Regular Meeting of the Board of Trustees

MINUTES

Wednesday, April 17, 2019
1:00 PM
Learning Support Centre, High Prairie, AB

Present:	Tammy Henkel, Chair Lynn Skrepnek, Trustee Karin Scholl, Trustee Lorraine Shelp, Trustee Ali Mouallem, Vice Chair Joyce Dvornek, Trustee Steven Adams, Trustee
Staff Present:	Laura Poloz, Superintendent Margaret Hartman, Deputy Superintendent Raymonde Lussier, Secretary Treasurer & Recording Secretary Jody Frowley, Assistant Secretary Treasurer Sue Charest, Executive Assistant Kyle Nichols, Communications Officer

1. Division Vision, Mission, Values & Goals

2. Board Priorities & Goals

3. Call to Order

The meeting was called to order at 1:00 p.m.

4. Opening Remarks

Chair, Tammy Henkel, acknowledged the ancestral land on which we are meeting.

5. Approval of Consent Items

Resolution BD20190417.1001
Moved By: Steven Adams

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein as follows:
5.1 Minutes of the Meeting held March 20, 2019.
5.2 Superintendent's Report
5.3 Trustee Reports
5.4 Transportation Reports
5.5 Correspondence
5.6 2018 Alberta School Boards Insurance Exchange (ASBIE) Annual Report
5.7 2019 March Alberta School Board Employee Benefit Plan (ASEBP) Trustees' Report

Carried

5.1 Adoption of Previous Minutes

Resolution BD20190417.1002
Moved By: Steven Adams

That the minutes of the Regular Meeting of the Board of Trustees held December 19, 2019 be approved as presented.

Carried

RL
AM

5.2 Superintendent's Report

Resolution BD20190417.1003
Moved By: Steven Adams

To receive the Superintendent's Report as information.

Carried

5.3 Trustee Reports

The Trustee Report was presented as information.

5.4 Transportation Report

Transportation Reports were presented as information.

5.5 Correspondence

The following correspondence was presented as information:

1. 2019-03-26 Ltr to Premier re Mandatory Entry Level Training - Exemption of Bus Drivers
2. 2016-03-26 Ltr to D. Larivee re campaign signs on school grounds
3. 2016-03-26 Ltr to P. Rehn re campaign signs on school grounds & proof of email bounce back

5.6 2018 Alberta School Boards Insurance Exchange (ASBIE) Annual Report

The 2018 Alberta School Boards Insurance Exchange (ASBIE) Annual Report was presented as information.

5.7 2019 March Alberta School Board Employee Benefit Plan (ASEBP) Trustees' Report

The 2019 March Alberta School Board Employee Benefit Plan (ASEBP) Trustees' Report was presented as information.

6. Changes to the Agenda

Resolution BD20190417.1004
Moved By: Ali Mouallem

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. New Business- Open

8.1 Trustee/Administration Question/Answer Period

8.1.1 Q & A: Role of the Alberta School Board Association (ASBA) Zones

The Trustees discussed the role of the ASBA Zone organizations.

8.1.2 Q & A: Alberta School Boards Association (ASBA) Advocacy

The Board will forward the ASBA Advocacy material to the Advocacy Committee.

8.1.3 Q & A: Alberta School Boards Association Spring General Meeting (ASBA SGM)

Trustees discussed the ASBA Budget & Bylaws Bulletin SGM 2019.

Exit: Karin Scholl exited the meeting at 1:25 p.m.
Enter: Karin Scholl rejoined the meeting at 1:27 p.m.

KL
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8.1.4 Q & A: Public School Boards' Association Spring General Meeting (SGM)

Trustees discussed attendance at the PSBA and ASBA Spring General Meetings.

8.1.5 Q & A: Independent Transportation Study

Trustees reviewed the results of the Independent Transportation Study dated April 9, 2019. Discussion was suspended at 1:55 p.m. for scheduled presentations.

Recess: The meeting was recessed at 1:55 for a health break.
Reconvene: The meeting was reconvened at 2:09 p.m. with all members present.

Discussion of the Independent Transportation Study resumed at 3:38 p.m.

The Board requested that Administration put together key messaging regarding each of the recommendations on the report.

9. Delegations / Presentations

9.1 Presentation: Literacy and Numeracy

Evan Dearden of Grove Educational Services attended the meeting at 2:09 p.m. to present his work on literacy in the Division. He left the meeting at 2:55 p.m.

9.2 Presentation: HPSD Supervisor of Inclusion, Brennan McDonald

HPSD Supervisor of Inclusion, Brennan McDonald, attended the meeting at 2:59 p.m. to present his work on Inclusion in the Division. He left the meeting at 3:29 p.m.

Recess: The meeting was recessed at 3:29 for a health break.
Reconvene: The meeting was reconvened at 3:38 p.m. with all members present.

8. New Business- Open

8.2 Actions

8.2.1 ACTION: By-Election for Ward 2

Resolution BD20190417.1005
Moved By: Joyce Dvornek

To hold a by-election to fill the trustee vacancy in Ward 2, and appoint Raymonde Lussier as Returning Officer and Jody Frowley as Substitute Returning Officer, setting Nomination Day as May 6, 2019 and Election Day as June 17, 2019, with one polling station located at the High Prairie School Division Learning Support Centre in High Prairie, Alberta.

Carried

8.2.2 ACTION: Contribution to East Prairie Métis Settlement

Resolution BD20190417.1006
Moved By: Karin Scholl

That High Prairie School Division donate towards the annual quad rally as requested by the East Prairie Métis Settlement in their letter of March 12, 2019.

Defeated

RJ

AM

8.2.3 ACTION: 2019 Three Year Capital Plan

Resolution BD20190417.1007
Moved By: Lynn Skrepnek

To approve the 2019 Three Year Capital Plan as presented.

Carried

8.2.4 ACTION: AHS Request for Space at CJS

Resolution BD20190417.1008
Moved By: Lorraine Shelp

That the Board enter into a lease agreement, in principle, with Alberta Health Services to provide one of C.J. Schurter School's class rooms, at no cost, to house the Early Childhood Intervention Program (ECIP) for the 2019-20 school year in exchange for 10-12 Program Unit Funding (PUF) children placements.

Carried

8.2.5 ACTION: Approval in Principle - International Field Trip - Kinuso to Greece

Resolution BD20190417.1009
Moved By: Steven Adams

That "Approval in Principle" be given to Kinuso School's proposed field trip to Greece during Spring Break 2020, subject to adherence to HPSD AP #260 (excluding Procedure 3) and any changes in the Off-Site Activity Handbook effective September 2015, and the following conditions being met:
a. that the trip be planned outside of class time;
b. that supervisors on the trip be at a ratio of at least one supervisor for every ten students;
c. that only one teacher supervisor per ten participating students be released from regular duties, with pay on those days where school is in session. Additional teacher(s) may be approved to accompany this trip under the personal leave clause of the HPSD-ATA Collective Agreement;
d. that parents of participating students be involved in planning and implementing the trip;
e. that the Policies, Administrative Procedures, and requirements of the Off-site Activity Handbook of HPSD and the rules of the school must apply to this activity;
f. the risk assessment as required by the Off-site Activity Handbook must be submitted with the request for final approval;
g. Police Information Checks, acceptable to the Principal, must be obtained for any volunteer supervisors not employed by HPSD;
h. HPSD reserves the right to terminate the approval to proceed with the field trip, up to the point of departure, at no cost to the division; and,
a further recommendation (not a requirement) that the school consider procedures to enable participation to all interested students without causing economic hardship for individuals and to explore the purchase of cancellation insurance for the entire activity.

Carried

LL

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10. General Matters

10.1 Finance

Assistant Secretary Treasurer, Jody Frowley, presented the financial information.

Resolution BD20190417.1010
Moved By: Ali Mouallem

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

Carried

11. Information Items

11.1 Points to Celebrate

Communication Officer, Kyle Nichols, presented Points to Celebrate.

12. Closed

Resolution BD20190417.1011
Moved By: Joyce Dvornek

That the meeting go into camera at 4:19 p.m.

Carried

12.1 Upcoming Meetings & Accommodations

12.2 Suspension List & PPC's

12.3 Action List

12.4 Retirements, Resignation, Appointments & Transfers

12.5 Committee of the Whole

12.6 Alberta School Employee Benefit Plan (ASEBP)

12.7 Teachers' Employer Bargaining Association (TEBA)

Exit: Lorraine Shelp left the meeting at 5:27 p.m.

12.8 Out of Camera

Resolution BD20190417.1012
Moved By: Ali Mouallem

To come Out of Camera at 5:50 p.m.

Carried

13. Capital Budget

Resolution BD20190417.1013
Moved By: Steven Adams

That the Board approve capital fund expenditures of up to $50,000 to accommodate school capital purchase requests in the 2018-2019 fiscal year.

Carried

14. Outgoing Trustee Tammy Henkel

Outgoing Trustee and Chair, Tammy Henkel, was thanked for her years of service to High Prairie School Division and presented with a farewell card and best wishes from the Board.

15. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for May 15, 2019 at 1:00 p.m.

16. Adjournment

There being no further business, the meeting adjourned at 5:50 p.m.

Chairman

Raymonde Lussier

Secretary Treasurer