal census, there were 607 residents in 2016 in Peavine Métis Settlement with the population declining to

387 residents (-36.2%) in 2021. Until additional projects are planned for the Peavine Métis Settlement, the population is projected continue to decline and mature, which will mean the number of students will also decline accordingly.

Bishop Routhier School was built in 2010 and, at this time, does not require modernization or replacement. The highlights of the projects completed at Bishop Routhier School include security system upgrades, upgrade of the Building Management System Controls, sewage lagoon reclamation (in progress), replacement of the fire control panel, the addition of a video surveillance system, and paving a gravel parking lot and bus area for the school.

### Calling Lake School (Kindergarten to Grade 12)

Calling Lake School offers kindergarten to grade 12 programming in the community of Calling Lake. Enrolment at the school has hovered around 120 students over the past five years; projected to remain stable at around 115 students over the next 10 years. Kindergarten enrolment in the community of Calling Lake is approximately 10 students most years. This enrolment projection is based on current trends and known future projects.



Calling Lake Community is a vacation community with a population increasing in the summer months. The population increase does not include not permanent residents; therefore, there is no corresponding student enrolment increase. According to the federal census, there were 448 residents in 2016 in the community of Calling Lake and the population declined to 375 residents (-16.3%) in 2021. Until additional projects are planned for the community of Calling Lake, the population is projected to remain stable, with no student enrolment growth foreseen in the immediate future.

Calling Lake School ranks above average in all categories with regard to enrolment, building age/condition, and in BEPI for utilities. The school ranks on average for the BECI. Calling Lake School is one of the older facilities within the Northland School Division. According to the last review of the building condition, the requirements are:

*Calling Lake School requires the built-up asphalt and gravel roofing to be replaced. Additionally, the mechanical systems have reached the end of service life expectancy. Last, the electrical systems have reached or are very near the end of service life.*

Since the 2018 report, highlighted building improvements include: front door replacement, replaced interior fluorescent light fixtures, upgrades to the security system, automatic door openers installed, replaced steel front store-front doors, replaced hallway fire door, refinished gym floor, replaced the fire a=panel, upgraded video surveillance, HVAC ducts cleaned to improve efficiency and air quality and the generator was inspected and repaired.

### Chipewyan Lake School (Kindergarten to Grade 9)

Chipewyan Lake School offers kindergarten to grade 9 programming in the community of Chipewyan Lake. Enrolment at the school has dropped to approximately 20 students over the past five years and is projected to continue to decline to 15 students over the next 10 years. Kindergarten enrolment in the community of Chipewyan Lake is between 1 and 3 students most years.



Chipewyan Lake is located in a remote area, 110 km from the town of Wabasca. The secluded nature of the community is ideal for vacation properties but limits the community's potential for permanent residential growth. Any population increase will not likely be permanent residents; thus, there will be no corresponding student enrolment increase. According to the Federal census, there were 86 residents in 2016 in the community of Chipewyan Lake and the population declined to 72 residents (-16.3%) in 2021. Unless there are additional projects planned near the community, the population is projected to continue to remain stable, with no student enrolment growth foreseen in the immediate future.

Chipewyan Lake School ranks second in all categories with regard to building condition, and first in utility costs and performance. According to the last review of the building condition, the requirements are:

*Beginning with the exterior, the 'half log' vertical wood siding is extremely weathered and deteriorated; large gaps are present between logs. The siding does not provide an adequate rain screen and grants sanctuary for pests. Chipewyan Lake School's mechanical and electrical systems have reached their lifecycle expectancy and should be replaced. The school's millwork is original and requires replacement, including the plumbing fixtures. Concrete work is needed throughout Chipewyan Lake School, in spaces such as the gymnasium and main entry. The gymnasium concrete floor slab is exhibiting movement; there is no vestibule at the main entrance and no asphalt parking lot. Lawn areas should also receive minor regrading to better shed run-off from the higher site elevations.*

Since the 2018 report, highlighted repairs include: upgrades to the cooling system, generator coolant leak repairs, upgrades to cameras and door security access, and replacement of an LED lamp. In addition, in an effort to improve insulation, durability and remove pests, the siding was removed to apply an underlay and then re-installed.

### Conklin School (Kindergarten to Grade 12)

Conklin School offers kindergarten to grade 12 programming in the community of Conklin. Enrolment at the school has dropped to approximately 14 students in 2022 compared to 31 students in 2018. The school also provides a site for 10 high school students enrolled in the Career Pathways program. Enrolment is projected to remain low, between 10 and 15 students over the next 10 years. Kindergarten enrolment in the community of Conklin is between 1 and 2 students most years.



Conklin is a remote, rural community located approximately 155 kilometres southeast of Fort McMurray on scenic Christina Lake. The distant nature of the community means that for community growth to occur, employment opportunities would need to be located close to Conklin in order to contribute to population growth. Conklin is not within commuting distance of any larger centre. When population growth is limited, student enrolment becomes even more limited as the existing population ages out or moves to find employment after schooling is complete. According to the Federal census, there were 185 residents in 2016 in the community of Conklin and the population declined to 154 residents (-16.8%) in 2021.

Conklin School ranks highest in all categories with regard to building condition, and second in BEPI (utilities). The enrolment has dropped significantly in the last five years. year's enrolment is 14 students. According to the last review of the building condition, the requirements are:

*The gymnasium flooring has exceeded service life expectancy, and the VCT is exhibiting edges lifting. The school's washroom fixtures are original to the building and require replacement. Last, the boilers and air handling units have surpassed their service life expectancy.*

Since the 2018 report, highlighted building improvements include: the roof has been replaced, an intercom system installed, pneumatic controls renewed, the gym floor refinished, gymnasium light fixtures replaced with LED, the video surveillance system upgraded, blinds replaced, the exterior stairs replaced, fire system upgraded, lighting upgrade to LED fixtures, the generator was inspected and repaired, and a water main break required a new water line to be installed to the portable building.

### Elizabeth School (Kindergarten to Grade 8)

Elizabeth School offers kindergarten to grade 8 programming in the Elizabeth Métis Settlement. Enrolment at the school has dropped to 77 students in 2022, down from 109 students in 2018. Enrolment is projected to remain stable, between 75 and 80 students over the next 10 years. Kindergarten enrolment in the Elizabeth Métis Settlement averages 8 and 10 students most years.

Elizabeth Métis Settlement is situated along the Alberta/Saskatchewan border. The settlement is relatively close to the city of Cold Lake (36 km). As this school serves the Elizabeth Métis Settlement exclusively, enrolment in the school is entirely dependent on the population residing in the settlement. Due to their close proximity to Cold Lake, residents can choose to access educational opportunities within the City. According to the Federal census, there were 653 residents in 2016 in the Elizabeth Métis Settlement, with the population declining to 594 residents (-9%) in 2021.



The building condition rating for Elizabeth Community School is 16% which ranks as “good” compared to other Division buildings; however, the school still scores fairly high in utility expenses. According to the last review of building condition, requirements are as follows:



*...there are gym roof leak issues, and concern was raised regarding cracks observed in the glulam beam structure. Also, visible water stains down the interior face of gym concrete block walls and in some locations into the beam support pocket. The gym is relatively small but does have a storage room attached. It is noted that there are classroom heating issues that may be partly due to shared thermostats. Within the school, municipal water is provided but not used for drinking; plumbing fixture staining is apparent due to water composition. The commercial kitchen dishwasher has a canopy to collect steam but does not exhaust out. On the school grounds, gophers are a problem throughout the property; gopher eradication is currently underway. Moreover, the school's parking lot is gravel and would benefit greatly if paved, along with the concrete flatwork at the main entrance needs replacement. In classrooms, smartboard installations would benefit from cable management accessories, as several loose cords are hanging which can be hazardous. Last, the former septic discharge north of the school property should be decommissioned entirely, and maintenance would benefit from a complete Building Management System.*

Since this report, the highlights of the building improvements include: the roof has been replaced, fire system was upgraded, security system upgraded, front reception area upgraded, gym floor was refinished, gym doors replaced, LED lighting upgraded, surveillance system upgraded, the entrance to the bathroom was relocated, a rooftop unit (HVAC) was repaired, and a replacement design study was conducted for the rooftop unit.

#### Father R. Perin School (Kindergarten to Grade 9)



Father R. Perin School offers kindergarten to grade 9 programming in the Hamlet of Janvier. Enrolment at the school has remained stable at 80 students since 2018. Enrolment is projected to remain stable, between 80 and 85 students, over the next 10 years. Kindergarten enrolment in the hamlet of Janvier varies between 4 and 12 students, most years.

There is a large Métis population in Janvier and it is home to the Chipewyan Prairie First Nation. The hamlet of Janvier is fairly remote, located 120 km south of the City of Fort McMurray. For permanent residency growth to occur, either employment opportunities would need to be located closer to Janvier, as it is not in commuting distance to any larger centre, and/or there would need to be growth experienced within the Métis or the Chipewyan Prairie First Nation populations. When population growth is limited, student enrolment is even more limited as the existing population ages out or moves

to find employment after schooling is complete. According to the federal census, there were 100 residents in 2016 in the hamlet of Janvier, and the population declined to 61 residents (-39%) in 2021.

Father R Perin School ranks as the second highest FCI, with the third highest amount of deferred maintenance per square metre. However, the school still scores fairly low in utilities. According to the last review of building condition, requirements are as follows:

*Concerning the school site, there is gravel access and parking, and the municipal upgrades underway include paving an adjacent roadway, which is higher in elevation than school property. With these additions, the site could accumulate surface runoff. There is landscaping care required around the building to deal with weed growth and unused planter; damage to masonry caused by ice damming. Moreover, the school's skylights, gymnasium rubber floor, and air handling units have all surpassed service life expectancy. There is a partial BMS installed, and the millwork is mostly original and requires upgrading/ replacement. The main corridor would benefit from noise reverberation acoustic treatment.*

Since the 2018 report, the highlights of the building improvements include: there has been heat trace installed in drain pipes to prevent damage from freezing, the lighting in the gym has been replaced, deficiencies in the fire alarm system have been corrected, an upgrade was made to the rooftop drainage, pneumatic controls replaced, LED lighting upgrade, repairs made to the intercom system, upgrades to the security system completed, gym floor has been refinished, ceiling remediation from a glycol leak completed, science countertops replaced, upgrades made to the fire system, and the generator was inspected and repaired. There was also some resilient floor replaced as a response to moisture infiltration.

#### Gift Lake School (Kindergarten to Grade 9)



Gift Lake School offers kindergarten to grade 9 programming in the Gift Lake Métis Settlement. Enrolment at the school has dropped to 129 students in 2022, down from 148 students in 2018. Enrolment is projected to slightly decline to approximately 120 students over the next 10 years. Annual kindergarten enrolment in the Elizabeth Métis Settlement is between 8 and 13 students, with the exception of 2022, when 19 kindergarten students were enrolled.

Gift Lake Métis Settlement is located relatively close to the City of High Prairie (40 km). As this school serves the Gift Lake Métis Settlement exclusively, enrolment in the school is entirely dependent on the population that resides within the settlement. Due to the proximity of the City of High Prairie, members can choose to access educational opportunities within the City. According to the federal census, there were 658 residents in 2016 in the Gift Métis Settlement, and the population declined to 625 residents (-5%) in 2021.

Gift Lake School was built in 2015 and, at this time, does not require a modernization or replacement. The highlights of the work completed at Gift Lake School included a security upgrade, including installation of cameras, refinishing of the gym floor, roof repairs and the replacement of a glass partition wall.

#### Grouard Northland School (Kindergarten to Grade 9)



Grouard Northland School offers kindergarten to grade 9 programming in the hamlet of Grouard. Enrolment at the school has declined to 28 students over the past five years, from 70 students in 2018. The school population is projected to remain between 30 and 40 students over the next 10 years. Kindergarten enrolment in the community of Grouard is between 3 and 5 students, most years. The enrolment projections are based on current trends and known future projects.

The Hamlet of Grouard is located relatively close to the City of High Prairie (33 km). Due to the proximity of the High Prairie, families can choose to access educational opportunities within the City. If employment opportunities increase in High Prairie, Grouard could see some renewed interest as it is within commuting distance. According to the federal census, there were 255 residents in 2016 in the hamlet of Grouard, and the population declined to 166 residents (-34.9%) in 2021.

Grouard Northland School ranks above average in building condition categories, but below average in utilities and enrolment/utilization. The enrolment has dropped significantly in the last five years. By September 30th, 2022, enrolment was only 28 students. According to the last review of building condition, requirements are:

*Around the exterior, the paving stones, concrete sidewalks, and surface drainage have been partially addressed for safety concerns but need complete replacement. The exterior brick veneer requires numerous repairs, in addition to the roof mansard, soffits, eavestrough and downpipes, which are in poor condition. There are several issues concerning the wall openings. First, the exterior windows are outdated aluminum and require replacement. Second, the window security shutters are not the correct application. Last, the outer metal doors are in poor shape and provide little in the way of heat loss mitigation. The exterior lighting around the school is outdated and damaged. Within the school, the millwork is original and beyond service life. Moreover, the CTS foods classroom is outdated and requires upgrading. Similarly, the CTS woodworking has outdated equipment; dust extraction should also be reviewed. Finally, the building heating, ventilation, and electrical systems are original and beyond service life expectancy.*



Since the 2018 report, the highlights of the building improvements include: there has been fluorescent light fixture renewal, security upgrades including cameras and the generator was inspected and repaired.

### Hillview School (Kindergarten to Grade 6)

Hillview School offers kindergarten to grade 6 programming in the East Prairie Métis Settlement. Enrolment at the school has declined to 24 students, down from 32 students in 2019. The school is projected to remain at approximately 25 students over the next 10 years. Kindergarten enrolment in the East Prairie Métis Settlement is between 3 and 5 students, most years. The enrolment projections are based on current trends and known future projects.



East Prairie Métis Settlement is located relatively close to the Town of High Prairie (50 km). As this school serves the East Prairie Métis Settlement exclusively, enrolment in the school is entirely dependent on the population that resides within the settlement. Due to the proximity of High Prairie, members can choose to access educational opportunities within the Town. According to the federal census, there were 304 residents in 2016 in the East Prairie Métis Settlement, and the population remained at 310 residents (+2%) in 2021.

Hillview School was built in 2008 and, at this time, does not require a modernization or replacement. The highlighted upgrades at Hillview School since 2018 include the security system and video surveillance system.

### J.F. Dion School (Kindergarten to Grade 8)

J.F. Dion School offers kindergarten to grade 8 programming in the Fishing Lake Métis Settlement. Enrolment at the school dropped to 58 students in 2022, down significantly from 82 students in 2018. Enrolment is projected to decline further, dropping to 50 students over the next 10 years. Kindergarten enrolment in the Fishing Lake Métis Settlement averages 6 to 8 students, most years.



Fishing Lake Métis Settlement is located in the Lakeland area of Alberta. The settlement is accessible to the City of Cold Lake, Bonnyville and Lloydminster (100 km), but not close enough to any



of the centres to be commutable. As this school serves the Fishing Lake Métis Settlement exclusively, enrolment in the school is entirely dependent on the population that resides within the settlement. According to the federal census, there were 446 residents in 2016 in the Fishing Lake Métis Settlement, and the population declined to 414 residents (-7.2%) in 2021.

J.F. Dion School ranks above average in all categories except enrolment. According to the last review of building condition, requirements are:

*Since the property slopes from the main community road down to the school front entrance, runoff is subject to freeze up, creating a hazard. One of the main safety concerns is the brick veneer wall on the north side of the modular classrooms. Since the brick is pulling away from the substrate, there is potential for the brick to detach eventually, given the height of the wall. Continuing with the exterior, there are exposed decorative timber rafters which are very weathered and require replacement. Exterior lighting of the entrance colonnade is insufficient and poorly located; the lighting should be upgraded and relocated. The front entrance's concrete walkway/plaza concrete requires replacement and also features brick planters that are no longer used, so they should be removed.*

*Moreover, the crawlspace of the original 'modulars' may have residual lime from a previous hazmat cleanup, posing a threat to future maintenance. Within the interior of J.F. Dion, the gymnasium shower rooms are out of service and used for storage; these rooms must be modified to comply with the building code if maintained as storage. The gym floor is a non-cushioned rubber sheet product. All of the school's windows are aluminum and of reasonable quality, however, they exhibit air leakage around rough openings. The municipal water quality is in question, so it is not used for drinking. Last, maintenance would benefit from a complete Building Management System.*

Since the 2018 report, the highlights of the building improvements include: there has been flooring replacement due to moisture remediation, HVAC repairs completed, upgrades made to the Building Management System, fluorescent fixture replacement, upgrades made to the security system, refinishing of the gym floor, bat access prevention, replacement of the carpet on the stairs, repair of sprinkler system, inspection and repair of the generator, as well as additional repairs made to the fire alarm system to address identified deficiencies.

### Mistassiniy School (Grade 7 to Grade 12)

Mistassiniy School offers a grade 7 to grade 12 program in the community of Wabasca. Enrolment at Mistassiniy School has increased from 241 students to 329 students in 2022. Enrolment is projected to peak around 340 students in the next 2 to 3 years, and then decline over the next 10 years to 216 students. Grade 7 enrolment is from grade 6 students at St. Theresa and Pelican Mountain schools. This enrolment projection is based on known demographics and economic activity in the area.

The community of Wabasca is located 186 kilometres north of Athabasca, Alberta, 130 kilometres east of Slave Lake. According to the federal census, there were 1,480 residents in 2016 in Wabasca, and the population increased to 1,594 residents (+7.7%) in 2021. Wabasca is a rapidly growing community fueled by increased activity in the oil sands and in forestry.

Northland School Division is currently constructing a replacement for Mistassiniy School. The \$31.4 million school is designed for 400 students. The new school will, in addition to a variety of other program opportunities, include state of the art facilities offering culinary arts, mechanics, carpentry and welding programming. These spaces will enable students to expand their options, enhanced by the provision of dual-credit programs. Special attention has been made to design; the front entrance encompasses a circular pattern and the gymnasium will include bleachers for community events. The site will include outdoor classrooms, along with several sports fields. Mistassiniy School is scheduled to be completed in October 2023. Mistassiniy School offers a grade 7 to grade 12 program in the community of Wabasca. Enrolment at Mistassiniy School has increased from 241 students to 329 students in 2022. Enrolment is projected to peak around 340 students in the next 2 to 3 years, and then decline over the next 10 years to 216 students. Grade 7 enrolment is from grade 6 students at St. Theresa and Pelican Mountain schools. This enrolment projection is based on known demographics and economic activity in the area.



The community of Wabasca is located 186 kilometres north of Athabasca, Alberta, 130 kilometres east of Slave Lake. According to the federal census, there were 1,480 residents in 2016 in Wabasca, and the population increased to 1,594 residents (+7.7%) in 2021. Wabasca is a rapidly growing community fueled by increased activity in the oil sands and in forestry.

Northland School Division is currently constructing a replacement for Mistassiniy School. The \$31.4 million school is designed for 400 students. The new school will, in addition to a variety of other program opportunities, include state of the art facilities offering culinary arts, mechanics, carpentry and welding programming. These spaces will enable students to expand their options, enhanced by the provision of dual-credit programs. Special attention has been made to design; the front entrance encompasses a circular pattern and the gymnasium will include bleachers for community events. The site will include outdoor classrooms, along with several sports fields. Mistassiniy School is scheduled to be completed in October 2023.

### Paddle Prairie School (Kindergarten to Grade 12)

Paddle Prairie School offers kindergarten to grade 12 programming in the Paddle Prairie Métis Settlement. Enrolment at the school has dropped to 114 students in 2022, down from 121 students in 2018. Enrolment is projected to stabilize over the next 10 years. Kindergarten enrolment in the Fishing Lake Métis Settlement is between 8 and 11 students, most years.



The Paddle Prairie Métis Settlement is 70 km from the Town of High Level and over an hour (126 kilometres) from the Town of Manning. The distance between Paddle Prairie and other larger centres means that, for community growth to occur, employment opportunities would need to be

located closer to the settlement. When population growth is limited, student enrolment is even more limited as the existing population ages out or moves to find employment after schooling is complete. According to the federal census, there were 544 residents in 2016 in the Paddle Prairie Métis Settlement. The population has remained relatively stable, with 551 (+1.3%) residents recorded in 2021.

Paddle Prairie School ranks above average in all categories, except for utilities costs. According to the last review of building condition, requirements are as follows:

*The first concern is the school's paving. Whether it is concrete sidewalk or asphalt most is in poor condition. Paddle Prairie School's interior and exterior concrete flatwork is subject to the high-water table of the site, contributing to heaving. At one location, the exterior pad below a door was removed because it had heaved high enough to prevent the door from opening. Also, the south side of the school paving stone is overgrown with weeds and grass. Furthermore, at least one wall of the links serving the modular classroom was replaced due to excessive movement. Last, the school's heating and air handling systems are deemed to be beyond service life expectancy.*

Since the 2018 report, the highlights of the building improvements include: upgrades to interior fluorescent fixtures were completed, upgrades made to the security system, including cameras, the gym floor was refinished, repairs were made to exterior concrete, and the generator was inspected and repaired. In addition, the portable Career and Technology Studies (CTS) facility was installed permanently.

### Pelican Mountain School (Kindergarten to Grade 6)

Pelican Mountain School offers kindergarten to grade 6 programming in the Hamlet of Sandy Lake, otherwise known as Pelican Mountain. Enrolment at the school has declined from 28 students in 2020, to 9 students in 2022. The school population is projected to level out at approximately 10 students over the next 10 years. Kindergarten enrolment in the community of Sandy Lake is between 1 and 3 students, most years.



Sandy Lake Community is a small Hamlet, located 40 km from Wabasca. According to the federal census, there were 121 residents in 2016, and the population increased to 163 residents (-34.7%) in 2021.

Pelican Mountain School ranks above average in all categories related to building condition and utilities. According to the last review of building condition, requirements are:

*The exterior brick veneer exhibits damage resulting from freeze-thaw conditions. Most of the concrete sidewalks and entrance plaza concrete flatwork is broken, cracked, and spalled. Also, the paving stone has significant weed growth. Pelican Mountain School's millwork and plumbing fixtures, mechanical, and electrical systems have all exceeded service life expectancy. Moreover,*

*the gymnasium lighting seems excessive, with several full arrays. Last, the kitchen equipment appears original and should be updated, including the corresponding mechanical components.*

Since this report, the highlights of the building improvements include: a renewal of the public address system, roof repairs were completed, security cameras installed, propane tank repaired, and upgrades were made to the security system.

### St. Theresa School (Kindergarten to Grade 6)

St. Theresa School offers a kindergarten to grade 6 program in the community of Wabasca. Enrolment at St. Theresa School has declined from 302 students in 2016, to 241 students in 2022. Enrolment is projected to continue to decline to 195 students, over the next 10 years. Kindergarten enrolment in the community of Wabasca is approximately 30 students, most years.



The community of Wabasca is located 186 kilometers north of the Town of Athabasca, and 130 kilometres east of the Town of Slave Lake. According to the federal census, there were 1,480 residents in 2016 in Wabasca, and the population increased to 1,594 residents (+7.7%) in 2021. Wabasca is a rapidly growing community with development increasing in both the oil sands and forestry industries.

St. Theresa School ranks high in utilization and building age, but average in all other categories. According to the last review of building condition, requirements are:

*The exterior of St. Theresa School features brick veneer which has either been painted or contains clear 'graffiti coating' on many building facades. Some of these locations are shedding the coating, and the control joint sealants have failed; this is evidence of trapped moisture that causes damage to masonry. The exterior concrete flatwork (sidewalks and pads) have heaved and cracked in parts around the building perimeter; some large panels are currently being replaced. Moreover, several areas of the school seem to be overheating; the library is an example. There are interior spaces observed having overhead radiant heating which may be contributing to the discomfort. The existing BMS could also be at the root of this overheating issue; regardless, it must be resolved to benefit the learning environment. On the rooftop, mounted pyramid skylights have been leaking and therefore need replacing. Also, there is chronic back-drafting in the boiler room, causing heavy condensation and risk of carbon monoxide exposure. On the interior, some of the modular classroom skirting needs replacement. Additionally, the fire suppression system sprinkler tree leaks periodically.*

Since the 2018 report, the highlights of the building improvements include: the storm window plexiglass has been replaced, gym floor refinished, upgrades made to the security system, LED Lighting upgrades completed, replacement of exterior concrete, repair made to the school entrance A-frame structure, and repairs made to the Building Management System controls.

### Susa Creek (Kindergarten to Grade 8)

Susa Creek School offers a kindergarten to grade 8 program and is located near the Hamlet of Grande Cache. Enrolment at Susa Creek School has declined from 45 students in 2018, to 25 students in 2022. Enrolment is projected to continue to decline to 13 students over the next 10 years. Kindergarten enrolment in Susa Creek is between 1 and 3 students, most years.

The community of Grande Cache is located 90 minutes from the Town of Hinton and over 2 hours from Grand Prairie. The secluded nature of the community limits the community's potential for permanent residential growth. According to the federal census, there were 3,571 residents in 2016 in Grand Cache, and the population declined to 3,276 residents (-8.3%) in 2021. Most students, in close proximity to Grand Cache, attend schools within the Grande Cache community. Those schools are part of the Grande Yellowhead School Division.



Susa Creek School ranks average in most facility categories. According to the last review of building condition, requirements are:

*A significant concern is that the existing 'rural' type of property servicing (standalone septic system), water storage, propane tanks, and potable water well add a significant layer of critical upkeep to the NSD maintenance team. Normally, this infrastructure maintenance belongs to utility companies in a municipal setting. Second, the building is a combination of modular components which do not have a core administration/general office or common area. The current kitchen is constructed of residential grade material. Maintenance would benefit from a complete Building Management System. Last, the building is not barrier-free.*

Since this report, the highlights of the building improvements include: the HVAC duct system has been cleaned, upgrades made to the security system, addition of a well water treatment system, provision of a partial building management system, and remediation of water damage to a portable. Work to improve access to the gymnasium roof-top unit is scheduled to be completed during the Summer 2023.



## Proposed Aggregated Priorities

Considering the project drivers required by Alberta Education and the data available, the following is the proposed aggregated Three-Year Capital Plan for Northland School Division:

Year 1			
Prop. Priority	Prev. Priority	School	Cost (March 2021)
1	5	<b>Calling Lake School – 119 students - 76 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$3,195,000
2	9	<b>J F Dion School – 49 students - 75.5 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$834,000
3	2	<b>Paddle Prairie School – 114 students - 68.5 points</b> <i>Replacement of Paddle Prairie School with a new 150 student capacity school on an adjacent parcel next to the existing school.</i>	\$8,600,000
Year 2			
Prop. Priority	Prev. Priority	School	Cost (March 2021)
4	4	<b>Anzac School – 88 students - 66.5 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$1,876,000
5	11	<b>Father R Perin School – 80 student - 66 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope).</i>	\$1,237,000
Year 3			
Prop. Priority	Prev. Priority	School	Cost (March 2021)
6	6	<b>Elizabeth Community School – 82 students - 59 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope). Addition of a Gymnasium.</i>	\$5,590,000
7	12	<b>St. Theresa School – 256 students - 52 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope).</i>	\$592,000

To ensure efficient and effective use of the limited infrastructure funds provided, with the goal of maximizing benefit for all students, it is important to consider enrolment within a school as a key determinant of future viability. In that regard, it is proposed that the following projects be temporarily put “on hold” until enrolment increases to a point that future sustainability is assured. During the “hold period,” maintenance improvements can be made to the respective schools to ensure the health and safety of the students are maintained. The following schools currently have a total enrolment of less than 50 students:

Monitoring			
Prop. Priority	Prev. Priority	School	Cost (March 2021)
8	8	<b>Conklin Community School – 14 students – 75 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$1,753,000
9	7	<b>Chipewyan Lake School – 18 students – 74.5 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$2,100,000
10	N/A**	<b>Pelican Mountain School – 9 students – 64 points</b> <i>Major modernization including flooring, interior finishes and major building components/systems (electrical, mechanical and envelope)</i>	\$2,100,000
11	3	<b>Susa Creek School – 25 students – 41 points</b> <i>Replacement of Susa Creek School with a new 150-student capacity school to replace aging infrastructure and reduce utility consumption.</i>	\$6,670,000
12	1	<b>Grouard Northland School – 28 students – 40 points</b> <i>Replacement of Grouard Northland School with a new 150-student capacity school on an adjacent parcel next to the existing school.</i>	\$13,120,000

\*Project scope and cost is based on Chipewyan Lake School, further analysis would provide more accurate cost and scope

\*\*Pelican Mountain School was not included in the last capital plan

The biggest change in this plan is the addition of a “monitoring” category for schools with less than 50 students. According to the Alberta School Capital Manual, “If projections show low utilization and declining enrolment, they consider submitting rationale/evidence to support the need to keep the school operational over the next 15-20 years.” This does not mean that these schools should be not maintained or closed; however, it does mean that the Division should monitor enrolment to ensure there is a sustainable long-range plan for these sites. The removal of these sites contributes to the increased priority of other sites. It should also be noted that Fort McKay School was in the previous capital plan at priority 10. The school is not included in this plan as it is no longer active.

Other changes in the priorities include an increase in priority for Calling Lake School, J.F. Dion, Father R. Perin and St. Theresa schools. Factors that influence this increase in priority include:

- Calling Lake and J.F. Dion schools have higher utilization
- Calling Lake and Father R Perin maintained their historical enrolment as other schools declined
- Father R Perin shows a stable projected enrolment where other schools are declining
- Calling Lake, J.F. Dion and St. Theresa schools are 3 of 4 of the oldest buildings in the Division, the fourth is Conklin
- Calling Lake, J.F. Dion and Father R Perin all rank poorly in the facility condition index and five year deferred maintenance per square metre
- Calling Lake and J.F. Dion rank poor in energy performance and cost

## Summary

This document updates the enrolment, building condition, utility, demographic and utilization information that is critical in assessing a plan for capital within a school division. The combination of this updated information with the detailed condition assessment and site functionality in the [Ten Year Facility Plan 2021-2031 and Three Year Facility Plan 2021-2024](#) from March 2021 are excellent resources for the Northland School Division to consult when making major infrastructure decisions. Together these documents fulfill all the requirements in the [School Capital Manual](#) for Three Year Capital Plans. The proposed aggregated priority list above considers all the metrics in the 2021-2024 report, while adding a proposed layer of accountability that identifies a list of projects for monitoring, ensuring enrolment viability is achieved before a capital request is made.

When these capital requests are funded, Northland School Division students will be well-served into the future. Modernized and replacement facilities support the Division's vision: "Our students love to come to school in Northland" while also supporting the Division's commitment to "Excellence in Indigenous Education".





NORTHLAND SCHOOL DIVISION

**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023

**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools

**SUBJECT:** 2023-2024 School Calendar

**REFERENCE(S):**

**ATTACHMENTS:**

**RECOMMENDATION:**

**THAT the Board of Trustees approve the 2023-2024 School Calendar, as presented.**

\*\*\*\*\*

**BACKGROUND:**

The Board has the responsibility to set the school division calendar as per section 60 of the Education Act.

The Board approved a draft calendar at their January 20, 2023 board meeting, which was then circulated to the school principals and teachers to gather feedback from staff.

**RISK ANALYSIS:**

2023

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		0

- New Principal Orientation August 28-31, 2023
- New Teacher Orientation
- Administrators' Meeting August 30, 2023 @ 8:30 a.m.
- **School Organization Days**  
All Teachers Back Aug 28 – 31, 2023

September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						19

- Sept 1: Division PD Day
- Sept 4: Labour Day - School Closed
- Sept 5: First Day for Students

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				20

- Oct 9: Thanksgiving Day - Schools Closed
- Oct 27: Division PD Day - No Classes

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		20

- Nov 1: Metis Settlement Proclamation Day - Schools Closed
- Nov 13: Professional Learning Day - No Classes

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						11

- Dec 18 - 29: Christmas Break - Schools Closed

LEGEND

	School Organizational Day (No Students)
	Non-Operational Day (No Staff or Students)
	First/Last Day for Students
	Division PD Day (No Students)
	Day In-Lieu PTI (No Staff or Students)
	Teacher Convention/Travel Day (Operational days for Staff, no Students)

2024

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			20

- Jan 3: School Resumes
- Jan 29: Professional Learning - No Classes

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		14

- Feb 12: Professional Learning- No Classes
- Feb 13: In-lieu Day for Interviews - Schools Closed and No Classes
- Feb 14: Travel Day - Schools Closed
- Feb 15 to 16: Teachers' Convention - Schools Closed and No Classes
- Feb 19: Family Day - Schools Closed

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19

- March 18: Division PD Day – No Classes
- Mar 28: Last day of classes before Spring Break
- Mar 29: Good Friday – Schools Closed

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				17

- April 1-5: Spring Break - Schools Closed
- April 8 - School Resumes

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	21

- May 17: Wellness Day – No School
- May 20: Victoria Day - Schools Closed

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						18

- June 21: Indigenous Peoples Day – No School
- June 27: Last Day for Students
- June 28: Organization Day

**December – Proposal 1**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						11

- Dec 18 - 29: Christmas Break- Schools Closed

**January – Proposal 1**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						20

- Jan 3: School Resumes
- Jan 29: Professional Learning - No Classes

**December – Proposal 2**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						16

- Dec 25 - 29: Christmas Break- Schools Closed

**January – Proposal 2**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						17

- Jan 8: School Resumes
- Jan 29: Professional Learning - No Classes



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** NSD Clothing with Logo  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**  
THAT the Board of Trustees approve the Administration to purchase a variety of clothing with the new logo in the amount of \$60,000, with the funds coming from operations.

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** Locally Developed Courses  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**  
THAT the Board of Trustees authorize the Administration to proceed with acquiring the following locally developed courses:

- LDC1014 Beading (Elder Chronicles) 15-3
- LDC 1171 Hide Preparation and Tanning 15-3
- LDC 1172 Medicine Wheel 05-3
- LDC 1175 Seven Teachings 15-3
- LDC1015 Smudging (Elder Chronicles) 15-3
- LDC1021 Tipi Making (Elder Chronicles) 15-3
- LDC 1068 Treaties and Sovereignty 15-3
- LDC 2248 Traditional Land Based Learning 25-5
- LDC 3248 Traditional Land Based Learning 35-5

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



NORTHLAND SCHOOL DIVISION  
**ADMINISTRATION RECOMMENDATION TO THE BOARD**

**TO:** THE BOARD OF TRUSTEES **DATE:** MARCH 24, 2023  
**SUBMITTED BY:** Dr. Spencer-Poitras, Superintendent of Schools  
**SUBJECT:** April 2023 Board Meeting  
**REFERENCE(S):**  
**ATTACHMENTS:**

**RECOMMENDATION:**

**THAT the Board of Trustees approve the change in date of the April 2023 board meeting from April 21, 2023 to a virtual meeting on April 20, 2023 as presented.**

\*\*\*\*\*

**BACKGROUND:**

**RISK ANALYSIS:**



# Superintendent's Highlights

March 24, 2023

## Northland School Division proud to unveil new promotional video

Northland School Division is pleased to share its story in a new promotional video! The purpose of the video is to showcase why Northland School Division is a great place to learn and work.

“The video is just another way we can share the Northland story with families, communities, education partners, staff and potential new students and teachers,” said Cathy Wanyandie. “The communities Northland serves are stunning in terms of beauty and is an out of this world learning environment for student learning.”

“You will experience the exciting happenings in Northland School Division in this video,” said Dr. Nancy Spencer-Poitras, Superintendent of Schools/CEO. “Students are taking learnings from the classroom to out on the land, making connections with the traditional cultural teachings of NSD to the curriculum. Students learn local languages such as Cree and Dene. You will also hear from educators on what it’s like to work with Northland and what we do to support them.”

Click on the link to view the video on the Northland School Division website:

<https://www.nsd61.ca/about-us/division-news/post/northland-school-division-proud-to-unveil-new-promotional-video>



## Substitute Teachers' Appreciation Week March 13-17, 2023

### Substitute Teachers' Appreciation Week



Northland School Division takes this opportunity to thank our incredible substitute teachers for their valuable service to students, parents, staff, and community members.

“On behalf of the Board of Trustees, I want to thank all of our substitute teachers for supporting Northland students,” said Cathy Wanyandie, Board Chair. “They play an important role in creating a positive experience for the students, parents, and staff.”





### **Land-based Learning on ice in Calling Lake**

For a period in February, the classroom environment for Calling Lake School students was on the ice. This exciting learning experience is an example of how Northland schools are infusing local culture into the science curriculum. As you view the photo on the left, you can see students learning the traditional ways of harvesting and processing fish. The photo on the right shows students learning about cells using the fish they caught.



### **St. Theresa School students learn how to make butter**

Grade 5 students in St. Theresa School Cree class recently learned how to make butter with Elder Beth Ann Auger. After learning how to make butter, they tasted their hard work on crackers.

During this learning experience, Elder Auger also shared some stories about the past and living off the land in Sandy Lake. Students enjoyed learning from Elder Auger and developing a better understanding about the differences between life in the past in comparison to now.



## Music Week at Bishop Routhier School

In the month of February, Bishop Routhier School participated in a Music Week with Northland School Division's Music Specialist Boyd Davies and guest artist Jonny McCormack. To see what students learned [click here](#) to watch the video!



## Pink Shirt Day - Anti-Bullying Day

On February 23, 2023, Northland School Division students and staff wore pink shirts in recognition of Pink Shirt Day - Anti-Bullying Day.



### **News Articles Featuring Northland School Division**

- The Fever, February 2, 2023
- The ATA News, February 21, 2023
- The Fever, March 2, 2023
- Big Lakes Bulletin, March 2023



## MD of Opportunity puts big dent in amount oil and gas debtors still owe for their property taxes

After years of pressure by the Rural Municipalities of Alberta (RMA), the Alberta government began taking action on the problem of oil and gas companies just ignoring what they owe to municipalities for taxes on property and infrastructure.

The problem began after the 2014 bust of oil prices and grew over the next three to five years. Many of the involved companies went bankrupt, but there were also many which continued operating and say ignoring the collection efforts of municipal governments.

By 2017, the collective debt had reached close to \$300 million dollars and municipalities, particularly those in oil and gas producing regions, were screaming they were owed millions of dollars during a time when other sources of taxes and revenues were low due to the general impact low oil prices were having on the Alberta economy.

As of March 2022, RMA surveyed its members and determined the debt was still estimated to be \$253 million.

### MD of Opportunity

In October 2021, the MD of Opportunity was carrying an unpaid amount of \$10,950,523.40 in its oil and gas accounts receivables.

At the end of 2022, that amount had fallen by two million dollars to \$8,114,878.14.

“This is a fairly significant reduction in our oilfield accounts receivables,” Trina Mineault, CPA, CA, MD Chief Financial Officer, told *TheFever*.

“We have one payment plan in place which is reducing the balance by \$40,000/month,” she added.

Meanwhile, the provincial government indicated in December that it agrees with the RMA and its members and further measures will be taken on the problem.



## Board Meeting Highlights

January 20, 2023

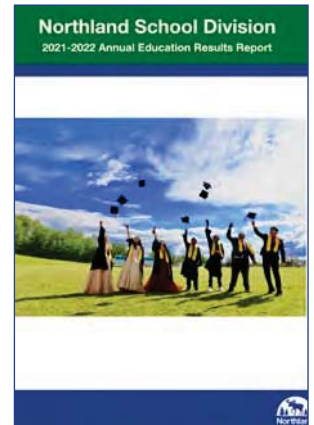
### Board approved the 2021-2022 Annual Education Results Report

The Board of Trustees were pleased with the division's initiatives to support numeracy, literacy and high school completion. They approved the 2021-2022 Annual Education Results Report (AERR). The AERR is one-way NSD communicates student achievement, accomplishments and priorities to the students, parents, community members and school division partners. The 2021-2022 version of the AERR details progress Northland School Division has made in meeting Alberta Education Assurance Measures (AEAMs).

### Analysis of provincial and local information revealed that:

- NSD parents/guardians maintained their level of satisfaction with parental involvement in decisions about their child's education.
- Overall, there is a significantly higher belief that NSD students model characteristics of active citizenship. 90% of teachers believe students are providing their best effort, following rules and helping others succeed. That is a 7.4% increase from the previous three-year average. Students are 13.8% more satisfied with this measure in comparison to the previous three-year average.

Visit the website to view the entire 2021-2022 AERR  
<https://www.nsd61.ca/download/407967>.



### 2023-2024 Northland School Division Calendar

Associate Superintendent of Human Resources Murray Marran presented two draft calendars for the 2023-2024 school year. The Board has the responsibility to set the school division calendar as set out in Section 60 in the Education Act. The draft calendars will be circulated for feedback and will be brought back to the March 24, 2023 Regular Board Meeting.

### Board moved to defer the consideration of closing specific instructional programs to 2023-2024 school year

After reviewing the viability reports for Conklin Community School and Hillview School, the Board of Trustees moved to defer the consideration of closing the instructional programs to the 2023-2024 school year.

### Superintendent's Highlights

Spencer-Poitras discussed a project that will save NSD thousands of dollars when it comes to maintaining housing for teachers. This past summer, high/low sensors were installed in several housing units. These sensors send notifications to the Housing Department when the temperature falls below a certain level or if there is a water issue. This will save the division dollars in repairs for both furnace and frozen water line issues.

### Associate Superintendent Report - CTS Week

Career and Technology Studies (CTS) Week will occur January 23-27, 2023. Each NSD high school has developed their own course options and are able to access organized activities from other NSD schools.



#### Some of the courses include:

- Outdoor Education (fishing, moccasin making and shelter making)
- Cosmetology
- Design Studies and Fashion Studies
- Media Sleuths program in partnership with TELUS World of Science – Edmonton
- Office Applications and Basic Programming
- Standard First Aid/Child and Infant First Aid

The next Regular Board Meeting is Friday, February 17, 2023. Visit <https://www.nsd61.ca/governance/board-meetings> to view upcoming Regular Board Meeting dates and board-related documents.

**Note:** These writings do not constitute the official record of the Northland School Division. They are however, provided as general information relating to the action taken at board meetings. For further information, please call 780-624-2060 or 1-800-362-1360.

## Bigstone Community Wellness

# NEW OFFICE GRAND OPENING

10:00 am - 12:00 pm  
Wednesday

February 15th, 2023  
92 Duran Trail, Wabasca  
(Old Elders Lodge)

Door  
Prizes!

Guest  
Speakers!

Please join us for a tour of our new office space and the unveiling of new Mobile Mental Health Van!

**LUNCH WILL BE PROVIDED**

Bigstone Community Wellness  
780-891-3777 or 1-877-767-7060  
Find us on Facebook!  
[www.bigstonehealth.ca](http://www.bigstonehealth.ca)





**Mistassiniy School students learning, making music together**

Career and Technology Studies Week at the Wabasca school gave (above left to right) Maya Wells, Emery Gullion and Nizel Anderson an opportunity to explore computer links to recreational leadership while Ivvantantae Gullion, Shawn Noskiye, Music teacher Mr. Davies and Julian Auger had an opportunity to perfect some of the school rock band tunes. Photos by student Alexis St. Cyr

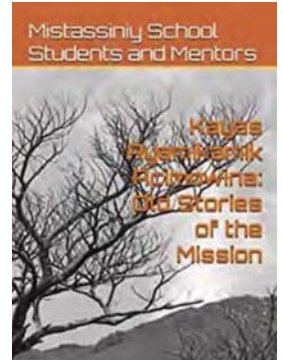


**Another published Northland School Division book available on Amazon**

At the January 20 Northland School Division (NSD) board meeting, Superintendent Dr. Nancy Spencer-Poitras informed the Board that NSD has launched a second book on Amazon called:

***Kayas Ayamikamik Acimowina: Old Stories of the Mission.***

The book was officially unveiled on September 29, 2017 during an Orange Shirt Day event at Mistassiniy School.



The inspiration for this project came after a group of Mistassiniy School students attended WE Day in Calgary in 2016. After learning about changing communities from Me to We, the students came up with the idea to research the residential school history in Wabasca-Desmarais.

From January until the end of June, 2017, students interviewed Elders about their residential school experience. The students received first-hand accounts from Elders about life within the missions.

Visit the website to purchase the book on Amazon <https://tinyurl.com/23h4pk4d>.

**Keeping Alberta affordable.**

The Government of Alberta is providing support to Albertans struggling with the rising cost of living, with affordability payments totalling \$600 over six months for eligible Albertans.

**\$600\*** over six months  
January - June 2023



**SENIORS 65+**



**FAMILIES (FOR EACH CHILD UNDER 18)**

Sign up and apply now: [alberta.ca/affordable](http://alberta.ca/affordable)

**Automatic payments for Albertans on core support programs:**

- Assured Income for the Severely Handicapped (AISH)
- Persons with Developmental Disabilities (PDD)
- Income Support
- Alberta Seniors Benefit

\*\$100/month, household income below \$180,000



# Whitefish man charged with weapon assault

Suspect Conway Blake Laboucan, age 35, was arrested in Cadotte Lake on January 20 by officers attached to Western Alberta District Crime Reduction Unit, High Prairie detachment and Peace River detachment.

Laboucan had been sought by the RCMP since January 13 due to an inci-

dent at a residence on Whitefish First Nation.

According to High Prairie RCMP, police were notified that someone had tried to shoot a victim but the gun jammed. The victim was then assaulted with the firearm.

The suspect had left the residence where the assault had happened, but Labou-

can, a Whitefish First Nation resident was identified and charged with assault with a weapon, three different weapon offences, mischief, and possession of a weapon contrary to a judicial order.

Laboucan was remanded in custody and will make a court appearance on February 6 in Peace River.

## Environment Canada FORECAST

### Red Earth Creek/Wabasca

**Thursday:** Snow, High -18. Night: Snow, Low -17.  
**Friday:** Sun/cloud, High -1. Night: Clear, Low -19.  
**Saturday:** Sunny, High -4. Night: 30% flurries, Low -16.  
**Sunday:** 30% flurries, High -9. Night: Cloudy periods, Low -17.  
**Monday:** Sun/cloud, High -17. **Normal:** High -10, Low -21.  
 Highest temperature in REC and Wabasca region on February 2 between 1995 and 2022 was +7.7 degrees C. in 2005. The coldest was minus 42.7 in 1996. Most snow on the ground on February 2 between 2003 and 2022 was 47.0 centimetres in 2009. The coldest temperature in January was minus 29.5 on the 29th.

Page 15-16-17-18  
**FOCUS**  
 Supplement of News, Employment Ads and Classified Ads for Readers of  
**The FEVER**  
 February 2, 2023

## Northland School Division Board has approved operational changes at Pelican Mountain School

Pelican Mountain School will operate differently starting next school year. The Board moved to operate Pelican Mountain School as an ECS to grade 3 program and as a division-wide site for land-based and cultural learning opportunities. The school will also operate as a co-campus with St. Theresa School.

### When the Board reviewed the report, they considered the following information:

- Education quality at Pelican Mountain School remains highly rated.
- Despite the age of the building, the school is still a high-quality facility to deliver educational programming.
- Enrolment in grade 4-6 is not rebounding since the last time the school was reviewed.
- The relative cost of continuing to offer a full ECS to grade 6 program at Pelican Mountain School is rising.

With the school changing from an ECS to grade 6 program to an ECS to grade 3, students in grades 4-6 will be transported on a Northland bus to attend St. Theresa School.

## Al-Pac donates outdoor facility for Calling Lake School use

### Submitted by Northland School Division and Al-Pac

Alberta-Pacific Forest Industries Inc (Al-Pac) is pleased to announce that Calling Lake School has been selected as a recipient of the Community Enhancement Program award. The Al-Pac Community Enhancement Program provides a grant of up to \$25,000 to eligible nonprofit organizations within our neighboring communities and forest management area.

Calling Lake School applied for the Community Enhancement Program award in an effort to create an outdoor learning and cultural space for students and the community. This space will be open to the entire community and will be used for land-based learning activities and cultural Cree ceremonies led by traditional knowledge keepers.

"On behalf of the Board of Trustees, we thank Al-Pac for investing in education," said Cathy Wanyandie, Board Chair, Northland School Division. "The outdoor learning space supports Northland School Division's focus on achieving our top priority, which is excellence in learning."

"We continue to focus on weaving local First Nations and Métis knowledge into the learning experience," said Dr. Nancy Spencer-Poitras, Superintendent of Schools/CEO, Northland School Division. "We thank Al-Pac for supporting the creation of this outdoor learning space. The learning space will help connect the community to the school and help enhance the learning experience for Northland students in Calling Lake."

"Al-Pac is proud to support Calling Lake School in their initiative to develop a space for students to learn together and develop an enhanced understanding of cultural traditions in their community," said Diane Smith, Business Unit Leader, Stakeholder Relations & Sustainability at Al-Pac.

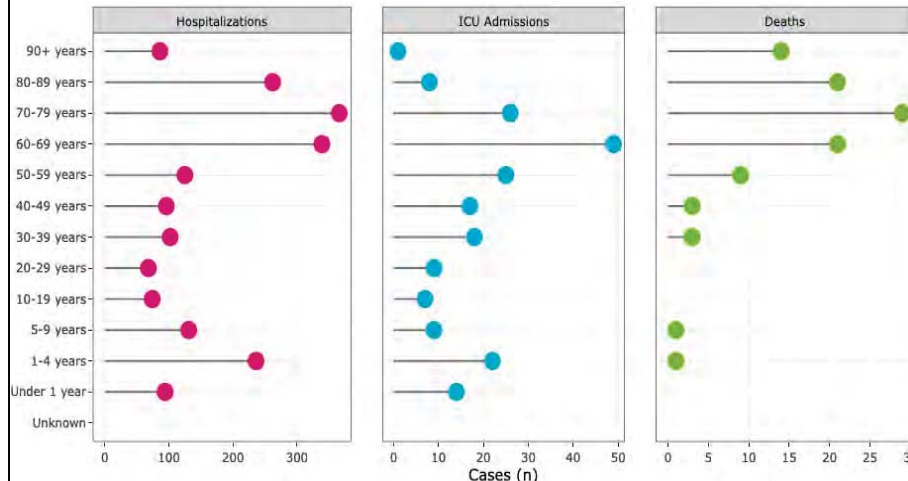
"The Community Enhancement Program was developed with the intent to support the contributions of nonprofit organizations in our neighboring communities through funding for capital projects and enhancements."

Materials for the project have been purchased, with construction slated to begin in early fall of 2023.

Alberta-Pacific Forest Industries Inc. (Al-Pac), is a leading manufacturer of quality kraft pulp in North America. Since beginning operations in 1993, Al-Pac has taken pride in being a leader in our industry.

## Flu deaths for 2022/23 have set new record in Alberta

AHS graph of serious influenza cases to January 21



**Notes on Influenza in Alberta:** As usual with most communicable diseases which spread among people, the flu virus is more likely to cause severe outcomes in older people, younger people, and people of any age who have a negative medical condition, particularly ones associated with their respiratory system.

The current 2022/23 flu season in Alberta has been usual in this respect, except there was a huge spike in respiratory diseases in younger people in the fall. Many schools in both urban and scattered rural areas had absenteeism rates of over 10 per cent in October through mid-December. The respiratory illnesses among children, along with the severe flu season were factors in higher than normal hospitalizations, intensive care treatments and even four flu deaths in children under age 10.

Related Data Graph and Update on Alberta Influenza are on Page 2





Students perform a school concert during a music exchange program in Wabasca. SUPPLIED

# Music exchange program connects students

## SUCCESS STORIES

Curtis Walty  
Northland School Division

A music exchange program offered by Northland School Division is connecting students from a northern Alberta school with peers from Brandon, Man.

The program has brought together students from Mistassiniy School in Wabasca and Vincent Massey High School in Brandon. The Brandon students visited Wabasca-Desmarais from Nov. 30 to Dec. 5, and a return visit will take place in April.

During their time in Wabasca,

students from the participating schools performed concerts at Mistassiniy School, St. Theresa School and Oski Pasikoniwew Kamik (Bigstone Cree Nation Community School).

Brandon students also received a community tour, learned how to make a leather pouch with deer hide and beads, cook bannock and enjoyed some moose for lunch. They listened to an Elder tell stories, played hand games and participated in a round dance.

"When we parted ways, there were a few tears shed, but students are looking forward to the second half of our exchange in Brandon this coming April," said Boyd Davies, music specialist for Northland School Division. ■

*Curtis Walty is the media relations manager for Northland School Division.*



Students from Brandon's Vincent Massey High School gather with peers from Mistassiniy School in Wabasca for a group photo on the shore of North Wabasca Lake. SUPPLIED

### CALL FOR SUBMISSIONS

Success Stories is an ongoing feature that enables teachers to share their successes with their colleagues. To submit an idea or an article about a new program or approach that you've instituted, please contact managing editor Cory Hare at [cory.hare@ata.ab.ca](mailto:cory.hare@ata.ab.ca).

# Cooking on TV a tasty recipe for Edmonton teacher

Cory Hare  
ATA News Managing Editor

Appearing on a Netflix culinary competition provided the experience of a lifetime for an Edmonton teacher who's been a lifelong fan of both TV and cooking.

*Cook At All Costs* required contestants to bid on ingredients then prepare two themed meals under severe time



constraints. For teacher Tiff Pino, it was a thrilling and exhausting roller coaster ride.

"It was probably the coolest experience I've ever had," Pino said. An outreach teacher and graduation coach at Edmonton's Cardinal Collins High School, Pino is also a dedicated foodie who takes pleasure in spending an entire day in the kitchen and whose culinary leanings have been heavily influenced by her Italian heritage.

So it was a bit of a scramble for her when, two weeks prior to taping, she learned that the theme of her episode would be "southern comfort," in other words, she'd have to prepare dishes that were based on the cuisine of the southern United States. Pino practiced dishes like chicken, waffles and jambalaya but found it difficult to source other southern staples in Edmonton.

It wasn't until the morning of the taping that contestants learned of the show's ingredient auction format. The competition involved cooking two dishes, one of the contestants' choice (Pino chose ravioli) and one that was mandated. As it turned out, Pino had to prepare crawfish, grits and collard greens, all ingredients she tried but failed to find in Edmonton during the weeks leading up to the show's taping.

"As much as the items in my ingredient box were new to me, I understood how much love and tradition goes into southern dishes," Pino said. "Those are things I put into my own cooking every day, and I am very proud of the food I created."



### Casting call

Getting onto the show was an act of endurance for Pino. It began with a family application to appear on CBC's *Family Feud Canada*. The Pinos cleared a few of the preliminary stages before falling out of the running. However, a producer later reached out and asked if anybody in the family was a home cook. Pino jumped at that offer, which led to months and months of auditions and finally a taping at the CBC studios in Toronto last April.

The show taping was a whirlwind but also a marathon, lasting from 6 a.m. to midnight.

"It was like Christmas," Pino said. "Everything's a surprise. Everything's exciting. I was exhausted by the end of the day."

All eight episodes of the show have been available for viewing on the streaming service since December. Pino appeared in episode three.

One of the show's promotional videos shows her engaged in frenzied cooking action and declaring "Oh man!" which has since become her signature catch phrase. Thanks to various friends and family members, she now has a mug and T-shirt bearing her face along with her catch phrase.

The appearance garnered global attention on social media, boosted Pino's street cred with her students (many participate in her school's cooking employment program) and earned her an invitation to deliver a cooking session at the Greater Edmonton Teachers' Convention.

Her experience on the show also reinforced her personal conviction to always be authentic.

"The big takeaway was being myself was the best choice and I'm so proud of that," Pino said. ■



Edmonton teacher Tiff Pino prepares to bid on an item during a taping of *Cook At All Costs*, a Netflix show that combines cooking with game show-style bidding. NETFLIX



# Publisher's Ponderings ...

• **Climate change continues to be evident every day by weather events around the world and, particularly in North America.**

Last week, it was the extreme cold from Arctic air affecting most of Canada and parts of the northern states, but at the same time, the east coast of the United States was recording historical record high temperatures.

Another longer-term effect of weather changes has been seen in Ottawa because mild weather has made it impossible for the Rideau Canada Skateway to open this winter - the first winter since the canal opened in 1971 for it not to have become a skating route for local people and tourists.

The 7.8-kilometre canal is a UNESCO World Heritage Site and considered by many to be the world's largest ice skating rink. In the winter of 2018-19, a record estimation of 1.5 million people were said to have skated on the canal. According to officials, for the canal to reach the safe ice thickness minimum of 30 centimetres, it would take between 10 to 14 consecutive days of temperatures between minus 10 to minus 20 degrees C.. Mild spells this winter just did not allow that to happen.

• **Fort Saskatchewan RCMP caught a 25-year-old male whom they described as a "novice driver" – other less complimentary words might be more appropriate.**

This guy was travelling northbound on Highway 21 at 4:30 a.m. Saturday morning and whipped by a traffic enforcement spot, and his Honda got radar readings of 185 kilometres per hour in a posted 100 kph zone. Then at the traffic stop, the mandatory alcohol screening device showed a "fail" alert regarding to his sobriety. Needless to say, other adjectives are needed to describe this individual.

• **With so much musical talent in the Bigstone Cree Nation and MD of Opportunity, Canadian Inspirational Country Recording Artist Stirling John might be wise to check out some local audition videos.**

John is looking to have three Alberta Indigenous young singers between the ages of 14 and 21 "showcase their vocal skills" at a Calgary Stampede venue in July while performing with John's band and perhaps getting a future recording opportunity at MCC Recording Studio.

Those interested must submit an unpublished video of two minutes or less as an audition of your natural talents (no use of apps or other ways to add effects).

There are no entry costs. Just email your submission for John's consideration to: [stirling-johnfoundation@outlook.com](mailto:stirling-johnfoundation@outlook.com). Closing date is March 31, 2023 at 11:59 p.m. MST.

• **Local man of science and Fever photographer Denis Carnochan is calling for the MD of Opportunity and Bigstone Cree Nation to pay more attention to air quality issues.**

Messaging that "as the warm air comes back in to the region, large inversions will form as the warm air will ride over the cold, dense air. Any smoke rising from fires will be trapped in the lower level and pollution levels will rise fast. We all remember the extreme levels from over a year ago when the air became toxic. It might be best to keep a handle on fires until the warm air can reach the ground," says the retired science teacher.

Carnochan who operates a Purple Air monitor at his home and convinced the MD to install one at George D. Auger Community Hall, has suggested that Bigstone Nation should add monitors to each of its reserves so that the entire community is covered. "They could determine toxicity levels on the reserves and help determine when evacuation might be necessary in fire season," he notes. More pollution sensors in other communities and reserves would be good as air quality issues occur at other times than wildfires and older, younger, and respiratory-vulnerable people are at risk.

Wabasca MD councillor Darlene Jackson has said she will be raising the issue with the district council.



## Solar storm science ... continue from front page

Solar storms can harm unprotected humans travelling in space and can lead to more risk from severe sunburns from ultra-violet factors that can be countered by lotions.

According to the EarthSky website, "If Earth happens to be in the path of a CME, the charged particles can slam into our atmosphere, disrupt satellites in orbit and even cause them to fail, and bathe high-flying airplanes with radiation.

"They can disrupt telecommunications and navigation systems. They have the potential to affect power grids, and have been known

to black out entire cities, even entire regions.

"March 1989, a CME caused a power failure in Québec, as well as across parts of the northeastern U.S. In this event, the electrical supply was cut off to over 6 million people for nine hours."

In regards to beauty, aureolas or northern lights can put on some pretty spectacular light displays during CMEs and during powerful ones, they can be seen further south. Since the weekend, U.S citizens as far south as Nevada have been able to take in the colorful skies.



### Northland School Division Superintendent/CEO receives Queen Elizabeth II Platinum Jubilee Award

The Superintendent and CEO of Northland School Division has been recognized with a prestigious award. Dr. Nancy Spencer-Poitras has been awarded Queen Elizabeth II's Platinum Jubilee Medal for her exceptional qualities and outstanding service in the form of selfless giving and volunteering! This medal is awarded to 7000 Alberta residents

who have made a significant contribution to Canada, Alberta, their communities, or fellow citizens.

"On behalf of the Board of Trustees, I congratulate Dr. Nancy Spencer-Poitras on earning such a prestigious award," said Cathy Wanyandie, Board Chair. "We are fortunate to have a Superintendent and CEO who goes above and beyond to ensure Northland students are successful. Throughout her time as Superintendent and CEO, Nancy has demonstrated the ability to implement strategies and develop meaningful relationships that benefit the learning experience for Northland students."

"It is an absolute honour to receive this prestigious award," said Dr. Nancy Spencer-Poitras. "Working in the field of education is such a rewarding experience. As an educator, you have an opportunity to have a profound impact on a child's learning journey; something I take very seriously.

"Throughout my career, I have been fortunate to work with so many talented educators and interact with a number of parents/guardians and stakeholders invested in the education of children. From my perspective, I share this award with so many individuals who have helped students achieve success in life."

Dr. Nancy Spencer-Poitras, who has been the Superintendent/CEO of Northland School Division since February 1, 2020, has maintained an exceptional record of school and division leadership over an extensive career as an educator in Alberta. She has worked as a teacher, assistant principal, and principal with Edmonton Public Schools, as an Assistant Superintendent and Superintendent/CEO in Alberta, as well as having worked with both the College of Alberta School Superintendents (CASS) and Alberta Education. Her education career has spanned over 40 years

Throughout her career, Nancy has been passionate about improving educational outcomes for all students. For those efforts, she has been awarded the Provincial Distinguished Leadership Award in 2006 and the Excellence in Teaching Award in 1997.

A special ceremony is being planned to honour Dr. Spencer-Poitras with the Queen Elizabeth II's Platinum Jubilee Medal.



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**Northland**  
SCHOOL DIVISION

# Board Meeting Highlights

**February 17, 2023**

## Ward 8 Trustee By-Election Dates Set By The Board

The Board of Trustees set **March 20, 2023 at noon as the nomination date** and **April 17, 2023 as the By-election date** for the Ward 8 Trustee.

## Superintendent's Highlights

On February 16, 2023, Board Chair Cathy Wanyandie and Superintendent Dr. Nancy Spencer-Poitras attended a teacher induction ceremony hosted by the Northland Alberta Teachers' Association (ATA) Local. During the event, new Northland teachers participated in taking their teacher oath to the profession. The teachers were also presented roses by the Northland School Division Board and Administration.

NSD's partnership with TELUS World of Science - Edmonton resulted in two exciting learning experiences for students recently! Students participated in Digital Skills Week activities. Each week consisted of four 45-minute sessions where students were immersed in technology related learning through digital wellness, computational thinking, and coding activities. NSD schools also participated in a Science Week with TELUS World of Science - Edmonton. Each day was planned around a specific theme:

- Day 1 – Introduction to the Science of COLD - Winter Sky Science
- Day 2 – All things related to SNOW
- Day 3 – Special Guest Helen Panter, Parks Canada – Muskrats and Beavers in the winter
- Day 4 – All things related to ICE Classes had a chance to participate in class challenges

Dr. Spencer-Poitras also updated the Board about Alberta Education Assurance Survey communication. The Alberta Education Assurance Survey is an opportunity for students, parents/guardians and teachers to provide feedback on their level of satisfaction with the education quality, parental involvement and the learning environment. Until March 17, 2023, NSD schools will be working with parents to fill out the Alberta Education Assurance Survey. Alberta Education extended the deadline due to an unexpected delay in the mail out of the parent survey invitation packages.

## Associate Superintendent Report - CTS Week

Associate Superintendent Meunier presented information about two exciting events involving high school students. In late January, NSD hosted a very successful Career and Technology Studies (CTS) Week. The division-wide event provided students an opportunity to learn and earn credits in programs that are not always available in the regular schedule. Some of the programs offered included:

- Learning and Programming Excel
- Rock Band (Music Credits)
- Recreation Leadership
- Design Studies
- Standard First Aid
- Sewing/Fashion
- Cosmetology
- Documentary Filmmaking
- Welding
- Moccasin Making

Another CTS Week is planned for the month of May.

## Student Services Department Report

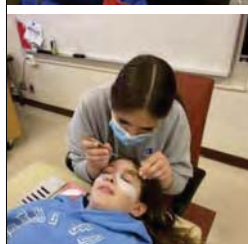
Associate Superintendent Meunier provided a mid-year update to the Board about outcomes, strategies and performance within the Student Services Department Plan. The plan is in line with Northland School Division's priorities (Excellence in Learning, Excellence in Leadership and Excellence in Relationships).

Within the plan, it explains how department staff use professional learning sessions to assist educators with creating individualized plans for students, assistive technology and using assessment data to help students succeed.

Visit the website to view the plan in more detail <https://www.nsd61.ca/download/410445> (page 82-87).

The next Regular Board Meeting is Friday, March 24, 2023. Visit <https://www.nsd61.ca/governance/board-meetings> to view upcoming Regular Board Meeting dates and Board-related documents.

**Note:** These writings do not constitute the official record of the Northland School Division. They are however, provided as general information relating to the action taken at board meetings. For further information, please call 780-624-2060 or 1-800-362-1360.



If you require support, an Indian Residential School Crisis Line is available. You can access emotional and crisis support by calling 24-hour crisis: **1-866-925-4419**.

**Bigstone Community Wellness**  
in partnership with M.D. of Opportunity

**Calling Lake Winter Carnival**  
māmawihitowin

**March 12th, 2023**  
**Ben Auger Memorial Park**  
**10:00 am to 4:00 pm**

**ACTIVITIES INCLUDE:**  
**FISHING DERBY, SKATING,**  
**HORSE SLED RIDES & GAMES**

**LUNCH WILL BE SERVED AT 12:00 PM**



**Feed yourself some North Wabasca Lake fish while helping feed others**

**with donation to Wabasca Food Bank**

**A 10'x16' cozy shack with six holes is awaiting you and your family or friends!**

**Rental is \$10 per person per day**

**and proceeds go to the Food Bank!**

**Call Ken 780-773-3224**

## Under-18 Eagles easily take round one of playoffs

Round one of the Northern Interlock League Tier Three playoffs for U18 Wabasca Eagles went very well last weekend.

Enthusiastic fans at the home ice first match against Westlock on Saturday afternoon, cheered as the Eagles got an early lead, and controlled the rest of the game for a 6-2 victory.

In the two-game, total-point series, the Wabasca squad travelled to Westlock on Sunday with a four-point edge that was not needed.



In the first ten minutes of this contest, the Eagles scored three goals.

While Westlock on its home ice did start scoring, it was too little, too late, and the Eagles built a 9-5 score for a convincing 15-7 series to advance to round two.

Ten Eagles shared in the scoring with Kaiden Hodgins netting four and John

McLeod getting three.

Singles were scored by Landy Johnson, Julius Alook, Demarion Bigstone, Carson Stewart, Damian Brule, Kenton Cardinal, Wayne Decoine and Matthew Gullion,

### Tofield next

The second round for the U18 team sees action in Tofield Friday, March 3, 7:15 p.m..

Game two the Wabasca fans get to cheer at Marian Wolitski Arena Saturday, 6:30 p.m..

## Calling all Minor/Youth Hockey Teams!

There are three other Wabasca Eagles teams involved in Tier 3 playoffs – U15, U13 and U11.

The Fever invites their coaches, managers or even parents to get photos and results to:

[wabascafever@shaw.ca](mailto:wabascafever@shaw.ca)

**Give these players public recognition!**

The same invitation is extended to all teams in the readership area going to Native Provincials



### High School Students Visit MacEwan University

In early February, 27 students from Bill Woodward School (Anzac), Career Pathways School and Mistassiniy School (Wabasca-Desmarais) participated in a full day tour at MacEwan University. Students in attendance have signed up for the dual credit program courses offered during semester two, made possible as a result of a dual credit courses agreement NSD signed with MacEwan University. The students received a campus tour and met the instructors of the Indigenous Studies 100 and the Law and Administration of Justice courses. They were able to go through course requirements, become familiar with the technology, and understand what it was like to be a student on campus. This was also a great opportunity for students in the program to meet the other students taking the courses.

## Advocates for Alberta public not hopeful on budget

Statement by Public Interest Alberta’s Executive Director Bradley Lafortune just prior to Tuesday’s provincial budget release

“Since the UCP were first elected, cuts and chaos have been their calling card sometimes with disastrous and deadly results. We’ve watched them mishandle everything from Covid response to the affordability crisis. Albertans know they cannot trust the UCP when it comes to de-

livering the public services we all rely on. This blatant election budget won’t fool Albertans, and it won’t make up for the damage done over the past three years.

“This UCP budget will be a smokescreen of politically-expedient spending in advance of an election. Not once since they were elected have we seen a thoughtful plan to reinvest and stabilize our ailing healthcare, education and public services.

# Keeping Alberta affordable.

The Government of Alberta is providing support to Albertans struggling with the rising cost of living, with affordability payments totalling \$600 over six months for eligible Albertans.

# \$600\* over six months

January - June 2023



SENIORS 65+



FAMILIES (FOR EACH CHILD UNDER 18)

Sign up and apply now: [alberta.ca/affordable](https://alberta.ca/affordable)

### Automatic payments for Albertans on core support programs:

- Assured Income for the Severely Handicapped (AISH)
- Persons with Developmental Disabilities (PDD)
- Income Support
- Alberta Seniors Benefit

\*\$100/month, household income below \$180,000

# Big Lakes Bulletin

MARCH 2023



**Big Lakes**  
COUNTY



This newsletter provided by Big Lakes  
Family and Community Support Services





## Board Meeting Highlights February 17, 2023

### Ward 8 Trustee By-election dates set by the Board

The Board of Trustees set March 20, 2023 at noon as the nomination date and April 17, 2023 as the By-election date for the Ward 8 Trustee.

### Board Chair Highlights - Board of Trustees congratulate Superintendent Dr. Nancy Spencer-Poitras for receiving Queen Elizabeth II's Platinum Jubilee Award



While presenting the Board Chair Highlights, Cathy Wanyandie shared exciting news! She announced that Superintendent of Schools/CEO Dr. Nancy Spencer-Poitras has been awarded Queen Elizabeth II's Platinum Jubilee Medal for her exceptional qualities and outstanding service in the form of selfless giving and volunteering! This medal is awarded to 7000 Alberta residents who have made a significant contribution to Canada, Alberta, their communities, or fellow citizens.

### Superintendent's Highlights



Spencer-Poitras announced that St. Theresa School Principal Shelley Stevenson was nominated for the Canadian Distinguished Principal of the Year Award. Shelley has been with Northland School Division for over 30 years and has been a model of excellence when it comes to the commitment of learning, leadership and mentorship.



NSD's partnership with TELUS World of Science - Edmonton resulted in two exciting learning experiences for students recently! Students participated in Digital Skills Week activities. Each week consisted of four 45-minute sessions where students were immersed in technology related learning through digital wellness, computational thinking, and coding activities. NSD schools also participated in a Science Week with TELUS World of Science - Edmonton.



### NSD high school students participate in CTS Week

In late January, NSD hosted a very successful Career and Technology Studies (CTS) Week. The division-wide event provided students an opportunity to learn and earn credits in programs that are not always available in the regular schedule. Some of the programs offered included welding, cosmetology and documentary filmmaking.

To view the Board Highlights in more detail visit <https://www.nsd61.ca/about-us/division-news/post/board-highlightsfebruary-17-2023>.

The next Regular Board Meeting is **March 24, 2023**.

**THANK YOU!**

Thank you to the Grouard Fire Department for helping with the Grouard Family Day Pancake Breakfast! We'd also like to thank Candace Cardinal with the High Prairie Municipal Library for hosting activities after breakfast, and Freson Bros High Prairie for donating the sausage.

## Associate Superintendent Report

March 24, 2023

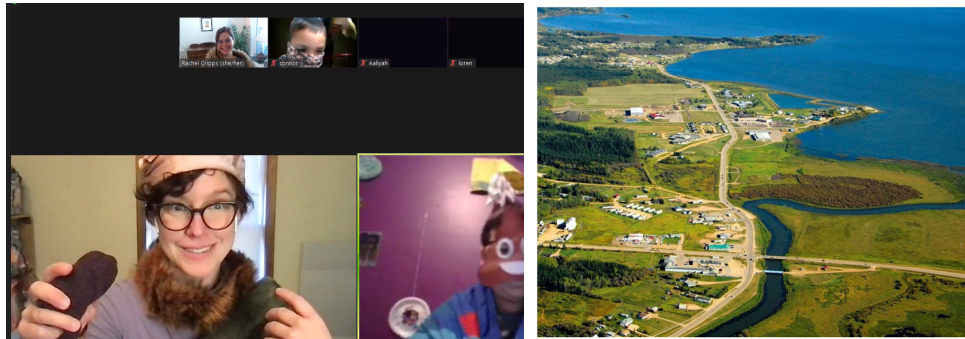
### Artists in Residence

The Northland School Division and specifically Northland Online School was selected by the Art Gallery of Hamilton (AGH) to be part of the Artist Led Projects, 2022-23. NSD was selected for the project because:

- They felt their project would work well for existing online school students,
- It can be used to connect students and teachers from smaller schools
- Teachers and students collaborate and share learning ideas between schools
- They wanted to meaningfully amplify the voices, stories, and communities of students for whom "remoteness" is a reality.

#### Some Highlights:

The grade 1-2 class is working with an AGH artist on puppet making and storytelling called Pop Up Puppet Play. The students make puppets using things that they find at home. The students have been loving this session. One boy in grade 1 even commented "I am going to make an apocalypse of puppets".



Welcome to  
the  
Community  
of Wabasca,  
Alberta

The grade 3-5 class is working with performance artist, Jody Boston, in Imagine, Laugh, and Play through Drama. Jody takes students on a theatrical journey through movement, character exploration, storytelling, and theater games. The students are encouraged to explore, laugh, connect with their classmates, and stretch their imaginations.

#### Collaboration Between Schools:

Northland Online worked with High Schools in the Division to offer a Documentary Film Making course for CTS week. The students were able to earn three credits during the week and learned many skills applicable to editing videos, telling stories, picture taking as well as the value of completing an assignment. This course was also offered to Junior High students.

Due to the success of the project so far, AGH has offered the opportunity for Northland Online to work with additional artists. This additional support was offered because they found the engagement of students through an online capacity to be exceptional. It isn't always easy to

## Associate Superintendent Report

March 24, 2023

introduce an artist, someone who is new, and to receive such a high level of participation and engagement. The additional opportunities will provide a hybrid learning opportunity where Northland Online will partner with 4 other Northland Schools. The artist led experiences will include:

- A focus on poetry and rap - grade 7-9 students
- Print around the house - grade 4-5 students. Print found in the homes to will be used to create a collage that displays how they are feeling that day or what is happening on that day.

The Northland Online School looks forward to the opportunity to bringing wonderful learning opportunities to Northland Students across our Division.

## Teachers Becoming Video Game Creators - Northern Coding Academy

On March 10-13, 2023 the Telus World of Science's Northern Coding Academy visited Peace River to engage 20 educators from all across Northland with the opportunity to participate in a computational thinking and coding related professional learning symposium. Participating educators from grades K-12 all acquired strategies and tools to take back to their classrooms and start introducing the newly learned competencies immediately. The four day symposium involved both whole group and breakout sessions which covered the following topics:

- Intro to [Circuit Playground Express](#) (CPX) - each teacher received a kit with 8 circuits
- [Makecode Arcade](#) for creating engaging video games using block coding
- Using Google slides to create stop motion animations
- Creating choose your own adventure stories
- Intro to block coding using [Finches](#)
- Teaching coding fundamentals through beadwork activities
- Intro to coding with Python
- Intro to [Canva](#)



## Associate Superintendent Report

March 24, 2023

During these sessions, teachers were given the opportunity to better understand fundamental coding concepts and elements of digital literacy and left the symposium empowered to bring these topics to life in their classrooms. Some of the fundamental computational thinking concepts that were covered are:

- Decomposition - breaking down a complex problem or system into smaller parts that are more manageable and easier to understand.
- Pattern Recognition - identifying patterns in a data set to categorize, process and resolve the information more effectively.
- Abstraction - reducing completely so we can highlight details or “big ideas”.
- Generalization - extracting essential characteristics and using prior knowledge to solve new problems.
- Algorithms - a process or set of rules/directions to be followed in calculations or other problem-solving operations.



Digital Literacy is the ability to navigate the virtual landscape with confidence and ease. A Digitally literate individual can:

- Communicate effectively through digital media.
- Research effectively online by knowing what to look for and where to look.
- Avoid scams, predators and bullies and be safe online.
- Use a variety of hardware and software to be technologically efficient.
- Collaborate online with others and within online communities.
- Design, create, and share new information in the virtual sphere.

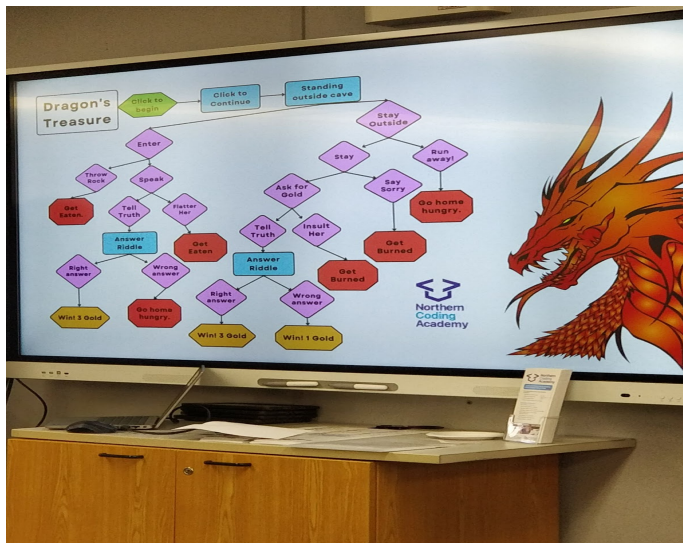


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Teachers who participated in the TWOSE NCA Symposium used block coding concepts to create their own video games with Makecode Arcade. Many of the skills teachers learned during the symposium will allow them to meet curricular requirements at different grade levels. For example:



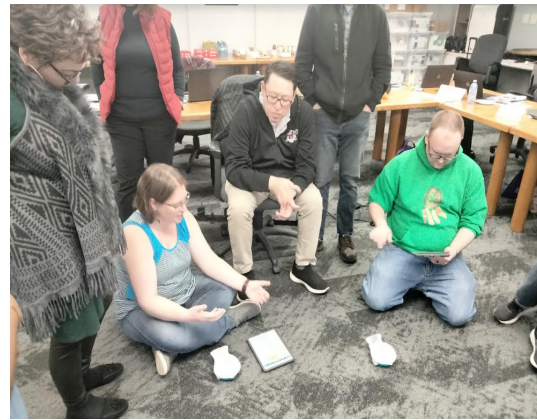
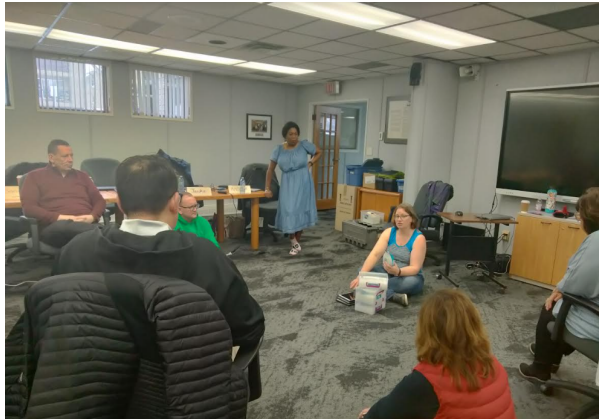
Creating choose your own adventure stories with Google slides to help students understand if/then conditional statements.

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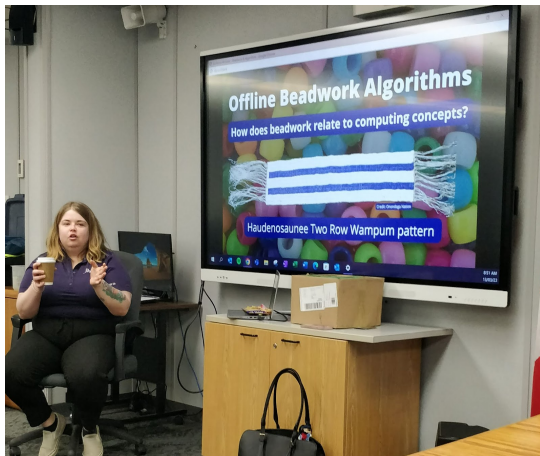
if num = human and health
  change health by 1
  set pixel color at health to
else if num = zombie and health
  change health by -1
  set pixel color at health to
else if health ≤ 0 then
  set all pixels to
  
```

## Associate Superintendent Report

March 24, 2023



Using block based coding to program the Finch robot in order to teach students elements such as sequence, situation, problem-solving, and goal construction.



Beadwork that can be done in any grade to teach the concept of algorithms.

We are looking to take this learning even further by giving students the opportunity to learn how to code their own games in the next CTS Week. This learning and work can help students earn high school CTS credits in Computing Science:

- CSE 1110: Structured Programming 1
- CSE 1120: Structured Programming 2

For students who want to keep learning more, there will be more credits in advanced programming and projects moving forward! This is super exciting!

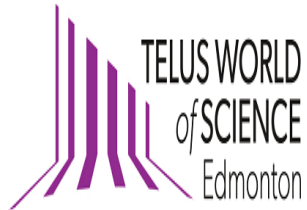


## Associate Superintendent Report

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If any additional Northland educators are interested in attending TWOSE Northern Coding Academy to participate in this amazing learning opportunity, there will be two teacher symposiums this summer in Edmonton. July 17-21 and August 14-18. Click the [link](#) to apply!

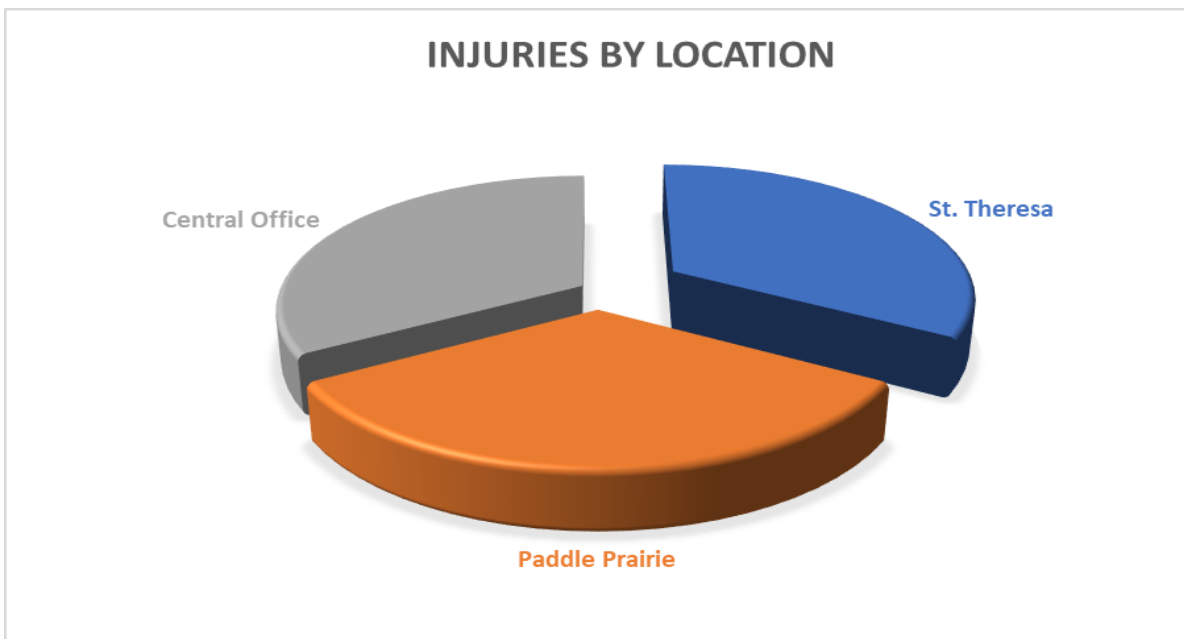
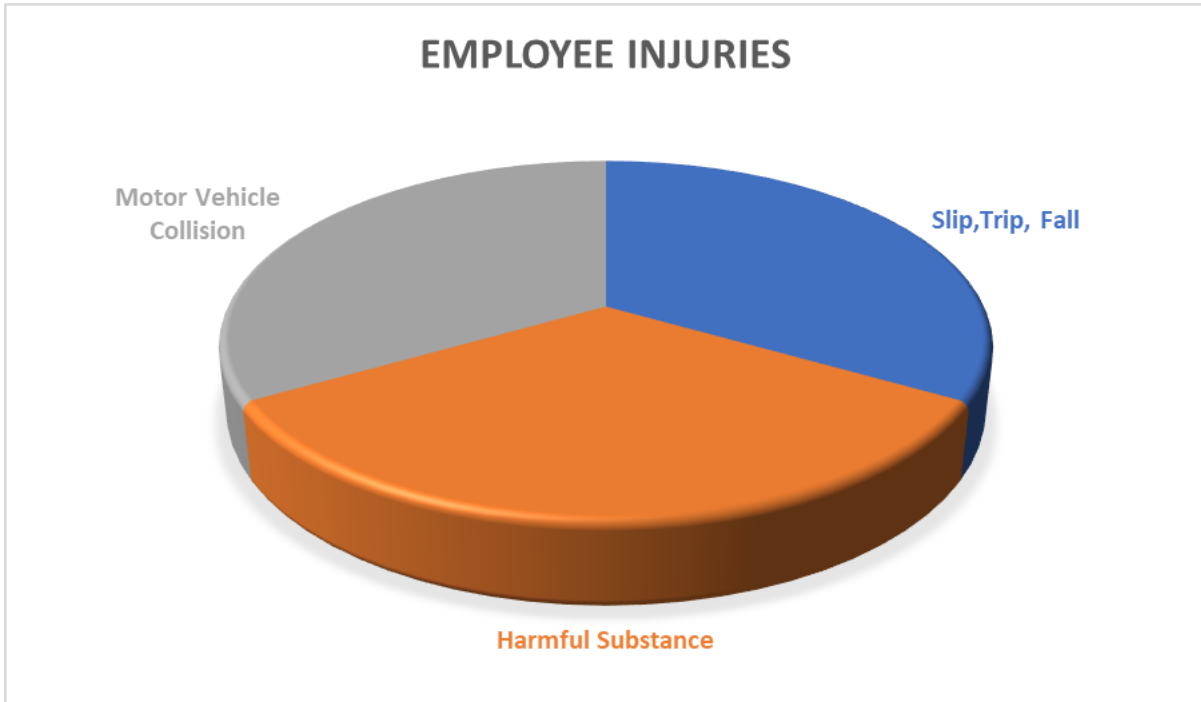




# Occupational Health & Safety Report

## March 24, 2023

**Teacher/Sub Teacher/Employee Incidents:** We received 3 injury reports for the period of February 15 - March 15, 2023. Out of the 3 reports below, 1 requires to follow-up and reporting. 1 incident was reported to WCB and OHS.





**Occupational Health & Safety Report**  
**March 24, 2023**

**Students:** 54 student injuries were report from the period of Feb 2023- Mar 2023:

