



High Prairie School Div. No. 48

Organizational Meeting of the Board of Trustees

Meeting Type : Organizational Meeting of the Board of Trustees

Date : Wednesday, June 15, 2016

Start time : 3:00 PM

Location : HPSD Learning Support Center - High Prairie, AB

Minutes

Attendance

Present:

Tammy Henkel, Chair

Joy McGregor, Vice Chair

Rudy Willier, Trustee

Lynn Skrepnek, Trustee

Karin Scholl, Trustee

Tracy Ottenbreit, Trustee

Laura Poloz, Superintendent

Margaret Hartman, Deputy Superintendent

Murray Marran, Asst Superintendent of Finance

Raymonde Lussier, Asst Superintendent of Business

& Recording Secretary

Sue Charest, Executive Assistant

Kyle Nichols, Communications Officer

Absent: Joyce Dvornek, Trustee

Call to Order

Superintendent Laura Poloz called the meeting to order at 1:43 p.m.

Election of Chairperson

Laura Poloz called for nominations for the position of Chairman of the Board. First call Trustee Henkel was nominated by Trustee McGregor. Trustee Henkel accepted. The Superintendent called a second time for further nominations. The Superintendent called a third and final time for further nominations. Trustee Scholl moved that nominations cease. Trustee Henkel was declared Chairman of the Board. The meeting was turned over to Trustee Henkel.

Election of Vice Chair

The Chairman called for nominations for the position of Vice Chairman of the Board. First call Trustee McGregor was nominated by Trustee Scholl. Trustee McGregor accepted. The Chairman called a second time for further nominations. The Chairman called a third and final time for further nominations. Trustee Skrepnek moved that nominations cease. Trustee McGregor was declared Vice Chairman of the Board.

Signing Authorities - General Account

Resolution

Moved By: Karin Scholl

That the signing authorities be: General Account: one of Trustees Henkel or Dvornek and one of the Superintendent or Assistant Superintendent of Business/Finance or Director of Finance.

Carried

Signing Authorities - Payroll Liability

Resolution

Moved By: Lynn Skrepnek

That the signing authorities for Payroll Liability Cheques be one of the Superintendent or Assistant Superintendent of Business/Finance or Director of Finance.

Carried

A handwritten signature in blue ink, appearing to be "KJ".

**ACTION -
Amend Policy
7, Board
Operations -
1st Reading**

Resolution

Moved By: Joy McGregor

That Policy 7, Board Operations, receive 1st reading to amend Policy 7 (b) (iii) to read: "each trustee, other than the Chair, shall receive an additional monthly honorarium equivalent to two full-day meetings for readings, meeting preparation and business other than that specified in 9 (a) (i-xiii)", and 7 (b) (iv) to read: "the Board Chair shall receive an additional monthly honorarium equivalent to four full-day meetings."

Carried

**ACTION -
Amend Policy
7, Board
Operations -
2nd Reading**

Resolution

Moved By: Rudy Willier

That Policy 7, Board Operations, receive 2nd reading to amend Policy 7 (b) (iii) to read: "each trustee, other than the Chair, shall receive an additional monthly honorarium equivalent to two full-day meetings for readings, meeting preparation and business other than that specified in 9 (a) (i-xiii)", and 7 (b) (iv) to read: "the Board Chair shall receive an additional monthly honorarium equivalent to four full-day meetings."

Carried

**Review of
Board Policy 8**

Resolution

Moved By: Joy McGregor

To reaffirm Policy 8 - Committees of the Board, as High Prairie School Division policy, with amendment to remove the Assistant Superintendents from the Planning & Priorities Committee.

Carried

Committees

Resolution

Moved By: Tracy Ottenbreit

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

1. Lynn Skrepnek, Rudy Willier, and Tracy Ottenbreit (as alternate), the Secretary Treasurer and Director of Transportation to the Board/Bus Drivers' Liaison Committee.
2. Joy McGregor, Karin Scholl, Tracy Ottenbreit, the Superintendent and the Secretary Treasurer to the Board/Teacher Liaison Committee.
3. Committee of the Whole, The Superintendent, the Secretary Treasurer and the Director of Finance to the Finance Committee.
4. Tracy Ottenbreit, Joyce Dvornek, Karin Scholl, Rudy Willier (alternate), the Superintendent, the Secretary Treasurer, and the Director of Finance to the Bus Drivers' Salary Negotiations and Interpretation Committee.
5. Tammy Henkel with Karin Scholl (as alternate) be trustee representatives for the Director, Zone 1, ASBA.
6. Committee of the Whole and the Superintendent to 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. Joy McGregor, Rudy Willier, (as alternate), Chairman, the Superintendent, the Secretary Treasurer, and the Director of Finance to the Teachers' Salary Negotiations and Interpretation Committee.
9. Joyce Dvornek, Tammy Henkel (as alternate) to the Public School Boards' Association Council.
10. Joy McGregor, Tracy Ottenbreit, and Lynn Skrepnek for Trustee Professional Development.
11. One Trustee from each ward, the Superintendent, the Secretary Treasurer and the Director of Finance to the Board/FNMI Liaison Committee.



12. Ward 4 Trustees, the Superintendent and/or Secretary Treasurer and the Slave Lake Principals to the Slave Lake Joint Use Committee.

13. Ward 2 Trustees, the Superintendent and/or Secretary Treasurer and the High Prairie Principals to the High Prairie Joint Use Committee.

14. Ward 3 Trustee(s), the Superintendent, Secretary Treasurer and Kinuso School Personnel to the Kinuso School/Community Library Board Joint Use Committee.

Carried

Meetings

Resolution

Moved By: Joy McGregor

That the Board establish its regular meeting dates in accordance with Policy #7 and that the meeting dates and locations be as follows:

2016/17 Meeting Dates and Times:

Date	Time
August 17, 2016	9:00 a.m. - 3:00 p.m.
September 21, 2016	1:00 p.m. - 7:00 p.m.
October 26, 2016	1:00 p.m. - 7:00 p.m.
November 16, 2016	9:00 a.m. - 3:00 p.m.
December 21, 2016	9:00 a.m. - 3:00 p.m.
January 18, 2017	9:00 a.m. - 3:00 p.m.
February 15, 2017	9:00 a.m. - 3:00 p.m.
March 15, 2017	1:00 p.m. - 7:00 p.m.
April 19, 2017	1:00 p.m. - 7:00 p.m.
May 17, 2017	1:00 p.m. - 7:00 p.m.
June 21, 2017	1:00 p.m. - 7:00 p.m.
August 16, 2017	1:00 p.m. - 7:00 p.m.
September 20, 2017	1:00 p.m. - 7:00 p.m.
October 18, 2017 (Organizational)	2:00 p.m. - 4:00 p.m.
October 25, 2017	9:00 a.m. - 3:00 p.m.

All meetings shall be held at HPSD Learning Support Centre.

Alternate date of regular meetings shall be the 4th Wednesday of the month.

Carried

Review Disclosure of Information Form

The Board reviewed the Disclosure of Information form and were given the opportunity to amend their information.

Delegation of Authority to the Pupil Personnel Committee

Resolution

Moved By: Tracy Ottenbreit

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

Date for Long Service Awards

Resolution

Moved By: Tracy Ottenbreit

To set the Long Service Awards for May 26, 2017 in High Prairie.

Carried

Date(s) for School Report to the Board

Resolution

Moved By: Rudy Willier

To the set dates for School Year Reports to the Board as follows: November 25, 2016; December 9, 2016; January 31, 2017 and March 3, 2017.

Carried



**Board Year
Plan**

Resolution

Moved By: Karin Scholl

That the Board approve the Board Year Plan - 2016-17 as amended with the following meeting dates being set:

1. April 10, 2017 at 5:30 p.m. - Preliminary Budget Discussion
2. May 8, 2017 at 5:30 p.m. - Budget Meeting (Preliminary approval; Full approval at the May Board meeting)
3. August 14, 2017 at 5:30 p.m. - Planning & Priorities Meeting
4. October 18, 2017 at 9 a.m. - New Trustee Orientation
5. October 18, 2017 at 2 p.m. - Organizational Meeting

Carried

Adjournment

Resolution

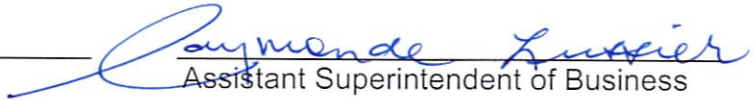
Moved By: Rudy Willier

That there being no further business, the meeting adjourn at 4:00 p.m.

Carried



Chairman


Assistant Superintendent of Business