



## Board of Education

Meeting Type : Board of Education

Date : Wednesday, May 11, 2016

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, K. Sacher - Superintendent/CEO, S. Russell - Associate Superintendent Corporate Services, R. Hoppins - Associate Superintendent People Services, S. Babb - Executive Assistant to Superintendent/Recording Secretary

Chair C. Butler called the meeting to order at 9:01 a.m.

### Agenda Approval

Chair C. Butler called for additional agenda items.

#### **Resolution #20160513012**

Moved By: S. Ball

**Motion to approve the agenda with the following addition:**

**4.7 Board Agendas**

**Carried**

### Minutes Approval

The minutes of the April 6, 2016 Board of Education meeting were provided for review.

#### **Resolution #20160516002**

Moved By: S. Ball

**Motion to approve the minutes of the April 6, 2016 Board of Education meeting as presented.**

**Carried**

#### **Resolution #20160516003**

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

J. Swainson entered the meeting at 9:06 a.m.

R. Hoppins left the meeting at 9:36 a.m.

**Resolution #20160516005**

Moved By: S. Ball

**Motion to return to the regular meeting at 10:35 a.m.****Carried****RECESS:** 10:35 a.m.**RECONVENE:** 10:45 a.m.

H. Bilton did not return to the meeting at this time.

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

**Personnel**

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

**Resolution #20160516008**

Moved By: S. Ball

**Motion to accept the personnel report as presented.****Carried****Resolution #20160516009**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the request from employee number 310663 for Sabbatical Leave for the 2016-2017 school year.****Defeated****Resolution #20160516010**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the request from employee number 58768 for Sabbatical Leave for the 2016-2017 school year.****Defeated****Superintendent's  
Personnel  
Update**

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

**Accounts  
Payable**

The listing of Accounts Payable cheques over \$500 and direct deposits for April 2016 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 #20160516014**

Moved By: S. Cooper

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to request additional information regarding the community TIES proposal.****Carried****Negotiations  
Update**

Board representative S. Ball and Associate Superintendent Corporate Services S. Russell provided an update on negotiations during the In Camera portion of the meeting.

**Resolution #20160516016**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to write a letter to the Minister of Education with copies to the Premier, members of TEBA, ASBA and PSBA advocating that any negotiated settlement be fully funded by the Government and that Boards should not be expected to cover the costs through reserves.**

**Carried****Pre-Kindergarten Program**

Superintendent K. Sacher provided an update on the Pre-Kindergarten Program in Chinook's Edge School Division. Steffie Woima (3 classrooms), Jessie Duncan (2 classrooms), Olds Elementary (2 classrooms) and Ross Ford Elementary (1 classroom) offered Pre-K in 2015/2016. Although Pre-K is staying at Steffie Woima for the upcoming school year, in the following years the plan is to spread it out to CP Blakely and Beacon Hill depending on the number of children in the area. Mr. Sacher noted that Pre-K costs are covered by student registrations (pay for teacher). EA time and specialized professionals are paid for from PUF grants.

H. Bilton returned to the meeting at 10:51 a.m.

**Basic Transportation Fee**

The Trustees discussed transportation fees. Although there are challenges in the transportation department, the Trustees agreed that due to economic conditions, the fees would remain the same for the upcoming year as they do not want to place additional burden on families.

**Resolution #20160516019**

Moved By: S. Ball

**Motion that Chinook's Edge School Division No. 73 Board of Education set the Basic Student Transportation Fee the same as the 2015/2016 school year.**

**Carried****Carbon Tax Update**

Associate Superintendent Corporate Services S. Russell provided an update on the impact of the carbon tax. Mr. Russell reported that the carbon tax comes into effect January 1, 2017. Projections for the six month period of the 2016/2017 school year include \$45,274.19 to the Maintenance Department, \$23,316.69 to the Transportation Department, \$963.38 for Division Office and \$177.80 for the Delivery Van for a total cost of approximately \$70,000.

It was noted that there may also be a major impact in terms of the cost of electricity as well as costs across the entire Division as suppliers pass on the levy. Concerns were expressed regarding paying a tax on public funds provided from the Government to operate the Division. The negative impact on the budget and staffing levels were discussed.

**Resolution #20160516021**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to write a letter to the Minister of Education with copies to the Premier, Minister of Environment and Parks, local MLAs,**

**ASBA and PSBA outlining the concerns expressed regarding the carbon tax levy and requesting exemption.**

**Carried**

**Agri Trade  
County News  
Reporter 2016**

Trustee C. Huelsman provided information on the Agri Trade County News Reporter 2016 program that is being held on November 9, 2016. Trustee Huelsman reported that in schools such as Delburne and Spruce View the program is included in the curriculum. There are currently \$3600 available in bursaries which could increase if there was more interest.

K. Sacher offered to talk to the staff in Spruce View and Delburne regarding sharing best practices regarding the program at ADCOS to encourage further participation.

**May 25th Board  
of Education  
Meeting**

The Trustees agreed that the May 25<sup>th</sup> Board of Education meeting is no longer required as the budget is being approved in June. The Education Committee meeting will continue as planned at 11:00 a.m.

**Resolution #20160516024**

Moved By: R. Fisher

**Motion that Chinook's Edge School Division No. 73 Board of Education cancel the May 25<sup>th</sup> Board of Education meeting.**

**Carried**

**Board Agendas**

Concern was expressed regarding the public not being able to access the Board agenda prior to the meetings. Practice has been to upload the agenda to the website once it is finalized with additions at the meeting. It will now be uploaded at the same time that it is sent out to the Trustees.

**Resolution #20160516026**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to post the regular Board of Education agendas to the CESD website prior to the meetings for the public to view.**

**Carried**

**Audit Committee**

No report at this time.

**Finance  
Committee**

No report at this time.

**Education  
Committee**

The minutes of the April 27, 2016 Education Committee meeting were provided for review.

**Facilities and  
Maintenance  
Committee**

No report at this time.

**Parents Matter**

No report at this time. The date of the next meeting is May 25th.

**Committee****Policy  
Committee**

Board representative S. Cooper provided a verbal update from the April 8<sup>th</sup> and May 6<sup>th</sup> Policy Committee meetings. The minutes of the April 8<sup>th</sup> Policy Committee meeting were included with the agenda package and the May 6<sup>th</sup> minutes were circulated at the meeting.

It was noted that information on concussions was shared at the Policy Committee meeting and will be included in the safety handbook.

**Public  
Consultation  
Committee**

No report at this time.

**Teachers Matter**

No report at this time. The date of the next meeting is May 27<sup>th</sup>.

L. Steele entered the meeting at 11:15 a.m.

**Technology  
Committee**

No report at this time.

**Transportation  
Committee**

Board representative S. Ball provided a verbal update from the May 2, 2016 Transportation Committee meeting. The minutes of the meeting were provided for review.

**Resolution #20160516037**

Moved By: S. Cooper

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to conduct a review of transportation fees and bring back a report to the Board of Education by January 2017.**

**Carried**

The intent is that an annual review will be conducted.

**Community  
Learning  
Campus**

Board representative R. Fisher provided a verbal update on recent CLC items. A meeting was held on May 2<sup>nd</sup> to reflect on the four outcomes that the governance Committee was hoping to reach. Successes and areas for improvement were outlined.

**Benalto School  
Closure  
Implications and  
Plan**

Associate Superintendent Learning Services L. Steele attended the meeting to discuss the implications and plan regarding the closure of Benalto School. She provided an overview of what was being done regarding staffing, facilities, and busing. Since the closure motion was passed, Mrs. Steele has met with the staff twice, the review committee once and the COLT team. All of the staff members have been offered positions with three of the four accepting so far. Superintendent K. Sacher followed-up with each of the families to discuss their intent for the 2016/2017 school year and to talk about things to consider with the transition. Minor transportation issues have been raised with slight adjustments made to meet needs. Transportation Director D. Brandt has been helpful in accommodating families where possible. Mr.

Brandt is collecting information regarding busing. They have established that there will be three buses that will run from the Benalto area. Estimates on ride times have been calculated but these won't be finalized until it is clear who is going to attend. Planning with CP Blakely is underway for student visitation/shadowing before the end of May. Fox Run already has processes in place as the grade 6's are typically transitioned there. In terms of the facility and further to L. Steele's meetings with the staff, a dumpster will be available at the school and contact has been made regarding schools that may be in need of tables, chairs, etc. The staff have been offered the library resources for setting up their classrooms. Some of the resources are old and will be reviewed and disposed of as required. This can be handled centrally. B. Schweer has started an inventory of the library and classrooms and is approximately 2/3 complete. The supplies that aren't needed by CP Blakely or the Hutterite Colonies will be made available on an as needed basis rather than first come first serve.

Associate Superintendent Corporate Services S. Russell has been working with Facility Director D. Dyvig regarding the plans for the school after June 30<sup>th</sup>. Mr. Dyvig is working on a plan that will involve securing the facility. Maintenance will also be working with the school to help relocate or dispose of items as required.

A request has been received from the community for the Benalto School sign. This will be accommodated. A plan regarding the Chrome Books is being developed. L. Steele is also meeting with T. Harvey regarding technology items (old smart boards, projectors, etc.). A plan is also being developed regarding memorabilia.

L. Steele will continue to work with the school to ensure that things stay on track.

Mr. Russell noted that it is hoped that a solution will be found so that the community will continue to have access to the green space and playground.

Trustee J. Swainson inquired if declaring the school as surplus would preclude any group from expressing an interest. Mr. Russell reported that the regulations are very clear. Certain organizations or government agencies can acquire the property outside of the tender process, however for the rest they must go through the process. S. Russell will forward a copy of the regulations to L. Steele.

**Resolution #20160516041**

Moved By: J. Swainson

**Motion that Chinook's Edge School Division No. 73 Board of Education declare Benalto School and Grounds as surplus and direct the Superintendent to start the process of disposing of the property as per regulation.**

**Carried**

S. Russell indicated that he received interest from someone wanting to lease the facility one day per week next year.

Mr. Russell noted that if the facility is not disposed of through the tender process, costs would need to be minimized so there would be no heat, water or Supernet so this would not be feasible. It is hoped that the tender process will commence by the end of May or early June.

## **Enrolments**

Superintendent K. Sacher reviewed Division enrolments as of April 29, 2016.

Mr. Sacher reported that there have been 15 students enrolled from the Fort McMurray area due to the wild fire. Most of the students are located in the Sylvan Lake area. It appears that there will be a small enough number that the additional students can be handled without any real impact. It was noted that students fleeing from the fires have been granted an exemption from the PATs and Diplomas if they choose not to write.

Trustee G. Kerr reported that the Skills Alberta competition was cancelled as well due to the fire as Northlands is being used as an evacuee site.

R. Hoppins, J. Nickel and L. Tipman entered the meeting at 11:34 p.m.

Chair C. Butler provided an update on a meeting held with the Elnora Council regarding increasing population at Elnora School.

## **Edwin Parr Award Nominee**

The Chinook's Edge School Division Edwin Parr nominee, Julie Nickel (Cremona School) attended the meeting to be recognized by the Board.

Division Principal L. Tipman and Cremona School Principal J. Harvey shared positive comments about the first year teacher.

J. Nickel, R. Hoppins, L. Tipman, J. Harvey and L. Steele left the meeting at this time.

**RECESS:** 12:02 p.m.

**RECONVENE:** 12:56 p.m.

## **Olds Institute**

Mitch Thomson, Executive Director of the Olds Institute for Community & Regional Development attended the meeting to provide information regarding the Institute. It is a non-profit community and economic development organization that is owned by the community and driven by volunteers. They leverage community resources and empower volunteers. The Institute was formed in 2001 and includes four members: Olds and District Chamber of Commerce, Olds College, Olds Regional Exhibition and the Town of Olds. Mountain View County, Chinook's Edge School Division and Red Deer Regional Catholic Schools are associate members. Examples of projects and events that the Institute has provided assistance with as well as services offered was provided. They own two business models (Mountain View Power and O-Net) that generate revenue. The Institute is currently working with Mountain View County to expand their services. The bylaws are being revised and associate members now have an opportunity to become voting

members if they wish at no cost. Chinook's Edge School Division can also continue as an associate member if preferred. The Board meets on the 3<sup>rd</sup> Tuesday of every month with two extra meetings per year including a retreat. It was noted that either a senior staff person or a Trustee could be involved. Trustee T. James currently attends the meetings.

Concerns were expressed regarding becoming a voting member of the Board and the liability that might exist with the business models owned by the Institute, financial obligations, approval process, conflict of interest (i.e. catholic playground project).

S. Russell will look into the legal implications of being a voting member on the Olds Institute Board and will report at the May 25<sup>th</sup> Education Committee meeting.

### **Superintendent Update**

Superintendent K. Sacher provided a verbal update:

- Mr. Sacher showcased the work of Poplar Ridge grade two students.
- An update was provided from the Admin Off-site and COLT off-site meetings.
- An update was provided on administrative support changes at Division Office. Sherry Westwood will be helping the Trustees with all of their travel and booking needs.
- Mr. Sacher met with Alberta Education to discuss the Instructional Leadership program as they are curious about how it is working so well in our Division.
- The Trustees were asked to contact Mr. Sacher if they have any concerns regarding the budget messaging.
- An update was provided on ACORN . A million dollars has already been received this year with a total of two million received since the Division started using the program. It was noted that schools are much safer and there is less work for parents and teachers.

### **Correspondence**

Chair C. Butler reviewed the following correspondence items:

- Reply from the Honourable David Eggen, Minister of Education, dated April 13, 2016 regarding student transportation funding.
- Reply from the Honourable David Eggen, Minister of Education, dated April 13, 2016 regarding monthly reporting requirements.
- Letter from Don MacIntyre, MLA, dated April 15, 2016 regarding the carbon tax.
- Thank you cards for supporting the Olds Kiwanis Music Festival were circulated at the meeting.
- A letter from Ruth Roedler, President, Central Alberta Regional Science Fair, dated March 26, 2016 and certificate of appreciate for supporting the fair were provided for information. Thank you cards from the students were circulated at the meeting.

### **Trip Requests**

The request from Delburne School for an out of province trip to Ottawa, Montreal and Toronto from April 8-14, 2017 was discussed by the Board.



Although the Superintendent approves trips within Canada, the Board expressed concerns regarding the amount of time the students would be away from class in addition to the curriculum ties. The Trustees agreed with Superintendent K. Sacher's recommendation to deny the request.

**Trustee  
Remuneration  
and Expenses**

Chair C. Butler called for Trustee Remuneration and Expense sheets for April 2016.

**Alberta School  
Boards  
Association**

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

- An update was provided from the Zone 4 meeting held on April 25th. The highlights of the meeting were shared.
- The date of the next Zone 4 meeting is May 30<sup>th</sup> and will be held in Innisfail. Please let S. Westwood know if you are planning to attend.
- The Edwin Parr banquet is being held on May 30<sup>th</sup> at the Innisfail Library Learning Centre Community Room. Cocktails will begin at 5:30 p.m. with dinner served at 6:00 p.m. Please let S. Westwood know if you are planning to attend.
- The Trustees discussed best practices for engaging school councils. Trustee Huelsman reported that she meets with the Principal and PAC separate from the PAC meeting and also provides them with a monthly Trustee report. It was noted that holding PAC meetings right after school is a good way to encourage parents to attend. It is also helpful when schools in a community schedule their meetings on the same day but at different times.
- In preparation for the ASBA Spring General Meeting, the Trustees discussed the proposed emergent policy submissions that were included in the addendum to the ASBA budget and bylaws bulletin 2016.

**Public School  
Boards  
Association**

Board representative S. Cooper provided a verbal update on recent PSBA items:

- A verbal update was provided from the Public School Board Council meeting held April 14<sup>th</sup> to 16<sup>th</sup>.
- The next Council meeting is being held at the DoubleTree Hilton in Edmonton from August 18<sup>th</sup> to 20<sup>th</sup>.
- The PSBA Spring General Assembly is being held June 3rd to 5th at the Sheraton Red Deer Hotel. Please let S. Westwood know if you are planning to attend. The Trustees discussed "Student Voice". Superintendent K. Sacher will send a message to the administrators to determine if there are any students particularly interested in politics that may want to attend the SGM.
- A one day Governance Seminar is being held on June 3rd from 8:30 a.m. to 3:30 p.m. It is being facilitated by Maurice Fritze, Government Consultant and is titled Update Your Dispute Resolution Policy. 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.

**Meeting  
Evaluation**

Trustee H. Bilton provided an evaluation of the meeting. Superintendent K. Sacher will provide the evaluation at the next meeting.

**Adjourned**

**Resolution #20160517010**

Moved By: C. Huelsman

**Motion to adjourn the meeting at 2:37 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