



Board of Education

Date : Wednesday, March 14, 2018

Start time : 9:00 AM

Location : Boardroom

Attendance

Trustees: H. Bilton, C. Butler, 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, R. Hoppins – Associate Superintendent People Services, S. Babb – Executive Assistant to Superintendent/Recording Secretary

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

Chair C. Butler called for additional agenda items.

Resolution #20180315004

Moved By: C. Huelsman

Motion to approve the agenda with the following addition:

4.10 AP 2-24 Exchange Program Approval and Planning

Carried

Minutes Approval

The minutes of the February 7, 2018 Board of Education and February 28, 2018 Special Board of Education meetings were provided for review.

Resolution #20180315006

Moved By: J. Knispel-Matejka

Motion to approve the minutes of the February 7, 2018 Board of Education meeting as presented.

Carried

Resolution #20180315007

Moved By: T. James

Motion to approve the minutes of the February 28, 2018 Special Board of Education meeting as presented.

Carried

Resolution #20180315008

Moved By: S. Cooper

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

Carried

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

R. Hoppins left the meeting at 9:45 a.m.

RECESS: 9:50 a.m.

RECONVENE: 10:00 a.m.

S. Babb and S. Bexon entered the meeting at this time.

Resolution #20180315010

Moved By: T. James

Motion to return to the regular meeting at 9:50 a.m.

Carried

Personnel

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

Resolution #20180315012

Moved By: S. Cooper

Motion to accept the personnel report as presented.

Carried

**Superintendent's
Personnel Update**

Superintendent K. Sacher provided a personnel update during the In Camera portion of the meeting.

Accounts Payable

The Accounts Payable cheques over \$500 and direct deposits for February 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.

Resolution #20180315016

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education use money from land sales to construct a connector for the four relocatables at Jessie Duncan School.

Carried

**Negotiations
Committee**

A negotiations update was provided during the In Camera portion of the meeting.

**2nd Quarter
Financial Report
(September 1 to
February 28)**

Treasurer S. Roy presented the 2nd Quarter Financial Report (September 1 to February 28). Included in the background information was a summary report, a detailed Board report and a report on capital projects.

School generated funds were discussed. These are tracked unless they are maintained by a society or parent council. Best practice is for a donation to be made for purchases (i.e. playground) as the Division qualifies for a 68% rebate whereas a society only qualifies for 50%. It was noted that the School Council of Alberta is advising school divisions to keep these funds separate so that reserves don't appear to be inflated.

Resolution #20180315019

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education accept the 2nd Quarter Financial Report as presented

Carried

Out of Province Professional Development Quarterly Report

Treasurer S. Roy presented an out of province professional development quarterly report. It was noted that a Laserfiche form has been created that is completed, reviewed by COLT and approved by the Superintendent. S. Roy expressed concerns regarding the timing of the report. The timelines, including those for the quarterly reports, will be modified slightly in the work plan for next year. A request was made that a column be added to indicate the dates of travel for the next report.

Resolution #20180315021

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education accept the out of province professional development report for information.

Carried

Transportation Quarterly Report

Associate Superintendent Corporate Services S. Russell presented the Transportation Quarterly Report.

Ride times were reviewed. There are a couple of routes that are being watched closely. It was noted that the times are based on the Versatrans system and in reality could be 10 minutes longer.

The Transportation Committee will be meeting soon to review the budget. It was noted that \$700,000 is required for bus renewal. A handicap bus is required this year.

Transportation fees were discussed. If there is a status quo budget, the Trustees did not anticipate any fee increases as the costs recovered would be negligible. The fees will be approved at the April Board meeting.

A request was made that a ballpark figure on the impact of the carbon tax be included in the quarterly transportation updates.

S. Roy left the meeting at 10:40 a.m.

Board School Visit Reminder

The Trustees were reminded of the Board school visits on March 21st.

**AP 5-06
Transportation of
Students in
Private Vehicles**

As per Policy 3-08.2.0 (Student Transportation), AP 5-06 (Transportation of Students in Private Vehicles) was provided for review.

Resolution #20180315025

Moved By: J. Knispel-Matejka

Motion that Chinook's Edge School Division No. 73 Board of Education approve AP 5-06 Transportation of Students in Private Vehicles with the following amendments:

- **Age requirement changed to 21**
- **Requirement of a graduated driver's license**
- **Include staff in item 1.4**

Carried

**AP 5-11 School
Bus
Transportation**

As per Policy 3-08.2.0 (Student Transportation), AP 5-11 (School Bus Transportation) was provided for review.

Resolution #20180315027

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education approve AP 5-11 (School Bus Transportation) with the following amendment:

- **Exhibit 1 (Bus Accident) item 3 - last sentence should read: The accident report shall report facts, NOT opinions, it is not intended to be used to place blame.**

Carried

ACTION: Associate Superintendent Corporate Services S. Russell will bring back AP 5-06 (Transportation of Students in Private Vehicles) and AP 5-11 (School Bus Transportation) to the Policy Committee for a final review.

**Naloxone Kits
Implementation
Update**

As per resolution #20171013024 directing the Superintendent to pursue the implementation of Naloxone kits in all schools and report back to the Board, Associate Superintendent Corporate Services S. Russell provided an update. Mr. Russell recommended that the Board not pursue the implementation of the kits in the schools due to the requirement of staff to administer a syringe and the risks involved in doing so. It was noted that a nasal spray is available at a cost of approximately \$3500 annually.

Resolution #20180315030

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to gather further information on Naloxone kits including:

- **A legal opinion**
- **An opinion from Alberta Health Services**
- **Practices in other school divisions**
- **Information from Turning Points**
- **Information regarding the training available**
- **Trends including usage and second hand risk exposure**

Carried

ACTION: Superintendent K. Sacher will determine if Turning Points has presented to any CESD schools.

**Capital Plan -
2019/2022**

Associate Superintendent Corporate Services S. Russell presented the proposed 2019/2022 Capital Plan for approval.

The following points were noted:

- If an announcement is received for Carstairs Elementary, this item will be removed with the remaining items re-numbered.
- Sector 2 will be reviewed over the next year.

Trustee C. Huelsman indicated that the Spruce View gymnasium was always on the Capital Plan but has been removed. It was noted that if the Carstairs Elementary School announcement is made, this project could be added in the 5th spot. There are concerns regarding the size of the gymnasium when there are spectators watching certain sports. It was noted that to mitigate the risk, spectators could be prevented from watching in the gymnasium or games could be played in Innisfail.

The utilization report was discussed. Westglen is showing a utilization of 101% and Poplar Ridge is showing a utilization of 105%. In Westglen the situation should address itself over the next three years as larger groups move out. The principal is not concerned about crowding. Poplar Ridge will be examined carefully as sector 2 is reviewed.

A suggestion was made to consider energy efficiencies in the rubric when determining a capital project versus a modernization.

Resolution #20180315033

Moved By: M. Copley

Motion that Chinook's Edge School Division No. 73 Board of Education approve the 2019/2022 Capital Plan as presented.

Carried

**Public School
Boards'
Association of
Alberta**

The Trustees discussed membership in the Public School Boards' Association of Alberta.

Chair Colleen Butler was approached by PSBA President Cathy Hogg asking CESD to considering re-joining the Association. Background regarding the decision to withdraw from the Association was provided.

S. Russell left the meeting at 11:46 a.m.

Resolution #20180315035

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to extend an invitation to the PSBA President to present at a future Education Committee meeting.

Carried

Recognition of

The following students received 100 percent on their diplomas and were recognized by the

Excellence - Diploma Exams

Board, along with their teachers:

- Nicole Blair, Ecole H.J. Cody High School - Mathematics 30-1 (Teacher - Rebecca Schaab)
- Everett Jeffries, Ecole H.J. Cody High School - Physics 30 (Teacher - Theresa Donaghy)
- Simon Kreiser, Didsbury High School - Mathematics 30-1 (Teacher - Garth Dagg)
- Claire Martin, Bowden Grandview School - Social Students 30-1 (Teacher - Kellie Crandal)
- Haley Nichols, Didsbury High School - Biology 30 (Teacher - Curtis Dick) - *unable to attend*
- Kyla Westman, Ecole Innisfail High School - Mathematics 30-1 (Teacher - Erin Lapierre)
- Ashley White, Ecole Innisfail High School - Mathematics 30-1 (Teacher - Erin Lapierre)

RECESS: 12:00 p.m.

RECONVENE: 12:47 p.m.

S. Russell did not return to the meeting at this time.

Audit Committee

No meeting.

Finance Committee

Board representative A. Tarnoczi provided an update from the February 12th Finance Committee meeting. The minutes of the meeting were provided for review. It was noted that R. Fisher is still listed on the signature page.

The Finance Committee is working with the Treasurer to clarify that the Board should be making decisions regarding any budget surpluses (i.e. interest, average salary surplus). Superintendent K. Sacher indicated that he has asked the Treasurer to bring any excess funds over \$10,000 back to the Board for review.

Education Committee

The minutes of the February 28th Education Committee meeting were provided for review.

Facilities and Maintenance Committee

Board representative G. Kerr provided an update from the February 9th and March 9th Facilities & Maintenance Committee meetings. The minutes of the meetings were provided for review.

Parents Matter Committee

No meeting.

Policy Committee

Board representative A. Tarnoczi provided an update from the March 2nd Policy Committee meeting. The minutes of the meeting were provided for review.

A consistent language summary table was provided for review and the Trustees agreed with the proposed changes.

S. Russell returned to the meeting at 1:17 p.m.

The mandate and membership of PL 2-01.4.1 Board Committees Exhibit 1 was discussed. Feedback was provided to include additional information regarding Teachers Matter as an exhibit to the Stakeholder Engagement Committee. This will be brought back to the Board for further review.

Proposed changes to PL 2-01.0. Role of the Board were outlined. These changes will be presented at the April Board meeting for approval.

Public Consultation Committee

Board representative H. Bilton distributed a key messages document and a task list to replace the Board strategic plan. This item will be added to the March Education Committee meeting.

M. Copley indicated that she put her name forward at the Rural Education Symposium for the Cross Ministry Stakeholder Committee.

Teachers Matter

The minutes of the February 16th Teachers Matter meeting were provided for review.

Technology Committee

Board representative H. Bilton provided an update from the February 7th Technology Committee meeting. The minutes of the meeting were provided for review.

Transportation Committee

No meeting.

AP 2-24 Exchange Program Approval and Planning

At the request of the Board, Associate Superintendent Corporate Services S. Russell shared a copy of AP 2-24 (Exchange Program Approval and Planning).

Suggestions were made to include a classroom component “at the destination” to item #1 and a requirement of a report to the Board at the completion of the trip to item #9.

The Trustees discussed the list of prohibited activities included in the AP. It was noted that this list was received from the insurer and shouldn't be altered.

ACTION: Associate Superintendent Corporate Services S. Russell will get clarification from the insurer regarding “sliding on snow”.

Resolution #20180315048

Moved By: H. Bilton

Motion to receive AP 2-24 Exchange Program Approval and Planning for information.

Carried

The Board indicated that they supported the Superintendent approving the Olds High School exchange trip to Norway in principle as it meets the requirements of the new AP.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

- **Power Teacher Pro** - A PD session is being held on March 21st.
- **Save the World from Non-readers Campaign** - data was shared regarding the profound improvements that have been made with high school students at Ecole HJ Cody School with tier 4 interventions.
- **Staff Wellness Survey** - There were hundreds of surveys received and there is a need in this area. This item is being discussed further at the COLT off-site meeting being held on Monday. A couple of ideas in this area will be presented for further discussion at the March Education Committee meeting.
- **Norway Exchange** - The application was shared with the Board. Principal T. Christensen is appreciative of the Board's support.
- **Olds High School Tragedy** - The tragic loss of an Olds High School student was discussed. The Board's thoughts are with the family and supports are in place to help staff and students. It was noted that Didsbury High and Deer Meadow were also impacted by this loss.
- **Teachers Matter** - Wildrose School and Red Deer Public have both emulated the Teachers Matter model in their divisions.

Community Learning Campus

No meeting.

Enrolments

Superintendent K. Sacher reviewed Division enrolments as of March 1, 2018.

Correspondence

Chair C. Butler reviewed the following correspondence:

- Letter from the Honourable David Eggen, Minister of Education, dated February 21, 2018 in response to the February 5, 2018 letter requesting a meeting.

The emailed response from Minister Eggen's scheduling assistant was circulated at the meeting. A suggestion was made to provide a list of the upcoming meeting dates with regular follow-up with the Minister's office to secure a meeting.

- Copy of a letter to ASBA President Mary Martin from High Prairie School Division Vice Chair Joy McGregor, dated February 27, 2018 expressing concerns regarding the ASBA Comparative Analysis Superintendent Salaries report.

The Superintendent's role in CASS in bringing forward concerns regarding the report were discussed. He will be meeting with the Minister next week regarding this topic. As per the Minister's request, the Superintendent's current and previous contracts have been shared for his review.

Trustee G. Kerr indicated that he spoke to the Health Minister at the Rural Education Symposium regarding Horizon School and invited her to visit the school. A suggestion was made that for future visits to Horizon School a list of those pre-approved to attend the visit should be created.

Resolution #20180315054

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to continue the effort to meet with the Minister of Education and to also

send an invite to the Minister of Health Services to visit Horizon School.

Carried

Concerns being received regarding Bill 10 were discussed. A request was made that the Board Chair indicate whether a response will be provided when forwarding on the concerns.

Trip Requests

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

Trustee Remuneration and Expenses

Chair C. Butler called for Trustee Remuneration and Expense sheets for February.

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:

- Highlights from the Zone 4 meeting held on February 26th were provided for review.
- The date of the next Zone 4 meeting is Monday, March 26th at Battle River Regional Division. 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.

Canadian School Boards Association

No report at this time.

National School Boards Association

No report at this time.

Rural Caucus

A representative is required for the Rural Caucus. This will be populated at the April Board meeting. The next meeting will be held during the ASBA Spring General Meeting.

Positive comments were shared regarding the meeting.

Trustee Professional Development Report

Trustee H. Bilton shared her notes from the Rural Symposium and the Palliser Teachers Convention.

An update was also provided from Charlene Bearhead's presentation. Chair C. Butler indicated that she would share her notes.

Resolution #20180315065

Moved By: H. Bilton

Motion to adjourn the meeting at 3:28 p.m.

C. Butler - Chair

H. Bilton - Vice Chair

S. Russell - Corporate Secretary