## Regular Meeting of the Board of Trustees

## MINUTES

**Tuesday, February 18, 2025**
**2:00 PM**
**HPSD Learning Support Centre - High Prairie, AB**

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| Present: | Joy McGregor, Chair<br>Tammy Henkel, Vice-Chair<br>Karin Scholl, Trustee<br>Adrian Wong, Trustee<br>Cory Hughes, Trustee<br>Lynn Skrepnek, Trustee<br>Lorrie Shelp, Trustee |
| Staff Present: | Murray Marran, Superintendent<br>Pam Heckbert, Assistant Superintendent<br>Darla Stout, Director of Finance<br>Sandra Cairns, Director of Business and Recording Secretary<br>Kyle Nichols, Director of Communications<br>Shauna Gauthier, Executive Assistant |

**1. Division Vision Statement & Values and Board Priorities**

**2. Call to Order**

The Closed Session of the agenda took place at 1:04 p.m. and ended at 1:51 p.m. prior to the Call to Order of the Open session.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Documents, Committee of the Whole, Suspension List, Action List, and Retirements, Resignations, Appointments & Transfers.

The YouTube livestream began at 2:04 p.m.

The meeting was called to order at 2:04 p.m.

**3. Opening Remarks**

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

**4. Adoption of Agenda**

**Resolution BDO20250218.1001**

**Moved By:** Karin Scholl

That the agenda be accepted as amended.

**4.1 Changes to the Agenda**

**Resolution BDO20250218.1002**

**Moved By:** Tammy Henkel

That Golden Age request moved from Correspondence to Action items

**Resolution BDO20250218.1003**

**Moved By:** Karin Scholl

That Superintendent draft a thank you letter to the Minister of Education.

**Carried**

## 5. Adoption of Previous Minutes

**Resolution BDO20250218.1004**

**Moved By:** Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held January 21, 2025, be adopted as presented.

**Carried**

## 6. Delegations / Presentations

### 6.1 Presentation: Big Lakes Child Care Society

Harold Johnson and Stacy Plesuk, representing Big Lakes Child Care Society, attended the meeting at 2:13 pm. They left the meeting at 2:45 pm.

### 6.2 Presentation: HPSD Director of Transportation

Sheldon Bossert, Director of Transportation, attended the meeting at 2:49 pm. He left the meeting at 3:34 p.m.

## 7. Points to Celebrate

Director of Communications Kyle Nichols presented Points to Celebrate.

## 8. Trustee/Administration Question/Answer Period

## 9. Action Items

### 9.1 ACTION: Approval in Full, International Field Trip: GPV to Costa Rica

**Resolution BDO20250218.1005**

**Moved By:** Karin Scholl

That "Approval in Full" be given to Georges P. Vanier School's proposed field trip to Costa Rica from March 21, 2025 to April 1, 2025

**Carried**

### 9.2 ACTION: 2025-2026 School Year Calendar

Trustees reviewed the proposed 2025-2026 School Year Calendar.

**Resolution BDO20250218.1006**

**Moved By:** Lynn Skrepnek

To approve the 2025-2026 School Year Calendar (holidays only) as presented.

**Carried**

### 9.3 ACTION: Capital Purchase - Four Cameras for New Buses

To approve the capital purchase of four cameras and mounting equipment to be installed in four new buses for a total $18,205.04.

**Resolution BDO20250218.1007**

**Moved By:** Tammy Henkel

That council voted to approve the capital purchase of four cameras and mounting equipment to be installed in four new buses for a total $18,205.04.

**Carried**

9.4 **Bus Rental Request - Golden Age Society**

That High Prairie School Division approves an adjustment in the busing rate for the March 22 trip to Smith for the High Prairie Golden Age Club.

**Resolution BDO20250218.1008**

**Moved By:** Tammy Henkel

That High Prairie School Division approves an adjustment in the busing rate for the March 22 trip to Smith for the High Prairie Golden Age Club.

**Defeated**

9.5 **Thank You Letter to Minister of Education**

That the Superintendent draft a thank you letter to the Minister of Education for having the Alberta Education Assurance Survey random access codes sent to the schools as well as all the other work he has done.

10. **Reports**

10.1 **Superintendent's Report**

**Resolution BDO20250218.1009**

**Moved By:** Cory Hughes

To receive the Superintendent's Report as information.

**Carried**

10.2 **Finance Reports**

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 BDO20250218.1010**

**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**

10.3 **Trustee Reports**

Trustee Reports were received as information.

10.4 **Standing Committee Reports**

That the recommendations from the Employee Committee be accepted as presented.

**Resolution BDO20250218.1011**

**Moved By:** Karin Scholl

That the recommendations from the Employee Committee be accepted as presented.

**Carried**

## 11. Information

### 11.1 Correspondence

The following correspondence was received as information:

2025-01-13 Rocky View Schools Letter to Minister of Education re Charter School Applications

2025-01-15 Kinuso School Council re reduction in Wellness Coach FTE

2025-01-23 AB Rural Education Symposium 2025 Information

### 11.2 Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for March 18, 2025 beginning at 1:00 p.m. with the Closed session.

### 11.3 Alberta School Councils' Association (ASCA) Spring Symposium and AGM 2025

Trustees were provided with information regarding the 2025 Alberta School Councils' Association Spring Symposium and AGM.

**Resolution BDO20250218.1012**

**Moved By:** Tammy Henkel

**Carried**

## 12. Adjournment

That there being no further business, the meeting adjourn at 4:29 p.m.

The YouTube live stream ended at 4:29 p.m.

**Carried**

Chair

Director of Business