



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, May 10, 2023
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, M. Copley, D. Hutchison, G. Kerr (Google Meet a.m.), K. Kemmere, T. Leslie, J. and L. Wagers (Google Meet a.m. - attended in the p.m.)

Trustees Absent: S. Cooper and J. Swainson

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

Call to Order

Chair H. Bilton called the meeting to order at 9:03 a.m.

Land Acknowledgement • Treaty 7

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

Agenda/Minutes Approval

Agenda Approval

Resolution # 20230510001BOT

Moved By: D. Hutchison

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20230510002BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2023 April 05 Board of Trustees Meeting.

Carried

In Camera

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

Resolution # 20230510003BOT

Moved By: T. Leslie

Motion to move In Camera at 9:04 a.m.

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

Resolution # 20230510004BOT

Moved By: T. Leslie

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.

Resolution # 2023051005BOT

Moved By: T. Leslie

Motion to return to the regular meeting at 10:06 a.m.

Carried

Recess: 10:06 a.m.

Reconvene: 10:22 a.m.

New Business

Option & CTS Fees

Associate Superintendent Corporate Services S. Russell and Associate Superintendent Learning Services J. Drent provided information on CTS fees.

A survey was sent to administrators regarding the fees and a summary of responses was shared. It was consistent through the survey that CTS fees do not cover the cost of some courses.

S. Russell and J. Drent recommend creating a separate CTS fee for high school and a CTF fee for middle schools. They also noted that CESD needs to find a balance for reasonable fees and the impact on families.

It was also noted that the fees will be examined next year to see how this charge has impacted both schools and families.

Resolution # 20230510006BOT

Moved By: T. Leslie

Motion that Chinook's Edge School Division Board of Trustees approve a Middle School options fee that schools set based on cost recovery and High Schools set a fee of \$10 / credit for CTS.

Carried

Resolution # 20230510007BOT

Moved By: D. Hutchison

Motion to direct the Superintendent to provide an analysis of Option & CTS fees in March 2024.

Carried

Non-CESD Student Athletic Participation

Associate Superintendent Learning Services J. Drent presented information on non-CESD student athletic participation.

J. Drent recommends that the division support the inclusion of non CESD students in athletic programs as long as they register with CESD in one course. This does not mean that the student will have to attend a school. They would have the option of Google Classroom through Alternative Learning. The course that the student registers in needs to be a ASAA approved course. J. Drent also recommends that the division use football as a pilot for this recommendation.

Trustees shared the following questions and comments:

- If a student enrolls with CESD and the program does not qualify with ASAA what could be done? J. Drent will investigate this further and bring information back to the Board of Trustees.
- This may help some communities be able to have teams (ie: Delburne and basketball).
- Trustees thanked J. Drent for presenting the options to the Board.
- Trustees would like to have an update on this topic in one year.
- Ensure that no CESD student is displaced from a team.
- Need to ensure that this clarification is shared with schools. J. Drent will create a one pager to share with administrators outlining the process which will provide administrators with the information they need when speaking to parents.
- The goal was for the Board to understand this topic. Thank you for the clarity.

Resolution # 2023051008BOT

Moved By: M. Copley

Motion that Chinook's Edge School Division Board of Trustees review non-cesd student athletic participation at a Board of Trustees meeting in 2024.

Carried

Pre-Kindergarten Program Update

Associate Superintendent System Services K. Barber and Division Principal J. Dennis attended the meeting to present the pre-kindergarten program update.

Who are our PUF (Program Unit Funding) Students

- 3, 4, and 5 year old students with special needs
- 3 and 4 year old students in Pre-K programs
- 5 year olds integrated into kindergarten programs access the division
- These students receive funding from Alberta Education as research shows early intervention is key to a successful K-12 experience.

There are four schools in the division that have stand-alone Pre-K programs (École Steffie Woima School, River Valley School, Ross Ford Elementary School and École Olds Elementary School). There are tuck-in students at Delburne School, Jessie Duncan School, Elnora School, Cremona School and École John Wilson Elementary School.

Next year there will be stand-alone Pre-K programs at École Steffie Woima School, Jessie Duncan School, Ross Ford Elementary School, École John Wilson Elementary School and École Olds Elementary School. Each program will have one teacher and two ea's.

K. Barber and J. Dennis shared historical PUF numbers. The funding model from the government. Current PUF numbers and the allocation allotted in 2022-2023.

K. Barber and J. Dennis shared the early learning process that they created for schools and the projected cost of the program in 2023-2024.

The following recommendations were provided:

- Early Learning Coordinator - vital position
- Early Learning Process - adherence across the division at all levels of the organization

Lessons learned:

- Pre-Kindergarten programs need to be available in our larger communities
- Pre-Kindergarten programs will grow due to the needs from COVID-19
- Intervention at an early age affects our graduation rates in grade 12, as well as academic success and social emotional well-being
- 3 years old students who are mild/moderate do not need to be taken until they are 4 years old in Pre-K (only severe 3 year olds)
- Impact Statements written by teachers are effective for the audit.

On the Horizon:

- Watching the effects of the pandemic context
- Investigation of playschool privatization and partnerships.

Challenges:

- New Early Learning Coordinator
- The division does not have never ending dollars.

K. Barber asked that trustees give her one year to investigate the playschool privatization and partnerships.

Trustees shared the following questions and comments:

- How does Carstairs get added to the list of schools for Pre-K programming as the community has been on the list for six years? J. Dennis shared that Carstairs is on the radar for the following year.
- When the division has a Pre-K student coming in and we are unable to place them, are we losing the entire family from the division? Dennis shared that yes we are.

The Board thanked both K. Barber and J. Dennis for the presentation.

Prior to breaking for lunch K. Sacher introduced Nadeem Altaf - the divisions new Treasurer & Chief Financial Officer to the Board of Trustees.

Resolution # 20230510009BOT

Moved By: M. Copley

Motion to direct the Superintendent to consider the establishment of a Pre-K program in Carstairs.

Carried

Resolution # 20230510010BOT

Moved By: M. Copley

Motion to direct the Superintendent to report back to the Board of Trustees in March 2024 at the Education Committee Meeting regarding the implication of privatization of Pre-K.

Carried

Recess: 12:33 p.m.

Reconvene: 1:15 p.m.

In Camera

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

Resolution # 20230510011BOT

Moved By: K. Kemmere

Motion to return to In Camera at 1:16 p.m.

Carried

Accounts Payable

The accounts payable cheques over \$500.00 dollars and the deposits from March 21, 2023 to April 25, 2023 were reviewed during the In Camera portion of the meeting.

Resolution # 20230510012BOT

Moved By: M. Copley

Motion to review internal controls and process surrounding company credit cards and employee expense payments.

Carried

Mileage over 5,000

Associate Superintendent Corporate Services S. Russell reviewed mileage over 5,000.

Resolution # 20230510013BOT

Moved By: K. Kemmere

Motion to direct the Superintendent to purchase one vehicle for company use.

Carried

Resolution # 20230510014BOT

Moved By: D. Hutchison

Motion to direct the Superintendent to report back to the effectiveness of the company car and mileage over 5,000 km at the May 2024 Board of Trustees meeting.

Carried

Visa

Visa purchases over \$500.00 for February 22, 2023 to March 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.

Negotiations Committee / TEBA Update (April 27th)

Trustee S. Cooper and Associate Superintendent Corporate Services S. Russell provided an update during the In Camera portion of the meeting. The minutes from the 2023 April 27 Negotiations Committee meeting were provided for review.

Resolution # 20230510015BOT

Moved By: T. Leslie

Motion to return to the regular meeting at 1:40 p.m.

Carried

Roy E. Cope Announcement

The Board of Trustees asked Susan Roy to join the Board meeting and shared with Susan that she is this years Roy E. Cope award recipient.

Policy Assurances Quarterly Review

Superintendent K. Sacher presented the quarterly policy assurance review (February to April).

Mountain View County Meeting Request

Trustees discussed a date and location for a meeting with Mountain View County. The meeting will be one of the four yearly meetings with municipalities for the 2023-2024 school year.

Naloxone Update

Associate Superintendent Corporate Services S. Russell discussed allowing Naloxone in schools and administering it.

Trustees discussed this topic at length.

Resolution # 20230510016BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees provide a nasal naloxone kit for each of our traditional schools effective the 2023-2024 school year.

Superintendent Update

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

- Career Pathways Gathering (April 27)
- Teachers Matter Committee (April 28)
- Superintendent Advisory Team (SAT) (May 1)
- Administrators Offsite (May 3)
- CNAG (Complex Needs Advisory Group) Snippet Meetings (most Mondays over the lunch hour)
- Insight into Government Subscription
- Election Advocacy Update
- Deer Meadow School Sewing Club - Flourishing Stories

L. Woodward discussed the option of having a PD session regarding building a Government Relations/Advocacy Plan. She recommended Sheridan McVean - Communications Consultant, with accreditation (APR) from Canadian Public Relations Society as the presenter. Mr. McVean has availability in June and September. Trustees discussed and supported this recommendation and asked L. Woodward to set up a PD session for June 14, 15 or 16. They also asked that L. Woodward discuss with S. McVean any pre-work that the Board could do prior to the PD session.

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee (April 26th)

The minutes of the 2023 April 16 Education Committee meeting were provided for review.

Resolution # 20230510017BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees approve the revisions to PL 2-02.1.1 Role of the Board Chair and PL 3-02.0 Board Support as presented.

Carried

Facilities and Maintenance Committee

No meeting prior to this meeting.

Governance Effectiveness Committee

No meeting prior to this meeting.

Policy Committee

No meeting prior to this meeting.

Flourishing Stories and Innovation Adhoc Committee

There was no meeting prior to this meeting but trustees did discuss the approved innovation grants and asked for project updates.

Resolution # 20230510018BOT

Moved By: M. Copley

Motion to direct the Superintendent to follow up on approved innovation grant recipients for updates on the projects and consider how projects will be promoted.

Carried

Stakeholder Relations Committee

Board representative D. Hutchison provided an update to the Board.

Resolution # 20230510019BOT

Moved By: K. Kemmere

Motion that the following Stakeholder Relations Committee tasks be moved to these areas:

- The Communications Officer completes the analysis of communication relating to the Board roles.
- The Superintendent update provides a link to the Board Advocacy Document monthly.
- At the Organizational meeting or June Board meeting (added to the Board Work Plan) discussion takes place about who the Board will be meeting with the following year.
- A review of the Trustee Handbook be added to the Board Work Plan.
- New standing item on the Education Committee Agenda: Stakeholders Engagement

Carried

Resolution # 20230510020BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees disband the Stakeholder Relations Committee effective August 31, 2023 based on their review of the Terms of Reference.

Carried

Regular Business

Enrolments

Superintendent K. Sacher shared enrolment numbers as of May 1, 2023.

Correspondence

Chair H. Bilton reviewed the following correspondence:

- A letter from the Honourable Adriana LaGrange, Minister of Education, dated April 21, 2023 regarding playground funding for the Penhold Replacement School project.
- A letter from Kara Jackson, Buffalo Trail Public Schools Board Chair, dated April 13, 2023.
- Thank you cards were circulated from students that attended the Olds & District Kiwanis Music Festival.

Trip Requests

Trustees reviewed the approved category 2 and 3 field trips.

Trustee Remuneration and Expenses

Reminder regarding the mirrored process for this month 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 an update on the following:

- April 24 Zone 4 meeting (highlights attached)
- Edwin Parr Banquet is being held May 25 at the Innisfail Golf Course
- The next Zone 4 meeting is May 29 (virtual only)
- The Spring General Meeting is being held June 4-6 at the Westin Calgary Downtown.

Canadian School Boards Association

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

National School Boards Association

No updated information at this time.

Rural Caucus

The Rural Caucus Spring General Meeting will be held in Calgary at Careers Next Generation on June 4 from 1:00 p.m. to 3:00 p.m.

Trustee Professional Development Reports

Trustees reviewed the written reports provided.

Trustee Round Table

Trustees provided the following updates:

T. Leslie provided an update on the skill day at Sundre Hospital and reminded trustees of the upcoming May queen festivities

D. Hutchison is looking forward to attending graduation ceremonies.

K. Kemmere shared that they are interviewing for the Olds Koinonia Christian School Vice Principal. Olds Elementary parent council is melding well. K. Kemmere thanked the Board for supporting the leadership team attending conferences. Deer Meadow School is doing well. Still looking for parent volunteers. Horizon School thanks the division for all of the support and Reed Ranch School is looking into a new playground.

L. Wagers shared the Spruce View School had a highway clean up that covered 44 km. PAC has brought in robots for the school. FCSS is looking at sponsoring a presentation by Dr. Jody Carrington. Bowden Grandview school had a successful cake walk. They are also looking into placing cameras in the parking lot of the school.

H. Bilton thanked the division for the pilot program with Career Connections as there are now other divisions looking into having a Career Connections person.

Trustees shared that the Connecting with Colt meeting with the CLC team was great.

L. Wagers and K. Kemmere shared that they are graduating from the Governance program.

Meeting Duration

Trustees discussed and agreed to meeting hours for reporting.

Adjournment

Resolution # 20230510021BOT

Moved By: T. Leslie

Motion to adjourn the meeting at 3:09 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary