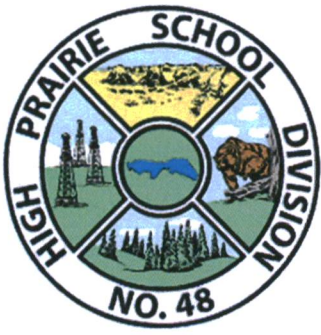




Regular Meeting of the Board of Trustees MINUTES

Tuesday, June 20, 2023
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: Laura Poloz, Superintendent
Sandra Cairns, Director of Business and Recording Secretary
Darla Smith, Director of Finance
Kyle Nichols, Director of Communications
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 1:10 p.m. and recessed at 2:00 p.m. prior to the Call to Order of the Open session. Additions to the Closed session include: Expenses for incoming Superintendent and Personnel (CofW).

The following items were also reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Reports, Sale of Land, Letter of Understanding to CUPE, Alberta School Boards Association (ASBA), Committee of the Whole, Suspension List, Action List, Retirements, Resignations, Appointments & Transfers, and School Council Annual Reports.

The YouTube live stream began at 2:06 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 BDO20230620.1001

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 May 16, 2023
2. Adoption of Minutes of the Special Budget Meeting held May 23, 2023
3. Receipt of the Superintendent's Report as information
4. Receipt of the Trustee Report as information
5. Receipt of Correspondence as information

Carried

Initials:  

5.1 Adoption of Previous Minutes

Resolution BDO20230620.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held May 16, 2023, be adopted as presented.

Carried

Resolution BDO20230620.1003

Moved By: Adrian Wong

That the minutes of the Special Budget meeting held May 23, 2023 be adopted as presented.

Carried

5.2 Receipt of Superintendent's Report as Information

Resolution BDO20230620.1004

Moved By: Adrian Wong

To receive the Superintendent's Report as information.

Carried

5.3 Receipt of Trustee Report as Information

There is no new information to report for May 2023.

5.4 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2023-05-15 Public School Boards' Association (PSBA) Advocate Newsletter
2. 2023-05-31 Public School Boards' Association (PSBA) Advocate Newsletter
3. 2023-05-31 HP Native Friendship Centre re ASBA Zone 1 Friends of Education Nominee
4. 2023-06-05 The Honey Festival Committee - Use of Schools
5. 2023-06-15 Public School Boards' Association (PSBA) Advocate Newsletter

6. Changes to the Agenda

Resolution BDO20230620.1005

Moved By: Cory Hughes

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. Points to Celebrate

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

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: Joint Use and Planning Agreement (JUPA) and Joint Use Agreement - Town of Slave Lake

Trustees discussed the Joint Use and Planning Agreement (JUPA which is government mandated) and the Joint Use Agreement (for facility use) between The High Prairie School Division, The Living Waters Catholic Separate School Division and The Town of Slave Lake.

9.1.2 Q & A: New Administrative Procedures for Division Staff Code of Conduct and Expenditure of Division Funds

Trustees reviewed the drafts of the new Administrative Procedures regarding Division Staff Code of Conduct and Expenditure of Division Funds.

9.1.3 Q & A: Enrolment

Trustees discussed student enrolment and projections.

9.1.4 Q & A: Rural Caucus of Alberta School Boards (RCASB)

Trustees discussed the issues that arose from the Rural Caucus of Alberta School Boards (RCASB) general meeting.

9.2 Action Items

9.2.1 ACTION: Amend Policy 11 - Role of the Superintendent

Resolution BDO20230620.1006

Moved By: Lorrie Shelp

That Policy 11 - Role of the Superintendent receive **first reading** to amend Policy 11 as presented.

Carried

Resolution BDO20230620.1007

Moved By: Lynn Skrepnek

That Policy 11 - Role of the Superintendent receive **second reading** to amend Policy 11 as presented.

Carried

Resolution BDO20230620.1008

Moved By: Tammy Henkel

To proceed with third and final reading of Policy 11 - Role of the Superintendent.

Carried

Resolution BDO20230620.1009

Moved By: Karin Scholl

That Policy 11 - Role of the Superintendent receive **third and final reading** and be accepted as High Prairie School Division policy.

Carried

9.2.2 ACTION: Amend Policy 12 - Appeals Regarding Student Matters

Resolution BDO20230620.1010

Moved By: Adrian Wong

That Policy 12 - Appeals Regarding Student Matters, and its Appendix, receive **first reading** to amend Policy 12 as presented.

Carried

Resolution BDO20230620.1011

Moved By: Cory Hughes

That Policy 12 - Appeals Regarding Student Matters, and its Appendix, receive **second reading** to amend Policy 12 as presented.

Carried

Resolution BDO20230620.1012

Moved By: Karin Scholl

To proceed with third and final reading of Policy 12 - Appeals Regarding Student Matters and its Appendix.

Carried

Resolution BDO20230620.1013

Moved By: Lynn Skrepnek

That Policy 12 - Appeals Regarding Student Matters, and its Appendix, receive **third and final reading** and be accepted as High Prairie School Division policy.

Carried

9.2.3 ACTION: Amend Policy 13 - Hearings on Teacher Transfers

Resolution BDO20230620.1014

Moved By: Lorrie Shelp

That Policy 13 - Hearings on Teacher Transfers receive **first reading** to amend Policy 13 as presented.

Carried

Resolution BDO20230620.1015

Moved By: Adrian Wong

That Policy 13 - Hearings on Teacher Transfers receive **second reading** to amend Policy 13 as presented.

Carried

Resolution BDO20230620.1016

Moved By: Cory Hughes

To proceed with third and final reading of Policy 13 - Hearings on Teacher Transfers.

Carried

Resolution BDO20230620.1017

Moved By: Karin Scholl

That Policy 13 - Hearings on Teacher Transfers receive **third and final reading** and be accepted as High Prairie School Division policy.

Carried

9.2.4 ACTION: Alberta School Councils' Association (ASCA) Membership Fees

Trustees discussed the Alberta School Councils' Association (ASCA) 2023-2024 annual membership fees.

Resolution BDO20230620.1018

Moved By: Tammy Henkel

To pay the Alberta School Councils' Association 2023-2024 annual membership fees for High Prairie School Division school councils.

Carried

9.2.5 ACTION: Sale of Unreserved Property in Kinuso

Discussion regarding the sale of unreserved property in Kinuso took place in the Closed session.

Resolution BDO20230620.1019

Moved By: Cory Hughes

To sell the unreserved property located at Lot 2 Block 8 Plan 8922041 in Kinuso, Alberta.

Carried

9.2.6 ACTION: Transportation - Busing Walk Limits

Trustees discussed the HPSD busing walk limits due to changes in the Transportation Regulation. The changes will increase student rider numbers by approximately 900. Supplementary buses may need to be purchased, more drivers will be needed, and field trips may be limited if our driver shortage continues. No funding is expected from the province to meet the new requirements.

Resolution BDO20230620.1020

Moved By: Adrian Wong

That, effective September 1, 2023, the walk limits for students riding High Prairie School Division buses will be 1.0 km for Kindergarten to Grade 6 and 2.0 kilometres for Grade 7 to 12.

Carried

10. General Matters

10.1 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 BDO20230620.1021

Moved By: Lynn Skrepnek

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

Carried

11. Information Items

11.1 Standing Committee Reports

There were no Standing Committee Reports.

12. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for August 22, 2023 beginning at 1:00 p.m. with the Closed session followed by the Open session at 2:00 p.m.

13. In Camera

Resolution BDO20230620.1022

Moved By: Cory Hughes

To go in camera and return to the Closed Session at 3:03 p.m.

Carried

The YouTube live stream ended at 3:03 p.m.

The Closed session was resumed at 3:10 p.m. after a short recess.

14. Out of Camera

Resolution BDO20230620.1023

Moved By: Lorrie Shelp

That the meeting come Out of Camera to resume the Open Session at 4:17 p.m.

Carried

15. ACTION: Superintendent Expenses

Discussion took place in Closed session.

Resolution BDO20230620.1024

Moved By: Lynn Skrepnek

That High Prairie School Division compensate incoming Superintendent, Murray Marran for expenses, at division rates, incurred for work he provides for the division prior to his contract start date of September 1, 2023.

Carried

16. Adjournment

Resolution BDO20230620.1025

Moved By: Adrian Wong

That there being no further business, the meeting adjourn at 4:18 p.m.

Carried


Chair


Director of Business