

Mov May 24, 2018

Call to Order The regular meeting of the Board of Trustees of the Wolf Creek School Division No. 72 was called to order by the chair at 9:00 a.m. in the Learning Centre of the Ponoka office.

Present Chair: L. Jess; Trustees: T. Bratland, B. Buchanan, P. Hansen, L. Henry, K. Lowry; Superintendent of Schools: J. Lovell; Secretary Treasurer: R. Hall; Recording Secretary: J. Haines

Agenda Item 1.1 - Treaty Six Land Agreement Acknowledgement

Trustee Buchanan recited the Treaty Six Land Agreement Acknowledgement:

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

Agenda Item 1.2 - Adopt Agenda

154.18  
Adopt Agenda

Moved by B. Buchanan that the Board approve the May 24, 2018 agenda as follows:

1. Call to Order
  - 1.1 Treaty Six Land Agreement Acknowledgement
2. In Camera
3. Appointments
  - 3.1 10:15 a.m. - Wolf Creek International Learning Program Update - M. McWhinnie and S. Loughheed
4. Superintendent's Report
5. Action Items
  - 5.1 Additions to the Agenda
  - 5.2 Minutes May 10, 2018
  - 5.3 ASBA Spring General Meeting Comments/Questions
  - 5.4 Rural Caucus of Alberta School Boards Meeting
  - 5.5 Broncs World Tour 2019
  - 5.6 Student Voice Committee Minutes - May 15, 2018
  - 5.7 PR Committee Minutes - May 15, 2018
  - 5.8 Town of Blackfalds Agenda Items - June 7, 2018
  - 5.9 Energy Efficiency Project
  - 5.10 School Bus Video Cameras
  - 5.11 School Fees Submission
  - 5.12 Review Policy 11
  - 5.13 Review Policy 12
6. Trustee Reports
7. Information Items
  - 7.1 ASBA Zone 4
  - 7.2 PSBAA
  - 7.3 Fiscal Monitoring
  - 7.4 Facilities Report
  - 7.5 Safety & Wellness
  - 7.6 Transportation Report
  - 7.7 WWDFST

Carried Unanimously.

Agenda Item 2.0 - In Camera

155.18  
Meeting of the  
Whole

Moved by P. Hansen that the Board hold a meeting of the whole for a discussion on labour, with all persons excluded except Mr. Lovell, Mr. Hall and Mrs. Haines.

Carried Unanimously.

156.18  
Open Meeting

Moved by T. Bratland that the Board revert back to an open meeting.

Carried Unanimously.

The Board recessed for a break at 9:35 a.m. and reconvened at 10:00 a.m. with the following persons in attendance:

Chair: L. Jess; Trustees: T. Bratland, B. Buchanan, P. Hansen, L. Henry, K. Lowry; Superintendent of Schools: J. Lovell; Secretary Treasurer: R. Hall; Recording Secretary: J. Haines

Superintendent's Report

Mr. Lovell reviewed the attached report.

Mr. Mark McWhinnie, Assistant Superintendent of Schools, and Mr. Sean Lougheed, Learning Services Director, entered the meeting.

Appointments

Agenda Item 3.1 - 10:15 a.m. - Wolf Creek International Learning Program Update - Mark McWhinnie, Sean Lougheed

Mr. McWhinnie and Mr. Lougheed presented an update on the Wolf Creek International Learning Program.

Mr. McWhinnie and Mr. Lougheed withdrew from the meeting.

Action Items

Agenda Item 5.1 - Additions to the Agenda

There were no additions to the agenda.

Agenda Item 5.2 - Minutes May 10, 2018

157.18  
May 10, 2018  
Minutes Approved

Moved by T. Bratland that the Board approve the May 10, 2018 minutes as presented.

Carried Unanimously.

Agenda Item 5.3 - ASBA Spring General Meeting Comments/Questions

158.18  
Accepted for  
Information

Moved by P. Hansen that the Board accept this item for information.

Carried Unanimously.

Agenda Item 5.4 - Rural Caucus of Alberta School Boards Meeting

159.18  
Pay RCASB  
Membership Fee

Moved by L. Henry that the Board pay the Rural Caucus of Alberta School Board \$440.00 membership fee.

Carried Unanimously.

Agenda Item 5.5 - Broncs World Tour 2019

160.18  
Broncs World Tour  
2019 Approved

Moved by L. Jess that the Board approve the Ponoka Secondary Broncs World Tour 2019 as presented.

Carried Unanimously.

Agenda Item 5.6 - Student Voice Committee Minutes - May 15, 2018

161.18 Superintendent to Initiate *Thoughtexchange* Moved by L. Henry that the Board direct the Superintendent to initiate a *Thoughtexchange* engagement with students. Carried Unanimously.

162.18 Student Voice Committee Minutes Accepted for Information Moved by P. Hansen that the Board accept for information the Student Voice Committee minutes of May 15, 2018. Carried Unanimously.

Agenda Item 5.7 - PR Committee Minutes May 15, 2018

163.18 Schools to Have One Reserved Table for Retiree Moved by B. Buchanan that the Board direct the Superintendent to email the Administrative Assistants of schools with retirees, indicating that one table of eight will be reserved and additional tables will be first come first served seating. Carried Unanimously.

164.18 PR Committee Minutes Accepted for Information Moved by L. Henry that the Board accept for information the PR Committee Minutes of May 15, 2018. Carried Unanimously.

Agenda Item 5.8 - Town of Blackfalds - June 7

165.18 Agenda Items for Town of Blackfalds Joint Meeting Moved by L. Henry that the Board add the following items to the Town of Blackfalds joint meeting June 7, 2018:  
1) Iron Ridge Elementary - Replacement School Update and Partnership Opportunities; and  
2) Blackfalds 7-12 New School - Partnership Opportunities  
Carried Unanimously.

Agenda Item 5.9 - Energy Efficiency Project

166.18 Superintendent to Proceed with Request for Proposal for Costing and Energy Efficiency Savings Moved by L. Henry that the Board direct the Superintendent to proceed with the Request for Proposal to obtain costing and energy efficiency savings from qualifying companies determined in the Request for Qualifications and further this Request for Proposal will be to enter into an energy efficiency project that utilizes Infrastructure Maintenance Renewal dollars on an estimated three year time frame. Carried Unanimously.

The Board recessed for lunch at 11:55 a.m. and reconvened at 12:30 p.m. with the following persons in attendance:  
Chair: L. Jess; Trustees: T. Bratland, B. Buchanan, P. Hansen, L. Henry, K. Lowry; Superintendent of Schools: J. Lovell; Secretary Treasurer: R. Hall; Recording Secretary: J. Haines

Agenda Item 5.10 - School Bus Video Cameras

167.18 Accept for Information Bus Video Surveillance Moved by T. Bratland that the Board accept for information the Bus Video Surveillance information. Carried Unanimously.

Agenda Item 5.11 - School Fees Submission

168.18  
Approve Fee  
Schedule for 2018-  
2019

Moved by B. Buchanan that the Board approve the submission of the fee schedule and Administrative Procedure 505 - Student Fees, for 2018-2019 school year.

Carried Unanimously.

Agenda Item 5.12 - Review Policy 11

169.18  
Superintendent to  
Provide Clarity

Moved by B. Buchanan that the Board direct the Superintendent to clarify 3.5 Surplus Land and Buildings and further to bring this item back to the Board for approval.

Carried Unanimously.

Agenda Item 5.13 - Review Policy 12

170.18  
Policy 12 Re-affirmed

Moved by L. Henry that that Board re-affirm Policy 12 as presented.

Carried Unanimously.

Meeting Adjourn

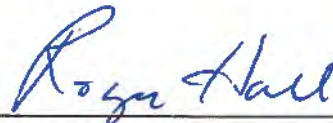
171.18  
Meeting Adjourn

Moved by L. Henry that the Board meeting adjourn. Time 1:55 p.m.

Carried Unanimously.



Chair



Secretary-Treasurer



**SUPERINTENDENT'S REPORT**  
**Office of the Superintendent**  
**for**  
**May 24, 2018**

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**Clearview Public Schools and Wolf Creek Public Schools Partnership**

A Memorandum of Understanding detailing a district partnership between Clearview and Wolf Creek was signed in April moving forward the supports for both school divisions with the Enhanced Learning Model resources and diploma preparation supports. There will be a media release in June around this partnership and both board chairs and senior leaders will meet on June 20 in Stettler for commemorate this exciting partnership that will continue to support the needs of students. Mr. Korey Von Kuster has been hired to coordinate the supports in both districts and has already met with the school administrators in Clearview and will be meeting the Clearview board in the near future. Learning Services and Mr. Von Kuster will provide an update on this work to the Wolf Creek board in the fall.

**Rock the Diploma Registration Update**

Students continue to register for June diploma preparation supports. Biology, Math and Social Studies will be offered in June on three different weekends prior to the writing of the diploma exams. An excellent response of participants continues to take place through registrations with students from both Wolf Creek and Clearview.

**Dual Credit Programs at Red Deer College**

Red Deer College and Wolf Creek has been in partnership for the past two years with the School Within A College (SWAC) program that allows students to attend RDC during their high school years for dual credit. These programs currently focus on Welding and Automotives, although other programs are also being investigated. In June there will be an information night which our high schools have been made aware of for potential student participants for the 18-19 school year. There will also be a year-end celebration with students from 17-18 including Wolf Creek participants and their families. This year, RDC has asked Wolf Creek Learning Services to speak at the event in June and share about this exciting partnership with attendees. This area will continue to be expanded next year with partnerships with Olds College, Red Deer College,

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Campus Alberta and the trades industry. Mr. Kylie Kissel from Learning Services will coordinate supports in this growing area.

#### **International Learning Program - Summer Plans**

Almost 30 students from across Wolf Creek submitted applications to be involved with the Summer Ambassador program where students have the opportunity to work with international students from Guangzhou, China during July and August. Wolf Creek has been asked to host students from three different districts in China for a total of 65 international students during two events. Student Ambassador applications will be reviewed and selected for 25 spots within this program. Many students also expressed interest in participating in the future Student Ambassador opportunities as some summer plans were already in place prior to this opportunity being made available. Wolf Creek is also promoting Homestay opportunities for families wishing to host an international student on a short-term basis this summer while they participate here in Alberta. Mrs. Jamie Williamson will be supporting Homestay placements and requests.

#### **Literacy Framework Refinement**

Earlier this year work was completed for a WCPS Literacy Framework document which was shared for input from teachers and administrators. Literacy surveys were also recently provided with data being gathered on needs for the 18-19 school year around literacy interventions, professional development and support within eight essential areas identified in the Literacy Framework. This document is now being refined from a draft document to a final document in time for the start of the 18-19 school year. The data gathered from surveys is being shared with school principals to assist in specific school based planning and will be reviewed by division office teams to offer further district supports where needed. This framework will continue to guide our ongoing work with literacy in the coming years.

#### **Early Years Programs**

Several registration events have taken place to promote both pre-kindergarten and kindergarten registration in Wolf Creek this spring. A new coordinator replacing Jay Cottell's position has been hired recently. Mrs. Ashley Paolinelli will coordinate district supports for over 1100 kindergarten and pre-kindergarten children while supporting specific needs in PUF and Mild-Moderate programs. Family Oriented Programming (FOP) will also be continued and expanded in 18-19 under her direction.

#### **Inclusion Coach and School Social Worker Staffing Update**

The ILS team has now completed their staffing of Inclusion Coaches and School Social Workers. We have been blessed with a very skilled, professional group of staff who have done so much to support ALL students and staff. Those staff members not returning will be celebrated on June 13, 2018. There are detailed transition plans being created and meetings in June to ensure the smoothest transition possible for our students and schools.



Schools Groupings	FTE	Inclusion Coach
Ponoka Elementary	0.5	Shawna Johnson
Alix	0.3	
Mecca Glen	0.2	
Eckville Elementary	0.25	Karri-Lynn Kundsén
Eckville Jr/Sr High	0.25	
Bluffton	0.25	
Crestomere	0.25	
Ponoka Secondary Campus	0.7	Deejay Bowoade
Ponoka Outreach	0.3	
École Secondaire LCHS	1.0	Jeannie Miller
IREC	0.5	Karen Laszuk
IRIC	0.3	
Clive	0.2	
Rimbey Elementary	0.4	Marilyn Weatherald
Rimbey Jr/Sr High	0.4	
West Country Outreach	0.2	
École Lacombe Upper	0.5	Maryann Armitage
Bentley	0.5	Abbey Cruikshank
Wolf Creek Academy	0.3	
Lacombe Outreach (Sr High)	0.2	
École Lacombe Jr High	0.5	Hannah Winsnes
Lacombe Outreach (Jr High)	0.2	
Iron Ridge Junior	0.3	
Terrace Ridge	0.5	Karen Weidner
École JS McCormick	0.5	

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Schools	FTE	SSW/FSLW
École Secondaire LCHS	1.0	Jen Opendries
Rimbey Elementary	0.9	Christine Robertson
Lacombe Outreach/Connections	0.9	Margo Froehlick
Ponoka Secondary Campus	1.0	Carmen Rodwell
Ponoka Outreach/Bridges	0.9	Candice Griffith-Wilton
Iron Ridge Elementary	0.9	Lorelei Reader
École Lacombe Jr High	0.8	Carol Stewart
École Lacombe Upper/Wolf Creek Academy	0.9	Roxanne Kramer
Ponoka Elementary	0.9	Donna Monks
École JS McCormick	0.9	Kim McLean
Eckville Elementary (.3); Eckville Jr/Sr High (.3)	0.6	Bethany Blois (Whitney Jarvis - mat leave)
Terrace Ridge	0.6	Carly Lang
Clive	0.3	Jennalee Schafer
Alix (.6); Mecca Glen (.3)	0.9	Janice Besuijen
Bentley	0.8	Amber Harris
Iron Ridge Intermediate	0.8	Michelle Green
Iron Ridge Junior	0.8	Dana Shpeley
Rimbey Jr/Sr High (.6); West Country Outreach (.3)	0.9	Trish Uloth
Bluffton (.3); Crestomere (.3)	0.6	Erika Cissell

#### Changes at Wolf Creek Academy

***The following communication will be shared at the end of May.***

*Exciting Changes to Wolf Creek Academy for the 2018-2019 School Year!*

We want to inform you of some exciting changes occurring with WCPS' Wolf Creek Academy (WCA) program.

In September of the 2018/2019 school year the Wolf Creek Academy will be utilizing the vacant north end of the École Lacombe Upper Elementary School (ELUES) building. This area is being renovated to house the Wolf Creek Academy program.

*The Wolf Creek Academy is committed to alignment with WCPS vision and priorities and works as a collaborative resource with schools in WCPS. Students experiencing significant disruption in their education due to behavioral challenges (stemming from academic, behavior, mental health, trauma/other) are referred to WCA and are afforded the opportunity to build the pivotal skills in the areas of*



*social/emotional/behavioral and academics to be successful to transition to the traditional setting, exposure to real life situations, and/or work."*

WCA will be sharing the physical building with ELUES, but will have their own learning space, staffing, administration, students, and resources. ELUES and WCA look forward to this opportunity and anticipates that there will be increased opportunities for students, sharing of resources and professional development.

The current process for students transitioning to and from WCA will not change... it will remain the same as it is now. There will also still be a limited number of students attending WCA. WCA is a district program and has a district intake process for any students that attend.

Ms. Lana Nogue, the Director of Inclusive Learning Services will continue to supervise the overall operations of WCA. The day-to-day operations will be overseen by Mr. Joe Bouvier, Acting Assistant Principal. Barb Reaney, Director of Safe & Caring Schools, will remain as a support to WCA and Sonja Dykslag, Principal of ELUES will be available for support to the program as needed.

We are looking forward to working with both ELUES and WCA staff over the next few months to prepare for a smooth transition. We would also like to acknowledge and thank the ELUES staff and Administration for welcoming WCA staff and students into their school.

Any WCA parent/guardian whose child is moving to a new location will be contacted to discuss their child's programming needs and any other related information for transition and start-up of the new year.

We thank you for your patience and understanding as we move to a new location. We have excellent support from our families and are committed to work and communicate with you as we make this change. If you have any questions, please contact Joe Bouvier until the end of June at 403-782-3564; and after that, Lana Nogue at Division Office at 403-785-0742.

#### **Teacher Staffing Processes**

People Services is pleased to announce that all Inclusion Coaches and teachers that were subject to staff reduction have been transferred to classroom teaching positions in our WCPS Schools. We thank all schools who have welcomed these new staff members to their teams. In total 4 Inclusion Coaches and 2 Teachers were transferred for the 18/19 School Year. Schools have now begun recruitment for all remaining openings.

#### **Support Staff Staffing Processes**

Schools have received information regarding the use of their Educational Assistant Allocations for 2018/19. This years process for Educational Assistant Staffing includes a review of EA Assignments by Inclusive Learning Services to ensure that schools are maximizing their allocation in a way that best suits student programming balanced with a commitment to maintaining as many full-time EA Positions as possible. All Educational Assistants will be advised of their status for the 2018/19 School Year no later than May 31, 2018.

#### **ASEBP Annual Meeting**



People Services and Business Services met with ASEBP on May 17 for our Annual Program Review Meeting. Items discussed included ASEBP Strategic Direction and Operational Strategies, Employee & Family Assistance Program, Disability Services, Health Promotion Services and Premium Rates for 2018/19. Wolf Creek Public Schools remains at "base premium rates" for the 2018/19 School Year.

#### **Teacher & Administrator Cohorts**

People Services has enjoyed the opportunity to work with our new teachers and administrators this school year. Our cohorts are winding down for the school year. On May 30, our Year One Teachers will share their portfolio evidence from their first year of teaching with a panel of school administrators. Later in the day, they will share presentations they've prepared to showcase the highlights of their school year. Mentor teachers will be invited to take part in this celebration.

