



MINUTES

High Prairie School Div. No. 48

Regular Meeting of the Board of Trustees

Meeting Type : Regular Meeting of the Board of Trustees

Date : Wednesday, November 16, 2016

Start time : 9:00 AM

Location : HPSD Learning Support Center - High Prairie, AB

Minutes

Attendance

Present:

Tammy Henkel, Chair

Joy McGregor, Vice Chair

Joyce Dvornek, Trustee

Rudy Willier, Trustee

Lynn Skrepnek, Trustee

Karin Scholl, Trustee

Tracy Ottenbreit, Trustee

Laura Poloz, Superintendent

Margaret Hartman, Deputy Superintendent

Raymonde Lussier, Secretary Treasurer

& Recording Secretary

Sue Charest, Executive Assistant

Candace Barber, Receptionist (Cross Training)

Kyle Nichols, Communications Officer

CALL TO ORDER

The meeting was called to order at 9:05 a.m.

CHANGES TO THE AGENDA

Resolution #BD20161116.1001

Moved By: Joy McGregor

That the agenda be accepted as amended.

Carried

Reading and Adopting the Minutes

Resolution #BD20161116.1002

Moved By: Tracy Ottenbreit

That the minutes of the Regular Meeting of the Board of Trustees held October 26, 2016 be approved as presented.

Carried

Business Arising from Previous Minutes

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

Q & A: Policy 3 & 4 Review

(Trustee/Administration Question/Answer Period)

The Trustees reviewed and suggested wording for Policy 3 & 4 as presented by Karin Scholl and Lynn Skrepnek.

Q & A: 2017-2018 School Year Calendar Survey

(Trustee/Administration Question/Answer Period)

The Trustees discussed the 2017-18 High Prairie School Division School Calendar Survey, which will be put out to the public shortly.

Two handwritten signatures in blue ink are located at the bottom right of the page. The first signature is a stylized 'M' or 'H', and the second is a cursive signature.

**ACTION: Amend
Policy 2, Role of
The Board - 1st
Reading**
(Action Items)

Resolution #BD20161116.1003

Moved By: Karin Scholl

That Policy 2, Role of the Board, receive 1st reading as amended with corrections to spelling and grammar.

Carried

**ACTION: Amend
Policy 2, Role of
The Board - 2nd
Reading**
(Action Items)

Resolution #BD20161116.1004

Moved By: Joyce Dvornek

That Policy 2, Role of The Board, receive 2nd reading to amend Policy 2 as presented.

Carried

**ACTION:
Proceed to 3rd
Reading to
Amend Policy 2**
(Action Items)

Resolution #BD20161116.1005

Moved By: Joyce Dvornek

To proceed with 3rd and final reading of Policy 2.

Carried

**ACTION: Amend
Policy 2, Role of
The Board - 3rd
Reading**
(Action Items)

Resolution #BD20161116.1006

Moved By: Lynn Skrepnek

That Policy 2, Role of the Board, receive 3rd and final reading and be accepted as High Prairie School Division policy.

Carried

**Report from the
Superintendent**
(GENERAL MATTERS)

Laura Poloz presented the Superintendent's Report to the Board.

Resolution #BD20161116.1007

Moved By: Joy McGregor

To accept the report from the Superintendent as information.

Carried

Finance
(GENERAL MATTERS)

Rod Geyer entered the meeting at 10:29 a.m. to present the Finance documents.

Resolution #BD20161116.1008

Moved By: Joyce Dvornek

To approve the Accounts Receivables, Accounts Payables, Cheque/EFT Register, VISA and Budget reports as presented.

Carried

Rod Geyer exited the meeting at 10:34 a.m.

Recess

The meeting was recessed at 10:34 a.m. for a health break.

Reconvene

The meeting was reconvened at 10:39 a.m. with all members present.

Trustee Reports
(Open Items)

The Board reviewed the Trustee Report.

**Transportation
Report**
(Open Items)

The Board reviewed the Transportation Report.

**PSBC Meeting
Info - November
2017**
(Open Items)

The upcoming November PSBC Meeting was discussed.

**Points to
Celebrate**
(Open Items)

Communications Officer, Kyle Nichols, presented Points to Celebrate.

In Camera

Resolution #BD20161116.1009

Moved By: Joy McGregor

That the meeting go In Camera at 11:09 a.m.

Carried

Out of Camera

Resolution #BD20161116.1010

Moved By: Joy McGregor

That the meeting come Out of Camera at 12:28 p.m.

Carried



Recess

The meeting was recessed at 12:28 p.m. for lunch.

Reconvene

The meeting was reconvened at 1:00 p.m. with all members present.

Presentation:
HPSD Literacy
(DELEGATIONS /
PRESENTATIONS)

Literacy Lead, Jenna Billard, entered the meeting at 1:00 p.m to update the Trustees on the High Prairie School Division Literacy Framework 2016-17. She exited the meeting at 1:50 p.m.

ADJOURNMENT

Resolution #BD20161116.1011

That there being no further business, the meeting adjourn at 1:50 p.m.



Chairman



Secretary Treasurer