



Chinook's Edge School Division
Board of Trustees

Date: Tuesday, March 12, 2024
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, S. Cooper, M. Copley (9:22 a.m.), D. Hutchison, G. Kerr, K. Kemmere, J. Swainson, L. Wagers

Trustees Absent: T. Leslie

Staff Present: L. Woodward - Communications Coordinator, 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

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 # 20240312001BOT

Moved By: G. Kerr

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20240312002BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2024 February 06 Board of Trustees Meeting.

Carried

In Camera

Resolution # 20240312003BOT

Moved By: K. Kemmere

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

Carried

Agenda Clarification

Trustees discussed the agenda for clarification.

Personnel

Resolution # 20240312004BOT

Moved By: S. Cooper

Motion to approve the personnel report as presented.

Carried

Superintendent's Personnel Update

Superintendent K. Sacher provided an update on personnel.

Accounts Payable

The accounts payable cheques over \$500.00 and the deposits from January 1, 2024 to January 31, 2024 were reviewed during the In Camera portion of the meeting.

Visa

Visa purchases \$500.00 and over from January 1, 2024 to January 31, 2024 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

Associate Superintendent Corporate Services S. Russell provided a Negotiations Committee update during the In Camera portion of the meeting.

Audit RFP

The Board of Trustees discussed the Audit firm proposals received.

Resolution # 20240312005BOT

Moved By: J. Swainson

Motion that Chinook's Edge School Division Board of Trustees award the Audit RFP to Myers Norris Penny for the five-year period from August 2024 to August 2029 with an option to extend the agreement for up to an additional three-year term.

Carried

New Business

Return to regular meeting at 9:55 a.m.

Recess: 9:55 a.m

Reconvene: 10:09 a.m.

Significant Donations

As per PL 3-07.1.0 Donations, a list of all significant donations made to the division from September 1, 2022 to August 31, 2023 were provided for review.

Trustees appreciate the work done on this document and asked that in the future the document notes which community the donation is for.

Capital Plan 2025-2028

Associate Superintendent Corporate Services S. Russell presented the 2025-2028 Capital Plan which included rubric scores and rankings. There were no changes to the Capital Plan as Chinook's Edge did not receive any Capital announcements.

Resolution # 20240312007BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the 2025-2028 Capital Plan as presented.

Carried

Transportation Quarterly Update

Associate Superintendent Corporate Services S. Russell presented the transportation quarterly update for information. The following was highlighted:

- Waiting for news on the grant application that was submitted in November.
- Change in bus transfer site in Sylvan Lake from École H. J. Cody school to École Fox Run school.
- Working on collecting outstanding fees for the 2023-2024 school year.
- School bus evacuations are scheduled for April.

Board Committee Structure

In preparation for the June 25th Organizational meeting, trustees discussed if any changes to the current Board Committee structure is needed. No changes were suggested.

Town of Sylvan Lake Meeting (March 26th)

Trustees developed an agenda for the meeting with the Town of Sylvan Lake on March 26th.

Superintendent Update

Superintendent K. Sacher provided a written updated on the following:

- February 29th and March 6th Complex Needs Strategic Imperative Committee Meetings
- March 7th Huey's Hoedown at Hugh Sutherland School
- March 8th The Working Genius
- Edwin Parr - Media Release and Video
- Vacation

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee (February 27th)

The minutes from the 2024 February 27 Education Committee Meeting were provided for review.

Facilities and Maintenance Committee (February 21st)

Board representative G. Kerr provided a verbal update from the 2024 February 21 Facilities and Maintenance Committee meeting. The minutes from the meeting were provided for review.

At the next Facilities and Maintenance Committee meeting the committee will discuss the capital plan rubric. If trustees have any suggestions, please email the committee chair.

It was noted that the following be added to the rubric: school site location information from town(s) and site preparedness checklists.

Recess: 12:03 p.m.

Reconvene: 1:00 p.m.

Governance Effectiveness Committee (February 28th)

Board representative K. Kemmere provided a verbal update from the 2024 February 28 Governance Effectiveness Committee meeting. The minutes were provided for review.

The Board of Trustees discussed continuing to have Agenda Clarification on agendas and after further conversation it was decided that this will be removed.

Resolution # 20240312008BOT

Moved By: D. Hutchison

Motion that the Chinook's Edge School Division Board of Trustees approve a budget amount of up to \$12,000 for attendance at the Alberta School Councils' Conference, with the following parameters:

- Allocation for three new sets of two attendees: This allows for the participation of six individuals who have not previously attended the conference, providing an opportunity for fresh perspectives and insights.
- Allocation for two sets of repeats: This ensures continuity and the opportunity for experienced attendees to further develop their knowledge and skills or equivalent dollar amount with receipts pertaining to conference expenses.
- Completion of a small questionnaire: Interested individuals will be required to answer a set of questions to express their reasons for attending and demonstrate their commitment to actively participate and contribute to the conference.
- Rotation through wards, communities, and schools: To ensure equitable representation and engagement, attendees will be selected from various wards, communities, and schools within the district.

By approving this budget and implementing these parameters, the Board will demonstrate its commitment to fostering professional development opportunities for parents and enhancing collaboration and engagement within the education community.

Carried

Resolution # 20240312009BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees send the current motion regarding the Alberta School Councils' Conference to the Policy Committee to imbed into a policy.

Carried

Policy Committee (March 8th)

Board representative S. Cooper provided a verbal update from the 2024 March 08 Policy Committee meeting.

PL 2 - 03.4.0 Trustee Remuneration will be reviewed at the June Organizational Meeting.

Resolution # 20240312010BOT

Moved By: S. Cooper

Motion that the Chinook's Edge School Division Board of Trustees add an annual review of PL 2 - 03.1.0 Trustee Code of Conduct to the November Board Workplan.

Carried

Resolution # 20240312011BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve PL 2 - 03.1.0 Trustee Code of Conduct as amended.

Carried

Resolution # 202403012BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve PL 2 - 03.3.0
Trustee Violation of Policy as amended.

Carried

Resolution # 202403013BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees approved PL 2 - 03.0.0
Role of the Trustee as amended.

Carried

Resolution # 202403014BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve PL 2 - 03.4.0
Trustee Remuneration as amended.

Carried

Flourishing Stories and Innovation Adhoc Committee

No meeting prior to this meeting.

The Board of Trustees discussed how to highlight Flourishing Stories and Innovation separately and did ask Communication Coordinator L. Woodward to provide some options with the next communication update.

Trustees also discussed sharing Flourishing Stories with Rural Caucus to be highlighted on the Rural Caucus website.

Regular Business

Enrolments

The enrolments as of March 7, 2024 were shared with the Board of Trustees.

Correspondence

No correspondence received prior to this meeting.

Trip Requests

The 2023-24 Category 2 and 3 approved field trips requests were provided for review.

Board Work Plan - 2023/2024

The Board Work Plan was provided for review.

Alberta School Boards Association

Board representative K. Kemmere provided an update on the following:

- The highlights of the 2024 February 26th ASBA Zone 4 meeting.
- The next ASBA Zone 4 meeting is March 25th at Chinook's Edge School Division.

Board Chair H. Bilton spoke to the Call-to-Action initiative from ASBA and after discussion the Board of Trustees were fine with supporting this item.

3:09 p.m. J. Swainson left the meeting

Resolution # 202403015BOT

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees support the nomination of McMan Central for the ASBA Friends of Education award.

Carried

Canadian School Boards Association

The 2024 National Trustees Gathering on Indigenous Education and CSBA Congress will be hosted by the Ontario Public School Boards Association in Toronto from July 3-5, 2024. Further information coming soon.

National School Boards Association

No new information at this time.

Rural Caucus

Trustee S. Cooper provided an update from the Spring Rural Caucus meeting in Edmonton. The Rural Caucus asked that Boards complete a survey regarding advocacy which will be added to the next Education Committee meeting.

Trustee Professional Development Reports/Conferences

Trustee H. Bilton provided a written report on the Alberta Rural Education Symposium.

Trustee Round Table

Trustees provided an update on their wards.

D. Hutchison shared that she will attend the Education Committee meeting in the afternoon online.

M. Copley shared that Cadmus Delorme, Indigenous Speaker at the Rural Education Symposium was fabulous. M. Copley also shared that she will be a speaker at the Alberta Schools Council Conference with the Hugh Sutherland parent council.

K. Kemmere shared that École Deer Meadow had a bond fire which was an engagement session between school council, teachers, the community and parents. Olds High School is sponsoring Horizons which is a great event with great speakers. Olds High School is having a Careers night presentation which will share information with parents on what Careers is and how students can become involved.

L. Wagers shared that she attended a spellathon. L. Wagers shared that CESD is doing great with sharing information on dual credit courses.

S. Cooper shared that the Rural Education Symposium was excellent. S. Cooper echoed M. Copley's thoughts on the Cadmus Delorme presentation.

G. Kerr is meeting with Didsbury principals for their annual breakfast meeting.

H. Bilton attended the Zone 4 chairs meeting and shared that they are interested in information on a Trustee Code of Conduct policy. They are also interested in any key learning or processes that CESD might have to share regarding ward boundaries.

A Ward Boundaries discussion will be added to the next Education Committee Meeting.

Meeting Duration

Trustees discussed and agreed to hours for reporting.

Adjournment

Resolution # 202403016BOT

Moved By: K. Kemmere

Motion to adjourn the meeting at 3:48 p.m.

Carried

H. Bilton - Chair

S. Cooper - Vice Chair

S. Russell - Corporate Secretary