



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, January 13, 2021
Time: 9:00 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 9:00 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 # 20210113001BOT

Moved By: S. Cooper

Motion to approve the agenda as presented.

Carried

Minutes Approval - attachment

Resolution # 20210113002BOT

Moved By: T. James

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2020 December 09 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 # 20210113003BOT

Moved By: M. Copley

Motion to move In Camera at 9:03 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 # 20210113004BOT

Moved By: M. Copley

Motion to approve the personnel report as presented.

Carried

Superintendent's Personnel Update - attachment

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 December 2020 were reviewed during the In Camera portion of the meeting.

Visa - attachment

Visa purchases over \$500.00 for December 2020 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

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

Resolution # 20210113005BOT

Moved By: J. Knispel-Matejka

Motion to return to the regular meeting at 10:21 a.m.

New Business

Recess: 10:21 a.m.

Reconvene: 10:32 a.m.

High School Programming Changes

The Superintendency Team joined the meeting to provide an update on high school programming changes in Chinook's Edge School Division.

Superintendent K. Sacher shared that he is looking for support from the Board of Trustees to transfer our the career high schools to our traditional high schools. This move will help the division better serve students with the supports that are available in traditional schools.

Associate Superintendent People Services R. Hoppins stated that the division is working on creating high quality learning materials as ADLC (Alberta Distance Learning Centre) is closing.

Chinook's Edge School Division's first priority is always our students.

With the moving of career highs into traditional high schools staff will be able to build connections and relationships with students. Students will have greater access to programs, resources and staff.

Associate Superintendent Student Services M. Perdue shared that most students will be fine with the move when they know that the staff are moving with them.

Associate Superintendent Corporate Services S. Russell noted that the high schools have the physical space required.

Superintendent K. Sacher stated that if the division does not make this move it will need to come up with \$1 million to continue past practices.

Once approved by the Board of Trustees, Superintendent K. Sacher will be sending a letter to all career high parents indicating the changes for the 2021/22 school year which will include an FAQ document.

Trustees shared the following questions and comments:

- Are other school divisions making the same changes? Superintendent K. Sacher shared that there are other divisions making similar changes.
- Fully in favour of this. I would like it noted that it is imperative that this program is not phased out in a few years as there are students who will always require such a program.
- Do you feel that there may be a risk that Off-Campus students/parents may move to home schooling? Associate Superintendent People Services R. Hoppins shared some may, if we are not able to convince every parent to move from Off-Campus to a traditional school.

- Concerned about students feeling intimidated and having anxiety about going into a traditional high school. Please ensure this is on the radar.

Superintendent K. Sacher thanked the Superintendency team for all their hard work on this project.

Resolution # 20210113006BOT

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division Board of Trustees transfer the Sylvan Lake Career High School and students to École H. J. Cody High School effective the 2021/2022 school year.

Carried

Resolution # 20210113007BOT

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees transfer the Innisfail Career High School and students to Innisfail High School effective the 2021/2022 school year.

Carried

Resolution # 20210113008BOT

Moved By: T. James

Motion that Chinook's Edge School Division Board of Trustees transfer the Olds Career High School and students to École Olds High School effective the 2021/2022 school year.

Carried

Resolution # 20210113009BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees transfer the Didsbury Career High School and students to Didsbury High School effective the 2021/2022 school year.

Carried

Resolution # 20210113010BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees transfer the Gasline Alley Career High School and students to Penhold Crossing Secondary School effective the 2022/2023 school year.

Carried

Resolution # 20210113011BOT

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees transfer the Off Campus Learning School to 4404 - 42 Avenue Innisfail effective the 2021/2022 school year.

Carried

COVID-19 Attendance Data

Associate Superintendent System Services K. Barber joined the meeting to discuss attendance trends for December 2020. She provided information on overall attendance, overall attendance by week and overall attendance by wards.

The average attendance for grades 7 to 12 students from November 30 to December 18, 2020 was 91%

On a week by week basis: the division discovered that we were lower the first week. Students benefited from having a scheduled time to be on-line. It was a meaningful learning experience for students. By the second week: on-line learning was up to 92% and in week three it was up to 93% attendance. When a student did not connect for a full day, this was reported as an absence.

11:28 a.m. K. Barber left the meeting.

COVID Update

Superintendent K. Sacher provided a COVID update.

- Every department within Division Office is set up to work on-line if required. The Emergency Preparedness Plan is in place, and our Safety Manager R. MacLean is reviewing this document.
- The school division did help with contact tracing over the Christmas break.
- The division does anticipate that we will see cases in the next few weeks.
- The K-12 on-line learning last week went well. The elementary classes exceeded the division's expectations. The division is expecting that classes will go on-line again at some point this year.
- Approximately half of division office worked from home the week of January 4 to 8.

Associate Superintendent Corporate Services S. Russell provided an update on the following:

- The division has received more PPE (Personal Protective Equipment) from the government, and this will be distributed to schools in the next week.

Trustees shared the following questions and comments:

- Is going back to school the right thing, and can we ever know for sure? I have heard from parents that kids were ready to go back and it is a testament to teachers that students want to be back in the building with them.
- Trustees discussed advocating having school staff vaccinated early.
- Schools are doing a fabulous job.
- I have a new respect for teachers and Google Classroom.
- A Trustee asked about contact tracing and if we were receiving quicker follow up as she would like to share this information at an upcoming meeting. Associate Superintendent Corporate Services S. Russell shared that the turnaround time shortened, but it did not get to the point that they were ahead of the division regarding our own contact tracing.

Recess: 12:07 p.m.

Reconvene: 1:00 p.m.

1st quarter financial report (September 1 to November 30)

Treasurer S. Roy joined the meeting and presented the 1st quarter financial report (September 1 to November 30). She noted that this is a high level update and closely aligned with budget expectations.

S. Roy highlighted the following:

- Fees are a bit behind what is normally collected. This does not include transportation fees.
- The division has not received as many school waiver fees this school year.
- Substitute teacher costs are down substantially
- At this time, there is not a full picture of spending for pandemic supplies.

11:36 a.m. S. Roy left the meeting.

Resolution # 20210113012BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees accept the 1st quarter financial report as of November 30th as presented.

Carried

Trustee quarterly remuneration report (to November 30th) - attachment

The Trustee remuneration report was provided for review.

Superintendent quarterly expenses (to November 30th) - attachment

The Superintendent quarterly expenses were provided for review.

Out of Province PD Report (September 1-November 30th)

No report at this time.

Olds and District Kiwanis Music Festival Society

Trustees discussed the request received for the Olds and District Kiwanis Music Festival Society. This item was deferred from the December 9, 2020 Board of Trustees meeting. Associate Superintendent Corporate Services S. Russell did leave a message for the Vice President of the festival but it was not returned.

Resolution # 20210113013BOT

Moved By: C. Huelsman

Motion to direct the Board Chair to write a letter on behalf of the Board of Trustees declining a donation due to COVID restrictions.

Carried

Virtual Board School Visits Reminder - January 20th

Board school visits will be virtual for January 20th.

MIPI Update

Associate Superintendent Learning Services J. Drent and Learning Services Coordinator S. Berg joined the meeting to provide an update to MIPI (Math Intervention/Programming Instrument). MIPI is a tool developed to help teachers know where each student is in their math knowledge relative to outcomes in the math program of studies.

S. Berg shared that MIPI is a numerical response tool available for grades 2 to 10 to identify where each grade 2 to 10 student is with their math understanding. S. Berg noted that all students receive the exact same question for testing knowledge level.

Trustee shared the following comments:

- Thank you very much! It was a really good presentation.
- Now I have a better understanding of what MIPI is.
- Thank you for bringing this to our attention.

1:54 pm - Associate Superintendent Learning Services J. Drent and Learning Services Coordinator S. Berg left the meeting.

Superintendent Update

Superintendent K. Sacher provided an update on the following:

- Mental Health First Aid - Associate Superintendent Student Services M. Perdue will attend a future meeting to update the Board on this item.
- Kindergarten Report Card - Student Services and Learning Services are working to have an assessment in place for the fall.
- Kindergarten alignment with Catholic Schools for Kindergarten advertising is being discussed for next year.
- Authentic Commitment to Wellness.
- Enrolment Projections were provided to the government last week with a projection of approximately 10,800.
- Topics for the Technology Quarterly Report
 - FOIP and data retention in Apps.
 - Students with low internet access.
 - Website provider.
- Teachers Matter in February will be an on-line meeting.
- Trustees had asked about Pandemic Proofing and how well we are set up to continue work if staff needed to vacate the building. All departments are able to work off-site.
- New website provider - RFP will go out this week.
- Consistency for supply lists - Associate Superintendent Learning Services J. Drent is working with groups to provide consistency.

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee

No meeting prior to this meeting.

Facilities and Maintenance Committee

No meeting prior to this meeting.

Policy Committee - December 11 (recommendations)

Board Representative S. Cooper provided a verbal update from the 2020 December 11 Policy Committee meeting. The meeting minutes were provided for review.

Resolution # 20210113014BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees amend policy PL 3 - 07.1.0 Donations Assurance 1: from "In February, the Superintendent..." to "In March, the Superintendent..."; and to add Assurance 3: The Superintendent shall ensure that trustees are informed of donations over \$5000.00 throughout the year as they occur.

Carried

Resolution # 20210113015BOT

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division Board of Trustees amend policy PL 2 - 01.4.0 Board Committees to add:

6: "The Board may choose to form ad hoc committees to assist the Board on a specific project for a specific period of time using the following guidelines: a. the Board feels that the work to be completed is better achieved by an ad hoc committee rather than the Board as a whole b. a clear timeline for both establishing and ending the work of the ad hoc committee is established c. the terms of reference for each ad hoc committee will be established by Board motion at the time of the formation."

Carried

Stakeholder Relations Committee - January 8 - attachment

Trustee J. Knispel-Matejka provided a verbal update from the 2021 January 8 Stakeholder Relations Committee. The meeting minutes were provided for review.

Trustees discussed the ASBA training on advocacy and if members of the Stakeholder Relations Committee should attend and audit this training. Trustees support this request.

It was noted the Rural Caucus Chair S. Cooper will be using information from the Advocacy document when meeting with the Minister of Education.

The ASCA Annual General Meeting will be on-line this year and parent council members can register on-line.

Transportation Committee

No meeting prior to this meeting.

Board Evaluation Process Adhoc Committee

Adhoc Committee representative M. Copley provided a verbal update from the meeting. She noted that there will be an in-depth update at the January Education Committee meeting.

Strategic Planning Adhoc Committee

No meeting prior to this meeting.

Trustee S. Cooper will book a meeting in the near future.

Regular Business

Enrolments - attachment

Superintendent K. Sacher shared enrolment numbers as of December 31, 2020.

Correspondence

Board Chair Holly Bilton reviewed the following correspondence:

- A response from the Honourable Adriana LaGrange, Minister of Education, dated November 30, 2020, to the letter written on October 26, 2020 regarding the 2020 Education Satisfaction School Board Trustee Survey.
- A response from the Honourable Adriana LaGrange, Minister of Education, dated December 18, 2020 to the letter written on November

10, 2020 expressing concerns regarding the Red Deer Catholic Regional Schools request for a separate school establishment area.

- A copy of a letter sent from the Honourable Adriana LaGrange, Minister of Education to Kayla McDowell regarding the proposed Garrington separate school establishment area.
- Trustee M. Copley shared a thank you text from the photographer of the Carstairs ground breaking event.

Trip Requests

No trip requests prior to this meeting.

Trustee Remuneration and Expenses

December remuneration and expenses were completed last month.

Board Work Plan - 2020/2021 - attachment

The Board Work Plan was provided for review.

Alberta School Board Association

Board Representative C. Butler provided an update on ASBA items.

- The next virtual ASBA Zone 4 meeting is January 25, 2021. Topics will include:
 - Labour Relations Position discussion.
 - Financial presentation from ASBA.
 - Social Media presentation by ASBA.
 - Discussion on Bylaws that will become a handbook.

National School Boards Association

The Nations School Boards Association Annual Conference is now being held virtually April 8 to 10.

Rural Caucus

Nothing to report at this time.

Trustee Round Table

Trustees provided updates on their wards.

Trustee Professional Development Reports

Trustees discussed upcoming conferences and training session and feel it is beneficial to attend some training sessions to help with decisions regarding in person conferences in the future. Trustee H. Bilton has created a Google doc listing upcoming on-line/in person conferences.

Adjournment

Resolution # 20210113016BOT

Moved By: C. Huelsman

Motion to adjourn the meeting at 2:54 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary