



Board of Education

Date : Wednesday, May 09, 2018

Start time : 9:00 AM

Location : Boardroom

Attendance

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

Trustees Absent: M. Copley

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 9:00 a.m.

Land Acknowledgement - Treaty 7

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

Agenda Approval

Resolution #20180511003

Moved By: A. Tarnoczi

Motion to approve the agenda with the following addition:

6.4 Correspondence – Ministers Meeting

Carried

Minutes Approval

Resolution #20180511004

Moved By: C. Huelsman

Motion to approve the minutes of the April 11, 2018 Board of Education meeting.

Carried

Resolution #20180511005

Moved By: T. James

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

Carried

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.

Personnel

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

Resolution #20180514002

Moved By: G. Kerr

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

The Accounts Payable cheques for \$500 and the direct deposits for March 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 - No
Meeting**

No Meeting.

Resolution #20180514057

Moved By: S. Cooper

Motion to return to the regular meeting at 9:45 a.m.

Carried

Recess: 9:45 a.m.

Reconvene: 9:57 a.m.

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

**Calendar Revision
- 2018/2019**

The Board discussed the revision to the 2018/2019 School Calendar, exchanging the May 3rd non-instructional/collaborative day for June 7th, with this change there will be 2 more Transportation days which is not ideal but it is a long period without a non-instructional day in June. This was discussed at ADCOS and the group is supportive of the change. The board believes that when looking at staff wellness this is the right thing to do.

Resolution #20180514007

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education amend the 2018/2019 school calendar by exchanging the May 3rd, 2018 collaborative/non-instructional day for June 7th, 2018.

Carried

**Pre-Kindergarten
Program Update**

Superintendent K. Sacher provided an update on the Pre-Kindergarten Program. The program is growing and meeting needs. The Pre-K program is helping with the PUF programming when the student moves on to Kindergarten. Board Member C. Huelsman shared that it is great to see Pre-K students being leaders when they are moving up to the next grade. Great for those students that are in need of this program. There is power in this program. At this time there is no Policy direction for the Pre-K program but the Board would like a yearly update. This has been directed back to the Policy Committee for review.

Resolution #20180514009

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education refer this item to the Policy Committee.

Carried

**Student
Transportation
Survey**

The Board of Education completed the on-line Student Transportation Survey as a group. The Board members also completed the survey as individuals. There was discussion as a group prior to answering each question in the survey. S. Russell shared that the issue with surveys is that the answers do not encompass everything that the Board is discussing.

**Roy E. Cope
Award**

The Board discussed the Roy E Cope Award and putting out a call for nominations. There is \$2,291.35 in the fund and the trophy costs approximately \$125.00. Board Chair C. Butler opened this item for discussion.

Resolution #20180514012

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to canvas for nominations for the Roy E. Cope award with both ADCOS and Colt.

Carried

**Town of Sylvan
Lake Dinner
Meeting**

The May 17th, 2018 dinner meeting with the Sylvan Lake Town Council will be rescheduled as the new CAO does not start until May 22nd, 2018. The Board discussed potential dates in June or the fall. This item will be postponed at this time.

Resolution #20180514014

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approach the town of Sylvan Lake for dates that will work in September and report back to the board.

Carried

**Graduation
Ceremony
Reminders**

The Board discussed whether Trustees would like a reminder email prior to the graduation ceremonies. A list of graduation dates was provided and calendar invites have been sent out. The Board does not need a reminder regarding Graduation Ceremonies as it is in their calendars.

**Jessie Duncan
School RFP**

Resolution #20180514054

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education delegate authority to the Superintendent to award the tender for the Jessie Duncan relocatable project.

Carried

Resolution #20180514055

Moved By: A. Tarnoczi

Supplementary motion: The Superintendent will report to the Board at the

next Board Meeting regarding the above motion.

Carried

**Finance
Committee - No
Meeting**

No meeting

**Facilities and
Maintenance
Committee -
Meeting (no
recommendations)**

Board Representative G. Kerr and S. Russell provided an update from the 2018 April 12 Facilities Committee Meeting. The minutes from the meeting were provided for review. G. Kerr spoke to Chinook's Edge not receiving a school announcement from the Government of Alberta and continued discussion on if the Capital Plan should be updated. S. Russell, G. Kerr and D. Dyvig will meet with the Town of Carstairs to discuss a serviced site for a new school if announced. The Facilities committee will meet in the next two weeks to discuss updating the Capital Plan.

**Parents Matter
Committee - No
Meeting**

No meeting.

**Policy Committee
- Meeting (with
recommendations)**

Resolution #20180514017

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division No. 73 Board of Education accept the amendments to PL 3-05.1.0 Financial Planning as presented.

Carried

PL3 – 07.0.0 Risk Management was provided for review sharing the addition of the wording "exchange programs" to number 7 of requirements and limits.

Resolution #20180514019

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education amend PL 3-07.0.0 Risk Management Requirements and Limits 7 by adding "exchange programs" under field trips.

Carried

Resolution #20180514020

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division No. 73 Board of Education approve PL 3-08.2.0 Student Transportation and AP 5-11 School Bus Transportation, AP 5-06 Transportation of Students in Private Vehicles, AP 3-01 School Bus Transportation Student's Responsibilities, AP 3-17 School and Transportation Fees, AP 5-05 Special Use of School Buses and AP 5-11 School Bus Transportation as written.

Withdrawn

Resolution #20180514021

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education recommend to the policy committee to review PL 3 -08.3.0 Student Transportation Requirements and Limits Assurances 1 and 2 to the Policy committee.

Carried

The Board also discussed the approval of Administrative Procedures and how to ensure that Administrative Procedures align with the Policy Manual. The Policy Committee will discuss this item at the next Policy Committee meeting.

A. Tarnoczi reminded all Trustees of the Friday, May 11, 2018 at 9:00 am – Policy Committee meeting to discuss Board Committees.

**Public
Consultation
Committee -
Meeting (with
recommendation)**

Board Representative H. Bilton provided an update from the 2018 April 25 Public Consultation Committee Meeting. The minutes from the meeting were provided for review.

Resolution #20180514024

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education place the Trustee Communication Guidelines in the Trustee Handbook.

Carried

**Teachers Matter -
No Meeting**

No meeting.

**Technology
Committee -
Meeting (no
recommendations)**

Board representative H. Bilton provided an update from the 2018 April 11 Technology Committee Meeting. The minutes from the meeting were provided for review.

H. Bilton spoke to the great job that T. Harvey is doing with the savings on the hardware side of technology. The cost of bandwidth does not go down and the Division uses a great deal.

**Transportation
Committee -
Meeting (no
recommendations)**

Board Representative J. Knispel-Matejka provided an update from the 2018 April 12 Transportation Committee Meeting. The minutes from the meeting were provided for review.

J. Knispel-Matejka spoke to the GPS discussion the committee had and that D. Brandt will come back to the committee with costing information in the future. C. Huelsman shared that the committee had a long discussion regarding the purchase of a new tow truck and directed the Transportation department to track both the calls to an outside tow company and the cost. S. Cooper spoke to bus safety day and that Transportation should offer this to all schools.

**Superintendent
Update**

Superintendent K. Sacher provided a verbal update:

ADCOS Off-site Planning – April 26th

- LST – K. Sacher shared that L. Steele shared information on the LST teams. The teams are leveraging more technology and allowing our staff to go into schools to work more directly with staff in schools.
- K-12 Distributed Learning – need to constantly look at supporting smaller high schools. The key will be aligning timetables which cannot be off even a minute.
- RAWG Watch List – is shorter than it usually is. This year there is no kindergarten on the list. This document is available to administrators for

transparency.

- Classroom Improvement Fund (CIF) – Chinook’s Edge will be receiving at least the same amount that we received last year. At this time we have no specifics on the CIF funds. S. Cooper asked if the CIF funds can be used for hiring of EA’s and yes it can but at this time we do not have specifics.

Community Learning Campus

K. Sacher shared that L. Steele attended the meeting on behalf of Chinook's Edge and the majority of discussion was around dual credit. K. Sacher is also looking into the role of CLC Governance and how many meetings are required.

Enrolments

Superintendent K. Sacher reviewed the Division’s enrolments as of April 30, 2018.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A thank you letter, dated March 28, 2018 for Patrick Machacek, Vice President, Development at Olds College for sponsoring the Roy Brassard Award.
- A letter, dated March 21, 2018 from Maureen Melnyk, Field Services Manager, Central Services Branch, Alberta Education regarding the Three Year Plan and Annual Education Results Report.
- Thank you cards regarding the Kiwanis Music Festival were circulated at the meeting.
- C. Bulter shared a letter that has been written to the Minister encapsulating the meeting of Friday, May 4, 2018.
- Ministers Meeting Discussion: The Board shared that the meeting was effective and positive. K. Sacher commended the Board for the positive way they presented to the Minister which helps in our relationship with Government moving forward. The Board discussed RAWG and how the model runs. K. Sacher will work with A. Tarnoczi for key guiding principles around what we have learned using the RAWG model. A. Tarnoczi spoke to the birth of RAWG and how far it has come and that guidelines were key to making RAWG work.

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 April, 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 review.

Alberta School Boards Association

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

- The highlights of the April 23, 2018 meeting were provided for review.
- President Report: discussion of maintaining a reserve in case ASBA

needs to wind down. This stems from a discussion on whether school boards are valued. ASBA is worried that school boards may be gone. Flux of uncertainty.

- J. Knispel-Matejka shared an idea regarding a document “what school boards do” to share with parents/parent councils. This idea should go to the Public Consultation Committee for further discussion and creation of documentation. Having this information at our fingertips would be very helpful.

Resolution #20180514036

Moved By: J. Knispel-Matejka

Motion that Chinook’s Edge School Division No. 73 Board of Education send this item to the Public Consultation Committee for creation of a communication plan on the role of a Trustee and the work that they have done and do.

Carried

- Highlights from the Zone 4 meeting held on April 23rd were provided for review.
- The date for the next Zone 4 meeting is May 28th at 10:00 am at Chinook’s Edge School Division. The Edwin Parr Banquet will be held following the meeting at the Innisfail Library with cocktails at 5:30 pm and dinner at 6:00 pm. Please let B. Milman know if you are attending.
- 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.

Canadian School Boards Association

No meeting.

National School Boards Association

No meeting.

Rural Caucus

The next meeting is June 3rd, 2018 from 4:00 to 6:00 pm at the Sheraton Red Deer. This meeting will focus on out of the box solutions for Health, Transportation and Funding. There will be a motion at the meeting on cost recovery. C. Butler would like to see actual costs paid by boards.

Resolution #20180514039

Moved By: C. Huelsman

Motion that Chinook’s Edge School Division No. 73 Board of Education vote in favor to the Rural Caucus motion for cost recovery.

Carried

Trustee Professional Development Report

J. Knispel-Matejka spoke to attending the Homestead Feast at Olds College to raise funds for the Animal Health Education Centre.
H. Bilton attended the Healthy Schools session and shared an update on the session and will share a written report with Trustees.

TEBA - S. Cooper gave an updat on an email she received from TEBA to attend a meeting on May 16th, regarding the ATA agreement. S. Cooper will attend.

11:45 am - A. Frey – Principal C. P. Blakely School and S. Higgs – Edwin Parr Nominee and R. McLean – Division Principal joined the meeting.

**Edwin Parr
Nominee**

Edwin Parr Nominee - The Chinook's Edge School Division Edwin Parr nominee, Steve Higgs - C. P. Blakely School attended the meeting to be recognized by the Board.

A. Frey, Principal – C. P. Blakely School introduced Mr. Higgs to the Board. Mr. Higgs is highly regarded as a new teacher. He has a strong connection to students and staff. Mr. Higgs always ensures that no one is left out. The diversity of Mr. Higgs classroom was mentioned. As a first year teacher he commands his classroom, students are highly connected and engaged.

Mr. Higgs shared his Edwin Parr Banquet speech with the Board.

Recess: 11:59 am

Reconvene: 12: 45 pm

Adjournment

Resolution #20180514048

Moved By: S. Cooper

Motion to adjourn the meeting at 2:47 p.m.

Carried

C. Butler - Chair

H. Bilton - Vice Chair

S. Russell - Corporate Secretary