



Chinook's Edge School Division
Board of Trustees

Date: Tuesday, September 5, 2023
Time: 11:30 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, S. Cooper, D. Hutchison, J. Swainson (11:43 a.m.), K. Kemmere, G. Kerr, T. Leslie, L. Wagers.

Absent: M. Copley

Staff: S. Russell, Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb - Executive Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary, L. Woodward - Communication Coordinator.

Call to Order

Chair H. Bilton called the meeting to order at 11:30 a.m.

Land Acknowledgement • Treaty 7

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

Agenda/Minutes Approval

Agenda Approval

Resolution # 20230905001BOT

Moved By: T. Leslie

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20230905002BOT

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2023 June 21 Board of Trustees Meeting.

Carried

New Business

Return to the regular meeting at:

Year at a Glance

The Board reviewed the Year at a Glance for the 2023-2024 school year.

Board School Visits

Trustees reviewed the Board School Visits four-year cycle. The November 21st Board School visit will be rescheduled to November 23rd. K. Sacher will confirm the change with the Board of Trustees.

Introduction of New Staff

Superintendent K. Sacher welcomed and introduced the new Division Office staff to the Board of Trustees.

- Nadeem Altaf, Treasurer & Chief Financial Officer
- Laurette Woodward, Communications Coordinator
- Justin Bronson, Learning Services Coordinator
- Bobbie Yargeau, Pay & Benefits Administrator
- Michelle Sahli, Accounting Technician
- Carlene Barclay, Accounts Payable Technician
- Karpagam Natarajan, Pay & Benefits Administrator

- Melissa McEwen, Division Principal, Student Services
- Mike Garrow, Division Principal, Teacher and Leader Development
- Margo Nygard, Division Principal, School and System Support
- Greg Ferris, Student Services Coordinator, South Zone
- Jennifer Matichuk, Administrative Support, Facilities Services
- Kelly Frere, Lead Trainer, Transportation Services

Lunch: 12:01 p.m.

Reconvene: 1:00 p.m.

Summer School Report

Associate Superintendent Learning Services J. Drent shared the 2023 Summer School Summary.

- Summer school was offered in 3 locations
- There was a total of 518 students enrolled
- There was a total of 2010 CEU's
- There were 3 diploma exams written
- The Jumpstart online modules were very successful. There will be 123 Chromebooks handed out to students.
- Work Experience/RAP/Careers Internships: at the time of this report the number was 88 students but could be over 100.

J. Drent shared that he did speak with the summer school principals to see what challenges were faced.

- Attendance was a challenge
- Mental Health was a challenge
- Discussion on what tools could be brought in to help with alternative learning as summer school principals see the need. J. Drent will work on what the tool would look like and will bring further updates as things progress.

J. Drent also shared that he wants to move forward with the centralized model for work experience.

Trustees asked the following questions.

- Other than a principal in the building, what are we looking at down the road regarding mental health supports? J. Drent shared that there are contacts to connect students with help. Moving forward J. Drent will be working with K. Barber and M. Perdue regarding resources.
- It was asked how students find information on the work experience program. J. Drent shared that information is shared at schools and/or information is shared with individual students. L. Wagers did share that classroom teachers also share information on the work experience program.
- H. Bilton shared information with J. Drent regarding a program called Safe Gen which is an online learning platform owned by Careers The Next Generation.

In Camera

It was noted that H. Bilton, 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 # 20230905003BOT

Moved By: D. Hutchison

Motion to move In Camera at 1:02 p.m.

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

Associate Superintendent People Services R. Hoppins provided an update on personnel items during the In Camera portion of the meeting.

Resolution # 20230905004BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees 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 2023 June 03 to 2023 August 31 were reviewed during the In Camera portion of the meeting.

Visa

Visa purchases over \$500.00 for 2023 April 24 to 2023 June 23 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 # 20230905004BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees award the request for proposal to relocate the portable from C.P. Blakely School to Westglen School and to build the connector to Shandro Construction Ltd.

Carried

Negotiations Committee / TEBA Update

Associate Superintendent Corporate Services S. Russell provided an update.

Student Placement Appeal

Superintendent K. Sacher discussed a student placement appeal.

Resolution # 20230905006BOT

Moved By: S. Cooper

Motion that the Superintendent's decision regarding the placement of student 308258615 does not require review as no inconsistency with any Board policy has been demonstrated and it appears that the Superintendent's decision is consistent with the best educational needs of the student.

Carried

Superintendent Update

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

- Parents Matter
 - K. Sacher shared the changes to this year's Parent Matter Committee.
- Colt Offsite August 12-15
- Developing Leaders – August 24th
- Adcos – August 25th
- Team Building at Delburne School – August 31st
- Colt visits Olds School on the First Day of School (September 5th). K. Sacher was at Olds High welcoming back students.
- Spoke to several different employee groups when they were in the Division Office.
- On September 7th Peter Wright will meet with the Parents Matter Committee.
- SOGI

J. Drent updated trustees on moving to a gradebook reporting system for grades K to 4. Once the design and plan are in place the information will be shared with administrators. There will be no changes to the current K to 4 reporting. The new portal will give parents the ability to view how their K to 4 students are doing.

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee (August 22nd)

The minutes of the 2023 August 22 Education Committee meeting were provided for review.

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

No meeting prior to this meeting.

Regular Business

Enrolments

Superintendent K. Sacher provided an update on enrolments as of August 31, 2023.

It was asked if trustees receive homeschool numbers for a ward. K. Sacher shared that this is not something that the division would have unless the student(s) are registered with Chinook's Edge.

Correspondence

The Board Chair reviewed the following correspondence:

- A thank you letter from Jason Nixon, MLA, Rimbey-Rocky Mountain House-Sundre, dated June 16, 2023.
- A thank you letter from Ruth Roedler, President, Central Alberta Regional Science Fair, dated June 23, 2023. A thank you card was also circulated at the meeting.

Trip Requests

The 2023/2024 to date field trips were provided for review.

Board Work Plan - 2023/2024

Trustees reviewed the Board Work Plan.

Alberta School Boards Association

The next ASBA Zone 4 meeting is September 25th.

Canadian School Boards Association

Trustees K. Kemmere and S. Cooper provided verbal reports on the July CSBA conference.

National School Boards Association

Registration is now open for the NSBA Equity Symposium and Advocacy Institute in Washington, D.C. January 27-30, 2024.

Rural Caucus

Nothing to report at this time.

Trustee Professional Development Reports/Conferences

Trustee S. Cooper and D. Hutchison had provided written PD reports for review.

Information on the Shaping the Future 2024 conference being held January 25-27, 2024 in Jasper was shared with trustees.

Trustee Round Table

Trustees provided updated on their wards:

Meeting Duration

Trustees discussed and agreed to time for reporting.

Adjournment

Resolution # 20230905007BOT

Moved By: D. Hutchison

Motion to adjourn the meeting at 2:31 p.m.

Carried

H. Bilton - Chair

S. Cooper - Vice Chair

S. Russell - Corporate Secretary

