



Organizational Meeting of the Board of Trustees
MINUTES

Tuesday, June 21, 2022
10:00 AM

HPSD Learning Support Centre - High Prairie, AB

Present:

Joy McGregor, Trustee
Tammy Henkel, Trustee
Cory Hughes, Trustee
Karin Scholl, Trustee
Adrian Wong, Trustee
Lynn Skrepnek, Trustee
Lorrie Shelp, Trustee

Staff Present:

Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Darla Smith, Director of Finance
Sandra Cairns, Director of Business and Recording Secretary
Kyle Nichols, Director of Communications
Sue Charest, Executive Assistant

1. Call to Order and Opening Remarks

The YouTube live stream began at 10:31 a.m.

The Superintendent called the meeting to order at 10:31 a.m. and acknowledged the ancestral land on which we are meeting. She then invited anyone who wished to provide a personal acknowledgement or a welcome to the land to come forward.

2. Election of Chair

Superintendent Laura Poloz called for nominations for the position of Chair of the Board. First call Joy McGregor was nominated by Lynn Skrepnek. Joy McGregor accepted. The Superintendent called a second time for further nominations. The Superintendent called a third and final time for nominations.

Resolution OG20220621.1001

Moved By: Karin Scholl

That nominations for the position of Chair of the Board cease.

Carried

Joy McGregor was declared Chair of the Board. The meeting was turned over to Chair, Joy McGregor.

3. Election of Vice Chair

Chair, Joy McGregor called for nominations for the position of Vice Chair of the Board. First call Lorrie Shelp was nominated by Tammy Henkel. Lorrie Shelp accepted. The Chair called a second time for further nominations. The Chair called a third and final time for further nominations. Tammy Henkel was nominated by Cory Hughes. Tammy Henkel accepted the nomination.

Resolution OG20220621.1002

Moved By: Lynn Skrepnek

That nominations cease for the position of Vice Chair.

Carried

Initials:  

A secret ballot was conducted. Tammy Henkel received the majority of votes and was declared the Vice Chair of the Board.

Resolution OG20220621.1003

Moved By: Tammy Henkel

To destroy the ballots for the election of Vice Chair.

Carried

4. Signing Authorities - General Account

Resolution OG20220621.1004

Moved By: Karin Scholl

That the signing authorities for the General Account be: one of Tammy Henkel or Adrian Wong and one of the Superintendent or Director of Business.

Carried

5. Signing Authorities - Payroll Liability

Resolution OG20220621.1005

Moved By: Tammy Henkel

That the signing authority for the Payroll Liability Cheques be: one of the Superintendent or Director of Business.

Carried

6. Review of Board Policy 7 - Board Operations

Resolution OG20220621.1006

Moved By: Cory Hughes

To reaffirm Board Policy 7 - Board Operations and its Appendices as High Prairie School Division policy, as presented.

Carried

7. Amend Board Policy 8 - Committees of the Board

Resolution OG20220621.1007

Moved By: Adrian Wong

That Policy 8 - Committees of the Board receive first reading to amend Policy 8 as presented.

Carried

Resolution OG20220621.1008

Moved By: Lorrie Shelp

That Policy 8 - Committees of the Board receive second reading to amend Policy 8 as presented.

Carried

Resolution OG20220621.1009

Moved By: Karin Scholl

To proceed with third and final reading of Board Policy 8 - Committees of the Board.

Carried

Initials:  

Resolution OG20220621.1010

Moved By: Lorrie Shelp

That Policy 8 - Committees of the Board receive third and final reading and be accepted as High Prairie School Division policy.

Carried

8. Committees

8.1 Amend Board Policy 8 - Committees of the Board

After reviewing the composition of the Standing Committees list, the Board determined that Policy 8 - Committees of the Board needed further amendment before approving the motion to appoint Trustees to the various committees. The second set of 3 readings was conducted.

Resolution OG20220621.1011

Moved By: Lynn Skrepnek

That Policy 8 - Committees of the Board receive first reading to amend Policy 8 as amended.

Carried

Resolution OG20220621.1012

Moved By: Karin Scholl

That Policy 8 - Committees of the Board receive second reading to amend Policy 8 as amended.

Carried

Resolution OG20220621.1013

Moved By: Lorrie Shelp

To proceed with third and final reading of Board Policy 8 - Committees of the Board.

Carried

Resolution OG20220621.1014

Moved By: Tammy Henkel

That Policy 8 - Committees of the Board receive third and final reading and be accepted as High Prairie School Division policy.

Carried

8. Committees

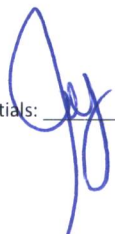
A secret ballot was conducted to determine the 3 Trustee appointments to the Teachers' Salary Negotiations & Interpretation Committee.

Resolution OG20220621.1015

Moved By: Adrian Wong

That appointment to Standing Committees of the Board be set as follows:

1. Adrian Wong, Lorrie Shelp, and Tammy Henkel (as alternate), the Superintendent, Director of Business and Director of Transportation to the Board/Bus Drivers' Liaison Committee.
2. Lynn Skrepnek, Cory Hughes, Karin Scholl (as alternate), the Superintendent and the Director of Business to the Board/Teacher Liaison Committee.

Initials:  

3. Committee of the Whole, the Superintendent, and the Director of Finance to the Fiduciary Review Committee.
4. Lorrie Shelp, Karin Scholl, Adrian Wong (as alternate), the Superintendent, Director of Finance and Director of Business to the Bus Drivers' Salary Negotiations and Interpretation Committee.
5. Karin Scholl with Adrian Wong (as alternate) be trustee representatives for the Zone 1, Alberta School Board Association (ASBA).
6. Committee of the Whole, the Superintendent and designates to the Planning and Priorities Committee with the Vice Chair of the Board, Tammy Henkel as Chair of the Planning and Priorities Committee.
7. Minimum of one trustee and one Central Office person (as designated by the Superintendent) to the Pupil Personnel Committee.
8. Tammy Henkel, Karin Scholl, Lynn Skrepnek (as alternate), the Superintendent, Director of Finance and Director of Business to the Teachers' Salary Negotiations and Interpretation Committee.
9. Lorrie Shelp with Karin Scholl (as alternate) to the Public School Boards' Association Council (PSBC).
10. One Trustee from each ward, the Superintendent, Director of Finance and Director of Business to the Board/First Nation & Metis Settlement Liaison Committee.
11. Ward 4 Trustees, the Superintendent and/or designate and the Slave Lake Principals to the Slave Lake Joint Use Committee.
12. Ward 2 Trustees, the Superintendent and/or designate and the High Prairie Principals to the High Prairie Joint Use Committee.
13. Ward 3 Trustee(s), the Superintendent and/or designate and Kinuso School Personnel to the Kinuso School/Community Library Board Joint Use Committee.
14. Karin Scholl, Lorrie Shelp, and Cory Hughes (as alternate) to the Recognition of Employees Committee.
15. The Board Chair and/or designate and the Superintendent and/or designate to the Council of School Councils (CoSC) Committee
16. One Trustee from the Ward for each Chamber of Commerce (Smoky River, High Prairie, Slave Lake).
17. Tammy Henkel with Lorrie Shelp (as alternate) to the Rural Caucus of Alberta School Boards.
18. Lorrie Shelp, Karin Scholl, Cory Hughes (as alternate), the Superintendent and/or designate and the Director of Communications to the Advocacy Committee.

Carried

Resolution OG20220621.1016

Moved By: Lorrie Shelp

To destroy the ballots of the vote conducted regarding the appointees to the Teachers' Salary Negotiations & Interpretation Committee.

Carried

9. Meetings

Resolution OG20220621.1017

Moved By: Lynn Skrepnek

That the Board establish its regular meeting dates and times for 2022-2023 in accordance with Policy 7 and that the meetings be held at the High Prairie School Division Learning Support Center in High Prairie, every 3rd Tuesday, with the alternate date of meetings being the 4th Tuesday of the month, as follows:

Date	Time
August 23, 2022	1:00 p.m. - 7:00 p.m.
September 20, 2022	1:00 p.m. - 7:00 p.m.
October 18, 2022	1:00 p.m. - 7:00 p.m.
November 15, 2022	1:00 p.m. - 7:00 p.m.
December 20, 2022	1:00 p.m. - 7:00 p.m.
January 17, 2023	1:00 p.m. - 7:00 p.m.
February 21, 2023	1:00 p.m. - 7:00 p.m.
March 21, 2023	1:00 p.m. - 7:00 p.m.
April 18, 2023	1:00 p.m. - 7:00 p.m.
May 16, 2023	1:00 p.m. - 7:00 p.m.
June 20, 2023 (Organizational)	10:00 a.m. - 12:00 p.m.
June 20, 2023 (Regular)	1:00 p.m. - 4:00 p.m.

Carried

10. Appointment to Teacher Employer Bargaining Association (TEBA)

Resolution OG20220621.1018

Moved By: Karin Scholl

That High Prairie School Division appoint one trustee, Tammy Henkel to sit on the Teacher Employer Bargaining Association (TEBA) as required by the Public Education Collective Bargaining Act.

Carried

11. Review Disclosure of Information Form

The Disclosure of Information Form was circulated/updated by each Trustee and collected by the Director of Business.

12. Delegation of Authority to the Pupil Personnel Committee

Resolution OG20220621.1019

Moved By: Lynn Skrepnek

That the Board delegate authority to the Pupil Personnel Committee to expel students from its schools - this authority is for the period of time until its next Organizational Meeting.

Carried

13. Long Service Award Date

Resolution OG20220621.1020

Moved By: Cory Hughes

To set the Long Service Awards for May 26, 2023, at a location to be determined by the Employee Recognition Committee.

Carried

14. **School Reports to the Board**

The Board discussed School Reports to the Board.

15. **Board Year Plan**

Resolution OG20220621.1021

Moved By: Cory Hughes

To approve the Board Year Plan for 2022-2023 as presented.

Carried

16. **Adjournment**

Resolution OG20220621.1022

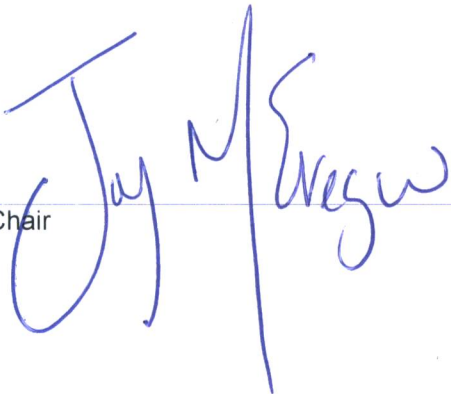
Moved By: Lynn Skrepnek

That there being no further business, the meeting adjourn at 11:26 a.m.

Carried

The YouTube live stream ended at 11:26 a.m.

Chair



Director of Business

