



Board of Education

Meeting Type : Board of Education

Date : Wednesday, April 06, 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, W. Christensen - Associate Superintendent Student Services, L. Steele – Associate Superintendent Learning Services, D. Maclsaac – Executive Assistant to Superintendent, S. Babb – 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 #20160406007

Moved By: C. Huelsman

Motion to approve the agenda with the following additions:

3.6 Meeting Procedure

4.9 Community Awards Dinner

Carried

Minutes Approval

The minutes of the March 9, 2016 Board of Education meeting were provided for review.

Resolution #20160406009

Moved By: G. Kerr

Motion to approve the minutes of the March 9, 2016 Board of Education meeting as presented.

Carried

Resolution #20160406010

Moved By: S. Cooper

Motion to move the meeting In Camera at 9:02 a.m.

Carried

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

Resolution #20160406011

Moved By: S. Ball

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

Carried**RECESS:** 9:45 a.m.**RECONVENE:** 10:00 a.m.

S. Bexon, D. Maclsaac, S. Babb, D. Dyvig, D. Brandt, S. Roy, L. Steele and W. Christensen entered the meeting at this time.

**Benalto School
Closure Process**

Superintendent K. Sacher welcomed the delegation from the community as well as the media and the meeting protocol was clarified. Mr. Sacher confirmed that all information received by noon on March 29th was included in the Board agenda package.

Resolution No. 20160406006

Motion that Chinook's Edge School Division No. 73 Board of Education close Benalto School effective June 30, 2016

Moved by: G. Kerr

The Superintendency team presented a summary of the Benalto School April 2016 (Review and Considerations regarding the future of Benalto School) report that was distributed to the Trustees with the Board agenda package on Friday, April 1, 2016.

The following seven sections were included in the report:

Section One: An Analysis of the Educational Structure of Benalto School

Section Two: An Analysis of the Financial Structure of Benalto School

Section Three: A Demographic Analysis of Benalto Sector

Section Four: A Discussion of Alternatives to Closure

Section Five: An Analysis of the Potential Enrollments, Grade Structures and Programming

Section Six: A Discussion of Busing and Boundary Modifications

Section Seven: Disposition of the Buildings and Property at the Benalto School Site

Also included as appendices in the report were Board Policy #2-12 – School Closure, Policy #2-03 – School Viability, Alberta Regulations relative to school closure (School Act), letters to parents of Benalto School students, letters from local and provincial government representatives, notice of public meeting, public meeting notes, letters from parents who attended the public meeting, letters from the community, demographic data from community members of the Benalto Review Committee, community members of the Benalto Review Committee proposals and Powerpoint presentations, and community members of the Benalto Review Committee actions.

The timeline of board actions relative to the Benalto School Closure process from September 2013 to present was provided. It was noted that historically the community also went through the viability process from 2003 to 2007.

RECESS: 10:52 a.m.**RECONVENE:** 10:57 a.m.

The floor was opened for discussion and several of the Trustees shared their thoughts on the difficult decision.

Resolution #20160406006

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education close Benalto School effective June 30, 2016.

Votes:

In S. Ball, H. Bilton, C. Butler, S. Cooper, G. Kerr, T. James, R.

Favour: Fisher

Opposed: C. Huelsman, J. Swainson

Carried

RECESS: 12:19 p.m.

RECONVENE: 1:08 p.m.

W. Christensen, L. Steele, R. Hoppins, D. Dyvig, and D. Brandt did not return to the meeting.

Resolution #20160413004

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to bring back a plan and report regarding the implications of closing Benalto School to the May 11, 2016 Board of Education meeting.

Carried

Personnel

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

Resolution #20160406015

Moved By: C. Huelsman

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 listing of Accounts Payable cheques over \$500 and direct deposits for March 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.

**Negotiations
Update**

Board representative S. Ball provided a negotiations update during the In Camera portion of the meeting.

**Meeting
Procedure**

There was a discussion regarding meeting procedure during the In Camera portion of the meeting.

**2nd Quarter
Report
(September 1st
to February 29th)**

Treasurer S. Roy attended the meeting to present the 2nd quarter report (September 1st to February 29th) on the 2015/2016 budget. Mrs. Roy provided a summary of the revenue and expenses and reported that both are on track. The report was reviewed in greater detail by the Finance Committee.

Mrs. Roy reported that ACORN payments will reach one million dollars this week. Total fees will likely come in under budget and there has been an increase in fee waivers.

A six year comparative financial reporting profile from 2010 to 2015 was provided for information showing how Chinook's Edge School Division compares to the province. Reserves are a lot leaner than other Divisions.

A brief update on the 2016/2017 budget was provided. Allocations are being built through the RAWG process, grid creep is being calculated and assumptions are being made regarding retirements. It is anticipated that average teacher costs will go up even if the grid doesn't increase which will make for a challenging budget.

An update on the changes in financial reporting requirements was provided. Starting in April, quarterly reporting will be required with monthly reporting starting in 2017. Concern was expressed regarding the province's quarters not aligning with the Division's quarters which will present workload challenges. In response to a request, Superintendent K. Sacher indicated that speaking notes regarding the reporting requirements would be prepared for the Trustees for their meeting with the MLAs on April 12th.

Resolution #20160406022

Moved By: R. Fisher

Motion that Chinook's Edge School Division No. 73 Board of Education accept the second quarter report as of February 29, 2016 as presented.

Carried

**School Fees -
2016/2017**

The fees for the current year were provided for information. The Finance Committee recommended that fees stay the same.

Resolution #20160406024

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education set school fees for the 2016/2017 school year at:

Kindergarten - no fee

Grades 7-9 - \$79.00

Grades 10-12 - \$104.00

The fees include \$1.00 for student accident insurance. The grade 10-12 fees also include \$5.00 for Diploma Exam materials. The Option/CTS Fees (grades 7-12) will be \$7.00 per credit (25 hours) for such items as band instrument rentals, field trips and swimming lessons.

Carried

Mr. Sacher reported that the CESD fee processes are being reviewed. This topic will be discussed further by COLT, SAT and the high school levels group for clarity and Mr. Sacher will report back to the Board in May or June. It was noted that the transportation fees will be discussed once the budget is released.

S. Roy left the meeting at this time.

**Family School
Wellness Grant
Application**

A Red Deer & District Community Foundation grant application to support the Family School Wellness program was distributed. One of the requirements for the application is evidence of a motion authorizing the grant request. The grant is for \$80,000 to hire a family resiliency and enrichment worker.

Resolution #20160406027

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education authorize the Red Deer & District Community Foundation grant request to support the Family School Wellness program as presented.

Carried

**Tentative Board
Meeting Dates -
2016/2017**

The tentative Board of Education and Education Committee meeting dates for the 2016/2017 school year were provided for review. The meeting dates will be confirmed and approved at the September 7, 2016 Organization meeting. It was noted that the 2017 Organization meeting needs to be held following the election.

**School Board
Visit Reminder**

The Trustees were provided with a reminder regarding the upcoming School Board visits on May 4th. Please let D. Maclsaac know if you are planning to attend.

**Superintendent
Evaluation /
Board
Self-Evaluation**

The Trustees agreed to conduct the Superintendent evaluation and the Board self-evaluation at the June Education Committee meeting.

Resolution #20160413008

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education set June 8, 2016 for the Superintendent evaluation and Board self-evaluation.

Carried

**Strategic
Planning / Policy
Development**

The Trustees discussed scheduling a day for policy development and strategic planning.

Resolution #20160413010

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education schedule an all day Policy Committee meeting on September 14th.

Carried

Strategic planning will be done during the regularly scheduled meetings.

Community Awards Dinner

Chair C. Butler indicated that she received an invitation to the Community Awards Dinner being held at Red Deer College on May 18th.

Resolution #20160413013

Moved By: T. James

Motion that Chinook's Edge School Division No. 73 Board of Education send Chair C. Butler and Vice Chair R. Fisher to the Community Awards Dinner at Red Deer College on May 18th.

Carried

Audit Committee

No report at this time.

Finance Committee

Board representative R. Fisher provided an update from the March 22nd Finance Committee meeting. The minutes of the meeting were provided for review.

Mr. Fisher reported that S. Roy has recommended that the same audit firm be used for one more year as the Finance department is experiencing some personnel changes. There is an ability to extend the contract for three years.

Resolution #20160413016

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education extend the term for one more year for the current audit firm at no more than the 2015/2016 rate.

Carried

Education Committee

The minutes of the March 23, 2016 Education Committee meeting were provided for review.

Resolution #20160413018

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education withdraw representation on the Big Brothers Big Sisters Board and direct the Board Chair to send a letter explaining the reasons.

Carried

Facilities and Maintenance Committee

No report at this time.

Parents Matter Committee

No report at this time.

The Trustees agreed to schedule the next Parents Matter meeting for May 25th. A suggestion was made to start the Education Committee meeting at 11:00 a.m. and reconvene after the Board of Education meeting starting at 1:00 p.m. if necessary.

Resolution #20160413021

Moved By: S. Cooper

Motion that the Education Committee meeting scheduled for May 25th

commence at 11:00 a.m.

Carried

**Policy
Committee**

Board representative S. Cooper provided a verbal update from the March 11, 2016 Policy Committee meeting. The minutes of the meeting were provided for review.

Resolution #20160413023

Moved By: R. Fisher

Motion that Chinook's Edge School Division No. 73 Board of Education amend POL #1-05 Board Committees, Guideline 3 to include "for Education and Personnel Committee meetings, a quorum constitutes five trustees".

Carried

**Public
Consultation
Committee**

Board representative H. Bilton provided a verbal update from the March 23, 2016 Public Consultation Committee meeting. The minutes of the meeting were provided for review. The importance of keeping websites across the Division up to date was discussed.

Teachers Matter

No report at this time. The date of the next meeting is May 27, 2016.

**Technology
Committee**

Acting Board representative H. Bilton provided a verbal update from the March 23, 2016 Technology Committee meeting. The minutes of the meeting were provided for review.

Concerns were expressed regarding the RAWG process not involving the Technology department. Their budget has declined but they are taking on more responsibilities.

**Transportation
Committee**

Board representative S. Ball provided a verbal update from the March 24, 2016 Transportation Committee meeting. The minutes of the meeting were provided for review.

**Superintendent
Update**

Superintendent K. Sacher provided a verbal update:

- COLT off-site is being held on April 11th in Olds. The group will be welcoming Dave Elwood as the Division Principal, examining the first semester results and reflecting on the last quarter.
- Mr. Sacher has been invited to spend some time at Innisfail Middle School on Friday to assist in team building.
- D. Maclsaac's retirement party was discussed. A calendar invite with the details will be sent to the Trustees.
- Mr. Sacher expressed appreciation to the Trustees throughout the difficult school closure process. The Trustees shared positive comments about having all of the information they needed to make the decision and they thanked the staff for their professionalism.

**Community
Learning**

Board representative R. Fisher provided a verbal update from his review of the minutes of the last CLC meeting:

Campus

- B. Mulholland provided a demonstration and presentation on leadership in the “third space”.
- A dual credit report was provided with 55 students completing the program with 100 percent satisfaction. They are working on new units of dual credit including online hospitality, merit contractors, health care aides and horticulture. The future of dual credit is unknown. It was noted that 2016/2017 will be a transition year.
- A surplus of \$91,000 is projected from lower utility costs, etc. Next year, the fundraiser and projector manager will eat into these funds.
- The Field of Dreams project is underway.
- Generating additional revenue through the theatre will be discussed further at the May meeting.

Enrolments

Superintendent K. Sacher reviewed Division enrolments as of March 31, 2016.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- Central Alberta Regional Science Fair 2015/2016 – The results of the science fair as well as a thank you advertisement to the sponsors was provided.
- A copy of a letter of concern sent to the Honourable David Eggen, Minister of Education regarding the Guidelines for Gender Expression and Identity.
- A thank you card from Rhonda West for the support provided to the Olds Kiwanis Music Festival.
- A thank you card from Janine Becker.

Trip Requests

Superintendent K. Sacher reviewed the following school trip requests:

- A request from Ecole Innisfail High School for an out of country trip to Alaska (cruise) from July 4-11, 2017.

Resolution #20160413033

Moved By: H. Bilton

Motion that Chinook’s Edge School Division No. 73 Board of Education approve in principle, the request from Ecole Innisfail High School for an out of country trip to Alaska (cruise) from July 4-11, 2017. CARRIED.

Votes:

In S. Ball, H. Bilton, C. Butler, S. Cooper, R. Fisher, C. Huelsman, T.

Favour: James, G. Kerr

Opposed: J. Swainson

Carried

- A request from Penhold Secondary School for an out of country trip to Boston, New York, Philadelphia and Washington from April 14-21, 2017.

Resolution #20160413035

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education approve in principle, the request from Penhold Secondary School for an out of country trip to Boston, New York, Philadelphia and Washington

from April 14-21, 2017.

Votes:

In S. Ball, H. Bilton, C. Butler, S. Cooper, R. Fisher, T. James, G.

Favour: Kerr

Opposed: C. Huelsman, J. Swainson

Carried

- A request from Ecole HJ Cody School for a change in travel dates to Hawaii from April 23-23, 2017 to February 16-25, 2017.

Resolution #20160413037

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education approve in principle, the request from Ecole H.J. Cody School to change their travel dates to Hawaii from April 12 to 23, 2017 to February 16-25, 2017.

Votes:

In S. Ball, C. Butler, H. Bilton, S. Cooper, C. Huelsman, R. Fisher, T.

Favour: James, G. Kerr

Opposed: J. Swainson

Carried

The Trustees discussed the possibility of moving away from travel. Concerns were expressed regarding the expense and liability. This will be discussed further by COLT and Mr. Sacher will come back with suggestions.

Resolution #20160413039

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to confirm that the Division has insurance coverage for cruise ships.

Carried

**Trustee
Remuneration
and Expenses**

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

**Alberta School
Boards
Association**

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

- An update from the ASBA Zone 4 meeting held March 21st was provided:
 - An update was provided on the surplus with suggestions to cover the cost of the Edwin Parr Committee or pay for costs of those attending meetings on behalf of ASBA Zone 4.
 - Donna McRae, Executive Director of the Central Alberta Regional Consortium is retiring so they are looking for a new full-time director.
 - Red Deer Public will be taking their proposed by-law change forward.
 - ASEBP Professional Development was provided.

- The theme for the April meeting will be Transportation Best Practices.
- There haven't been any applications submitted for the Friends of Education award. Trustee H. Bilton thanked Superintendent K. Sacher for sharing the information with the principals.
- The next ASBA Zone 4 meeting is being held on April 25, 2016 in Rocky Mountain House. Please let D. Maclsaac know if you are planning to attend.
- The ASBA Provincial Issues Forum is being held April 12-13, 2016.
- A Healthy Schools Conversation is taking place at the Crossroads Church in Red Deer on May 4th.
- The Edwin Parr Award banquet is being held on May 30th at the Innisfail Library. The Zone 4 meeting is being held in Innisfail on the same day. All Trustees were encouraged to attend.
- The ASBA Spring General Meeting is being held June 6th to 7th at the Sheraton Red Deer. Please let D. Maclsaac know if you are planning to attend.

**Public School
Boards
Association**

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

- The April Public School Board Council meeting is being held April 14th to 16th at the DoubleTree by Hilton West Edmonton.
- The PSBA Spring General Assembly is being held June 3rd to 5th at the Sheraton Red Deer Hotel. Please let D. Maclsaac know if you are planning to attend.
- 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 Consultation and is titled Update Your Dispute Resolution Policy.

**Canadian School
Boards
Association**

No report at this time.

**National School
Boards
Association**

No report at this time.

**Meeting
Evaluation**

Trustee J. Swainson provided an evaluation of the meeting. Trustee Bilton will provide the evaluation at the next meeting.

Adjourned

Resolution #20160413046

Moved By: G. Kerr

Motion to adjourn the meeting at 3:05 p.m.

Carried

C. Butler - Chair

R. Fisher - Vice Chair

S. Russell - Corporate Secretary