



## Chinook's Edge School Division

### Board of Trustees

Date: Wednesday, September 9, 2020  
Time: 11:00 AM  
Location: Boardroom

#### Attendance

Trustees Present: C. Butler, H. Bilton, S. Cooper, M. Copley, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka, A. Tarnoczi.

Staff: S. Bexon - Communications Officer, S. Russell, Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb - Executive Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary.

#### Call to Order

Chair H. Bilton called the meeting to order at 10:42 a.m.

#### Land Acknowledgement • Treaty 7 - attachment

Trustee H. Bilton opened the meeting with a Treaty 7 Land Acknowledgement.

#### Agenda/Minutes Approval

##### Agenda Approval

**Resolution # 20200909001BOT**

Moved By: M. Copley

Motion to accept the agenda as presented

**Carried**

## **Minutes Approval - attachment**

### **Resolution #**

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2020 June 24 Board of Education Meeting.

**Carried**

### **Resolution # 20200909002BOT**

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of 2020 August 19 Board of Trustees meeting as presented.

**Carried**

## **In Camera**

It was noted that C. Butler, H. Bilton, S. Cooper, M. Copley, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka, A. Tarnoczi, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

### **Resolution # 20200909003BOT**

Moved By: C. Butler

Motion to move In Camera at 10:45 a.m.

**Carried**

## **Agenda Clarification**

The Board of Trustees reviewed the agenda.

## **Personnel**

Associate Superintendent People Services R. Hoppins provided an update on personnel items during the In Camera portion of the Meeting.

**Resolution # 20200909004BOT**

Moved By: C. Huelsman

Motion to accept the personnel report as presented.

**Carried**

**Superintendent's Personnel Update**

Superintendent K. Sacher provided an update on personnel items during the In Camera portion of the meeting.

**Accounts Payable - attachment**

The accounts payable cheques over \$500.00 dollars and the deposits for June, July and August 2020 were reviewed during the In Camera portion of the meeting.

**Visa - attachment**

Visa purchases over \$500.00 for June, July and August were reviewed during the In Camera portion of the meeting.

**Facilities Update**

Associate Superintendent Corporate Services S. Russell provided a Facilities update during the In Camera portion of the meeting.

**Negotiations Committee / TEBA Update**

Associate Superintendent Corporate Services S. Russell provided an update on negotiations during the In Camera portion of the meeting.

**Resolution # 20200909005BOT**

Moved By: G. Kerr

Motion to return to the regular meeting at 11:48 a.m.

**Carried**

Recess: 11:50 a.m.

Reconvene: 12:46 p.m.

## **New Business**

### **COVID-19 Update**

Superintendent K. Sacher and Associate Superintendent Corporate Services S. Russell provided a verbal updated on the following:

- Federal funding
- Remote learning
- Masks
- Staggered start-up
- Weekly update

Associate Superintendent Corporate Services S. Russell provided an update on the Federal Government funding which will be directed to help with costs associated with additional custodians, cleaning supplies, PPE and additional staff in remote learning. Fogger machines (disinfection systems) have been ordered for schools which will help with deep cleans of classrooms.

Associate Superintendent Corporate Services S. Russell shared that he has received countless questions regarding "when to wear a mask". When students are outside and distanced they are not required to wear a mask and when doing physical activities they are not required to wear a mask. There have also been several calls regarding the quality and pattern of masks that were provided by the Alberta Government. Clear masks for teachers have been sent out to help with teaching students that need to be able to see/read lips.

Superintendent K. Sacher shared that he has received positive feedback regarding the staggered start-up. He shared that if Chinook's Edge has a positive case in a school the division has a process in place should this happens. Division Office will handle all communication and Alberta Health Services will guide the Division.

Trustees shared the following questions and comments:

- School sports: what are the guidelines? Associate Superintendent Corporate Services S. Russell shared that schools can form teams and practice but cannot have competitions between schools. At this time there will be inner squad play only. Superintendent K. Sacher shared

that the Division understands that sports teams are critical for schools and that the Division is taking their lead from the experts. A Trustee commented that this is a problem for Grade 12 students as they may lose sports scholarships. Trustees asked if there is a plan to communicate to parents regarding the sport team decision. Superintendent K. Sacher will be communication this with Administrators next week and then will send a communication to parents.

- Superintendent K. Sacher also shared that COLT is looking at ways for Band and Music programs to work.

### **Introduction of New Staff at 1:00 p.m.**

Superintendent K. Sacher welcomed and introduced the new staff to Division Office were introduced to the Board of Trustees:

- Vern Woitas, Pay & Benefits Administrator
- Jody Dennis, Division Principal
- Tannis Wright, Coordinator, Student Services
- Sharon Collin, Coordinator, Student Services

### **Technology Quarterly Report at 1:30 p.m. - attachment**

Associate Superintendent System Services K. Barber provided a Technology Quarterly Report highlighting the following:

#### **Service Orientation**

Priorities for Technology Services

- Education Technology, Information Technology, Student Information Services
- Technology ticket process - icons; 1260 tickets over 19/20 school year. (are there any themes or trends for the tickets) (mostly hardware pieces).
- Visibility
- The intangible challenge - 99.6% perfect

- Shift in focus - IT or ET
- Next steps: Feedback from our schools, evaluation cycle.

### **Risk Mitigation**

- Student Security, Data Security and Privacy
  - Zoom, Phishing emails
  - Leader - AKA names in PowerSchool
- Exit Strategy
- Change Management
  - Systemic move to Google Platform
  - Migration to new Wifi and Switch Network
- Reliability

### **Infrastructure**

- Future Proof
- Bandwidth
- Storage
- 4 year plan
- Internet services
- Phones VOIP
- Surveillance cameras

### **Partnerships**

- Wild Rose - Telephones - Cost recovery
- CRPS - Revenue \$80,000
  - telephone, SIS support, Tech Support
- Firewall - Capital Savings of more than \$200K, annual savings of around \$30K
  - Northern Gateway, Sturgeon, Parkland, Wild Rose, Canadian Rockies, Stoney Education Authority.

## **Summer School Report**

Superintendent K. Sacher shared the 2020 Summer School Summary. Summer schools were at 85% capacity this year.

## **External Stakeholder Meetings**

The Board discussed meeting with external stakeholders in 2020-2021

- Red Deer Catholic
- Mountain View County
- Town of Didsbury
- Canadian Rockies (postponed due to COVID)
- Olds College (postponed due to COVID)
- Red Deer College (postponed due to COVID)

### **Resolution # 20200909006BOT**

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees refer the External Stakeholder Meetings discussion to the Stakeholder Relations Committee.

**Carried**

## **Superintendent Evaluation / Board Self-Evaluation**

As per PL 4-02.0.0 - The Board clarified the Superintendent evaluation internal reporting expectations for the 2020-2021 school year.

### **Resolution # 20200909007BOT**

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees refer the Superintendent Evaluation/ Board Self Evaluation discussion to the Education Committee Meeting.

**Carried**

## **COVID-19 Indemnification**

The Board of Trustees reviewed the letter from Terry Jewell, Chair - Sturgeon Public Schools, dated June 18, 2020 regarding the Indemnity Authorization Regulation for information.

## **Smart and Caring Communities Grant**

Board authorization is required for Chinook's Edge School Division to apply for the Red Deer and District Community Foundation's "Smart and Caring Communities Grant". This grant is to help fund the Mental Health Capacity Building Program.

The application guidelines are provided for review.

## **Resolution # 20200909008BOT**

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees authorize Chinook's Edge to apply for the Red Deer and District Community Foundation's "Smart and Caring Communities Grant".

**Carried**

## **Teachers Matter Meeting Dates and Membership**

Superintendent K. Sacher shared the 2020-2021 Teachers Matter meetings will be held on the following dates:

- September 10th / 15th
- November 20th
- February 12th
- May 14th

## **Year at a Glance - 2020/2021 - attachment**

The Board reviewed the Year at a Glance for the 2020-2021 school year.

## **Superintendent Update**

Superintendent K. Sacher provided an update on the following items:



- Changes to Board Work Plan.
- Audit committee members will be appointed in November.
- Partnership with Golden Hills - resources for remote learning. COLT is still assessing the material.
- Family School Wellness Changes - There is a pooling model and every school has a key FSWW to go to.
- Nutrition Update - M. Crawford will be working on this project.

## **Committees**

### **Audit Committee - no meeting**

No meeting prior to this meeting.

### **Education Committee - August 26, 2020 - attachment**

The minutes of the 2020 August 26 Education Committee meeting were provided for review.

### **Facilities and Maintenance Committee - no meeting**

No meeting prior to this meeting.

### **Policy Committee - no meeting**

No meeting prior to this meeting.

### **Stakeholder Relations Committee - September 2nd**

The minutes from the 2020 September 2nd Stakeholder Relations Committee meeting were provided for review. Board Representative H. Bilton provided a verbal update highlighting the following:

- Carstairs Groundbreaking event

- The new Board eNews: Several Trustees have heard positive feedback on the new format. Board Representative H. Bilton thanked Communications Officer S. Bexon for all her hard work on this project.

### **Transportation Committee - no meeting**

No meeting prior to this meeting.

### **Regular Business**

#### **Enrolments - attachment**

Superintendent K. Sacher provided an update on enrolments. At this time the numbers are still in flux and the Division is working on clarifying numbers.

#### **Correspondence - attachment**

A card from Arlene Wilde, Treasurer, Olds Kiwanis Music Festival was circulated for information.

#### **Trip Requests - attachment**

A list of the field trips approved for 2020/2021 was provided for information. The Board discussed postponing all field trips involving transportation.

#### **Resolution # 20200909009BOT**

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees postpone all student field trips that require transportation and all out of province staff professional development and meetings until further notice.

**Carried**

### **Trustee Remuneration and Expenses**

Board Chair H. Bilton called for Trustee Remuneration and expense sheets for August 2020.

## **Alberta School Board Associations**

Board Representative C. Butler provided a verbal update.

### **Special General Meeting**

Will take place on Thursday, September 17 at 9:00 a.m. The purpose of this meeting is to seek member input regarding the CASS proposal to receive legislated professional status. In the coming days you will receive the draft Order Paper, Rules of Procedure, Virtual Meeting Procedures and link to register.

ASBA's Advocacy Committee members have developed a list of lobbying priorities to ensure all school boards are reflected in the Charm Offensive plan.

The Board of Trustees agree to complete the Advocacy Priorities but will not return the MLA Connection document.

The Board completed the ASBA Advocacy priorities document.

The ASBA Zone 4 chair has reached out and suggested that Red Deer Public can accommodate 2 trustees from each board at Zone meetings. There will also be the ability to join remotely.

## **Canadian School Boards Association**

Nothing to report at this time.

## **National School Boards Association**

Nothing to report at this time.

## **Rural Caucus**

Rural Caucus Chair S. Cooper provided an update sharing that she met with Minister LaGrange and notes from that meeting will be shared with Rural Caucus Representative later this week.

## **Trustee Professional Development Reports**

Nothing to report at this time.

## **Trustee Round Table**

Trustees provided updates on their wards.

## **Adjournment**

**Resolution #** 20200909010BOT

Moved By: J. Knispel-Matejka

Motion to adjourn the meeting at 3:17 p.m.

**Carried**

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H. Bilton - Chair

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M. Copley - Vice Chair

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S. Russell - Corporate Secretary