



Board of Education

Meeting Type : Board of Education

Date : Wednesday, November 25, 2015

Start time : 1:00 PM

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, D. Maclsaac – Executive Assistant to Superintendent, S. Russell – Associate Superintendent Corporate Services, K. Sacher – Superintendent/CEO, S. Babb – Recording Secretary

Chair C. Butler called the meeting to order at 1:07 p.m.

Agenda Approval

Chair C. Butler called for additional agenda items.

Resolution #20151126007

Moved By: C. Huelsman

Motion to approve the agenda as presented.

Carried

Minutes Approval

The minutes of the November 4, 2015 Board of Education meeting were provided for review.

Resolution #20151126009

Moved By: S. Cooper

Motion to approve the minutes of the November 4, 2015 Board of Education meeting as presented.

Carried

Resolution #20151126010

Moved By: T. James

Motion to move the meeting In Camera at 1:09 p.m.

Carried

It was noted that S. Ball, H. Bilton, 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 #20151126012

Moved By: S. Cooper

Motion to return to the regular meeting at 1:34 p.m.

Carried

S. Bexon, D. Maclsaac and S. Babb entered the meeting at this time.

Approval of

A copy of the Audited Financial Statements for the year ended August 31,

Audited Financial Statements

2015 were provided for review. Treasurer S. Roy provided a summary of the Financial Overview. L. Resta of Meyers Norris Penny attended the meeting and provided a summary of the auditor's findings report. The report was reviewed in detail at the November 24th Audit Committee meeting. Mr. Resta noted that the audit went smoothly and there were no items of concern. He thanked S. Roy and her team for their cooperation.

Resolution #20151126015

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education approve the Audited Financial Statements for the year ended August 31, 2015 as presented.

Carried

C. Butler thanked L. Resta and the MNP team and congratulated S. Roy and the Finance team on the clean audit.

L. Resta left the meeting at 1:53 p.m.

Budget Update - 2015/2016

Treasurer S. Roy provided an update on the 2015/2016 budget.

A summary of the fall budget compared to the spring was provided. Due to challenges in maintenance and transportation, fewer enrolments and less small school by necessity funding, revenue was less than expected.

Plans were modified department and department as it was important that there was \$700,000 set aside for fleet renewal. Mrs. Roy noted that there may be challenges in setting aside enough money for capital purchases in the next budget.

Resolution #20151126018

Moved By: R. Fisher

Motion that Chinook's Edge School Division No. 73 Board of Education accept the 2015/2016 budget update for information.

Carried

Concerns were expressed regarding the deficit at Olds High School. It was noted that Associate Superintendent Learning Services L. Steele and Treasurer S. Roy will work with the school to help them with the budgeting process. They have a plan in place to reduce their deficit in next year's budget. K. Sacher indicated that he would gather accurate data on what has been happening at the school over the last five years and report back to the Board at the January Education Committee meeting. Concern was expressed that the RAWG allocation guidelines may not be working as well for high schools as they do for others.

Concerns were expressed that schools are not adhering to the guideline of \$50 per employee for staff recognition. Treasurer S. Roy indicated that there is no consistency in the types of expenses being coded to this budget line. Mrs. Roy will work with Associate Superintendent People Services R. Hoppins to come up with a definition for staff recognition so there is a common understanding.

Personnel

Associate Superintendent People Services R. Hoppins was unable to attend the meeting so in his absence, Superintendent K. Sacher provided an update on personnel items during the In Camera portion of the meeting.

Resolution #20151126021

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education 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.

Facilities Update

Associate Superintendent Corporate Services S. Russell provided a facilities update during the In Camera portion of the meeting.

Resolution #20151126024

Moved By: S. Ball

Motion that Chinook's Edge School Division No. 73 Board of Education refer the request from Alberta Infrastructure for Delegation of Authority to the Policy Committee.

Carried

**ASBA 2015
Premier's Award
Finalist**

Chinook's Edge School Division was a finalist for the Alberta School Boards Association 2015 Premier's Award for School Board Innovation & Excellence for the Aspiring Leaders Program. Background information on the program was provided for information. The framed certificate was circulated at the meeting.

**Locally
Developed
Courses**

American Sign Language 15, 25 and 35 course outlines were provided for review.

Resolution #20151126027

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approve this 25th day of November 2015, the following Locally Developed Courses:

Course Name	Credit	Status	Start Date	Expiry Date	Development Type	From School Authority
American Sign Language (LA) 15 LDC1378	5	Authorized (New)	February 1, 2016	August 31, 2016	Acquired	Edmonton School District No. 7
American Sign Language (LA) 25 LDC2378	5	Authorized (New)	February 1, 2016	August 31, 2016	Acquired	Edmonton School District No. 7
American Sign Language (LA) 35 LDC3378	5	Authorized (New)	February 1, 2016	August 31, 2016	Acquired	Edmonton School District No. 7

Carried

Field Trip Requests

The update on field trip requests was provided during the Education Committee meeting. This will be discussed further at the February Education Committee meeting.

Audit Committee

The minutes of the November 24th Audit Committee meeting were distributed at the meeting.

Finance Committee

The minutes of the November 24th Finance Committee meeting were distributed at the meeting.

Education Committee

Chair C. Butler provided a verbal update from the November 25th Education Committee meeting. The minutes of the meeting will be provided at the December 9th Board meeting.

Resolution #20151126032

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education approve the combined 2014-2015 Annual Education Results Report and the 2015-2018 Three Year Education Plan as presented.

Carried

Resolution #20151126033

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education refer field trip planning and requirements to the Policy Committee for review.

Carried

Resolution #20151126034

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to communicate with existing field trips that are approved that there is a potential for cancelation should a travel advisory be in place.

Carried**Resolution #20151126035**

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approve option 2 for the 25 year service awards as presented.

Carried**Facilities and Maintenance Committee**

No report at this time.

Negotiations Committee

No report at this time.

Parents Matter Committee

No report at this time.

Policy Committee

The minutes of the November 6th Policy Committee meeting were provided for review.

Public Consultation Committee

No report at this time.

Teachers Matter

Board representative C. Huelsman provided an update from the November 20th Teachers Matter meeting. Positive comments were shared about the meeting and in response to a letter from EPC, a list of things that have been done to reduce teacher workload and improve teacher advocacy was distributed for information. This information will be shared with teachers in January.

Technology Committee

No report at this time.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

- **ADCOS – December 2nd** – A reminder was provided for the Trustees to join the December 2nd ADCOS meeting where Tom Hierck, co-author of RTI Roadmap for School Leaders will be speaking.
- **High School Redesign** – At ADCOS last week, the K-12 and High Schools completed a redesign review with Susan Poole of Alberta Education. She was impressed with what is happening in the Division and the engagement of the Superintendent's in the process. Superintendent K. Sacher has been asked by the Deputy Minister to be

a representative on an external review committee for high school completion.

- **Pilot in Cremona** – All 30-1 and 30-2 students are writing the 30-2 diploma exam at the quarter point. The theory is that every student will have English and if they pass 30-2 they can take 30-1 with no risk. The preliminary data is showing that the students achieved an average of 81 percent on the test with a number that will now write 30-1. The success of this pilot will be monitored.
- **Instructional Leadership** – The Parkland School Division Superintendency team is meeting with CESD to discuss the IL model.
- **Parents Matter** – Concern was raised regarding the difference between secure our school and lockdown. R. Hoppins and K. Barber worked on a color coded document that will be sent out with newsletters.
- **Olds College** – Mr. Sacher is meeting with Olds College President T. Thompson next week to discuss Horizon School.
- **EPC Letter** – A response will be sent on behalf of the Board this week. Mr. Sacher will share it with the Chair and Vice Chair.
- **Benalto** – An update was provided on the meeting held in Benalto last week. The next meeting will be held in January. A meeting is also scheduled with Red Deer County in January to update them on the process.

Community Learning Campus

Board representative R. Fisher provided a verbal report from the Pathways 2 Sustainability – Flourishing Rural Economies Conference held November 8-10, 2015.

Correspondence

Chair C. Butler reviewed the following correspondence items:

- A thank you letter from the Royal Canadian Legion, dated November 16, 2015 regarding the Cenotaph tree removal was provided for review.
- A thank you card from Allan Tarnoczi was circulated at the meeting.
- A thank you card from Megg Wylie was circulated at the meeting.

Resolution #20151126047

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to send a note of condolence to Mr. Bhullar's family.

Carried

Trip Requests

Superintendent K. Sacher reviewed the following school trip request:

- A request from Ecole Innisfail Middle School for an out of country trip to New York City from April 18-23, 2016.

Resolution #20151126049

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education approve in principle, the trip request from Ecole Innisfail Middle School for an out of country trip to New York City from April 18-23, 2016 for grade 7 and 8 students.

Carried

**Alberta School
Boards
Association**

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

- An update was provided from the ASBA Fall General Meeting held November 15-17, 2015.
- An update was provided from the November 23rd ASBA Zone 4 meeting. A summary of the highlights was provided. The Zone 4 meeting will be held in Innisfail on May 30th followed by the Edwin Parr banquet that will be held at the Innisfail Library. The February meeting will be held at Red Deer Public.
- The next ASBA Zone 4 meeting is being held on January 25, 2016 in Stettler.

**Public School
Boards
Association**

Trustee S. Cooper provided an update on recent PSBA items:

- An update was provided from the November 13-14, 2015 Public School Board Council meeting. A copy of the Handbook regarding Separate School District Establishment was circulated. Please let S. Babb know if you would like a copy.

**Canadian School
Boards
Association**

No report at this time.

**National School
Boards
Association**

No report at this time.

Resolution #20151126054

Moved By: C. Huelsman

Motion to move the meeting In Camera at 3:10 p.m.

Carried

It was noted that It was noted that S. Ball, H. Bilton, 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 #20151126056

Moved By: S. Cooper

Motion to return to the regular meeting at 3:35 p.m.

Carried

**Public School
Boards
Association**

An update was provided on a litigation case during the In Camera portion of the meeting.

**Meeting
Evaluation**

Trustee C. Huelsman provided an evaluation of the meeting. Trustee R. Fisher will provide the evaluation at the next meeting.

Adjourned

Resolution #20151126059

Moved By: G. Kerr

Motion to adjourn the meeting at 3:36 p.m.

Carried

C. Butler - Chair

R. Fisher - Vice Chair

S. Russell - Corporate Secretary