



Board of Education

Meeting Type : Board of Education

Date : Wednesday, December 09, 2015

Start time : 9:00 AM

Location : Boardroom

Call to Order

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

Trustees Absent: H. Bilton

Staff: S. Bexon - Communications Officer, D. Macisaac - Executive Assistant to Superintendent, R. Hoppins - Associate Superintendent People Services, S. Russell - Associate Superintendent Corporate 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 #20151214004

Moved By: C. Huelsman

Motion to approve the agenda with the following additions:

5.12 - C2 Committee

5.8 - Include an update from the Sylvan Lake Town Council meeting

Carried

Minutes Approval

The minutes of the November 25, 2015 Board of Education meeting were provided for review.

Resolution #20151214006

Moved By: S. Ball

**Moved to approve the minutes of the November 25, 2015 Board of Education meeting with the following revision:
Resolution 20156047 was made by S. Cooper**

Carried

Resolution #20151214007

Moved By: S. Cooper

Motion to move the meeting In Camera at 9:04 a.m.

Carried

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

Resolution #20151214009

Moved By: J. Swainson

Motion to return to the regular meeting at 9:56 a.m.

Carried**RECESS:** 9:56 a.m.**RECONVENE:** 10:04 a.m.

S. Bexon, D. Maclsaac, S. Roy 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 #20151214012

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 November 2015 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 #20151214016

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education delegate to the Corporate Secretary all responsibilities related to the area of awarding contracts and for the design and construction of the Sylvan Lake School project.**Carried****Resolution #20151214017**

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education delegate to the Corporate Secretary all responsibilities related to the area of awarding contracts and for the design and construction of the Innisfail modernization project.**Carried****1st Quarter
Report
(September 1st
to November
30th)**Treasurer S. Roy attended the meeting to provide the 1st quarter report (September 1 to November 30th). Mrs. Roy reported that overall expenses and revenue are both on track with Transportation grants coming in higher than expected. It was noted that there is still no funding for fleet renewal which is a concern.

S. Roy left the meeting at 10:12 a.m.

**Transportation
Quarterly Update**

Associate Superintendent Corporate Services S. Russell provided a quarterly update on fleet renewal, capacity issues and budget concerns.

Fleet renewal – Seven buses have been purchased, received and are in use. The average age of the fleet has not come down yet as it has not been determined which buses will be put up for sale. The age, mileage and maintenance costs will all be considered when determining which buses will be removed from the fleet in the next couple of months. The second hand buses purchased were discussed and Mr. Russell noted that he was not aware of any maintenance issues. Buses purchased in 2008 and 2009 seem to be causing the most problems in terms of maintenance due to engine issues.

Capacity – The capacity on each bus route was provided. Mr. Russell noted that there are a few routes that are over one hour and will be monitored.

Budget – Transportation grants came in higher than expected so the budget is currently projected to be balanced. It was noted that Transportation funding concerns are a commonality among all Boards. As distance is no longer a factor in funding in the new School Act, further discussion is required on eligible riders. It is expected that funding will be the same next year but moving forward it is unknown how it will be calculated. A Transportation Committee meeting will be held in the new year to discuss these issues. An inquiry was made regarding the price per barrel used in calculating the budget. S. Russell indicated that he would follow-up with D. Brandt and report back to the Board through the Transportation Committee. Although operationally the budget is looking good, there are still concerns regarding the lack of funding for fleet renewal as seven buses need to be purchased per year. A meeting is being held with Red Deer Catholic next week to work out the details of the joint busing agreement. This will be reviewed by the Transportation Committee prior to coming back to the Board for approval.

New Sylvan Lake Boundaries

Associate Superintendent Corporate Services S. Russell presented details regarding the new school boundaries in Sylvan Lake. Three public meetings were held and three surveys were conducted to gather input into the attendance boundaries. A copy of the survey results was provided. Mr. Russell shared the guiding principles that were developed based on the first survey which included safe walking, schools closest to home, transportation needs, special programs (French Immersion), balance between school populations and allow for future growth. With the guiding principles in mind, three scenarios were developed and presented back to the community for feedback. There was no clear favorite of the three, however two new themes emerged with requests for Riders Ridge to be included in the CP boundary and not having the current grade five students change schools two years in a row. Based on this feedback, the first scenario was removed as it did not balance school population and a change was considered to have CP, Steffie and Beacon Hill as grades K-5 and Fox Run as grades 6-8 in 2016-2017 and CP, Steffie and Beacon Hill as grades K-6 and Fox Run as grades 7-8 in 2017-2018. The details of the scenarios were shared with the Board including the impact on the student population in each school. It was noted that the community also came up with two additional scenarios but after exploring the impact on the schools, neither were feasible.

Superintendent K. Sacher commended S. Russell on the process used to engage the public, administrators and school councils regarding the boundary changes. Capacity at Fox Run was discussed and it was noted that they will be able to handle the grade six to eight's for one more year.

Mr. Russell recommended that the Board support the grade configurations as presented as it honors the feedback received from the community as well as scenario two as it makes the most sense for future growth. Trustee Swainson also supported these recommendations.

Potential issues around transportation with the new boundaries were discussed. Mr. Russell noted that with scenario two, there should be less use of in town shuttles, however a French Immersion shuttle will be required. Buses will continue to use the hub at HJ Cody and the logistics will be worked out by the Transportation department. Further discussion will be required regarding school of choice and the possibility of a charging a fee for those that require transportation.

Resolution #20151216004

Moved By: J. Swainson

Motion that Chinook's Edge School No. 73 Board of Education approve scenario two as presented for the new boundaries in Sylvan Lake effective the 2016/2017 school year.

Carried

Resolution #20151216005

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education approve Ecole Steffie Woima Elementary School, C.P. Blakely School and Beacon Hill Elementary School as grades K to 5 (five) and Ecole Fox Run as grades 6 (six) to 8 (eight) for the 2016/2017 school year.

Carried

Resolution #20151216006

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education approve Ecole Steffie Woima Elementary School, C.P. Blakely School and Beacon Hill Elementary School as grades K to 6 (six) and Ecole Fox Run School as grades 7 (seven) to 8 (eight) for the 2017/2018 school year.

Carried

A letter will be sent to all Sylvan Lake parents before the Christmas break outlining the boundary changes. The Trustees agreed that the letter should include the guiding principles as well as the rationale outlining the population impact in each school. S. Russell will work with S. Bexon to draft a letter. A separate letter will also be sent to the Poplar Ridge parents and key messages will be prepared for the Trustees.

**Kindergarten Fee
Approval**

Resolution #20151216008

Moved By: C. Huelsman

Motion that Chinook’s Edge School Division No. 73 Board of Education set the fees for kindergarten students for the 2016/2017 school year the same as the previous year at no charge.

Carried

**Red Deer
Festival of the
Performing Arts**

Resolution #20151216009

Moved By: T. James

Motion that Chinook’s Edge School Division No. 73 Board of Education approve a donation of \$700 (seven hundred dollars) to the Red Deer Festival of the Performing Arts for the 2016 festival.

Carried

K. Sacher left the meeting at 10:56 a.m.

**Board Member
for TEBA
(Teachers'
Employer
Bargaining
Association)**

Resolution #20151216011

Moved By: J. Swainson

Motion that C. Butler pass the chair to S. Russell during the population of the Teachers’ Employer Bargaining Association position.

Carried

Nominations/Self-Nominations were accepted for the position.

- R. Fisher nominated C. Butler who accepted.
- J. Swainson self-nominated
- G. Kerr nominated S. Ball who accepted.

K. Sacher returned to the meeting at 11:03 a.m.

Nominations were called for a second and third time.

R. Hoppins entered the meeting at 11:05 a.m.

The Trustees were given an opportunity to speak to the position and ballots were distributed, collected and counted. C. Butler was declared as the Teacher’s Employer Bargaining Association representative.

Resolution #20151216013

Moved By: R. Fisher

Motion that S. Russell pass the chair back to C. Butler.

Carried

Resolution #20151216014

Moved By: C. Huelsman

Motion that Chinook’s Edge School Division No. 73 Board of Education appoint C. Butler as the Teachers’ Employer Bargaining Association representative as required by Bill 8.

Carried

Resolution #20151216015

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education appoint an alternate for the Teachers’ Employer Bargaining Association representative in the event that C. Butler is unable to attend.

Carried

Trustee J. Swainson indicated that she would withdraw her name.

Trustee S. Ball was declared as the alternate for the Teacher's Employer Bargaining Association representative.

Resolution #20151216017

Moved By: S. Cooper

Motion to destroy the ballots.

Carried

**Renaming of
Penhold School**

Due to confusion and misdirected deliveries, a name change was suggested from Penhold School to Penhold Elementary School. Superintendent K. Sacher reported that the administrators and school council are in favor of the change.

Resolution #20151216019

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education change the name of Penhold School to Penhold Elementary School.

Carried

Audit Committee

No report at this time.

**Finance
Committee**

No report at this time.

**Education
Committee**

The minutes of the November 25, 2015 Education Committee meeting were provided for review. It was noted that the motions were already made at the December 25, 2015 Board of Education meeting.

Chair C. Butler commented on the great job that Associate Superintendent Student Services W. Christensen is doing on the administrative procedures to support LGBTQ students and staff. The Policy Committee is also reviewing the draft Welcoming, Caring, Respectful and Safe Learning Environment policy following the Board meeting and all Trustees were encouraged to attend. The policy will be approved at the January Board meeting. Further discussion will also be required on the response to the Minister at this meeting.

RECESS: 11:24 a.m.

RECONVENE: 12:46 p.m.

T. James did not return to the meeting at this time

R. Hoppins did not return to the meeting.

**Hugh Sutherland
School
Elementary Choir**

During the recess, the Hugh Sutherland School elementary choir attended the meeting, along with their teacher Alex Gardner, to provide entertainment. A video created by the high school media arts students showcasing the school was also shown.

Student Travel

Superintendent K. Sacher provided a copy of the pending field trips as well as a bulletin from ASBIE strongly recommending that all international travel be re-evaluated for 2015 and 2016 and alternate arrangements be made in light of the recent terrorist attacks. Concerns were expressed regarding allowing any international trips to proceed as the safety of staff and students is a top priority.

T. James returned to the meeting at 12:53 p.m.

C. Huelsman left the meeting at 12:54 p.m.

As there aren't any trips planned over the Christmas break, the Trustees agreed to wait until the January Board meeting to make a decision regarding cancelations. Mr. Sacher will ask administrators to hold off on any further planning until the new year. Further to the motion made at the November 25th Board of Education meeting, a letter will also be sent out prior to the break, to all students planning to participate in international travel, advising them that the situation is being monitored and the trips may be canceled at any time. A suggestion was made to provide parents with a copy of the ASBIE bulletin. Associate Superintendent Corporate Services S. Russell indicated that he would follow-up with ASBIE to determine if the information could be shared.

The Trustees also agreed that at the February Education Committee meeting, they should discuss the future of field trips, including Canadian destinations.

Facilities and Maintenance Committee

No report at this time. The date of the next meeting is December 15th at 2:30 p.m. in the Facilities meeting room.

Negotiations Committee

No report at this time.

Parents Matter Committee

No report at this time.

Policy Committee

Board representative S. Cooper provided a verbal update from the December 7, 2015 Policy Committee meeting.

Further to the motion made at the November 25th Board of Education meeting to refer the discussion regarding the delegation of authority to the Policy Committee, an update was provided during the in camera portion of the meeting.

The Policy Committee was also asked to review the field trip procedures. Suggested changes were provided to AP 2-22 Field Trip Approval which included the addition of grades to each category of trip. The Committee also felt that Exhibit II (AP 2-09 Field Trips – Planning and Requirements) Acknowledgement of Risk and Informed Consent covered off concerns expressed regarding notifying parents that they are responsible for costs should trips be canceled by the Board. The Trustees supported the recommendations of the Policy Committee.

Trustee Cooper reported that the Committee reviewed the new draft Welcoming, Caring, Respectful and Safe Learning Environment policy. Further review will take place at the Policy Committee meeting following the Board. The policy will receive final approval at the January Board of Education meeting.

The financial suite of policies were also reviewed with feedback provided. The revised policies will be reviewed at the January meeting.

**Public
Consultation
Committee**

Trustee J. Swainson provided an update from the Sylvan Lake Town Council meeting she attended where they discussed the rapid growth of the community. Associate Superintendent Corporate Services S. Russell also reported that the extra soil on the Beacon Hills site that was going to cost the Division \$100,000 to remove, has been given away.

C. Huelsman returned to the meeting at 1:34 a.m.

Teachers Matter

The minutes from the November 20, 2015 Teachers Matter meeting were provided for review. A verbal update was provided at the November 25, 2015 Board of Education meeting.

**Technology
Committee**

Board representative J. Swainson provided a verbal update from the November 25, 2015 Technology Committee meeting. The minutes of the meeting were provided for review.

Resolution #20151216032

Moved By: S. Balll

Motion that Chinook's Edge School Division No. 73 Board of Education add to Education Committee agendas professional development for Board members for the use of Google drive.

Carried

Trustee Ball reported that the Trustees should receive professional development on Google drive so that over time, the Board can become more paperless and Trustees can benefit from the use of the drive.

C2 Committee

Superintendent K. Sacher provided an update from the C2 Committee meeting. Maureen Melnyk from Alberta Education was in attendance and provided a province wide update on the C2 Committees. There has not been as much success with the C2 Committees province wide as there has been in CESD. The letter received from the EPC Committee was discussed. K. Sacher indicated that he would forward his response to the Trustees including the attachments referencing the work that has been done in the Division to improve teacher efficacy and reduce teacher workload.

The Deputy Minister's concern regarding the practice of students taking 110 credits was discussed. K. Sacher will follow-up with M. Melynk as the

intention of the Division is to ensure that students have enough credits to graduate. The current requirements are outlined in Administrative Procedure 3-08 High School Student Programming.

The effects of Inclusion on teacher workload was discussed. There are more IPPs in classrooms which is increasing workload.

There is one more meeting of the C2 Committee planned in the spring at which time the future of the Committee will be discussed.

Transportation Committee

No report at this time.

Student Travel

Associate Superintendent Corporate Services S. Russell reported that he received a response from ASBIE regarding the bulletin on international travel. They indicated that it is an internal bulletin but that the information could be summarized and shared.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

- An off-site COLT meeting was held on Monday at the CLC in Olds. They revisited the common goal of improving student learning. Diploma visits are being re-tweaked to look at ways to include more involvement from the administrators. Work was also done on the instructional leadership model and each school was discussed in detail. COLT members also went through the 4D-I process to determine their personality types.
- There are six diploma preparation classes scheduled from 3:30 to 5:00 p.m. in January.
- A tentative community meeting is scheduled in Benalto on March 3rd from 6:30 to 8:30 p.m. Calendar invites will be sent once the meeting is confirmed.

Community Learning Campus

Board representative R. Fisher provided a verbal update from the December 7th CLC meeting:

- Dr. Thompson presented on governance/stewardship.
- B. Mulholland provided an update on the dual credit program. Difficulties with granting dual credit because courses do not have a number assigned by Alberta Education were discussed.
- A quick financial report was provided. The complete report will be presented at the next meeting.

Enrolments

Superintendent K. Sacher reviewed Division enrolments as of November 30, 2015.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A letter from the Deputy Minister of Transportation Greg Bass, dated November 16, 2015 regarding the Highway 54 crossing in Spruce View. Trustee C. Huelsman asked that the County be notified if the sidewalk is not being plowed.

- A Christmas Card received from the Public School Boards Association of Alberta was circulated at the meeting.
- A Christmas card from the Honourable Rachel Notley, Premier of Alberta was circulated at the meeting.

Trip Requests

No trip requests received.

Trustee Remuneration and Expenses

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

Alberta School Boards Association

Board representative C. Huelsman provided an update on recent ASBA items

- The next ASBA Zone 4 meeting is being held on January 25, 2016 in Stettler. A representative from Alberta Education will provide a presentation on PASI.
- The response to Bill 8 was discussed.
- Concerns were expressed regarding response time from ASBA Zone representatives. Zone 4 Chair C. Huelsman will bring this up at the next meeting.

Public School Boards Association

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

- Correspondence from PSBAA to the Honourable Minister of Education David Eggen and MLA Colin Piquette, dated November 23, 2015 was provided for information.

Canadian School Boards Association

No report at this time.

National School Boards Association

No report at this time.

Meeting Evaluation

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

Adjourned**Resolution #20151216048**

Moved By: C. Huelsman

Motion to adjourn the meeting at 2:29 p.m.

Carried

C. Butler - Chair

R. Fisher - Vice Chair

S. Russell - Corporate Secretary