



Chinook's Edge School Division No. 73

Board of Education

Meeting Type : Board of Education
 Date : Wednesday, January 13, 2016
 Start time : 9:00 AM
 Location : Boardroom

Call to Order

Trustees Present: S. Ball, H. Bilton, C. Butler (Chair), S. Cooper, R. Fisher, T. James, G. Kerr, J. Swainson
Trustees Absent: C. Huelsman
Staff: S. Bexon – Communications Officer, D. Maclsaac – Executive Assistant to Superintendent, R. Hoppins – Associate Superintendent People Services, S. Russell – Associate Superintendent Corporate Services, W. Christensen – Associate Superintendent Student Services, K. Sacher – Superintendent/CEO, 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 #20160119004

Moved By: S. Ball

Motion to approve the agenda as presented.

Carried

Minutes Approval

The minutes of the December 9, 2015 Board of Education meeting were provided for review.

Resolution #20160119006

Moved By: G. Kerr

Motion to approve the minutes of the December 9, 2015 Board of Education meeting with the following revision:

- ASBA update was provided by C. Huelsman

Carried

POL 2-18 Welcoming, Caring, Respectful and Safe Learning Environments / AP 3-26A -

Associate Superintendent Student Services W. Christensen attended the meeting to provide an update on draft Administrative Procedure 3-26A - Sexual Orientation and Gender Identity. A summary of the revisions since it was reviewed by the Board in October were presented. The procedure has been developed with input from Alberta Education, the National Association of School Psychology, the Calgary Sexual Health Clinic, legal authorities, Dr. Kris Wells, the Superintendent's Advisory Team and administrators. A best practices document that is being released by Alberta Education will be

**Sexual
Orientation and
Gender Identity**

reviewed to determine if further revisions are required. Dr. Kris Wells will be presenting to the administrations in March and they will have an opportunity to provide feedback on the procedure.

R. Hoppins entered the meeting at 9:08 a.m.

Mrs. Christensen reported that the administrative procedure will be finalized in time for the Minister's deadline of March 31st. Superintendent K. Sacher noted that Chinook's Edge School Division was well on its way in developing an administrative procedure to support this population long before the Minister issued his directive. Policy Committee Chair S. Cooper suggested that the timeline of the work completed be shared with the Minister when it is submitted.

Policy Committee Chair S. Cooper provided an update on the review that was done on POL 2-18 Welcoming, Caring, Respectful, and Safe Learning Environments.

Resolution #20160119008

Moved By: R. Fisher

Motion that Chinook's Edge School Division No. 73 Board of Education approve Policy 2-18 Welcoming, Caring, Respectful and Safe Learning Environments as presented.

Carried

The Trustees agreed to wait and send the Policy to the Minister once the administrative procedure is finalized.

S. Bexon, W. Christensen, D. MacIsaac and S. Babb left the meeting at 9:28 a.m.

Resolution #20160119010

Moved By: J. Swainson

Motion to move the meeting In Camera at 9:29 a.m.

Carried

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

R. Hoppins left the meeting at 10:04 a.m.

Resolution #20160119012

Moved By: H. Bilton

Motion to return to the regular meeting at 10:34 a.m.

Carried

RECESS: 10:34 a.m.

RECONVENE: 10:45 a.m.

S. Bexon, R. Hoppins, D. MacIsaac, and S. Babb 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 #20160119015

Moved By: J. Swainson

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 December 2015 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 #20160119019

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to provide a letter of support for the Town of Penhold's recreational field plan.

Carried

**Student Travel
Update**

Superintendent K. Sacher provided an update on student travel. A list of pending field trips as well as the ASBIE bulletin on international travel were provided for review. A letter was sent to parents in December indicating that the Board would be considering international travel at the January 13th Board meeting. Associate Superintendent People Services R. Hoppins was also able to get a cancelation extension for the Hugh Sutherland trip to Europe. Mr. Sacher provided background on decisions made by other school divisions in the province regarding international travel.

The following options were presented to the Board for consideration:

- Cancel all international trips. Based on parent feedback, concerns were expressed regarding parents losing a significant amount of money if this decision is made. It was noted that there are no travel warnings in place for the countries being visited in 2015/2016.
- Continue with the current practice of reviewing trips on a case by case basis depending on the travel advisories in place.
- Allow trips for 2015/2016 to continue on a case by case basis where travel advisories are not in place. Where possible, trips would be transitioned to the community and all international travel would be canceled effective the 2016/2017 school year.

Associate Superintendent People Services R. Hoppins highlighted the benefits of community based trips including there being less financial risk for parents. An expectations document for staff regarding community trips was provided for information. Mr. Hoppins noted that community trips have been successful in four CESD communities.

Mr. Sacher provided an update on the upcoming trips planned for the 2015/2016 school year. The trip to New York City has been canceled.

Concern was expressed regarding the Hugh Sutherland trip including Germany in their itinerary as there have been some concerns bubbling in that country. Mr. Hoppins indicated that it would be difficult to transition this trip to the community as much of the planning has already been completed with the school leading it. He also noted that unless a travel advisory comes into effect, there would be a financial impact to modify the itinerary. If a travel advisory is issued, the tour company would work to modify the trip as necessary. It was noted that the criteria for canceling a trip is different for a tour company than it is for the Board as the school division is held to a higher standard to ensure student safety.

The Trustees discussed trips within the United States with a legitimate educational component that are unable to be distanced from the school (i.e. band, athletics). The Trustees agreed that these trips should be reviewed on a case by case basis. It was also agreed that careful consideration should also be given to trips within Canada (i.e. Ottawa) as they are not without risk.

Resolution #20160119021

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to deal with all international field trips approved in principle for the 2015/2016 school year on a case by case basis.

Carried

K. Sacher reiterated that where possible, the trips will transition to the community however if they can't be, current procedures will remain in place including the Board's ability to cancel at any time. The importance of communicating this to parents was discussed. Mr. Sacher will also give strong advisement to Hugh Sutherland School to reconsider including Germany in their itinerary.

Mr. Sacher reported that there should not be an issue with canceling the 2016/2017 international trips as there has not been a significant amount of money spent. It was noted that three of the trips include France and there is still a travel advisory in place. Support would be provided to transition these to community trips if desired.

Resolution #20160119023

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education cancel all international field trips approved in principle for the 2016/2017 school year.

Carried

Resolution #20160119024

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to revise the field trip administrative procedures to reflect the Board's decision that effective immediately, no

further international field trips outside of the United States will be approved.

Carried

S. Russell reported that Category 3 trips would be revised to allow only trips to the United States to be approved.

RECESS: 11:41 a.m.

RECONVENE: 12:46 p.m.

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

**Board Agenda
Packages**

Associate Superintendent Corporate Services S. Russell expressed concerns regarding using Google Drive to share the Board packages. In the event of a lost phone or laptop, Laserfiche would provide additional security as sign-in is required. The Trustees agreed that a demonstration could be provided at the January 27th Education Committee meeting.

The possibility of using Laserfiche to share sensitive documents rather than email was also discussed.

S. Bexon returned to the meeting at 12:49 p.m.

**Board School
Visit Reminder**

The Trustees were provided with a reminder regarding the upcoming Board School visits on January 20th to Reed Ranch, Ecole Olds Elementary School, Horizon School and Ecole Deer Meadow School.

Audit Committee

No report at this time.

**Finance
Committee**

No report at this time.

**Education
Committee**

No report at this time.

**Facilities and
Maintenance
Committee**

Board representative G. Kerr provided an update from the December 15, 2015 Facilities & Maintenance Committee meeting. A summary of the 2015/2016 budget was provided. The new school in Sylvan Lake will pose a challenge in the future as no additional funding per student will be received. Expenses will also increase with the carbon tax that is being implemented. Associate Superintendent Corporate Services S. Russell reported that due to the cuts in the department, some outsourcing is occurring and this will be continually monitored.

Resolution #20160119032

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to write a letter to the government (Minister of Education and Premier) with copies to the MLAs and associations expressing concerns regarding the upcoming implementation of the carbon tax and asking how it will be funded.

Carried

S. Russell reported that A. Tarnoczi is still working on the West Hope School, Olds Track and River Glen properties. A verbal update was provided:

- West Hope School – Plans to acquire the school house are on hold. S. Ball indicated that the group approached the Carstairs Historical Society but were informed that they don't have room so are unable to take it over. Rather than putting the property up for tender, the Trustees agreed to maintain the status quo.
- River Glen – With the downturn in economy, the buyers that were interested in the property have abandoned the development. The Trustees agreed to monitor the market and put the property up for tender when conditions are favorable.
- Olds Track – A. Tarnoczi is working to add access to the property which would increase its' value. A conceptual plan will be brought to the Board in the near future.

Negotiations Committee

Chair C. Butler indicated that Trustee S. Ball will be the TEBA representative as she had some conflicts with meeting dates. The date of the first meeting is January 18th. S. Russell suggested that the Negotiations Committee meet once it is determined what is being negotiated provincially.

Parents Matter Committee

No report at this time. The date of the next meeting is February 10th.

Policy Committee

Board representative S. Cooper provided a verbal update from the December 9th and January 8th Policy Committee meetings. The minutes of the December 9th meeting were provided for review and the minutes of the January 8th meeting will be provided at the February Board meeting. The Financial policies were reviewed at the January 8th meeting and will be coming forward to the January 27th Education Committee meeting.

The motion to approve the Welcoming, Caring, Respectful and Safe Learning Environments Policy was handled under item 4.1.

A copy of amendments to Policy #1-15 Selection of Directors, Division Principal(s), Principals and Vice Principals were provided for review.

Resolution #20160119037

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education approve Policy 1-15 Selection of Directors, Division Principal(s), Principals and Vice Principals as amended:

- **Change "Superintendent or designate" to "Superintendent or designated Associate Superintendent throughout the Policy.**
- **Change "alternate" to "alternate Trustee" throughout the Policy.**
- **Delete - 1.2 At the discretion of the Superintendent, two additional voting members chosen by the Superintendent may be added to**

the selection committee. An additional Division Office staff member may be invited as a resource person in a non voting capacity.

- **Delete - 4.1 An additional Division Office staff member may be invited as a resource person in a non voting capacity**

Carried

**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:

- The tragic death of a teacher in the Carstairs area was discussed. Mr. Sacher indicated that he was proud of how the team handled such a difficult situation and supported the school. G. Kerr, S. Ball, K. Sacher and R. Hoppins attended the funeral on behalf of the Division.
- An update was provided on High School Redesign including a visit to High Tech High in California. Associate Superintendent System Services K. Barber, Division Principal J. Taylor and administrators from Ecole HJ Cody School, Hugh Sutherland School and Sundre High School will visit in the spring. Mr. Sacher reported that PD money will be used for the trip and for those that don't have enough, funds will be borrowed from the following year or two. This information will be tracked. If the trip is a success, it is hoped that another group can visit in the fall. Mr. Sacher would like a couple of Trustees to attend at that time so that there is more presence around the Board table of those who have experienced it. The Trustees agreed that only those who wish to remain on the Board should attend and that it would count as one of their two major trips during the term.
- An update on a meeting with the County of Red Deer regarding the Benalto closure process was provided. They have been invited to put forward a submission for review at the April 6th Board of Education meeting. Mr. Sacher reported that the public meeting will be held in Benalto at the beginning of March. There was some debate whether the two Trustees on the Committee or the entire Board should attend. K. Sacher will give this some more consideration.
- The COLT Road Show has been held in Innisfail, Delburne and Sundre and will be in Didsbury next week.
- Mr. Sacher received a nomination for the 2nd Vice President for CASS which may mean he could become President in three years. A plan for the extra time required for this position will be developed when the time comes.

- Mr. Sacher has been invited to participate in an external committee to look at high school completion.
- The C21 Committee will be meeting in Toronto in February. Each member will provide an ignite presentation.

Community Learning Campus

No report at this time.

Enrolments

Superintendent K. Sacher reviewed Division enrolments as of December 18, 2015.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A Christmas card from Mountain View County was circulated at the meeting.
- A thank you card from Division Office Staff for the Christmas lunch was circulated at the meeting.
- A thank you card from Elnora School for the donation to the silent action was circulated at the meeting.

Trip Requests

- Didsbury High School is requesting permission for an out of country trip to Spokane, Washington April 29 to May 2, 2016.

Concerns were expressed regarding the six month deadline not being adhered to and incorrect dates included in the application.

Resolution #20160119047

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education approve in principle, the trip request from Didsbury High School for an out of country trip to Spokane, Washington April 29 to May 2, 2016.

Defeated

With the revision to the field trip procedure, administrators will once again be reminded about the application deadlines and that they will be strictly adhered to. The importance of accurate paperwork will also be discussed.

- Bowden Grandview School is requesting permission for an out of country trip to Germany, Czech Republic, Hungary and Poland during Spring Break 2017.

Resolution #20160119049

Moved By: H. Bilton

Motion to direct the Superintendent to inform Bowden Grandview School that the field trip request to Germany, Czech Republic, Hungary and Poland during Spring Break 2017 was denied as per the Board's decision that effective immediately no further international travel outside of the United States will be approved.

Carried

Trustee

Chair C. Butler noted that Trustee Remuneration and Expense sheets were

**Remuneration
and Expenses**

already submitted for December.

**Alberta School
Boards
Association**

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

- The next ASBA Zone 4 meeting is being held on January 25, 2016 in Stettler. C. Huelsman, H. Bilton, S. Ball, J. Swainson and R. Fisher will be attending.

**Public School
Boards
Association**

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

- The Public School Board Council meeting is being held February 4th to 6th at the Doubletree by Hilton Hotel West Edmonton.
- An invoice received from PSBA for the 2016 Special Levy was attached for approval.

Resolution #20160119053

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education approve the payment of the PSBA 2016 Special Levy.

Votes:

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

Favour: Kerr

Opposed: J. Swainson

Carried

**Canadian School
Boards
Association**

No report at this time.

**National School
Boards
Association**

No report at this time. C. Butler noted that the deadline for early registration is Friday.

**Meeting
Evaluation**

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

Adjourned**Resolution #20160119057**

Moved By: H. Bilton

Motion to adjourn the meeting at 2:50 p.m.

Carried

C. Butler - Chair

R. Fisher - Vice Chair

S. Russell - Corporate Secretary