



**Chinook's Edge School Division**  
**Board of Trustees**

Date: Tuesday, January 7, 2025  
Time: 10:00 AM  
Location: Google Meet

**Practical Vision, Strategic Assumptions and Guiding Principles**

**Attendance**

Trustees Present: H. Bilton, S. Cooper, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, J. Swainson, L. Wagers

Trustees Absent: M. Copley

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 10:03 a.m.

**Land Acknowledgement • Treaty 7**

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

**Agenda/Minutes Approval**

**Agenda Approval**

**Resolution # 20250107001BOT**

Moved By: D. Hutchison

Motion to approve the agenda as presented.

**Carried**

**Minutes Approval**

**Resolution # 20250107002BOT**

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2024 December 17 Board of Trustees Meeting as amended.

**Carried**

**In Camera**

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

**Resolution # 20250107003BOT**

Moved By: T. Leslie

Motion to move In Camera at 10:06 a.m.

**Carried**

**Personnel**

**Resolution # 20250107004BOT**

Moved By: J. Swainson

Motion to accept the personnel report as presented.

**Carried**

**Superintendent's Personnel Update**

Superintendent K. Sacher provided a personnel update.

## **Facilities Update**

Associate Superintendent Corporate Services S. Russell provided an update on facilities matters.

## **Negotiations Committee / TEBA Update**

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

## **Information Items**

- **Accounts Payable**
- **Visa**

## **New Business**

### **Resolution # 20250107005BOT**

Moved By: T. Leslie

Motion to return to regular meeting at 10:49 am

**Carried**

### **2025/2026 School Calendar**

The draft 2025-2026 School Calendar was provided for review. The calendar was approved in draft form at the April 2024 Board of Trustees meeting awaiting the finalization of the diploma schedule. As the diploma schedule has now been finalized, the calendar can now be approved.

### **Resolution # 20250107006BOT**

Moved By: K. Kemmere

Motion that Chinook's Edge School Division Board of Trustees approve the 2025-2026 School Calendar as presented.

**Carried**

## **1st Quarter Financial Report (September 1 to November 30)**

Recess: 10:49 a.m.

Reconvene: 11:02 a.m.

Treasurer N. Altaf joined the meeting to present the 1st Quarter Financial Report.

Quarterly Revenue and Expense VS Budget:

- Approved budget for 2024-25: Revenue - \$139,526.992, Expenses - \$140,087,431 (Deficit \$570,439).
- First quarter actuals: Revenue - \$40,051,781, Expenses - \$36,761,284.
- Surplus in the first quarter - \$3,290,497.

The last quarter is when most of the expenses impact the budget. All expenses and revenues are in line with what the Board budgeted.

N. Altaf left the meeting at 12:02 p.m.

## **Technology Report**

Associate Superintendent Learning Services J. Drent attended the meeting to provide a Technology report.

- Very good rating on the Cyber Insurance controls - CESD is now a provincial leader.
- Veretta PAT and Diploma assessment tool will be piloted beginning in semester 2. This will focus on PAT 6 field testing allowing students to see the tool and the types of questions they will see on the PAT in June. Learning Services is formulating a plan and creating professional development for administrators and for grade 6 teachers. Students will be able to participate in a field test. Students will not be writing on Veretta this year.
- Operational Budget: Moving forward with a thorough examination of the budget to ensure CESD is resourcing correctly for initiatives, hardware and software support in 2025-26.
- Chromecast devices are being upgraded to a more modern and secure option.

- In June CESD will be bringing online a new Firewall at a cost of \$364,000 the division's share is \$90,000 as part of a partnership with other school divisions. This has saved upwards of a quarter of a million dollars.
- Succession planning is being done for the Director of Technology.
- We are Optimistic about a potential pilot of software with Hugh Sutherland School and Powerschool to determine if a 1-stop shop within PowerSchool for all of SIS, Attendance, and Communication is possible. PowerSchool let us know that some of the options we have will not be available in the future. Piloting will continue to be key with PowerSchool.
- J. Drent shared a live presentation and information on NotebookLM and Google Gemini.

### **Superintendent Update**

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

- Supporting Schools Facing Loss
- School Visits Before Christmas
- Student Support Leads Share Successes

The following was noted: consistent practice when there is a loss at a school. Ensure that the local trustee is aware if there is a loss at a school.

### **Committees**

#### **Audit Committee**

No meeting prior to this meeting.

#### **Cheque Review Comments**

#### **Education Committee**

No meeting prior to this meeting.

### **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.

### **Trustee Onboarding Adhoc Committee**

No meeting prior to this meeting.

P. Wright is willing to work with this committee in the near future. Committee Chair J. Swainson will connect with P. Wright to set up a meeting.

### **Health Adhoc Committee**

No meeting prior to this meeting.

### **Regular Business**

#### **Correspondence**

The following correspondence was discussed:

- Letters from Wolf Creek Public Schools and Sturgeon Public Schools to the Minister of Education regarding the provincial data collection and reporting process. Trustees discussed if CESD should also write a letter. It was noted that it would hold more weight coming from ASBA. The ASBA representative will bring this up at the next Zone 4 meeting. Board Chair H. Bilton will also

discuss this at the Board Chairs meeting next week. After further discussion, CESD will not write a letter at this time.

### **Alberta School Boards Association**

No updates prior to this meeting.

### **Canadian School Boards Association**

### **National School Boards Association**

### **Rural Caucus**

No updates prior to this meeting.

### **Trustee Professional Development Reports/Conferences**

Trustees were reminded to update the conference spreadsheet for attendance.

### **Information Items**

- **Enrolments**

Enrolments as of December 18 were provided for review.

- **Approved Trip Requests**

Approved trip requests were provided for review.

- **Board Work Plan**

The Board Work Plan was provided for review.

- **Trustee Quarterly Remuneration Report (to November 30th)**

The Trustee quarterly remuneration reports were provided for review.

- **Superintendent Quarterly Expenses (to November 30th)**

The Superintendent quarterly expenses were provided for review.

- **Out of Province Professional Development Report (September 1st to November 30th)**

The Out of Province professional Development report was provided for review.

- **Rural Education Symposium Reminder**

Trustees were reminded about the Rural Education Symposium as registration is now open.

## **Adjournment**

### **Resolution # 20250107007BOT**

Moved By: J. Swainson

Motion to adjourn the meeting at 12:42 p.m.

**Carried**

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H. Bilton - Chair

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D. Hutchison - Vice Chair

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S. Russell - Corporate Secretary