



Regular Meeting of the Board of Trustees MINUTES

Tuesday, February 20, 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
Darla Smith, Director of Finance
Kyle Nichols, Director of Communications
Sue Charest, Executive Assistant

Staff Absent: Sandra Cairns, Director of Business and Recording Secretary

1. **Division Vision, Mission, Values & Goals**
2. **Board Priorities & Goals**
3. **Call to Order**

The Closed Session of the agenda took place at 1:06 p.m. and ended at 1:59 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, CUPE, Suspension List, Action List, and Retirements, Resignations, Appointments & Transfers, Board Evaluation, and Correspondence (Public School Boards' Association (PSBA) Memo and 2024 Awards Nomination, Public School Boards' Council (PSBC) Meeting Agenda and Highlights - February 9, 2024, ASBA Upcoming Deadlines. Additions to the Closed session were Council of School Councils and Advocacy.

Enter: Assistant Superintendent Treva Emter and HPSPD Indigenous Education Coach Leads entered the meeting at 2:02 p.m.

The YouTube live stream began at 2:05 p.m.

The meeting was called to order at 2:06 p.m.

4. **Opening Remarks**

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

5. **Approval of Consent Items**

Resolution BDO20240220.1001

Moved By: Cory Hughes

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 January 16, 2024
2. Receipt of the Trustee Report as information
3. Receipt of Correspondence as information

Carried

A handwritten signature in blue ink, appearing to be "Joy", is written over the "Initials:" line.

5.1 Adoption of Previous Minutes

Resolution BDO20240220.1002

Moved By: Cory Hughes

That the minutes of the Regular Meeting of the Board of Trustees held January 16, 2024, be adopted as presented.

Carried

5.2 Receipt of Trustee Report as Information

There is no new information to report for January 2024.

5.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2024-01-04 Alberta Education Registrar re New Complaint Process to Commission
2. 2024-01-24 Town of High Prairie Invitation to Attend ARES - declined
3. 2024-01-31 Public School Boards' Association (PSBA) Advocate Newsletter

6. Changes to the Agenda

Resolution BDO20240220.1003

Moved By: Adrian Wong

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. Delegations / Presentations

8.1 Presentation: HPSD Indigenous Education Team Leads

The HPSD Indigenous Education Coach Leads Keith Laboucan and Jamie Chalifoux began their presentation at 2:08 p.m.

Enter: Acting Director of Transportation Mike Blais entered the room at 2:30 p.m.

Exit: Treva Emter, Jamie Chalifoux, and Keith Laboucan exited the meeting at 2:42 p.m.

8.2 Presentation: Acting Director of Transportation

Acting Director of Transportation Mike Blais began his presentation at 2:43 p.m. to update the Trustees on the work of the Transportation department.

Exit: Mike Blais exited the meeting at 3:14 p.m.

Recess: The meeting recessed at 3:14 p.m. for a health break and the live stream was paused.

Reconvene: The live stream resumed at 3:21 p.m. and the meeting reconvened with all members present.

9. Points to Celebrate

Director of Communications, Kyle Nichols, presented Points to Celebrate.

9.1 ACTION: Letter to Alberta Education Regarding Parent Access to Assurance Survey

Resolution BDO20240220.1004

Moved By: Tammy Henkel

To write a letter to Alberta Education expressing High Prairie School Division's concerns about parent access to the random access codes for the Assurance Survey.

Carried

10. New Business- Open

10.1 Trustee/Administration Question/Answer Period

10.1.1 Q & A: High Prairie School Division School Council Funding

Trustees discussed the feedback they collected from school councils regarding funding provided for school council professional development opportunities. The funding will remain the same for the time being.

10.1.2 Q & A: Update on Bus Driver Compensation re Field Trips

Superintendent Marran updated the Trustees regarding the proposal for compensating bus drivers for field trips.

Resolution BDO20240220.1005

Moved By: Karin Scholl

To adopt the proposed bus driver extra-curricular field trip compensation changes as presented, effective March 1, 2024.

Carried

10.2 Action Items

10.2.1 ACTION: Approval in Full - GPV National Field Trip to Quebec

Trustees discussed the proposed GPV field trip to Quebec in April 2024.

Resolution BDO20240220.1006

Moved By: Lynn Skrepnek

That "Approval in Full" be given to Georges P. Vanier School's proposed field trip to Quebec from April 2 to April 7, 2024.

Carried

10.2.2 ACTION: Capital Purchase - High Jump Mats for Roland Michener Secondary School (RMS)

Trustees reviewed the request from RMSS for the capital purchase of high jump mats to replace the mats that were vandalized last summer.

Resolution BDO20240220.1007

Moved By: Tammy Henkel

To purchase two (2) high jump mats for Roland Michener Secondary School's track and field program from the capital budget at a maximum of \$7500.00 per mat plus taxes and shipping of approximately \$1000.00.

Carried

10.2.3 ACTION: Capital Purchase - FortiGate Firewall Upgrade (Subscription License, Products & Support)

Trustees reviewed the 3-year and 5-year quotes regarding Fortigate upgrades.

Resolution BDO20240220.1008

Moved By: Cory Hughes

To purchase the 5-year FortiGate-VM Subscription License, Products and Support at a maximum cost of \$105,865.65 from the capital budget.

Carried

10.2.4 ACTION: 2024-2025 School Year Calendar

Trustees reviewed the proposed 2024-2025 School Year Calendar.

Resolution BDO20240220.1009

Moved By: Lorrie Shelp

To approve the 2024-2025 School Year Calendar as amended.

Carried

Resolution BDO20240220.1010

Moved By: Tammy Henkel

To write a letter to Alberta Education requesting that Diploma Exams and Provincial Achievement Tests be set for a minimum of 3 years at a time.

Carried

10.2.5 ACTION: Contribution to High Prairie Traditional Pow Wow

Trustees discussed sponsorship of the 2024 High Prairie Traditional Pow Wow.

Resolution BDO20240220.1011

Moved By: Karin Scholl

That High Prairie School Division contribute the sum of \$2000 (Bear Sponsorship) to support the 9th Annual High Prairie Traditional Pow Wow which is taking place on May 4, 2024.

Carried

10.2.6 ACTION: Sponsorship of N.W. Alberta Regional Skills Canada 2024

Resolution BDO20240220.1012

Moved By: Adrian Wong

That High Prairie School Division contribute the sum of \$2000.00 (Try a Trade Prize Sponsor) to support the N.W. Regional Skills Canada Competition taking place on April 18 & 19, 2024 in Fairview.

Carried

11. General Matters

11.1 Finance

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

Resolution BDO20240220.1013

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

11.2 Superintendent's Report

Trustees discussed the Superintendent's Report.

Resolution BDO20240220.1014

Moved By: Tammy Henkel

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 Alberta School Councils' Association (ASCA) Conference and AGM 2024

Trustees were provided with information regarding the 2024 Alberta School Councils' Association Conference and AGM.

13. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for March 19, 2024 beginning at 1:00 p.m. with the Closed session.

14. Adjournment

Resolution BDO20240220.1015

Moved By: Lorrie Shelp

That there being no further business, the meeting adjourn at 4:37 p.m.

Carried


Chair


Director of Business