



Board of Education

Date : Wednesday, May 30, 2018

Start time : 1:00 PM

Location : Boardroom

Attendance

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

Staff: S. Bexon – Communications Offices, S. Russell – Associate Superintendent Corporate Services, K. Sacher – Superintendent/CEO, R. Hoppins – Associate Superintendent People Services, S. Babb – Executive Assistant to the Superintendent, S. Westwood – Administrative Assistant/Recording Secretary

Call to Order

Chair C. Butler called the meeting to order at 1:00 p.m.

Land Acknowledgement - Treaty 7

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

Agenda Approval

Resolution #20180604003

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education approve the agenda as amended

Carried

Minutes Approval

Resolution #20180604004

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approve the minutes of the May 09, 2018 Board of Education Meeting.

Carried

Resolution #20180604005

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education move the meeting In Camera at 1:05 p.m.

Carried

Personnel

It was noted that H. Bilton, C. Butler, 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.

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

**Superintendent's
Personnel Update**

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

Facilities Update

Associate Superintendent Corporate Services S. Russell provided a facilities update for Jessie Duncan School and the Bowden Property during the In Camera portion of the meeting.

**Negotiations
Committee**

An update from the May 16th TEBA Conference call was provided. A comparison of central and local matter negotiated in 2016 and 2018 was provided for review.

Recess: 1:50 p.m.

Reconvene: 2:00 p.m.

S. Roy, S. Babb, S. Bexon, S. Westwood joined the meeting at this time.

Personnel

Resolution #20180604012

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education accept the personnel report as presented.

Facilities Update

Resolution #20180604013

Moved By: M. Copley

Motion that Chinook's Edge School Division No. 73 Board of Education approve the approximate 10 acre new school site connected to the north of the current Hugh Sutherland School property as presented subject to a phase one environmental study and request school division involvement in the development of the area development plan.

Carried

2018/2019 Budget

Treasurer S. Roy presented the 2018/19 Budget.

The 2018/2019 Division budget has an operating deficiency of \$926,738. With the net amortization of \$2.2 million and capital purchases of \$2 million (technology, buses, maintenance vehicles), the division operating reserves are expected to decline by \$264,835 and division capital reserves expected to decline by \$430,908.

1. Transportation, Operations and Maintenance and Inclusive Education funding will be spent in their respective areas. Investment income in excess of amounts that are required to be allocated to Infrastructure Maintenance and Renewal, scholarships and endowments, capital projects and school generated funds will be allocated to transportation. Excess interest is estimated at \$70,000. In addition to the Transportation operating grants, fees and interest, an additional \$902,170 was allocated to balance the Transportation operating budget and purchase buses. \$471,262 from the instruction block and \$430,908 from capital reserves (ALARIE funds).
2. Enrolments are predicted to increase by 57 students to a total of 11,169 students.

Chinook's Edge will maintain a 1.5% unrestricted reserve of \$1.95 million.

Revenue, Expenses and Accumulated Reserve Projections

Revenue - \$129,218,726 (includes CIF funds)

less **Expenses** \$130,145,464

Excess of revenue over expenses for the year (\$926,738)

Net non-cash amortization \$2,217,995

Operating funds used for capital purposes (\$1,987,000)

Capital Reserves

Reserves at August 31, 2017	\$220,331
Gain on the sale of Bowden property	\$120,000
ALARIE allocation to capital	\$430,908
Division office renovations	(\$220,331)
2018/2019 school bus purchase	(\$430,908)
Jessie Duncan link	(\$120,000)
Reserves at August 31, 2019	\$0

RAWG Allocations - Total assigned teacher allocations are very similar to last year.

S. Roy stated that this really is a status quo budget.

Board Chair C. Butler would like to see a note that states the 920,000.00 deficit for this year's budget. Expand the wording to ensure that the Government recognizes the deficit.

Resolution #20180604015

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education approve the budget for the 2018/2019 school year as presented.

Carried

**School Fees -
2018/2019**

Treasurer S. Roy presented the proposed school fees for the 2018/2019 school year.

S. Roy would like to acknowledge the staff in schools and A. Schultz and S. Kaiser for all of their hard work. There were some modifications this year on how fees were completed.

Resolution #20180604017

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education approve the school fees for the 2018/2019 school year as presented.

Carried

**Community
Learning Campus
Budget -
2018/2019**

CLC Director J. Taylor attended the meeting to present the draft 2018/2019 CLC Budget. The budget was provided for review.

J. Taylor shared a new hard copy of the budget as there were changes made prior to the meeting. Highlighting the following: Operations and Maintenance came in a little lower for 2018/2019 at \$307,557.00. The grant that is in place for \$30,000.00 for the work that J. Taylor does will expire after the 2018/2019 fiscal year.

Summary of revenue and expenses:

Total revenue: 2186,560
Total expenses: 1989,263
Net surplus: 197,297

Associate Superintendent S. Russell asked if there should be an increase to the Carbon Tax as it is not reflected in the budget. J. Taylor will look into this. A. Tarnoczi would like to see some actuals. J. Taylor shared that the 2017/2018 numbers are actuals and for future budgets will be added. S. Cooper would like to see actuals, projected and variances. J Taylor shared that this is presented in the fall to the Board.

2:28 p.m. R. Hoppins joined the meeting

2:38 p.m. K Barber joined the meeting

2:41 p.m. S. Roy left the meeting

2019/2020 School Calendar

Associate Superintendent System Services K. Barber presented the 2019/2020 School Calendar for approval. This calendar has an equal number of students days in each semester. Students will not start school until after Labour day. Spring break tied in Easter holidays. This calendar has only 2 discrepant days with Red Deer Catholic Regional Schools. There is a long period from February 7 to the next Collaborative Day in March.

Trustees discussed the calendar and the lengthy period in February/March.

The Board of Education directed Superintendent K. Sacher to work with Associate Superintendent System Services K. Barber to bring options for the 2019/2020 School Calendar to the June Board meeting for review.

Woman of Excellence

The 11th Annual Woman of Excellence Gala is Wednesday, June 6, 2018 at the Sheraton Red Deer and if Trustees would like to attend tickets are available on-line at <https://rddcf.ca> at the Trustees expense.

Audit Committee - No Meeting

No report at this time.

Finance Committee - Meeting (with recommendations)

Board Representative A. Tarnoczi provided an update from the May 23rd Finance Committee Meeting. The minutes of the meeting were provided for review.

A. Tarnoczi spoke to the documentation that the Finance Department provided regarding the Fee Structure and that it will make for good discussion at a Board meeting in the fall of 2018.

Resolution #20180604024

Moved By: C. Huelsman

Motion that at a future Board of Education meeting that the discussion of the governance principles that drive our fee structure be added to a fall Board agenda.

Carried

The cheque signing process will be discussed at the June Policy Committee meeting prior to the June Board meeting to implement prior to summer.

Resolution #20180604026

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division No. 73 Board of Education refer the cheque signing process to the Policy Committee for further discussion.

Carried

Education Committee - Meeting

The minutes from the 2018 May 30 Education Committee meeting will be provided at the June Board meeting.

Resolution #20180604028

Moved By: A. Tarnoczi

Motion that the Board of Education to accept Policy PL 3 – 04.3.0 Teacher Matter Committee as presented with the effective date of September 1

Carried

Facilities and Maintenance Committee - Meeting (no recommendations)

Board Representative G. Kerr and S. Russell provided an update from the 2018 May 09 Facilities Committee Meeting. The minutes from the meeting were provided for review.

Trustee G. Kerr updated the Board on the Facilities Budget, highlighting the following: Revenue received has been the same for the past five years. The 2018/2019 budget will reduce the surplus for the coming year. Highlighted rising costs: LAPP reduction resulting in a \$34,000.00 cost to the Facilities budget and the rising cost of fuel. The big IMR projects for the 2018/2019 year are 9 roofing projects and two gym floors.

Trustee G. Kerr shared that that Facilities Department is doing a great job.

Parents Matter Committee - No Meeting

No report at this time.

Policy Committee - Meeting (no recommendations)

Board Representative A. Tarnoczi provided an update from the 2018 May 11 Policy Committee Meeting. The minutes from the meeting were provided for review.

Trustee A. Tarnoczi will bring PL 3 – 8.2.0 Student Transportation and PL 3 – 05.2.0 Financial Administration to the June Board meeting for review.

It was noted that the Motion to accept Policy PL 3 – 04.3.0 Teacher Matter Committee was brought forward from the Education Committee Meeting.

Public Consultation Committee - Meeting

Board Representative H. Bilton provided an update from the 2018 May 22 Public Consultation Committee Meeting. The minutes from the meeting were circulated.

Trustees that would like samples of graduation congratulation advertisements please speak to S. Bexon. It was noted that these ads are at the cost of the Trustee. S. Bexon shared a draft of the Year in Review with the Board and feedback was provided. S. Bexon will bring an updated draft to the June Board Meeting.

The Trustee Communication Guidelines have been added to the Trustee Handbook. The Trustee handbook will be looked at in its entirety in the future.

The Board also discussed Key Messaging.

Resolution #20180604033

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education look at the Strategic Plan on Board Governance in the fall of 2018.

Carried

Direct the Superintendent to reach out to Linda Yargeau to facilitate a Strategic Planning Day in the fall of 2018.

Teachers Matter - Meeting (no recommendations)

Board Representative C. Huelsman provided a verbal update from the 2018 May 25 Teachers Matter meeting. The minutes of the meeting will be provided at the June Board meeting.

Superintendent K. Sacher shared that there were only 22 questions in the question box for this meeting. Comments from the group were it was the best meeting and great day.

Technology Committee - No Meeting

No report at this time.

Transportation Committee - Meeting (no recommendations)

Board Representative J. Knispel-Matejka provided an update from the 2018 May 10 Transportation Committee Meeting. The minutes from the meeting were provided for review.

Large deficit of \$920,000.00 in Transportation for 2018/2019 year this includes budgeting fuel at \$1.18 per litre and 2 new bus routes. The Transportation Department will not run charters in the summer. Charters will be charged at cost recovery.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

ADCOS Update (May 16)

- The key learning around clarity and direction.
- Administrator Movement

Roy E. Cope – criteria and nomination provided for review.

Connecting with Olds College – having on-going breakfast meetings with Olds College. Exploratory talks about International Students (2 years at the high school and 2 years at the college).

M. Perdue's Award – May 28th - special award for her PHD.

L. Steele – Provincial Curriculum Implementation Committee . L. Steele was invited and hand-picked for this committee regarding K to 4 curriculum.

AXIA –An update was provided regarding AXIA the School Divisions Supernet provider.

Red Deer College - Chinook's Edge School Division No. 73 has 60 students graduating from Red Deer College this Friday.

Resolution #20180604039

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education

approve the recommended Roy E Cope award nomination.

Carried

Community Learning Campus

No Meeting.

Enrolments

Superintendent K. Sacher reviewed the Division's enrolments as of May 23, 2018.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A follow-up letter to the Minister of Education regarding carbon tax and the RAWG allocation process, dated May 11, 2018 was provided for review.
- A thank you card regarding the Red Deer Festival of the Performing Arts was circulated at the meeting.
- Ministerial approval for the sale of the Bowden property.

Trip Requests

A list of the field trips approved for the 2017/2018 and 2018/2019 was provided for review.

Trustee Remuneration and Expenses

Chair C. Butler called for Trustee Remuneration and Expense sheets for May, 2018.

Board Strategic Plan - 2017/2018

The Board Strategic Plan for 2017/2018 was provided for review.

Board Work Plan - 2017/2018

The 2017/2018 Board Work Plan was provided for information.

Alberta School Board Associations

Board representative H. Bilton provided an update on recent ASBA items.

- An update was provided from the May 28 ASBA Zone 4 meeting. The Board discussed the upcoming ASBA SGM. ASBA budget surplus was discussed.

Chinook's Edge School Division No. 73 Board of Education proposed that we hold the line for the budget. No increase. Cover operations, do not increase membership costs and use some reserves.

- An update was provided from the May 10 ASBA Board meeting.
- The next Zone 4 meeting is September 24 at 10:00 am at Wolf Creek School Division.
- The 2018 SGM is being held June 4-5, 2018 at the Sheraton Hotel in Red Deer. Please let S. Westwood know if you are planning to attend.
- The PSBA AGM is being held June 1-3, 2018 at the Sheraton Hotel in Red Deer. Please let S. Westwood know if you are planning to attend.
- Summer leadership conference (ASBA) in Canmore August 24 and 25. If you would like to attend please email S. Westwood.

Canadian School Boards

No report at this time.

Association

**National School
Boards
Association**

No report at this time.

Rural Caucus

The next meeting is June 3rd, 2018 from 4:00 to 6:00 pm at the Sheraton Red Deer. Trustees H. Bilton and S. Cooper updated the Board on the meeting agenda.

**Trustee
Professional
Development
Report**

Trustees will provide an update from an PD that they have attended since the last meeting.

Trustee H. Bilton attended the Connect for Wellness Zone 4 Healthy Schools Jurisdictional Conversation on May 8, 2018 at the Memorial Centre in Lacombe. A written report was provided for information.

S. Cooper and C. Butler attended the Red Deer College Awards evening.

**2019/2020 School
Calendar**

2:45 p.m. R. Hoppins left the meeting

2:45 p.m. K. Barber left the meeting

Adjourned

Resolution #20180605002

Moved By: H. Bilton

Motion to adjourn the meeting at 4:37 p.m.

Carried

C. Butler - Chair

H. Bilton - Vice Chair

S. Russell - Corporate Secretary