



## **Chinook's Edge School Division**

### **Board of Trustees**

Date: Wednesday, February 5, 2020  
Time: 9:00 AM  
Location: Boardroom

#### **Attendance**

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

Trustees Absent: S. Cooper

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

#### **Call to Order**

Chair A. Tarnoczi called the meeting to order at 9:01 a.m.

#### **Land Acknowledgement • Treaty 7 - attachment**

Board Chair A. Tarnoczi opened the meeting with a Treaty 7 Land Acknowledgement.

#### **Agenda/Minutes Approval**

##### **Agenda Approval**

##### **Resolution # 20200205001**

Moved By: C. Butler

Motion to accept the agenda dated 2020 February 05 as presented.

**Carried**

## **Minutes Approval**

The minutes from the 2020 January 15<sup>th</sup> Board of Trustees meeting will be brought for approval to the March 11, 2020 Board of Trustees meeting.

## **In Camera**

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

## **Resolution # 20200205002**

Moved By: T. James

Motion to move In Camera at 9:04 a.m.

**Carried**

## **Personnel**

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

## **Resolution # 20200205003**

Moved By: H. Bilton

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

### **Visa - attachment**

Visa purchases over \$500.00 dollars for December 2019 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.

Recess: 10:32 a.m.

Reconvene: 10:45 a.m.

Trustee M. Copley did not return to the meeting at this time.

### **New Business**

#### **Alberta Rural Education Symposium (ARES) Donation Request - attachment**

Associate Superintendent Corporate Services S. Russell spoke to a request from the Alberta Rural Education Symposium for a donation from the Division for a door prize.

#### **Resolution # 20200205004**

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees provided a donation from the Division to the Alberta Rural Education Symposium.

**Carried**

## **Meeting with the Minister**

Trustees discussed the upcoming meeting with the Minister of Education and the general format for the meeting. Minister LaGrange will tour the three schools on Innisfail Campus, and then meet with the Board of Trustees for a discussion. Trustees reviewed topics for discussion.

## **Policy Assurances Quarterly Review (November - January) - attachment**

Associate Superintendent Corporate Services S. Russell presented the quarterly policy assurance review from November to January.

## **Financial Planning Requirements- attachment**

As per PL 3-05.1.0 (Financial Planning), Superintendent K. Sacher presented the Chinook's Edge 2020-2021 RAWG Timelines and Processes.

## **AEDs in Schools**

Associate Superintendent Corporate Services S. Russell spoke to AED's in schools. At this time, 11 schools in the division have AED's. The Board discussed the option of placing AED's in the remaining schools. The approximate cost to supply AED's to the remaining 29 schools is \$75,000. There are grants that the division could apply for but there is no guarantee of receiving them. The Board discussed several options to help with cost for AED's. Administration will bring a plan to the Trustees at the March Board of Trustees meeting to have AED's placed in every school.

## **Transportation Update - attachment**

Trustee M. Copley return to the meeting at 11:39 a.m.

Board Chair A. Tarnoczi led a discussion regarding the following:

- Updating Versatrans information - Associate Superintendent Corporate Services S. Russell shared that Versatrans information is up to date.
- Transportation fees from pick-up - Associate Superintendent Corporate Services S. Russell shared that pick up location is not how the Board is funded.

- Transportation communication plan going forward - This was discussed in 6.9 of the agenda.
- Planning for possible adverse outcomes (like enrolment loss). Trustees discussed possible solutions if enrolment loss occurs.
- Update on concerns received - Associate Superintendent Corporate Services S. Russell provided an update to the Board of Trustees.

Trustees also discussed Kindergarten riders as the program is mandated half time and if this fee should be pro-rated.

### **Resolution # 20200205005**

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees approve charging half the fee for the mandated half time Kindergarten program. If the Kindergarten student requires daily busing the full fee will apply.

**Carried**

### **New Trustee Expense Claim**

Accounts Payable Technician K. Wall joined the meeting at 11:50 a.m. to review the new Trustee expense claim form.

Recess: 12:06 p.m.

Reconvene: 12:47 p.m.

### **Capital Plan - 2021/2024 - attachment**

Associate Superintendent Corporate Service S. Russell presented the 2021/2024 Capital Plan for approval. The Capital Plan must be submitted by February 24, 2020.

The Board reviewed a report outlining the division's most pressing capital needs and approved an updated Capital Plan, which will be filed with the provincial government. This year's Capital Plan is focused on determining a Sector 2 solution (Chinook's Edge refers to the area surrounding the City of Red Deer, Gasoline Alley, Springbrook and the Town of Penhold as 'Sector 2'). Given the rapidly shifting growth patterns in Liberty Landing (Gasoline Alley), #1 and #4 on this Capital Plan may be adjusted to meet evolving needs in that high-growth area.

## **Resolution # 20200205006**

Moved By: G. Kerr

Motion the Chinook's Edge School Division Board of Trustees approve the 2021/2024 Capital Plan as presented.

**Carried**

## **Communication Plans**

Superintendent K. Sacher and Communications Officer S. Bexon provided a draft Communication Plan regarding budget and transportation fees.

Communications Officer S. Bexon asked for direction from the Board regarding the February Board Enews. The decision of the Board of Trustees was to have a second edition focusing on the Minister of Education.

At the June Board Meeting, Trustees will receive an update regarding Transportation registrations.

A discussion on providing a head up to local MLA's and appropriate Ministers was held. No direction to Administration was provided at this time.

Communications Officer S. Bexon will send out links to articles that Trustees should be aware of. The local Trustee can choose to share it with the local MLA as long as they ensure all Trustees are notified when something has been shared with a local MLA.

## **Board Meeting Minutes**

The Board of Trustees decided that moving forward the minutes will capture the essence of the discussion and clarify decisions made.

## **Superintendent Update - attachment**

Superintendent K. Sacher provided a verbal update on the following:

- CASS Scholarship

- Meeting with Red Deer College
- RAWG Inclusive Education Allocation
- ATA Inclement Weather Committee
- ADCOS Meetings in 2020/2021
- Evidence Based Hiring
- School Supply Lists
- Meeting with Olds College - Olds College will provide dates in the spring.
- Connecting with COLT

## **Committees**

### **Education Committee (January 22nd) - no recommendations - attachment**

The minutes of the 2020 January 22 Education Committee meeting were provided for review.

### **Facilities and Maintenance Committee (January 28th) - attachment**

The minutes of the 2020 January 28 Facilities and Maintenance Committee meeting were provided for review.

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

No meeting prior to this meeting.

### **Policy Committee**

No meeting prior to this meeting.

### **Stakeholder Relations Committee (January 23rd) - recommendation - attachment**

The minutes of the 2020 January 23 Stakeholder Relations Committee meeting were provided for review. Updates/changes to the Board Advocacy document were shared with Board members for approval.

## **Resolution # 20200205007**

Moved By: C. Butler

Motion that the Chinook's Edge School Division Board of Trustees recommend to the policy committee to add the update to the Stakeholder Relations Committee mandate as presented.

**Carried**

## **Technology Committee**

No meeting prior to this meeting.

## **Transportation Committee**

No meeting prior to this meeting.

## **Horizon Adhoc Committee**

No meeting prior to this meeting.

## **Regular Business**

### **Enrolments - attachment**

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

### **Correspondence - attachment**

Board Chair A. Tarnoczi reviewed the following correspondence:

- A letter from the Olds & District Kiwanis Music Festival, dated January 6, 2020 with a detailed breakdown of the budget for the 2020 festival as requested.

### **Trip Requests - attachment**

A summary of the trips approved for the 2019-2020 school year were provided for review.



## **Trustee Remuneration and Expenses**

Board Chair A. Tarnoczi called for Trustees remuneration and expense sheets for January 2020.

## **Board Strategic Plan - 2019/2020 - attachment**

The Board Strategic Plan links were provided for review.

## **Board Work Plan - 2019/2020 - attachment**

The Board Work Plan was provided for review.

## **Alberta School Board Association - attachment**

Trustee C. Butler provided an update on recent ASBA items:

- An updated from the 2020 January 27 Zone 4 meeting was provided.
- The date of the next ASBA Zone 4 meeting will be February 24th at Battle River School Division. Please let S. Westwood know if you will be attending.
- It was noted that ASBA is asking for feedback on their website

## **Canadian School Boards Association - attachment**

The CSBA 2020 Congress will be held in Banff, AB July 2 to 5, 2020. Registration is not open at this time.

## **National School Boards Association**

The National School Board Association conference is being held in Chicago, IL April 4 to 6, 2020. Early registration is now open.

## **Rural Caucus - attachment**

The date of the next meeting is March 1 from 3:00 p.m. to 5:00 p.m. at the Fantasyland Hotel in room number 6.

### **Olds Institute**

This item will be removed from future agendas.

### **Alberta School Councils Conference & AGM**

The annual School Councils Conference will be held in Edmonton on April 24 to 26, 2020.

### **Resolution # 20200205008**

Moved By: H. Bilton

Motion to direct the Superintendent to send an email to school administrators to invite an expression of interest from school councils who may wish to attend Alberta School Councils Conference and AGM.

**Carried**

### **Trustee Professional Development Reports**

Nothing to report at this time.

### **Board Caucus - summary**

Trustees moved in Board Caucus at 3:14 p.m.

### **Adjournment**

### **Resolution # 20200205009**

Moved By: G. Kerr

Motion to adjourn the meeting at 3:35 p.m.

**Carried**

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A Tarnoczi - Chair

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C. Butler - Vice Chair

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S. Russell - Corporate Secretary