



Chinook's Edge School Division No. 73

Board of Education

Meeting Type : Board of Education

Date : Wednesday, December 10, 2014

Start time : 9:00 AM

Location : Boardroom

Call to Order

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

Trustees Absent: H. Bilton

Staff: S. Bexon – Communications Officer, D. Maclsaac – Executive Assistant to the Superintendent/CEO, R. Hoppins – Associate Superintendent System Services, S. Russell – Associate Superintendent People Services, K. Sacher – Superintendent/CEO, A. Tarnoczi – Associate Superintendent Corporate Services, 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 #20141218003

Moved By: C. Huelsman

Motion to approve the agenda as presented.

Carried

Minutes Approval

The minutes from the November 5, 2014 Board of Education meeting and the November 26, 2014 Special Meeting of the Board were provided for review.

Resolution #20141218005

Moved By: S. Ball

Motion to approve the minutes from the November 5, 2014 Board of Education meeting and the November 26, 2014 Special Meeting of the Board as presented.

Carried

Resolution #20141218006

Moved By: S. Cooper

Motion to move the meeting In Camera at 9:01 a.m.

Carried

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

S. Russell left the meeting at 9:06 a.m.

S. Roy entered the meeting at 9:23 a.m. and left at 9:45 a.m.

Resolution #20141218008

Moved By: G. Kerr

Motion to return to the regular meeting at 9:49 a.m.**Carried****RECESS:** 9:49 a.m.**RECONVENE:** 10:00 a.m.

S. Russell returned to the meeting at this time.

Personnel

During the In Camera portion of the meeting, Associate Superintendent People Services S. Russell provided an update on personnel items.

Resolution #20141218011

Moved By: C. Huelsman

Motion to accept the personnel report as presented.**Carried****Accounts Payable**

During the In Camera portion of the meeting, the listing of Accounts Payable cheques over \$500 and direct deposits for November 2014 were provided for review.

Personnel CommitteeDuring the In Camera portion of the meeting, Chair C. Butler provided a verbal update from the Personnel Committee. The minutes of the November 26th meeting were provided for review.**Capital Reserves**

During the In Camera portion of the meeting, Treasurer S. Roy provided an update on Capital Reserves.

Facilities Update

During the In Camera portion of the meeting, Associate Superintendent Corporate Services A. Tarnoczi provided a facilities update.

Finance Department Review Update

During the In Camera portion of the meeting, Superintendent K. Sacher provided an update on the Finance Department review.

2015-2016 / 2016-2017 School Calendars

Associate Superintendent People Services S. Russell circulated the 2015-2016 and 2016-2017 traditional and year-round calendars for approval.

Mr. Russell noted that the year-round calendars were modified to reduce the spring break from three to two weeks with the students coming back one week later in August. Staff and parents were not surveyed on this change but Principal H. Linski does not believe there will be major concerns. This will help alleviate the challenges of support staff at Division Office not being available at the beginning of August and will also ease the concerns around the heat of the building in the summer.

Resolution #20141218018

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education extend the collaborative time project for another two years with quantitative and qualitative evidence presented to the Board annually by

the Superintendent.

Carried

Resolution #20141218019

Moved By: C. Huelsman

Motion that Chinook's Edge School Division No. 73 Board of Education approve the 2015/2016 and 2016/2017 school calendars as presented.

Carried

Mr. Russell noted that the calendars would be posted immediately.

Kindergarten Fee Approval

Resolution #20141218021

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education set the fees for kindergarten students for the 2015/2016 school year the same as the previous year at no charge.

Carried

Central Alberta Regional Science Fair

A copy of correspondence received from Bob McKinnie, Fundraising Chair of the Central Alberta Regional Science Fair Committee was provided for review.

Resolution #20141218023

Moved By: R. Fisher

Motion that Chinook's Edge School Division No. 73 Board of Education contribute \$1700 (one thousand seven hundred dollars) to the Central Alberta Regional Science Fair 2014.

Carried

R. Hoppins entered the meeting at 10:12 a.m.

CESD 3-Year Plan and Results Report

Further to a recommendation at the November 26th Education Committee meeting, Associate Superintendent System Services R. Hoppins presented the revised Annual Education Results and Three Year Education Plan with information on trends, issues and challenges included.

The Trustees agreed that it is important to communicate that CESD purchased used buses to maintain the fleet's integrity but that there are challenges going forward as they are no capital reserves set aside for replacement.

Resolution #20141218026

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education approve the combined 2013-2014 Annual Education Results Report and the 2014-2017 Three Year Education Plan as presented.

Carried

T. Harvey entered the meeting at 10:21 a.m.

Gmail Migration

Associate Superintendent System Services R. Hoppins and Technology Director T. Harvey provided a summary of the migration to Gmail. A frequently asked questions document was provided and the benefits of the migration and the support being provided during the transition were outlined.

S. Roy entered the meeting at 10:24 a.m.

The Technology Committee is piloting the transition to ensure that all of the issues are ironed out prior to transitioning the rest of the Trustees. If you are interested in transitioning sooner, please advise T. Harvey.

R. Hoppins and T. Harvey left the meeting at 10:35 a.m.

Fall Budget Update

Treasurer S. Roy presented an update to the fall budget. The biggest change to the revenue and expenses was the extra million dollars in the Teacher's Retirement Fund. There was also some FTEs added by the schools this fall which is reflected in the expenses. The projections remain very consistent to what was budgeted in the spring.

1st Quarter Report - 2014/2015 Budget

Treasurer S. Roy presented the 1st Quarter Report (September 1, 2014 to November 30, 2014). The report was reviewed in detail at the December 10th Finance Committee meeting. The overrun on the CLC budget was discussed.

S. Roy left the meeting at 10:43 a.m.

Board Strategic Planning - March 16th

Further to discussion at the October 8th Board of Education meeting, March 16th was bookmarked to discuss strategic planning. The Trustees wanted to wait until the Carstairs Adhoc Committee completed their planning to determine how the process worked prior to looking at the entire division. The Trustees indicated that they were all available to attend on March 16th. This item will be placed on the next agenda and the Trustees were asked to bring agenda items forward for discussion. The requirement of administrative staff will be determined once the agenda is finalized.

Trustee C. Huelsman will email the Trustees a copy of a template used at the County meetings listing their top 4-5 priorities.

Trustee G. Kerr offered the use of his Boardroom for the meeting. The meeting is currently booked in the Boardroom at Division Office.

Audit Committee

The minutes of the November 20, 2014 Audit Committee meeting were provided for review.

Education Committee

The minutes of the November 16, 2014 Education Committee meeting were provided for review. The motions to extend the collaborative time project and approve the school calendars were handled earlier in the meeting.

Facilities and Maintenance Committee

No report at this time.

Finance Committee	The minutes of the November 20 th and December 10 th Finance Committee meetings were provided for review.
Negotiations Committee	No report at this time.
Parents Matter Committee	No report at this time.
Policy Committee	<p>Board representative S. Cooper provided a verbal update. The minutes of the December 1st Policy Committee meeting were provided for review. The following administrative procedures that were discussed at the meeting were provided for background information:</p> <p>AP 5-13 School Events AP 3-21 International Students AP 4-21 Employee Use of Social Networking Websites AP 1-29 Information Security Management System</p> <p>In the new year, the Policy Committee will be developing a policy glossary of terms as well as a format and style guide, similar to that created for the administrative procedures.</p>
Teachers Matter	Board representative C. Huelsman provided a verbal update. The minutes of the November 21 st Teachers Matter Committee meeting were provided for review.
Technology Committee	Board representative S. Ball provided a verbal update. The minutes of the November 26 th Technology Committee meeting were provided for review. Trustee Ball reported that he is working on a recommendation from the presentation to ASBA Zone 4 around the technology report that Mr. Callaghan prepared regarding Supernet access in rural Alberta. Students are being disadvantaged because they don't have access at home. Trustee Ball will work with C. Butler and R. Fisher to finalize the recommendation prior to submitting it.
Transportation Committee	<p>Board representative G. Kerr provided a verbal update from the November 12th and December 2nd Transportation Committee meetings. The minutes of the meeting were provided for review.</p> <p>A correction was noted to the December 2nd minutes. Resolution #TR20141202.1002 was defeated. The minutes will be corrected to reflect this.</p> <p>As part of the ongoing process, the Transportation Committee is reviewing boundaries and recommending small changes where it makes sense. The importance of communicating the boundary changes was discussed. It was noted that existing students would be grandfathered, however in the event of a sale or subdivision, there would be a change in the designated school for</p>

new students. A reminder should be communicated to principals, county and town offices, developers, realtors, etc. that potential buyers need to check with the school division to find out where their designated school is.

Resolution #20141218042

Moved By: S. Cooper

Motion that the Chinook's Edge School Division No. 73 Board of Education adjust the Sundre/Cremona boundary by moving the current south portion of the Cremona boundary from the center portion of sections 13, 14, 15, 16, 17, 18 of township 31, range 05 west of the 5th meridian and the center portions of sections 13, 14 and 15 of township 31 range 06, west of the 5th meridian north approximately 3.24 km to the center portions of sections 25, 26, 27, 28, 29, 30 of township 31, range 05, west of the 5th meridian, the center portions of sections 25, 26, 27, 28 of township 31, range 06, west of the 5th meridian and extended to the west portion of section 29, township 31, range 06, west of the 5th meridian and from the east portion of sections 04, 09 and 16 of township 31, range 06, west of the 5th meridian west approximately 3.42 km to the east portion of sections 06, 07, 18, 19 and 30 of township 31, range 06, west of the 5th meridian.

Carried

Associate Superintendent Corporate Services A. Tarnoczi indicated that the family would be personally informed of the decision and that he would follow-up with the Transportation department to ensure that the county offices have the necessary contact information so potential purchasers can verify attendance boundaries.

The principles to guide decision making of transportation appeals was shared with the Board. The Trustees discussed implementing some of it in policy but concern was expressed about it becoming too rigid and that consideration would not be given to cases where exception may be necessary.

**Olds High School
Drama Club 'The
Music Man' Cast**

Students from the Olds High School Drama Club attended the meeting at 11:30 a.m. to perform songs from the popular production 'The Music Man'.

RECESS: 11:55 a.m.

RECONVENE: 1:06 p.m.

**Transportation
Committee**

Transportation fees were discussed and a document outlining exceptions (for safety reasons) and interschool busing in each community was shared.

Associate Superintendent Corporate Services A. Tarnoczi outlined options being considered by the Transportation Committee including reviewing fees, reducing ridership, or accepting a loss in the department. It was noted that the Education Act regulations may also have an impact on what is decided. A Committee meeting will be scheduled in January with all Trustees invited to attend to discuss the options further.

The importance of lobbying was discussed. This will be added to the January Education Committee meeting for further discussion. It was noted that it may be helpful to have someone come in from Transportation to speak to ridership numbers and how many students are being transported due to safety issues. The Trustees agreed to invite MLA Kerry Towle to the February Education Committee meeting to discuss transportation issues.

Carstairs Adhoc Committee

Board representative S. Ball provided an update on the Carstairs Adhoc Committee meetings. He noted that the focus is starting to shift to long range planning. There were over 200 responses to the survey from parents, grandparents and community members. The data is being analyzed.

The response from the Honourable Manmeet Bhullar, Minister of Infrastructure to William Watson was discussed.

Superintendent Update

Superintendent K. Sacher provided a verbal update:

- D. Maclsaac circulated service award suggestions from Mitchel and Jewell for 25 year long service recipients. The Trustees agreed that the mantle clock should be offered as an option but if the recipient does not respond, a watch will be given.

Resolution #20141218048

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education allow a choice between a watch or a mantle clock for 25 year long service recipients.

Carried

- Mr. Sacher met with P. Langstraat, J. Cleland and COLT regarding the possibility of creating a CESD Foundation. Additional staff would be required to support the creation of a Foundation and concerns were expressed regarding the distraction it would create and that it may be counter-productive to the work being done at the school level.
- Red Deer Catholic has requested agenda items for the January 21st meeting by January 9th. The meeting is being held at 5:00 p.m. at the Montfort Centre.
- The COLT Road Show agenda has been finalized. Trustees were encouraged to attend their local event if possible.

Community Learning Campus

Superintendent K. Sacher provided a verbal update from the CLC meeting:

- The welding wagon in Sundre is another dual credit success story.
- An update on the fitness centre was provided and it was noted that numbers are increasing significantly.
- 'Finishing the Dream' construction photos were shared at the CLC meeting and the project is coming along nicely.

Enrolments

Superintendent K. Sacher reviewed the Division enrolments as of November 28, 2014.

Resolution #20141218052

Moved By: C. Huelsman

Motion to move the meeting In Camera at 1:41 p.m.**Carried**

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

RECESS: 2:22 p.m.**RECONVENE:** 2:30 p.m.

C. Huelsman left the meeting at 2:46 a.m.

Resolution #20141218054

Moved By: S. Cooper

Motion to return to the regular meeting at 3:19 p.m.**Carried****Olds Koinonia
Christian School
Society Lease**

During the In Camera portion of the meeting, Dave Phillips and Greg Wiens from the Olds Koinonia Christian School Society attended the meeting to discuss the lease. This will be discussed further at the January Board meeting.

Facilities Update

During the In Camera portion of the meeting, Associate Superintendent Corporate Services A. Tarnoczi provided an update on the River Glen property.

Resolution #20141218057

Moved By: J. Swainson

Motion that Chinook's Edge School Division No. 73 Board of Education accept the offer from 1806940 Alberta Ltd. for the "Lot 2" (5.36 acres) portion River Glen subject to the approval of the sale by the Minister of Education.

Carried**Correspondence**

Chair C. Butler reviewed the following correspondence:

- Copy of a letter to William Watson from the Honourable Manmeet Bhullar, Minister of Infrastructure, dated November 13, 2014, regarding the Carstairs Elementary School
- Thank you letter from the Honourable Jeff Johnson, former Minister of Education, dated November 4, 2014
- Christmas cards from Mountain View County and the Wetaskiwin Regional Public schools as well as a thank you card from the Olds & District Kiwanis Music Festival were circulated.

Trip Requests

No trip requests were received.

**Trustee
Remuneration
and Expenses**

Chair C. Butler called for Trustee Remuneration and Expenses for November and December.

**Alberta School
Boards
Association**

An update was provided from the December Zone 4 meeting. The next meeting is being held in Clearview on January 16th. Please let D. MacIsaac know if you are planning to attend.

An update from was provided from the ASBA Fall General Meeting. Positive comments were shared regarding the sessions offered.

An update on Bill 10 was provided.

J. Swainson provided a report from the two day leadership conference she attended in Vancouver. It was an excellent workshop and K. Sacher has the material if anyone is interested.

**Public School
Boards
Association**

Board representative T. James provided an update on PSBA items:

- PSBA is celebrating 25 years.
- President Arlene Hrynyk has met with 23 of the 28 Boards. She is scheduled to meet with the CESD Board in April.
- A meeting is scheduled in Fort McMurray August 20th to 22nd.
- A donation was made to the Lois Hole Hospital in Lorrie Jess' name.
- PSBA has a meeting scheduled with the Minister and is accepting items to bring forward for discussion.
- K. Sacher offered to find someone to assist Trustee James in completing a funding spreadsheet for PSBA.

**Canadian School
Boards
Association**

No report at this time.

**National School
Boards
Association**

No report at this time.

**Meeting
Evaluation**

A verbal evaluation of the meeting was provided by Trustee G. Kerr. The Trustees agreed to continue with the verbal evaluations in the new year. Trustee S. Cooper will provide the evaluation at the January meeting.

Adjourned

Resolution #20141218067

Moved By: S. Ball

Motion to adjourn the meeting at 3:40 p.m.

Carried

C. Butler - Chair

R. Fisher - Vice Chair

A. Tarnoczi - Corporate Secretary