



## Board of Education

Date : Wednesday, September 06, 2017

Start time : 9:00 AM

Location : Boardroom

### Call to Order

**Trustees Present:** S. Ball, H. Bilton, C. Butler (Chair), S. Cooper, R. Fisher, G. Kerr, J. Swainson

**Trustee Absent:** T. James, C. Huelsman (representing the Board at a consultation meeting with the Minister)

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

Chair C. Butler called the meeting to order at 9:00 a.m.

### Agenda Approval

Chair C. Butler called for additional agenda items.

**Resolution #20170907003**

Moved By: J. Swainson

**Motion to approve the agenda as presented.**

**Carried**

### Minutes Approval

The minutes of the June 21, 2017 Board of Education meeting were provided for review

**Resolution #20170907005**

Moved By: S. Ball

**Motion to approve the minutes of the June 21, 2017 Board of Education meeting with the following amendments:**

- indicate that the motion regarding ending membership in PSBAA was carried
- the date of the next ASBA Zone 4 meeting is September 25<sup>th</sup>

**Carried**

**Resolution #20170907006**

Moved By: S. Cooper

**Motion to move the meeting In Camera at 9:03 a.m.**

**Carried**

It was noted that S. Ball, H. Bilton, C. Butler, S. Cooper, R. Fisher, G. Kerr, J. Swainson, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

R. Hoppins left the meeting at 9:44 a.m.

**Resolution #20170907008**

Moved By: H. Bilton

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

**Carried**

**RECESS:** 10:10 a.m.

**RECONVENE:** 10:22 a.m.

S. Babb, S. Bexon and S. Westwood entered 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 #20170907011**

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 June, July and August 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**

Board representative S. Ball provided an update from the August 28<sup>th</sup> and September 5<sup>th</sup> Negotiations Committee meetings during the In Camera portion of the meeting. The minutes of the June 30<sup>th</sup> and August 28<sup>th</sup> meetings were provided for review. The minutes of the September 5<sup>th</sup> meeting will be provided at the October Board meeting.

**Summer School  
Report**

A written summer school report was provided for review. Summer School was offered in Sylvan Lake, Innisfail and Olds and there were a total of 711 CEUs received.

A concern was raised regarding work experience and RAP over the summer. Trustee H. Bilton indicated that she would follow-up with Superintendent K. Sacher after the meeting to discuss this further so that he could take it to COLT for further discussion.

**Alberta Rural  
Education  
Symposium**

The Alberta Rural Education Symposium is being held March 4-6, 2018 at the Fantasyland Hotel.

**Action: S. Westwood will book a block of 12 rooms for nine Trustees, S.**

**Russell and a couple extra for municipalities that may want to attend.**

**Action: S. Babb will place the Alberta Rural Education Symposium on the November Board agenda for further discussion.**

**Insight Into  
Government  
Renewal**

**Resolution #20170907018**

Moved By: R. Fisher

**Motion that Chinook's Edge School Division No. 73 Board of Education renew the subscription to Insight into Government for the 2017/2018 school year.**

**Carried**

**Board School  
Visits and  
Education  
Committee  
Presentations -  
2017-2018**

The 2017-2018 Board School Visits and Education Committee Presentations schedule was shared for information.

**AP 3-17 School  
and  
Transportation  
Fees**

Associate Superintendent Corporate Services S. Russell presented the revised AP based on the feedback received from the Minister.

The following suggestions were made:

- Transportation fees be refunded on a pro-rated basis to either the end of January or February.
- School of Choice transportation fees will not be waived.
- Field trips will be refunded on a case by case basis. In some situations due to third party bookings, refunds may not be possible. This is to be communicated by the schools for each field trip.
- Alternative programs will handle their own fees and refunds (i.e. Olds Koinonia).

**Second Vice  
Chair Position**

The value of the second vice chair position was discussed. The Trustees agreed to fill the position for 2017/2018 school year. Depending on how much interest there is, the same person could hold the position all year or it could be broken into two terms as was done in 2016/2017.

**Minutes Format  
for Board  
Meetings**

The format of the meeting minutes was discussed. Samples from several school divisions were provided where less detail is included. The Trustees agreed to trial a new format. It was noted that additional detail could be requested at any time. It was noted that the Education Committee minutes will also be modified as all Trustees are present for these meetings. The format of the other Committee meeting minutes will not change.

**AP 3-17 School  
and  
Transportation  
Fees**

S. Russell presented the administrative procedure with the changes suggested earlier in the meeting. No further suggestions were made.

J. Swainsion left the meeting at 11:09 a.m. and returned at 11:13 a.m.

<b>Audit Committee</b>	No report at this time.
<b>Finance Committee</b>	No report at this time.
<b>Education Committee</b>	No report at this time.
<b>Facilities and Maintenance Committee</b>	No report at this time.
<b>Parents Matter Committee</b>	No report at this time.
<b>Policy Committee</b>	No report at this time.
<b>Public Consultation Committee</b>	No report at this time.
<b>Teachers Matter</b>	No report at this time.
<b>Technology Committee</b>	No report at this time.
<b>Transportation Committee</b>	Board representative S. Ball provided an update from the August 21 <sup>st</sup> Transportation Committee meeting. The minutes of the meeting were provided for review. The date of the next meeting is September 8 <sup>th</sup> .
<b>Superintendent Update</b>	<p>Superintendent K. Sacher provided a verbal update:</p> <ul style="list-style-type: none"> <li>• <b>COLT Off-site</b> - The following items were discussed: blind spots, organization goals, results (diplomas, PATs, literacy levels) and the ADCOS launch.</li> <li>• <b>ADCOS Launch</b> - The following items were discussed: goals, FNMI initiatives, core expectations, data trends, and COLT updates. The importance of Trustee introductions and communicating school events with Trustees was highlighted . The new Olds College President, Stuart Cullum also attended the meeting. The leadership team also met with Mr. Cullum and he is very open to continuing to build on the successful partnership that has been developed between the organizations through the Community Learning Campus.</li> <li>• <b>Leaders &amp; Learners</b> - The Everyone Matters! article written by Communications Officer Sandy Bexon was provided for information.</li> <li>• <b>Google Summit</b> - positive comments regarding the summit were shared. The Board expressed their appreciation to Division Principal J. Drent and Associate Superintendent System Services K. Barber for coordinating the event.</li> </ul>

<b>Introduction of New Staff</b>	<p>Superintendent K. Sacher introduced the following staff to the Board:</p> <ul style="list-style-type: none"> <li>• Carolynne Muncer – Learning Services Coordinator</li> <li>• Rod MacLean – Division Principal</li> <li>• Paula Spiller – Student Information Services</li> <li>• Colleen Willigar – Receptionist</li> </ul> <p><b>RECESS:</b> 12:00 p.m.  <b>RECONVENE:</b> 1:00 p.m.</p>
<b>Community Learning Campus</b>	No report at this time.
<b>Enrolments</b>	Superintendent K. Sacher reviewed enrolments as of September 6, 2017
<b>Correspondence</b>	<p>Chair C. Butler reviewed the following correspondence items:</p> <ul style="list-style-type: none"> <li>• A letter from the Honourable Minister Eggen, dated June 21, 2017 regarding transition funding and Central Alberta's Regional Collaborative Service Delivery.</li> <li>• A letter from Sonia Munksgaard, Awards &amp; Development Officer Advancement, Olds College, dated June 19, 2017 regarding the Roy Brassard Award.</li> <li>• A letter from Mary Lynne R. Campbell, Executive Director, PSBAA, dated June 29, 2017 regarding CESD's notice to end membership.</li> <li>• A thank you card regarding the 2017 Olds Kiwanis Music Festival.</li> </ul>
<b>Trip Requests</b>	<p>No trip requests received.</p> <p>A summary of the trips approved for 2017-2018 was provided for information.</p>
<b>Trustee Remuneration and Expenses</b>	Chair C. Butler called for Trustee Remuneration and Expense sheets for July and August.
<b>Board Strategic Plan</b>	The 2016-2017 Board Strategic Plan was provided for review.
<b>Alberta School Boards Association</b>	<p>Board representative H. Bilton provided a verbal update:</p> <ul style="list-style-type: none"> <li>• The next Zone 4 meeting is being held on September 25<sup>th</sup>. Please let B. Milman know if you are planning to attend.</li> <li>• The FGM is being held November 19-21, 2017. S. Westwood indicated that a block of rooms has been booked.</li> </ul>
<b>Public School Boards Association</b>	<p>Board representative S. Cooper provided a verbal update:</p> <ul style="list-style-type: none"> <li>• The Fall events are being held November 15-17, 2017 at the Doubletree by Hilton West Edmonton. S. Westwood indicated that a block of rooms has been booked.</li> </ul>

**Canadian School  
Boards  
Association**

Trustee S. Ball provided a verbal update from the Canadian School Boards Association conference held in Whistler, B.C.

**National School  
Boards  
Association**

No report at this time.

**Meeting  
Evaluation**

H. Bilton provided the evaluation of the meeting.

**Resolution #20170907047**

Moved By: S. Cooper

**Motion to adjourn the meeting at 1:17 p.m.**

**Carried**

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C. Butler - Chair

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R. Fisher - Vice Chair

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S. Russell - Corporate Secretary