Regular Meeting of the Board of Trustees

MINUTES

Tuesday, October 15, 2024
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:	Murray Marran, Superintendent Pam Heckbert, Assistant Superintendent Darla Stout, Director of Finance Sandra Cairns, Director of Business and Recording Secretary Kyle Nichols, Director of Communications
Staff Absent:	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 1:01 p.m., recessed at 2:00 p.m. prior to the Call to Order of the Open session, reconvened at 4:50 p.m., and ended at 6:57 p.m.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Documents, Public School Boards' Association (PSBA) AGM 2024 Memo and Agenda, Committee of the Whole (Personnel), Suspension List & PPC, Action List, and Retirements, Resignations, Appointments & Transfers with the following additions: Busing, ASBA President/Minister Meeting, EG Wahlstrom, CASA Classroom and Recovery Alberta correspondence.

Enter: Brennan McDonald and Monica Edwards entered the meeting at 2:01 p.m.

The YouTube live stream began at 2:09 p.m.

The meeting was called to order at 2:09 p.m.

4. Opening Remarks

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

5. Approval of Consent Items

Resolution BDO20241015.1001

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 September 17, 2024

Carried

Initials: Joy

5.1 Adoption of Previous Minutes

Resolution BDO20241015.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held September 17, 2024, be adopted as presented.

Carried

6. Changes to the Agenda

Two items were added to the agenda: Roland Michener Secondary School (RMSS) Lunch Program and Administrative Procedure 510 - Appendix I.

Resolution BDO20241015.1003

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: HPSD Coordinator of Planning and Special Projects

High Prairie School Division Coordinator of Planning and Special Projects, Brennan MacDonald, attended the meeting at 2:14 p.m. to provide an update on projects in the division with input from Monica Edwards.

Exit: Brennan MacDonald and Monica Edwards exited the meeting at 2:53 p.m.

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: Administrative Procedure 141 - Electronics and Cell Phone Administration

Trustees reviewed the changes made by Administration to Administrative Procedure 141 - Electronics and Cell Phone Administration.

10.1.2 Q & A: Roland Michener Secondary School (RMSS) Lunch Program

Trustees discussed the Lunch Program at Roland Michener Secondary School.

10.1.3 Q & A: Administrative Procedure 510 - Appendix I - Student Fee Schedule

Trustees discussed Administrative Procedure 510 - Appendix I - Student Fee Schedule.

10.2 Action Items

10.2.1 ACTION: Capital Purchase - Upgrade of NEC Telephone System

Trustees discussed upgrading the division's telephone system as per the September 19, 2024 proposal from Connexion Telecom and Security.

Resolution BDO20241015.1004

Moved By: Tammy Henkel

To upgrade the NEC telephone system at a maximum expense of $85,000 (including gst), from the Capital Budget, as per the September 19, 2024 proposal from Connexion Telecom and Security.

Carried

Initials:

10.2.2 ACTION: Approval in Principle, International Field Trip: Europe (Netherlands/France/England) Spring 2026

Trustees discussed Kinuso School's proposed field trip to Netherlands, France and England to visit the European invasion beaches. The Board decided to allow the request for up to 2 missed school days and removed the provision that states: "That the be trip be planned outside of class time" . Administration was directed to review the international field trip guidelines.

Resolution BDO20241015.1005

Moved By: Lorrie Shelp

That "Approval in Principle" be given to Kinuso School's proposed field trip to Europe (Netherlands/France/England) during Spring Break 2026, subject to adherence to High Prairie School Division Administrative Procedure 260 - Off-Site Activities, and any changes in the Off-Site Activity Handbook effective January 2024, and the following conditions being met:

1. That supervisors on the trip be at the ratio of at least one supervisor for every ten students;
2. 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;
3. That parents of participating students be involved in planning and implementing the trip;
4. 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;
5. The risk assessment as required by the Off-site Activity Handbook must be submitted with the request for final approval;
6. Criminal Records Checks including a vulnerable sector check, acceptable to HPSD Human Resources department, must be obtained for any volunteer supervisors not employed by HPSD;
7. 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

11. General Matters

11.1 Finance

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

Resolution BDO20241015.1006

Moved By: Lynn Skrepnek

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

Carried

Initials:

11.2 Superintendent's Report

Exit: Cory Hughes left the meeting at 4:16 p.m.

Exit: Darla Stout left the meeting at 4:17 p.m.

Enter: Cory Hughes and Darla Stout reentered the meeting at 4:18 p.m.

Resolution BDO20241015.1007

Moved By: Karin Scholl

To receive the Superintendent's Report as information.

Carried

12. Information Items

12.1 Standing Committee Reports

There were no Standing Committee Reports.

12.2 Receipt of Trustee Report as Information

The Trustee Report was received as information.

Exit/Enter: Murray Marran left the meeting at 4:26 p.m. and returned at 4:31 p.m.

12.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2024-09-12 Minister of Child and Family Services response re Youth Assessment Centre
2. 2024-09-17 GPPSD to Minister of Affordability and Utilities
3. 2024-09-17 Town of Slave Lake re consultation process about fencing
4. 2024-09-30 Public School Boards' Association (PSBA) Advocate Newsletter
5. 2024-10-02 Minister of Education response re Mental Health Proposal
6. 2024-10-02 Minister of Education response re Transportation Funding, Costs, Driver Retention

Exit: Darla Stout exited the meeting at 4:40 p.m.

13. Next Regular Board Meeting

Due to the ASBA Fall General meeting (November 17-19), the next Regular Meeting of the Board of Trustees is scheduled for November 26, 2024 beginning at 1:00 p.m. with the Closed session.

Recess: The meeting recessed at 4:41 p.m. to return to the Closed session.

The YouTube live stream ended at 4:41 p.m.

Exit: Kyle Nichols left the meeting at 4:42 p.m.

Reconvene: The meeting reconvened at 6:57 p.m.

14. Adjournment

Resolution BDO20241015.1008

Moved By: Karin Scholl

That there being no further business, the meeting adjourn at 6:58 p.m.

Carried

Joy McGregor

Chair

Director of Business