



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, December 15, 2021
Time: 9:00 AM
Location: Google Meet

Attendance

Trustees Present: H. Bilton, S. Cooper, M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, L. Wagers

Trustees Absent: J. Swainson

Staff: S. Bexon - Communications Officer, S. Russell, Associate Superintendent Corporate Services, K. Sacher - Superintendent, S. Babb - Executive Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary

Call to Order

Chair H. Bilton called the meeting to order at 9:01 a.m.

Land Acknowledgement • Treaty 7 - attachment

Trustee H. Bilton opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Resolution # 20211215001BOT

Moved By: T. Leslie

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20211215002BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2021 November 24 Board of Trustees Meeting.

Carried

In Camera

It was noted that H. Bilton, S. Cooper, M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, L. Wagers, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

Resolution # 20211215003BOT

Moved By: D. Hutchison

Motion to move In Camera at 9:03 a.m.

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

Resolution # 20211215004BOT

Moved By: K. Kemmere

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 accounts payable cheques over \$500.00 dollars and the deposits for November 2021 were reviewed during the In Camera portion of the meeting.

Visa

Visa purchases over \$500.00 for September 24 to October 23, 2021 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.

Negotiations Committee / TEBA Update

Trustee S. Cooper and Associate Superintendent Corporate Services S. Russell provided an update on negotiations during the In Camera portion of the meeting.

Resolution # 20211215005BOT

Moved By: K. Kemmere

Motion to return to the regular meeting at 10:25 a.m.

Carried

Recess: 10:25 a.m.

Reconvene 10:40 a.m.

Addressing Social Emotional Well-being Challenges in our Schools

Associate Superintendent Student Services M. Perdue joined the meeting to address Social Emotional Well-being Challenges in CESD Schools and presented a proposed solution.

11:55 a.m. - M. Perdue left the meeting.

Celebrations Update

Associate Superintendent R. Hoppins, Communications Officer S. Bexon, Administrative Assistant J. Schneider and Administrative Assistant S. Westwood provided an update on Celebrations 2021. The Celebrations Committee is hoping to have an in person ATA Teacher Induction Ceremony in late January or February.

Recess: 12:00 p.m.

Reconvene: 1:00 p.m.

In Camera

It was noted that H. Bilton, S. Cooper, M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, L. Wagers, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

Resolution # 20211215006BOT

Moved By: M. Copley

Motion to move In Camera at 1:27 p.m.

Carried

Trustees returned In Camera to discuss personnel related items.

Resolution # 20211215007BOT

Moved By: T. Leslie

Motion to return to the regular meeting at 1:55 p.m.

Carried

Technology Quarterly Report

Associate Superintendent System Services K. Barber joined the meeting and provided a high level overview of all sections in the report highlighting the following areas:

Risk Mitigation

- Student Safety - TAG (Technology Advisory Group) is creating a scope and sequence of digital citizenship which provides skills and tools for students to navigate online.

Data Security and Privacy for all users. A key focus for the Director of Technology Services.

- There is a two factor authentication for all Chinook's Edge staff. The Firewall was upgraded in November to identify and block malware and mitigate the effects of attacks. Windows devices have further protection to prevent data from being shared. Phishing Emails - this fall, cyber security awareness for all Chinook's Edge users. Administrative Procedure 1 - 29 Information Security Management System have been updated on the website which ensure practices which support safe use of CESD technology and network.
- Phishing information emails will go out in January to help staff learn about these emails.

Budget

- Operational Budget - there has been a significant increase in educational tech licensing. Significant unplanned expenditures to support insurance requirements as well as the COVID context. 10% increase in access points to support expanded Chromebook Fleets.

Infrastructure

- Administrative Procedure around surveillance cameras to ensure staff and student privacy.

How the Board can help

- Addressing Inequity - advocating for better internet in rural communities, supporting student tech needs.
- There is an Alberta Rural Connectivity Coalition and the Director of Technology T. Harvey would like the division to join the group. Board Chair H. Bilton asked that K. Barber bring back further information regarding this group.

2:24 p.m. - K. Barber left the meeting.

Trustee Remuneration and Expenses

Payroll Coordinator J. Williams joined the meeting to share information with Trustees regarding recording time in the Employee Self-Service (ESS) system.

Chair H. Bilton called for Trustees remuneration and expense sheets for December 2021.

Budget Update

Treasurer S. Roy joined the meeting and provided a fall budget update highlighting the following:

- It is anticipated that the end of 2022 will be very close to projections
- Substitute teacher budgets may have an increase.
- Insurance rate increase.

Board Chair H. Bilton accepted the fall budget presentation for information.

3:10 p.m. - M. Copley left the meeting.

Transportation Quarterly Report

Associate Superintendent Corporate Services S. Russell presented the Transportation quarterly update highlighting the following:

- New Camera System
- Overview of Bus Fees
- 2021-2022 Budget Report
- Fleet Renewal
- Ride Time & Capacity

COVID Update

Superintendent K. Sacher and Associate Superintendent Corporate Services S. Russell provided the following update:

- Rapid testing: 18,000 tests have arrived at division office.

- Government announced today that Albertans are able to get home tests for free but they are not for workplace testing. This may be an option for volunteer coaches and volunteer staff.
- The division will be allowing home testing for staff under guidelines put out by the Superintendency team.
- On January 3rd the Superintendency team will review bringing groups together in division office and will hold off until at least January 17th for groups larger than four. The Board of Trustees agreed to continue with on-line meetings until January 17th and will review at that time.
- The division will be watching to see how the omicron variant will affect us moving forward.

Reflecting on Board School Visits

Trustees reflected on school Board visits. It was noted that trustees appreciated all of the work that went into giving a view of what is going on in schools and thanked administrators for the tremendous job.

Public School Boards Association of Alberta

This item was deferred to the next Board of Trustees meeting.

Board e-News - attachment

Trustee T. Leslie and Communications Officer S. Bexon presented the December Board eNews.

Locally Developed Courses

Trustees reviewed the new locally developed courses for approval.

Resolution # 20211215008BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees approve this 15th day of December 2021, the following Locally Developed Courses:

Course Name	Credit	Status	Start Date	Expiry Date	Development Type	Developed by School Authority
Competencies in Math 15LDC1515	3	Authorized(New)	Dec. 16, 2021	Aug. 31, 2022	Acquired	Boyle Street Education Centre
Social Emotional Well-being (2021) 15LDC1176	3	Authorized(New)	Feb. 1, 2022	Aug. 31, 2026	Developed	Chinook's Edge School Division

Carried

Strategic Planning - Board Support Plan

Trustees discussed next steps for the Board Support Plan.

Resolution # 20211215009BOT

Moved By: K. Kemmere

Motion to send the strategic plan to the Governance Effectiveness Committee for advocacy planning. Once complete, the committee will bring information back to the Board of Trustees.

Carried

Superintendent Update

Superintendent K. Sacher provided an update on the following items:

- Teachers Matter
- Kindergarten registration date will align with Red Deer Catholic School Division's
- Audited Financial Statements feedback
- Administrator Associate wellness survey
- DOS Wellness Champions Initiatives

- Olds College - The Olds College Board would like to connect with the Chinook's Edge Board sometime in February (3, 8 or 10 (4 to 6 pm)).
- Curriculum
- University of Calgary - Visioning Model
- Update on meeting with Battle River School Division and Wolf Creek School Division regarding the Superintendent Evaluation process
- New Read: Create the Future.

Committees

Audit Committee (November 24th)

Committee Chair T. Leslie provided an update to the Board.

Education Committee (November 24th)

The minutes of the 2021 November 24th Education Committee meeting were provided for review.

Facilities and Maintenance Committee

No meeting prior to this meeting.

Governance Effectiveness Committee (December 8th)

Chair H. Bilton provided a verbal update from the 2021 December 08 meeting. Trustees agreed to complete the full survey.

Policy Committee

No meeting prior to this meeting.

Stakeholder Relations Committee (December 14th)

Committee Chair T. Leslie provided a verbal update from the 2021 December 14th meeting.

Transportation Committee (November 8th)

Committee Chair L. Wagers provided an update from the 2021 November 08 Transportation Committee meeting.

Regular Business

Enrolments - attachment

Superintendent K. Sacher shared enrolment numbers as of November 25, 2021.

Correspondence

Board Chair H. Bilton reviewed the following correspondence:

An email from Lavonne Adams, Education Manager, Business Operations and Stakeholder Support Branch, Alberta Education regarding Ministerial Orders.

Christmas Cards from MLA Cooper and the Education Minister A. LaGrange.

Trip Requests

No trip requests prior to this meeting.

Board Work Plan - 2021/2022

The Board Work Plan will be reviewed in depth at a future meeting.

Alberta School Boards Association

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

- Fall General Meeting - November 14-16, 2021
- ASBA Zone 4 - November 29, 2021
- The next Zone 4 meeting is being held on January 24th, 2022.

Canadian School Boards Association

Save the date: CSBA Congress 2022 is being held on July 6-8, 2022 at the Sheraton Cavalier Hotel in Saskatoon, SK.

National School Boards Association

NSBA 2022 is being held April 2-4, 2022 in San Diego. Registration is now open.

Rural Caucus

The Annual General Meeting for Rural Caucus is December 16th. The Board of Trustees discussed topics for the environmental scan survey that boards will complete through Rural Caucus.

- Mental Health - Social Emotional Well-being
- Rural Internet
- Transportation (increase in insurance costs, fuel costs and parts)

Resolution # 20211215010BOT

Moved By: T. Leslie

Motion to support the nomination of Sherry Cooper for the Chair of Rural Caucus of Alberta School Boards

Carried

Trustee Professional Development Reports

Trustees provided professional development reports on ASBA and ASBA Board Chair Orientation.

Trustee Round Table

Trustees were reminded to email S. Westwood if attending the Alberta Rural Education Symposium.

Meeting Duration

Trustees discussed and agreed to meeting hours for reporting.

Resolution # 20211215011BOT

Adjournment

Moved By: T. Leslie

Motion to adjourn the meeting at 4:28 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary