



**Organizational Meeting of the Board of Trustees
MINUTES**

Wednesday, June 19, 2019

9:00 AM

HPSD Learning Support Centre - High Prairie, AB

Present: Ali Mouallem, Trustee
Steven Adams, Trustee
Joyce Dvornek, Trustee
Adrian Wong, Trustee
Lynn Skrepnek, Trustee
Karin Scholl, Trustee
Lorraine Shelp, Trustee

Staff Present: Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Raymonde Lussier, Secretary Treasurer & Recording Secretary
Jody Frowley, Assistant Secretary Treasurer
Kyle Nichols, Communications Officer
Sue Charest, Executive Assistant

1. Call to Order and Opening Remarks

The Superintendent called the meeting to order at 9:01 a.m. and acknowledged the ancestral land on which we are meeting.

2. Election of Chairperson

Laura Poloz called for nominations for the position of Chairman of the Board. First call Trustee Dvornek was nominated by Trustee Mouallem. Trustee Dvornek accepted. The Superintendent called a second time for further nominations. The Superintendent called a third and final time for further nominations. Trustee Dvornek was declared Chairman of the Board. The meeting was turned over to Trustee Dvornek.

3. Election of Vice Chair

The Chairperson called for nominations for the position of Vice Chair of the Board. First call Trustee Mouallem was nominated by Trustee Adams. Trustee Mouallem accepted. The Chairperson called a second time for further nominations. The Chairperson called a third and final time for further nominations. Trustee Mouallem was declared Vice Chair of the Board.

4. Signing Authorities - General Account

Resolution OG20190619.1001

Moved By: Lorraine Shelp

That the signing authorities for the General Account be: one of Trustees Dvornek or Wong and one of the Superintendent or Secretary Treasurer, eliminating the Director of Finance from signing authority.

Carried

5. Signing Authorities - Payroll Liability

Resolution OG20190619.1002

Moved By: Ali Mouallem

That the signing authority for the Payroll Liability Cheques be: one of the Superintendent or Secretary Treasurer, eliminating the Director of Finance from signing authority.

Carried

6. Review of Board Policy 7 - Board Operations

Resolution OG20190619.1003

Moved By: Steven Adams

To reaffirm Board Policy 7 - Board Operations as High Prairie School Division policy, as presented.

Carried

7. Review Board Policy 8 - Committees of the Board

Resolution OG20190619.1004

Moved By: Karin Scholl

To reaffirm Board Policy 8 - Committees of the Board, as High Prairie School Division policy, with amendment to remove all instances of "Assistant Secretary Treasurer" and to change the Trustee PD Committee membership from 3 trustees to Committee of the Whole.

Carried

8. Committees

Resolution OG20190619.1005

Moved By: Ali Mouallem

That appointment to Standing Committees of the Board be set as follows:

1. Ali Mouallem, Adrian Wong, and Lorraine Shelp, (as alternate), the Superintendent, Secretary Treasurer and Director of Transportation to the Board/Bus Drivers' Liaison Committee.
2. Karin Scholl, Lynn Skrepnek, Ali Mouallem, the Superintendent and the Secretary Treasurer to the Board/Teacher Liaison Committee.
3. Committee of the Whole, the Superintendent and the Secretary Treasurer to the Finance Committee.
4. Steve Adams, Lorraine Shelp, Karin Scholl, Lynn Skrepnek (alternate), the Superintendent, and the Secretary Treasurer to the Bus Drivers' Salary Negotiations and Interpretation Committee.
5. Karin Scholl with Adrian Wong (as alternate) be trustee representatives for the Director, Zone 1, ASBA.
6. Committee of the Whole, the Superintendent and designates to the Planning and Priorities Committee.
7. Minimum of one trustee and one Central Office person (as designated by the Superintendent) to the Pupil Personnel Committee.

8. Ali Mouallem, Karin Scholl, Lynn Skrepnek, Joyce Dvornek (as alternate), Chair, the Superintendent and the Secretary Treasurer to the Teachers' Salary Negotiations and Interpretation Committee.
9. Joyce Dvornek and Lorraine Shelp (as alternate) to the Public School Boards' Association Council.
10. Committee of the Whole for Trustee Professional Development.
11. One Trustee from each ward, the Superintendent and the Secretary Treasurer to the Board/FNMI Liaison Committee.
12. Ward 4 Trustees, the Superintendent and/or Secretary Treasurer and the Slave Lake Principals to the Slave Lake Joint Use Committee.
13. Ward 2 Trustees, the Superintendent and/or Secretary Treasurer and the High Prairie Principals to the High Prairie Joint Use Committee.
14. Ward 3 Trustee(s), the Superintendent and/or Secretary Treasurer and Kinuso School Personnel to the Kinuso School/Community Library Board Joint Use Committee.
15. Karin Scholl, Joyce Dvornek, Lorraine Shelp (as alternate) to the Recognition of Employees Committee.
16. The Board Chair and/or designate and the Superintendent and/or designate to the Council of School Councils (CoSC) Committee
17. One Trustee from the Ward for each Chamber of Commerce (Smoky River/McLennan, High Prairie, Slave Lake).
18. Lorraine Shelp and Karin Scholl (as alternate) to the Rural Caucus of Alberta School Boards.

Carried

9. Meetings

Resolution OG20190619.1006

Moved By: Lorraine Shelp

That the Board establish its regular meeting dates and times for 2019-2020 in accordance with Policy 7 and that the meetings be held at the High Prairie School Division Learning Support Center in High Prairie, every 3rd Wednesday, with the alternate date of meetings being the 4th Wednesday of the month, as follows:

August 21, 2019	1:00 p.m. to 7:00 p.m.
September 18, 2019	1:00 p.m. to 7:00 p.m.
October 23, 2019	1:00 p.m. to 7:00 p.m.
November 20, 2019	1:00 p.m. to 7:00 p.m.
December 18, 2019	1:00 p.m. to 7:00 p.m.
January 15, 2020	1:00 p.m. to 7:00 p.m.
February 19, 2020	1:00 p.m. to 7:00 p.m.
March 18, 2020	1:00 p.m. to 7:00 p.m.
April 15, 2020	1:00 p.m. to 7:00 p.m.
May 20, 2020	1:00 p.m. to 7:00 p.m.
June 17, 2020	9:00 a.m. to 10:00 a.m. (Organizational)
June 17, 2020	10:00 a.m. to 4:00 p.m. (Regular)

Carried

10. **Appointment to Teacher Employer Bargaining Association (TEBA)**

Resolution OG20190619.1007

Moved By: Lynn Skrepnek

That High Prairie School Division appoint one trustee, Karin Scholl to sit on the Teacher Employer Bargaining Association (TEBA) as required by Bill 8.

Carried

11. **Review Disclosure of Information Form**

The Disclosure of Information Form was circulated and collected by the Secretary Treasurer.

12. **Delegation of Authority to the Pupil Personnel Committee**

Resolution OG20190619.1008

Moved By: Steven Adams

That the Board delegate authority to the Pupil Personnel Committee to expel students from its schools- this authority is for the period of time until its next Organizational Meeting.

Carried

13. **Long Service Award Date**

Resolution OG20190619.1009

Moved By: Ali Mouallem

To set the Long Service Awards for May 22, 2020, in High Prairie.

Carried

14. **School Report to the Board Date(s)**

Dates will be set at a later time after consultation with Administration.

15. **Board Year Plan**

Resolution OG20190619.1010


Moved By: Steven Adams

To approve the Board Year Plan for 2019-2020 as amended.


Carried

16. **Adjournment**

There being no further business, the meeting adjourned at 10:22 a.m.



Chairman



Acting Secretary Treasurer