



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, March 8, 2023
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, M. Copley (google meet), S. Cooper, D. Hutchison, G. Kerr, K. Kemmere, T. Leslie, J. Swainson and L. Wagers

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

Call to Order

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

Land Acknowledgement • Treaty 7

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

Agenda/Minutes Approval

Agenda Approval

Resolution # 20230308001BOT

Moved By: S. Cooper

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20230308002BOT

Moved By: L. Wagers

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2023 February 1 Board of Trustees Meeting.

Carried

In Camera

It was noted that H. Bilton, M. Copley (google meet), 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 # 20230308003BOT

Moved By: K. Kemmere

Motion to move In Camera at 9:02 a.m.

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

Resolution # 20230308004BOT

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.

H. Bilton left the meeting at 9:03 am. and returned to the meeting at 9:05 a.m.

H. Bilton left the meeting at 9:16 a.m. and returned to the meeting at 9:43 a.m.

Both S. Russell and R. Hoppins left the meeting at 9:43 a.m.

S. Russell returned to the meeting at 10:50 a.m.

Accounts Payable

The accounts payable cheques over \$500.00 dollars and the deposits from January 21, 2023 to February 14, 2023 were reviewed during the In Camera portion of the meeting.

Resolution # 20230308005BOT

Moved By: K. Kemmere

Direct the Superintendent to bring back a report of the financial costs to transition to Sparkrock by the end of May 2023.

Carried

Visa

Visa purchases for \$500.00 for December 24, 2022 to January 23, 2023 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 # 20230308006BOT

Moved By: S. Cooper

Direct the Superintendent to arrange for a photo with the local MLA, Trustee and Municipal Government officials regarding the new Penhold School Announcement prior to mid-April 2023.

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.

New Business

Resolution # 20230308007BOT

Moved By: K. Kemmere

Motion to return to the regular meeting at 11:14 a.m.

Carried

Capital Plan 2024-2027

Associate Superintendent Corporate Services S. Russell presented the 2024-2027 Capital Plan which included rubric scores and rankings. S. Russell highlighted the following:

- Penhold Elementary Replacement School was removed after announcement was made.
- Russell noted that capacity in École H. J. Cody School is almost at 100%. Trustees discussed the collegiate model for a new Sylvan Lake High School.
- Innisfail High School modernization in a new addition to the Capital Plan.

Resolution # 20230308008BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the 2024-2027 Capital Plan as presented.

Carried

Transportation Quarterly Update

Associate Superintendent Corporate Services S. Russell presented the transportation quarterly update for information. S. Russell spoke to the changes that may occur for riders and will provide an update as soon as further information is available.

Trustee G. Kerr also discussed advocating for options around MELT training.

Board Committee Structure

Trustees discussed the Board Committee Structure for the upcoming year.

Significant Donations

As per PL 3-07.1.0 Donations, a list of all significant donations made to the division from September 1, 2021 to August 31, 2022 were provided for review.

It was noted that for the next report to the Board of Trustees that numbered companies show the name and add a location (community or school) that the donation was intended for.

Alberta School Councils Conference

Trustees discussed attendance at the Alberta School Councils Conference. It was noted that seven PAC representatives will be attending the conference.

Trustee M. Copley left the meeting at 11:40 a.m. and did not return.

Board School Visits

Trustees were reminded of the upcoming scheduled school board visits.

12:00 p.m. - Recess

1:00 p.m. - Reconvene

5 Month Financial Update (to replace 1st and 2nd quarter reports) and Budget Update

Acting Treasurer B. Voghell and S. Roy attended the meeting to provide a 5 month financial update as well as a budget update.

K. Sacher took a moment to thank both B. Voghell and S. Roy for everything they have done for the finance department.

S. Roy shared that reserves were lower than projected and grant money from the province and unrestricted reserves will be required to balance the budget.

Superintendent Update

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

- Fox Run follow-up from the February Bomb Threat
- Land Acknowledgement Update
- Cremona School and GSA
- TikTok will be shut down on the CESD network as of March 13th, 2023.

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee (February 15th)

The minutes of the 2023 February 15 Education Committee Meeting were provided for review.

Resolution # 20230308009BOT

Moved By: L. Wagers

Motion that the Chinook's Edge School Division Board of Trustees pay for the registration and hotel for two nights for all eight parents interested in attending the ASBA conference for this year only.

Carried

Resolution # 20230308010BOT

Moved By: K. Kemmere

Motion that the Chinook's Edge School Division Board of Trustees award the bus RFP to Western Canada Bus and proceed with the purchase of seven buses for the 2023-2024 school year.

Carried

Facilities and Maintenance Committee (February 15th)

Board representative G. Kerr provided a verbal update from the 2023 February 15 Facilities and Maintenance Committee meeting. The minutes from both the 2023 January 26 and the February 15 meeting were provided for review.

Trustees S. Cooper would like to recommend Penhold Waskasoo Middle School as the name for the new school.

Resolution # 20230308011BOT

Moved By: L. Wagers

Motion that the Chinook's Edge School Division Board of Trustees consider the following two names for the new school in Penhold. Penhold Crossing Middle School and Penhold Waskasoo Middle School.

Carried

Resolution # 20230308012BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees approve that Penhold Elementary School be renamed Penhold Waskasoo Middle School effective July 1, 2025.

Carried

Governance Effectiveness Committee

No meeting prior to this meeting.

Policy Committee

No meeting prior to this meeting.

Stakeholder Relations Committee

Board representative D. Hutchison provided a verbal update from the 2023 February 27 Stakeholder Relations Committee Meeting. The minutes from the meeting were provided for review.

The Stakeholder Relations Committee looked at the mandate for the committee and put forth the following motions:

Resolution # Postponed

Moved By: M. Copley

Motion that the Chinook's Edge School Division Board of Trustees approved the following Stakeholder Relations Committee tasks be moved to the following areas:

- The Communications Officer completes the analysis of communication relating to the Board voice.
- The Superintendent update provides a link to the Board Advocacy Document.
- At the Organizational meeting or June Board meeting (added to the Board Work Plan) discussion takes place regarding who the Board will be meeting with the following year.
- A review of the Trustee Handbook be added to the Board Work Plan.

Resolution # Postponed

Moved By: M. Copley

Motion that the Chinook's Edge School Division Board of Trustees disband the Stakeholder Relations Committee based on the review of the Terms of Reference.

After in-depth discussion the Board of Trustees have postponed this item and motions to the May 2023 Board of Trustees meeting.

Items for further discussion:

- Statistical information regarding the division at your fingertips.
 - Number of students
 - Number of students on buses
 - Cost of insurance

K. Sacher believes that this may be a Colt Team function which will be discussed in May.

- Articles for newsletters
- Important dates

It was noted that if the committee is disbanded that the Board will need to add extra meeting dates for discussions on trustee communication. These meetings could be prior to the Organizational Meeting and another in the fall.

It was also noted that the Stakeholder Relations Committee will complete ongoing tasks to the end of the school year.

Communications Officer L. Woodward will share information with the Board and then the Board can share ideas/vision for communications and what they would like to be authors of in the future.

Resolution # 20230308013BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees postpone the motions from the 2023 February 27 Stakeholder Relations Committee until the May Board meeting.

Carried

Flourishing Stories and Innovation Adhoc Committee

No meeting prior to this meeting.

Trustees discussed how to showcase/reintroduce the flourishing stories grant. Trustees also discussed moving flourishing stories under operations which would help, as liaisons could discuss the grant with administrators.

Superintendent K. Sacher will work with Communications Officer L. Woodward to share a flourishing stories success story with Rural Caucus for their new website.

Regular Business

Enrolments

Superintendent K. Sacher shared enrollment numbers as of February 24, 2023.

Correspondence

Board Chair H. Bilton reviewed the following correspondence:

- A letter from Sylvie Smyl, Board Chair of the St. Paul School Division, dated February 24, 2023 regarding ASEBP.

Trip Requests

Trustees reviewed the approved category 2 and 3 field trips.

Trustee Remuneration and Expenses

Trustees were asked to have timesheets completed by end of day April 26th.

Trustees would like to continue with the current program for time and expenses. S. Russell will look into this and get back to trustees.

Board Work Plan - 2022/2023

The Board Work Plan was provided for review.

Alberta School Boards Association

Board representative L. Wagers provided an update on the following:

- The highlights from the 2023 February 27 Zone 4 meeting.
- The next Zone 4 meeting is 2023 March 27 at Chinook's Edge School Division.
- The Budget Assumptions PowerPoint presentation was attached for review.

Trustees also reviewed the proposed revisions to ASBA Bylaws.

Canadian School Boards Association

The Canadian School Boards Association Congress will be held in Banff July 3-5, 2023.

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 2023 March 5th Participants meeting in Edmonton. He also thanked S. Cooper for her work on the Edmonton session. S. Cooper thanked J. Heidt for her work on this.

Trustee Professional Development Reports

Trustees reviewed the written reports provided by those that attended the Shaping the Future Conference.

Trustee Round Table

Trustees did not have a round table at this meeting.

Meeting Duration

Trustees discussed and agreed to meeting hours for reporting.

Adjournment

Resolution # 20230308014BOT

Moved By: D. Hutchison

Motion to adjourn the meeting at 4:16 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary