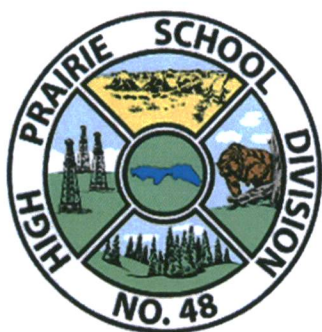




Regular Meeting of the Board of Trustees MINUTES

Tuesday, August 22, 2023
2:00 PM

HPSD Learning Support Centre - High Prairie, AB

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

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

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

The Closed Session of the agenda took place at 1:00 p.m. and ended at 1:43 p.m. prior to the Call to Order of the Open session. There were no additions to the Closed session.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Reports, Suspension List, Action List, Retirements, Resignations, Appointments & Transfers, Committee of the Whole, Public School Boards' Committee (PSBC) meeting and School Generated Funds (SGF).

The YouTube live stream began at 2:01 p.m.
The meeting was called to order at 2:01 p.m.

4. **Opening Remarks**

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

5. **Approval of Consent Items**

Resolution BDO20230822.1001

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 June 20, 2023
2. Receipt of the Superintendent's Report as information
3. Receipt of the Trustee Report as information
4. Receipt of Correspondence as information

Carried

- 5.1 **Adoption of Previous Minutes**
Resolution BDO20230822.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held June 20, 2023, be adopted as presented.

Carried

5.2 Receipt of Superintendent's Report as Information

Resolution BDO20230822.1003

Moved By: Adrian Wong

To receive the Superintendent's Report as information.

Carried

5.3 Receipt of Trustee Report as Information

There is no new information to report for June and July.

5.4 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2023-06-22 Holy Family Catholic Regional Division - Changes regarding walk limits
2. 2023-06-22 Living Waters Catholic Regional Division - Changes regarding walk limits
3. 2023-06-29 CIVIX - Thank you for supporting Student Vote Alberta
4. 2023-06-30 Public School Boards' Association (PSBA) Advocate Newsletter
5. 2023-07-06 Peavine Inn and Suites - Rate Increase
6. 2023-07-26 Email and Letter from Minister of Education and Premier re Education Mandate
7. 2023-08-08 Minister of Education re Sale of school land in Kinuso

6. Changes to the Agenda

Resolution BDO20230822.1004

Moved By: Lynn Skrepnek

That the agenda be accepted as presented.

Carried

7. Business Arising from Previous Minutes

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

8. Points to Celebrate

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

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: Recognition of Student Achievement

Trustees discussed the achievement of Georges P. Vanier (GPV) student Christian Mencke. Administration was directed to compose a congratulatory letter on behalf of the Board, which will be presented to Mr. Mencke at GPV's fall awards ceremony.

9.1.2 Q & A: Recall of a School Board Trustee

Trustees discussed the information regarding Recall of a School Board Trustee.

9.2 Action Items

9.2.1 ACTION: Amend Policy 15 - Recruitment and Selection of Personnel

Trustees discussed amendments to Board Policy 15.

Resolution BDO20230822.1005

Moved By: Lorrie Shelp

That Policy 15 - Recruitment and Selection of Personnel receive **first reading** to amend Policy 15 as presented.

Carried

Resolution BDO20230822.1006

Moved By: Karin Scholl

That Policy 15 - Recruitment and Selection of Personnel receive **second reading** to amend Policy 15 as presented.

Carried

Resolution BDO20230822.1007

Moved By: Cory Hughes

To proceed with third and final reading of Policy 15 - Recruitment and Selection of Personnel.

Carried

Resolution BDO20230822.1008

Moved By: Lynn Skrepnek

That Policy 15 - Recruitment and Selection of Personnel receive **third and final reading** and be accepted as High Prairie School Division policy.

Carried

9.2.2 ACTION: Letter of Understanding #2 - Canadian Union of Public Employees (CUPE)

Trustees reviewed the Letter of Understanding with Canadian Union of Public Employees (CUPE) Local 1038 for the addition to the collective agreement of a 2-year pilot regarding temporary appointments.

Resolution BDO20230822.1009

Moved By: Tammy Henkel

To ratify the Letter of Understanding #2 with Canadian Union of Public Employees (CUPE) Local 1038 to provide benefits to those on a temporary appointment as High Prairie School Division Bus Driver.

Carried

9.2.3 ACTION: Capital Purchase (Cube Van Body)

Superintendent Poloz explained that part of the order placed for the Facilities cube van in the 2022-2023 fiscal year was backordered and the expense now must come out of the 2023-2024 budget. The cost between the order date and the delivery date has also increased a great deal.

Resolution BDO20230822.1010

Moved By: Adrian Wong

To purchase a Dry Freight Cutaway Van Body, Step Bumper and Backup Camera for the new Facilities Department Cube Van at a maximum expense of \$35,000 from the Capital Budget.

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 BDO20230822.1011

Moved By: Lorrie Shelp

To approve the June and July 2023 Accounts Payable, Accounts Receivable, Cheque/EFT Register, VISA and Budget reports as presented in the Closed session.

Carried

10. Delegations / Presentations

10.2 Presentation: HPSD Safety Coordinator

Recess: The meeting recessed at 2:32 p.m. to allow for set up of presentation.

Enter: Katie Doucette entered the meeting at 2:32 p.m.

Reconvene: The meeting reconvened at 2:35 p.m. with all members present.

High Prairie School Division Safety Coordinator, Katie Doucette attended the meeting at 2:35 p.m. to provide the Occupational Health & Safety update.

Exit: Katie Doucette exited the meeting at 2:52 p.m.

12. Information Items

12.1 Standing Committee Reports

There were no Standing Committee reports.

10. Delegations / Presentations

10.1 MOTIVE Transportation Software Presentation (In Camera)

Resolution BDO20230822.1012

Moved By: Tammy Henkel

To go Into Camera at 2:53 p.m. for the MOTIVE software presentation over Zoom.

Carried

The YouTube live stream ended at 2:53 p.m.

Exit: Sue Charest exited the meeting at 2:55 p.m.

Enter: Mike Blais entered the meeting at 2:57 p.m.

MOTIVE Transportation attended via Zoom at 3:00 p.m. to present to the Board. The presentation ended at 3:53 p.m.

Exit: Kyle Nichols and Mike Blais exited the meeting at 4:08 p.m.

Resolution BDO20230822.1013

Moved By: Cory Hughes

To come Out of Camera at 4:09 p.m.

Carried

13. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for September 19, 2023 with the Closed session beginning at 1:00 p.m. followed by the Open session at 2:00 p.m.

14. Adjournment

Resolution BDO20230822.1014

Moved By: Karin Scholl

That there being no further business, the meeting adjourn at 4:09 p.m.

Carried


Chair


Director of Business