



Board of Education

Date : Wednesday, May 10, 2017

Start time : 9:00 AM

Location : Boardroom

Call to Order

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

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.

Agenda Approval

Resolution #20170510002

Moved By: H. Bilton

Motion to approve the agenda with the following addition:

- Olds Institute

Carried

Minutes Approval

Resolution #20170510003

Moved By: J. Swainson

Motion to approve the minutes of the April 12, 2017 Board of Education meeting as presented.

Carried

Resolution #20170510004

Moved By: C. Huelsman

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, T. James, C. Huelsman, G. Kerr, J. Swainson, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

R. Hoppins left the meeting at 9:27 a.m.

Resolution #20170515002

Moved By: J. Swainson

Motion to return to the regular meeting at 10:18 a.m.

Carried

Personnel

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

Resolution #20170515004

Moved By: S. Ball

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 listing of Accounts Payable cheques over \$500 and direct deposits for April 2017 were provided for review 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 #20170510005

Moved By: T. James

Motion that Chinook's Edge School Division No. 73 Board of Education accept the amended offer to purchase as presented for the sale of the Red Deer property.

Carried

Resolution #20170510006

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education approve the base bid for the Jessie Duncan Modular Addition from Shunda Construction in the amount of \$681,000.00 (six hundred eighty one thousand dollars) with the addition of the separate price #1 in the amount of \$5,865.00 and separate price #2 in the amount of \$1,565.00 for a combined total of \$688,430.00 (six hundred eighty eight thousand four hundred thirty dollars).

Carried

**Negotiations
Committee - No
Meeting**

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

RECESS: 10:18 a.m.

RECONVENE: 10:30 a.m.

K. Barber and M. Nelson entered the meeting at this time.

**School Calendar
- 2018/2019**

Associate Superintendent System Services K. Barber presented the following proposed changes to the 2018-2019 school calendar.

- Semester break - January 30th to January 31st
- Collaboration Day - March 25th to March 29th

It was noted that although there would be three discrepant days with Red Deer Catholic, there would only be two that would affect transportation.

Resolution #20170515010

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approve the changes to the 2018/2019 school calendar as presented.

Carried

CESD Website Update

Associate Superintendent System Services K. Barber provided an update on the CESD website. The following feedback was provided:

- A quick link for Power School should be included.
- Election information should be included.
- Messaging should go out regarding the website changes.
- “Contact Board” should be replaced with “Contact Trustees”.

The website will be interactive by the middle of May so that it can be shared with COLT, SAT and the schools to ensure there are no issues prior to the launch in early June. The school websites will then be updated over the next year.

It was noted that the social media links and search function will be included in the header/footer on every page and that the web site will be mobile friendly.

M. Nelson and K. Barber left the meeting at 10:53 a.m.

Policy Manual

The policy manual was presented for approval. The Trustees were asked to provide any typos to Corporate Services.

Resolution #20170515013

Moved By: S. Cooper

Motion that Chinook’s Edge School Division No. 73 Board of Education approve the policy manual effective August 1, 2017.

Carried

The Board thanked A. Tarnoczi and the Corporate Services administrative support staff for their work on the policy manual. The Board and the Policy Committee were also thanked for their assistance in developing and reviewing the policies.

The new policy manual will be shared with the administrators and placed on an upcoming ADCOS agenda for discussion. COLT will also be discussing the impact of the policies at their off-site meeting in May.

Trustee Handbook

The Trustee Handbook was provided for review. Several revisions were suggested and the Trustees were asked to provide any additional revisions to Corporate Services. The changes will be highlighted and the document will come back for a final review at the May 24th Education Committee meeting. If it is ready, it can then be approved at the May 24th Board of Education meeting.

Pre-Kindergarten Program

Superintendent K. Sacher provided an update on the pre-kindergarten program. There are currently 4 classrooms in Steffie, 2 in Jessie Duncan, 3 at Olds Elementary School, one in Ross Ford and one at John Wilson. River Valley would like one classroom next year. A parent information night has been held. It was noted that the teacher is paid for through student registration and the EAs are paid for through PUF grants. Other communities being watched include Carstairs, Cremona, Bowden and Elnora.

Returning Officer Associate Superintendent Corporate Services S. Russell provided an update on the Returning Officer position. Two interviews were held last week and the position was offered to Marlys Kaiser.

Resolution #20170515018

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education appoint Marlys Kaiser as the Returning Officer for the 2017 election.

Carried

The Trustees cautioned that an accurate description of the time commitment be provided to interested candidates.

Roy E. Cope Award The Trustees discussed the Roy E. Cope Award. The Trustees agreed to email their nominations with reasons to Chair C. Butler. The award will be presented at Celebrations.

SWAC Year End Barbeque The SWAC Year End Barbecue is being held at Red Deer College on May 15th at 6:00 p.m. Trustee H. Bilton will speak at the event. Chair C. Butler indicated that she would be attending as well. Trustee Bilton indicated that she would determine where the students are attending the program from and let the local Trustee know if they have any students involved.

Audit Committee No report at this time.

Finance Committee The date of the next Finance Committee meeting is May 23rd. The audit firm will be selected at that time. The budget will not be approved at the May 24th Board meeting as an extension was given.

Education Committee The minutes of the April 26th Education Committee meeting were provided for review.

Resolution #20170515025

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to write a letter to PSBAA to seek clarification regarding the financial impact of the special levy for the remaining two years with Red Deer Public leaving the association.

Carried

Facilities and Maintenance Committee No report at this time.

Parents Matter Committee No report at this time.

Policy Committee Board representative S. Cooper provided an update from the April 13th and May 5th Policy Committee meetings. The minutes of the meetings were provided for review.

The preamble for the policy landing page on the website will be reviewed at the May

24th Education Committee meeting.

Revised AP 5-10 Purchasing Procedures was provided for review.

Resolution #20170515029

Moved By: T. James

Motion that Chinook's Edge School Division No. 73 Board of Education receive for information the changes to Administrative Procedure 5-10 Purchasing Procedures.

Carried

Policy Committee Chair S. Cooper indicated that an exhibit for assessing the work of the Superintendent has been created. This will be reviewed at the May 24th Education Committee meeting. Depending on how it works, the exhibit will be added as an amendment to the policy manual next year.

Public Consultation Committee

No report at this time.

Teachers Matter

No report at this time.

Technology Committee

No report at this time.

Transportation Committee

No report at this time.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

- SLP Therapy Assistants – In partnership with Medicine Hat College, four SLP Therapy Assistants have been hired to support students in kindergarten to grade 2.
- The Story of Lester – This presentation was made at Battle River School Division on May 2nd.
- RCSD Advocacy – The Edmonton Journal, Edmonton Sun, CBC, Sylvan Lake News, Red Deer Advocate and Olds Radio picked up the story. ABSA Zone 4, Red Deer Public and Wildrose have also been involved. It is hoped that the advocacy will help in the future when this vulnerable population is being considered.

S. Duncan, T. Sanche, J. Steeves and D. Elwood entered the meeting at this time.

Edwin Parr Award Nominee

The Chinook's Edge School Division No. 73 Edwin Parr nominee Shelby Duncan (Beacon Hill Elementary School / Spruce View School attended the meeting to be recognized by the Board.

S. Duncan, T. Sanche, J. Steeves and D. Elwood left the meeting at this time.

RECESS: 12:00 p.m.

RECONVENE: 12:45 p.m.

Community Learning Campus

No report at this time. The next CLC Governance meeting is scheduled for May 17th.

Enrolments

Superintendent K. Sacher reviewed enrolments as of April 28, 2017.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A thank you letter from Ruth Roedler, Central Alberta Regional Science Fair President, dated April 15, 2017. Thank you cards were circulated at the meeting.
- A letter from the Penhold & District Public Library, dated April 7, 2017 with a statistical overview of the Town of Penhold.
- Thank you cards regarding the Olds & District Kiwanis Music Festival sponsorship were circulated at the meeting.
- A thank you card from Brooklyn McDonald regarding the Roy Brassard Scholarship was circulated at the meeting.
- An invitation to the RDC Convocation on June 2nd was received. The Day at a Glance was attached for information. R. Fisher will attend in the morning.
- An invitation to the grand opening of the NexSource Centre on May 12th in Sylvan Lake. Trustee J. Swainson is attending.

Trip Requests

There were no trip requests received.

A summary of field trips approved for 2016/2017 and 2017/2018 was provided for information.

Trustee Remuneration and Expenses

Chair C. Butler called for Trustee Remuneration and Expenses for April.

Board Strategic Plan

The 2016-2017 Board Strategic Plan was provided for review.

Alberta School Boards Association

Board representative H. Bilton provided a verbal update:

- An update was provided from the April 24th ASBA Zone 4 meeting.
- An update was provided from the Student Wellness meeting held on May 3rd.
- No concerns were raised about the proposed ASBA budget.
- The next zone 4 meeting will be held on May 29th in Innisfail. The Edwin Parr evening will be held at the Innisfail Learning Commons that evening. Cocktails begin at 5:30 p.m. with dinner served at 6:00 p.m. The awards program will follow dinner. If you are planning to attend, please let B. Milman know as soon as possible as tickets are going fast.
- The SGM is being held June 5-6, 2017 at the Sheraton Red Deer.

Public School Boards

Board representative S. Cooper provided a verbal update:

- The Spring General Meeting is being held June 2-4, 2017 at the Sheraton Red

Association

Deer. A special meeting with members is being held on Saturday, June 3rd at 7:00 p.m. to discuss the Saskatchewan Court of Queen's Bench Decision.

- A breakdown of costs for membership was provided for review.
- The Trustees discussed the future direction of PSBA. The Trustees agreed to examine the mission of each organization at the June Education Committee to analyze the value of membership. It was noted that ASBA membership is tied to ASEBP benefits.
- An update was provided on the PSBA visit to Horizon School. Superintendent K. Sacher will be meeting with the Executive Director to provide more information regarding the financial challenges of the school.

Olds Institute

The Olds Institute meetings were discussed. Trustee G. Kerr indicated that he has been notified of approximately three meetings this year but has been unable to attend. Trustee H. Bilton will get more information from her colleague and Trustee Kerr will attend the next meeting.

Canadian School Boards Association

No report at this time.

National School Boards Association

No report at this time.

Meeting Evaluation

Trustee G. Kerr provided an evaluation of the meeting. Trustee S. Ball will provide the evaluation at the next meeting.

C. Butler - Chair

R. Fisher - Vice Chair

S. Russell - Corporate Secretary