



Regular Meeting of the Board of Trustees MINUTES

Tuesday, May 21, 2024
2:00 PM

HPSD Learning Support Centre - High Prairie, AB

Present: Joy McGregor, Chair
Karin Scholl, Trustee
Adrian Wong, Trustee
Cory Hughes, Trustee
Lynn Skrepnek, Trustee
Lorrie Shelp, Trustee

Absent: Tammy Henkel, Vice-Chair

Staff Present: Murray Marran, Superintendent
Sandra Cairns, Director of Business and Recording Secretary
Darla Smith, Director of Finance
Kyle Nichols, Director of Communications
Sue Charest, Executive Assistant

1. **Division Vision, Mission, Values & Goals**
2. **Board Priorities & Goals**
3. **Call to Order**

The Closed Session of the agenda took place at 1:03 p.m. and recessed at 1:53 p.m. prior to the Call to Order of the Open session. The Closed session resumed at 3:08 p.m. and ended at 5:33 p.m.

The following items were reviewed under Closed: Transportation Grant, Trustee Upcoming Meetings & Accommodations, Finance Documents, Alberta School Boards Association (ASBA) 2024 SGM Budget Bulletin, Administrative Procedure 404 - Long Service Awards, Letter to Town of Slave Lake, Amp'd Up Electric, Exit Interview, New Ministerial Order, Committee of the Whole, Public School Boards' Association (PSBA) SGM Event Poster, Public School Boards' Council (PSBC) Meeting Summary, Suspension List & PPC Notes, Action List, Retirements, Resignations, Appointments & Transfers and the Enterprise Resource Planning Software Request for Proposal (ERP RFP) Presentation which was switched from the Open session to the Closed session.

The YouTube live stream began at 2:02 p.m.

The meeting was called to order at 2:02 p.m.

4. **Opening Remarks**

Chair, Joy McGregor, acknowledged the ancestral land on which we are meeting.

5. **Approval of Consent Items**

Resolution BDO20240521.1001

Moved By: Adrian Wong

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein as follows:

1. Adoption of Minutes of the Regular Meeting of the Board of Trustees held April 16, 2024
2. Receipt of the Trustee Report as information
3. Receipt of Correspondence as information

Carried

5.1 Adoption of Previous Minutes

Resolution BDO20240521.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held April 16, 2024, be adopted as presented.

Carried

5.2 Receipt of Trustee Report as Information

There is no new information to report for April 2024.

5.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2024-04-22 Minister of Education re PAT and DIP multi year schedule
2. 2024-04-22 Minister of Education re Assurance Survey Random Access Codes
3. 2024-04-30 Public School Boards' Association (PSBA) Advocate Newsletter
4. 2024-05-01 Emergency Planning with Municipalities
5. 2024-05-06 Letter to Community Consultation Participants
6. 2024-05-07 Minister of Education re Assurance Survey Random Access Codes (response)

6. Changes to the Agenda

Item 8.1 Presentation: Enterprise Resource Planning Software Request for Proposal (ERP RFP) was moved to the Closed session to maintain confidentiality of proprietary information.

Resolution BDO20240521.1003

Moved By: Lynn Skrepnek

That the agenda be accepted as amended.

Carried

7. Business Arising from Previous Minutes

There was no business arising from the minutes of the previous meeting.

8. Delegations / Presentations

8.1 Presentation: Enterprise Resource Planning Software Request for Proposal (ERP RFP)

This item was moved to the Closed session to maintain confidentiality of proprietary information.

9. Points to Celebrate

Director of Communications, Kyle Nichols, presented Points to Celebrate.

10. New Business- Open

10.1 Trustee/Administration Question/Answer Period

10.1.1 Q & A: High Prairie Campus Based Treatment Centre (Youth Assessment Centre)

Trustees discussed the High Prairie Campus Based Treatment Centre (Youth Assessment Centre). Trustees will bring this matter to the ASBA Ministers Panel at the June conference. The Board will revisit the issue at the June meeting.

10.2 Action Items

10.2.1 ACTION: Board Priorities, Goals and Outcomes for the 2024-2025 School Year

Resolution BDO20240521.1004

Moved By: Karin Scholl

To approve The High Prairie School Division Board Priorities, Goals and Outcomes as amended, and effective September 1, 2024.

Carried

10.2.2 ACTION: 2024-2027 Education Plan

Resolution BDO20240521.1005

Moved By: Adrian Wong

That the Board approve The High Prairie School Division's 2024-2027 Education Plan as amended.

Carried

10.2.3 ACTION: 2024 Three Year Capital Plan

Trustees reviewed the proposed 2024 Three Year Capital Plan.

Resolution BDO20240521.1006

Moved By: Cory Hughes

To approve the 2024 Three Year Capital Plan as presented.

Carried

10.2.4 ACTION: 2024-2025 Tuition Fees

Resolution BDO20240521.1007

Moved By: Lynn Skrepnek

That the Tuition Fee for non-provincial students be \$13,272 for Grades 1 to 12 and \$6636 for Kindergarten (ECS) for 2024-2025.

Carried

10.2.5 ACTION: 2024-2025 Student Fees

Resolution BDO20240521.1008

Moved By: Karin Scholl

To approve the 2024-2025 Student Fee Schedule as presented in Appendix I of Administrative Procedure 510 - Fees and Costs Related to Instruction and Student.

Carried

10.2.6 ACTION: 2024-2025 Transportation, Subsistence & Facility Rates

Resolution BDO20240521.1009

Moved By: Cory Hughes

To amend the 2024-2025 Transportation, Subsistence and Facility Rates as presented in Appendix II of Administrative Procedure 510 - Fees and Costs Related to Instruction and Student.

Carried

10.2.7 ACTION: 2024-2025 Capital Budget

Resolution BDO20240521.1010

Moved By: Adrian Wong

That the Board approve the Capital Budget for the 2024-2025 year as presented.

Carried

10.2.8 ACTION: 2024-2025 Divisional Operating Budget

Resolution BDO20240521.1011

Moved By: Lynn Skrepnek

That the Board approve the 2024-2025 Divisional Operating Budget as presented.

Carried

11. General Matters

11.1 Finance

Director of Finance, Darla Smith presented the financial information during the Closed Session in adherence of the Freedom of Information and Protection of Privacy (FOIPP) Act.

Resolution BDO20240521.1012

Moved By: Lorrie Shelp

To approve the Accounts Payable, Accounts Receivable, Cheque/EFT Register, School Generated Funds, VISA and Budget reports as presented in the Closed session.

Carried

11.2 Superintendent's Report

Resolution BDO20240521.1013

Moved By: Cory Hughes

To receive the Superintendent's Report as information.

Carried

Exit/Enter: Cory Hughes exited the meeting at 2:47 p.m. and re-entered at 2:49 p.m.

12. Information Items

12.1 Standing Committee Reports

There were no Standing Committee Reports.

13. Next Regular Board Meeting

On June 18, 2024, the Board will meet at 10:00 a.m. for the Organizational Meeting followed by the Closed Session of the Regular Meeting of the Board of Trustees at 1:00 p.m. and the Open session at 2:00 p.m.

Recess: The meeting recessed at 2:52 p.m. to return to the Closed session.

The YouTube live stream ended at 2:52 p.m.

Reconvene: The meeting reconvened at 5:33 p.m.

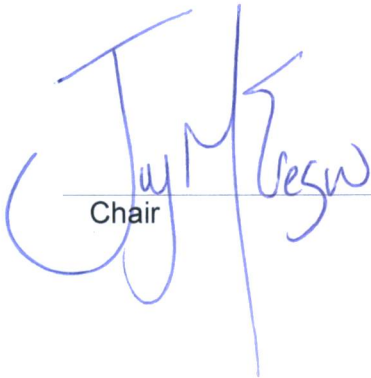
14. Adjournment

Resolution BDO20240521.1014

Moved By: Lorrie Shelp

That there being no further business, the meeting adjourn at 5:34 p.m.

Carried


Chair


Director of Business