



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, January 11, 2023
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: M. Copley (10:31 a.m.), S. Cooper, D. Hutchison, G. Kerr, K. Kemmere, T. Leslie, L. Wagers and J. Swainson

Trustees Absent: H. Bilton

Staff Present: L. Woodward - Communications Officer, L. Woodward - Communications Officer S. Russell - Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb – Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary

Call to Order

Trustee S. Cooper called the meeting to order at 9:03 a.m.

Land Acknowledgement • Treaty 7

Trustee S. Cooper opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Resolution # 20230111001BOT

Moved By: G. Kerr

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20230111002BOT

Moved By: J. Swainson

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2022 December 14 Board of Trustees Meeting.

Carried

In Camera

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

Resolution # 20230111003BOT

Moved By: K. Kemmere

Motion to move In Camera at 9:06 a.m.

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

Resolution # 20230111004BOT

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 accounts payable cheques over \$500.00 dollars and the deposits from October 22, 2022 to November 25, 2022 were reviewed during the In Camera portion of the meeting.

Visa

Visa purchases for \$500.00 for October 25, 2022 to November 24, 2022 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 # 20230111005BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the sale of land to Alberta Government Transportation and Economic Corridors as presented.

Carried

Negotiations Committee / TEBA Update

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

Resolution # 20230111006BOT

Moved By: T. Leslie

Return to regular meeting at 10:31 a.m.

Carried

New Business

CESD 2021-2022 Annual Education Results Report

The 2021-2022 Chinook's Edge School Division Annual Education Results Report was presented at the November 30th Board of Trustees meeting. The embargo has been lifted and a motion approving the report is required.

Resolution # 20230111007BOT

Moved By: S. Cooper

The following motion was deferred to the January 25th, 2023 Special Meeting of the Board of Trustees (Motion that Chinook's Edge School Division Board of Trustees approve the 2021-2022 CESD Annual Education Results Report as presented).

Carried

Trustee Quarterly Remuneration Report

The trustee quarterly remuneration report was provided for review.

Out of Province Professional Development Report

Trustees reviewed the Out of Province Professional Development Report.

Superintendent Quarterly Expenses

The superintendent quarterly expenses were provided for review.

Technology Report

Associate Superintendent Learning Services J. Drent presented the Technology Report, highlighting the following:

Risk Mitigation

- In December, Technology initiated a phishing analysis and support for all CESD staff using PC Windows based computers. Technology will be providing support to staff in regards to phishing emails. It was noted that chromebooks do not have the same level of concern. In the future, Technology will also be looking at other devices for risk mitigation.

Trustees provided the following questions and comments:

- With all the worry about phishing emails important emails are not being responded to as staff are fearful of clicking on something they shouldn't. J. Drent shared that you should always ensure that you check the email address of the sender as most phishing emails have an error in the address.
- What was the target audience for the phishing emails? J. Drent said that it was for employees that use a PC.
- Trustees shared that it was a well done test and credit to T. Harvey and his team.
- J. Drent also reminded everyone to ensure that if you receive an email and feel it is phishing, report it as spam.

Technology continues to work with schools in upgrading PA systems.

Budget

- Initial work has been completed on the budget proposal for School Technology Allotments for budget 2023-2024.

Trustees asked the following question:

- How is the division ensuring that there is balance in the school allotment and is the Technology Department encouraging schools to renew technology? J. Drent shared that he and T. Harvey meet with schools annually to discuss technology.

Infrastructure

- Continue to work on supporting and improving telephone service. Upgraded the main server in Carstairs Elementary, with a back-up at Olds High CLC campus.
- Chromecast devices are beginning to show their age and will need to be replaced as part of the natural replacement cycle.

Technology Integration

- Continuing to develop the support plan for Career Connections Technology Scope and Sequence. Initial target areas will be: 1) coding, robotics, and drones, 2) web design, 3) data and problem solving. Continued focus to creating exploration experiences in middle school, CTS skill development in high school, with opportunity to extent into 3 - Dual Credit Ag Tech courses; 1) data

analysis and system problem solving, 2) design thinking - robotics coding, 3) prototyping.

Educational Technology

- Leveraging Google Classroom development moving into building CTS Scope and Sequence.

Challenges

- Cost increases, supply chain, and deliveries continue to be a challenge.

Superintendent K. Sacher and J. Drent provided trustees with an update on Quest A+ (Grade 9 Provincial Achievement Tests system).

Recess: 11:50 p.m.

Reconvene: 12:50 p.m.

Superintendent Evaluation Process Review

Trustee M. Copley updated the Board on the Superintendent Evaluation Process Review. Trustee Copley shared that the Governance Committee met to discuss the evaluation process and shared a few recommendations with the Board. M. Copley also asked Superintendent K. Sacher for feedback on the process. After further discussion, Trustees were in agreement with moving on with the next survey.

Superintendent Update

Superintendent K. Sacher provided a written update on the following items:

- Family School Wellness Meeting (December 21st)
- The Weather
- Reviewing Mileage Rates
- Digital PAT's
- Officials Challenges
- Flag Protocols

Committees

Audit Committee

No meeting prior to this meeting

Education Committee

No meeting prior to this meeting.

Facilities and Maintenance Committee (December 21st)

Board Representative G. Kerr provided an update from the 2022 December 21 Facilities and Maintenance meeting. The minutes of the meeting were provided for review.

Resolution # 20230111008BOT

Moved By: J. Swainson

Motion that Chinook's Edge School Division Board of Trustees accept the Capital Plan Rubric as amended.

Carried

Governance Effectiveness Committee

No meeting prior to this meeting.

Policy Committee (December 21st)

Board representative S. Cooper provided an update from the 2022 December 21 Policy Committee meeting. The minutes of the meeting were provided for review.

Resolution # 20230111009BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees approve the amendments to PL 3-04.1.0 Staff Hiring as amended.

Carried

2:40 - J. Swainson left the meeting

Resolution # 20230111010BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the amendments to PL 3-03.0.0 Instructional Leadership as presented.

Carried

Stakeholder Relations Committee (January 9th)

No meeting prior to this meeting.

Flourishing Stories and Innovation Adhoc Committee

No meeting prior to this meeting.

Regular Business

Enrolments

Superintendent K. Sacher shared enrollment number as of December 19, 2022.

Correspondence

Board Chair H. Bilton reviewed the following correspondence:

- A letter from the Honourable Nathan Neudorf, Minister of Infrastructure, dated December 14, 2022 regarding the Penhold Elementary School replacement project.

Trip Requests

Trustees reviewed the approved category 2 and 3 field trips.

Trustee Remuneration and Expenses

Board Work Plan - 2022/2023

The Board Work Plan was provided for review.

Alberta School Boards Association

Board representative L. Wagers provided a verbal update on recent ASBA items:

- The date of the next Zone 4 meeting is January 23, 2023 (virtual only).

Canadian School Boards Association

The Canadian School Boards Association Congress will be held in Banff July 3-5, 2023. It was suggested to take a concern over the dates to the ASBA Zone 4 meeting for discussion regarding the summer CSBA conference.

National School Boards Association

The National School Boards Association Conference will be held in Orlando, Florida April 1-3, 2023.

Rural Caucus

Board Representative T. Leslie provided an update from the December 15th Members meeting.

Trustee Professional Development Reports

No report at this time.

Trustee Round Table

Trustee Wagers led a discussion regarding a public speaking contest at the Division level. The Board decided to gauge interest at the ASBA Zone level.

Trustee Leslie shared the attendance key messages at a recent School Council meeting at River Valley. They will be working towards promoting school attendance within the community.

Trustee Cooper spoke about attending Christmas Concerts in Penhold.

Trustee Kemmere talked about the Reed Ranch Christmas Concert.

Meeting Duration

Trustees discussed and agreed to meeting hours for reporting.

Adjournment

Resolution # 20230111011BOT

Moved By: S. Cooper

Motion to adjourn the meeting at 3:44 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary