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, August 16, 2017
Start time : 1:00 PM
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
Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Raymonde Lussier, Secretary Treasurer
& Recording Secretary
Sue Charest, Executive Assistant
Kyle Nichols, Communications Officer

CALL TO ORDER

The meeting was called to order at 1:06 p.m. Chairperson, Tammy Henkel, acknowledged the territorial lands on which we are meeting.

APPROVAL OF CONSENT ITEMS

Resolution #BD20170816.1001
Moved By: Karin Scholl
That the Board of Trustees receive the items, which are starred (*), and to approve all recommendations contained therein as follows:
7. *Reading and Adopting the Minutes
9.2.1. *ACTION: Smoky River Playschool
9.2.2. *ACTION: Amend Policy 12, Appeals Regarding Student Matters - 1st Reading
9.2.3. *ACTION: Amend Policy 12, Appeals Regarding Student Matters - 2nd Reading
9.2.4. *ACTION: Proceed to 3rd Reading to Amend Policy 12
9.2.5. *ACTION: Amend Policy 12, Appeals Regarding Student Matters - Final Reading
11.1. *Report from the Superintendent Laura Poloz
11.2. *Finance
12.2. *Suspension List - (June)
12.3. *Action List (June)
12.4. *Retirements, Resignations, Appointments, Transfers
13.1.1. *Trustee Reports
13.1.2. *Transportation Report
13.1.3. *Correspondence
13.1.4. *International Field Trip - RMS to Argentina - Cancelled
13.1.5. *ASBA 2017 Long Service Award Nominees

Carried

***Reading and Adopting the Minutes**

Resolution #BD20170816.1002
Moved By: Karin Scholl
That the minutes of the Regular Meeting of the Board of Trustees held June 21, 2017 be approved as presented.

Carried

***ACTION: Smoky River Playschool**
(Action Items)

Resolution #BD20170816.1003
Moved By: Karin Scholl
That High Prairie School Division permit the Prematernelle de Smoky River Playschool Society to use the Ecole Routhier School ECS building, rent free, for the 2017-2018 school year provided that they are responsible for their own custodian, the full cost of the telephone line, and half the cost of the burglar alarm.

Carried

***ACTION: Amend Policy 12, Appeals Regarding Student Matters - 1st Reading**
(Action Items)

Resolution #BD20170816.1004
Moved By: Karin Scholl
That Policy 12, Appeals Regarding Student Matters receive 1st reading to amend Policy 12 as presented.

Carried

***ACTION: Amend Policy 12, Appeals Regarding Student Matters - 2nd Reading**
(Action Items)

Resolution #BD20170816.1005
Moved By: Karin Scholl
That Policy 12, Appeals Regarding Student Matters receive 2nd reading to amend Policy 12 as presented.

Carried

***ACTION: Proceed to 3rd Reading to Amend Policy 12**
(Action Items)

Resolution #BD20170816.1006
Moved By: Karin Scholl
To proceed with 3rd and final reading of Policy 12.

Carried

***ACTION: Amend Policy 12, Appeals Regarding Student Matters - Final Reading**
(Action Items)

Resolution #BD20170816.1007
Moved By: Karin Scholl
That Policy 12, Appeals Regarding Student Matters, receive 3rd and final reading and be accepted as High Prairie School Division policy.

Carried

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

Resolution #BD20170816.1008
Moved By: Karin Scholl
To receive the Superintendent's Report as information.

Carried

***Finance**
(GENERAL MATTERS)

Resolution #BD20170816.1009
Moved By: Karin Scholl
To approve the June 2017 and July 2017 Accounts Receivables, Accounts Payables, Cheque/EFT Register, VISA and Budget reports as presented.

Carried

***Trustee Reports**
(Open Items)

The Trustee Report was presented as information in the Consent Agenda.

***Transportation Report**
(Open Items)

The Transportation Report was presented as information in the Consent Agenda.

***Correspondence**
(Open Items)

The following correspondence was presented as information:

1. Ltr of Resignation from Trustee Ottenbreit (May 31, 2017)
2. Ltr to Minister of Education re Land Transfer to NLC (June 29, 2017)
3. Ltr from Cancer Risk Assessment in Youth Survey 2017 (July 17, 2017)
4. Ltr to Minister of Education re Alberta Learning Consortiums (July 20, 2017)

***International Field Trip - RMS to Argentina - Cancelled** (Open Items)	The Board was informed that the Roland Michener Secondary School's field trip to Argentina was cancelled due to lack of interest.
***ASBA 2017 Long Service Award Nominees** (Open Items)	The Board was informed that the ASBA 2017 Long Service Award Nominees were submitted by Administration on July 4, 2017.
CHANGES TO THE AGENDA	**Resolution #BD20170816.1010** Moved By: Joyce Dvornek That the agenda be accepted as amended. **Carried**
Presentation: Communications Officer (DELEGATIONS / PRESENTATIONS)	Summer students, A.J. Dominguez and Nicole Peyre, attended the meeting at 1:15 p.m. to update the Trustees on the work they've undertaken in the Communications Department. They exited at 1:36 p.m.
Q & A: ASBOA Plant Operations & Maintenance (Trustee/Administration Question/Answer Period)	The Trustees reviewed draft letters to (ASBOA) Association of School Business Officials of Alberta and the Minister of Education regarding the ASBOA Plant Operations & Maintenance Funding Discussion Paper. **Resolution #BD20170816.1011** Moved By: Karin Scholl To send a letter to the Association of School Business Officials of Alberta and the Minister of Education regarding the ASBOA Plant Operations & Maintenance Funding Discussion Paper as presented. **Carried**
Q & A: PSBA FGM Save the Date (Trustee/Administration Question/Answer Period)	Attendance at the PSBA FGM will be discussed at the Organizational Meeting.
Q & A: Rural Ed Symposium (Trustee/Administration Question/Answer Period)	The 2018 Rural Education Symposium was discussed.
Q & A: ASBA Zone 1 Awards Luncheon (Trustee/Administration Question/Answer Period)	Attendance at the ASBA Zone 1 Awards Luncheon on September 13 was discussed.
Q & A: Invitation to MLA's (Trustee/Administration Question/Answer Period)	Trustees discussed the draft letters inviting local MLA's to meet with the Board. **Resolution #BD20170816.1012** Moved By: Lynn Skrepnek To send an invitation to MLA's Hon. Margaret McCuaig-Boyd and Hon. Danielle Larivee to request a meeting. **Carried**
Recess	The meeting was recessed at 1:57 p.m. for a health break.
Reconvene	The meeting was reconvened at 2:00 p.m. with all members present.
Presentation: HPSD Safety Officer (DELEGATIONS / PRESENTATIONS)	Safety Officer, Michael Bourguignon, attended the meeting at 2:00 p.m. to present the annual OH&S update to the Board. He exited the meeting at 2:21 p.m.

ACTION: Amend 2017-18 Preliminary Budget (Action Items)	**Resolution #BD20170816.1013** Moved By: Joy McGregor That the 2017-2018 preliminary budget be amended to delete $2500 projected revenue to Facilities Department by eliminating the plug in charge of $30 per employee per annum for plugging in their vehicle at their workplace. **Carried**
ACTION: Capital Purchase - Fleet Vehicle (Action Items)	**Resolution #BD20170816.1014** Moved By: Karin Scholl To purchase one fleet vehicle for Instruction/Central personnel. **Carried**
Points to Celebrate (Open Items)	Communications Officer, Kyle Nichols, presented Points to Celebrate.
Correspondence Added to Agenda (Open Items)	The following correspondence was added to the agenda and reviewed: 1. Invitation from Town of HP re High Prairie Integrated College (August 11, 2017) 2. Membership Certificate from Slave Lake Chamber of Commerce
In Camera	**Resolution #BD20170816.1015** Moved By: Karin Scholl That the meeting go In Camera at 2:36 p.m. to discuss Closed Items. **Carried**
Out of Camera	**Resolution #BD20170816.1016** Moved By: Karin Scholl That the meeting come Out of Camera at 3:06 p.m. **Carried**
NEXT REGULAR BOARD MEETING	The next Regular Meeting of the Board of Trustees is scheduled for September 20, 2017 at 1:00 p.m.
ADJOURNMENT	**Resolution #BD20170816.1017** Moved By: Lynn Skrepnek That there being no further business, the meeting adjourn at 3:06 p.m. **Carried**

Chairman

Raymonde Lussier
Secretary Treasurer