



Regular Meeting of the Board of Trustees
MINUTES

Tuesday, April 16, 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
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 1:02 p.m., recessed at 1:58 p.m., reconvened at 3:24 p.m. and adjourned at 4:48 p.m.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Documents, Advocacy, Alberta School Boards Association (ASBA) Budget Bulletin, Board/Superintendent Evaluation, Local Attendance Board, Committee of the Whole (Personnel), Suspension List, Action List, Retirements, Resignations, Appointments & Transfers, Public School Boards' Council (PSBC) Meeting - April 2024, Public School Boards' Association (PSBA) Request for Submission, and Alberta School Boards Association (ASBA) Advanced Education Meeting.

The YouTube live stream began at 2:08 p.m. and the meeting was called to order.

- 4. Opening Remarks**

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

- 5. Approval of Consent Items**

Resolution BDO20240416.1001

Moved By: Lynn Skrepnek

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 March 19, 2024
2. Receipt of the Trustee Report as information
3. Receipt of Correspondence as information

Carried

- 5.1 Adoption of Previous Minutes**

Resolution BDO20240416.1002

Moved By: Lynn Skrepnek

That the minutes of the Regular Meeting of the Board of Trustees held March 19, 2024, be adopted as presented.

Carried

 

5.2 Receipt of Trustee Report as Information

There is no new information to report for March 2024.

5.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2024-03-29 Public School Boards' Association (PSBA) Advocate Newsletter

6. Changes to the Agenda

Resolution BDO20240416.1003

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. Points to Celebrate

Director of Communications, Kyle Nichols, presented Points to Celebrate. Administration was directed to communicate with local municipalities regarding wildfire season preparedness.

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: Vaping Legislation

Trustees discussed the draft vaping position statement which ASBA Zone 1 would like to put forward to the ASBA Spring General Assembly. High Prairie School Division Board of Trustees agreed to support the proposal.

9.1.2 Q & A: Announcement of Edwin Parr Candidate

Congratulations to Sharlie Zabolotniuk, first year teacher at Prairie River Junior High who has been selected as High Prairie School Division's candidate to the ASBA Zone 1 committee for the Edwin Parr Award.

9.1.3 Q & A: Wildfire Tabletop Exercise Information and Update

Superintendent Marran informed the Board of the wildfire tabletop exercise that took place with surrounding school divisions in preparation for the upcoming wildfire season.

9.2 Action Items

9.2.1 ACTION: Amend Board Policy 1 - Division Vision Statement and Values

Resolution BDO20240416.1004

Moved By: Karin Scholl

That Policy 1 - Division Vision Statement and Values, receive **first reading** to amend Policy 1, as presented.

Carried

Resolution BDO20240416.1005

Moved By: Lorrie Shelp

That Policy 1 - Division Vision Statement and Values, receive **second reading** to amend Policy 1, as presented.

Carried

9.2.2 ACTION: Amend Policy 11 - Role of the Superintendent

Resolution BDO20240416.1006

Moved By: Adrian Wong

That Policy 11 - Role of the Superintendent receive **first reading** to amend Policy 11, with the addition of Appendices A and B, as presented.

Carried

Resolution BDO20240416.1007

Moved By: Lynn Skrepnek

That Policy 11 - Role of the Superintendent receive **second reading** to amend Policy 11, with the addition of Appendices A and B, as presented.

Carried

9.2.3 ACTION: Approval of HPSP Advocacy Points

Discussion of HPSP Advocacy Points took place in the April 16, 2024 Closed Session.

Resolution BDO20240416.1008

Moved By: Cory Hughes

To approve the April 9, 2024 revisions to the High Prairie School Division Advocacy Points as discussed in the Closed session of April 16, 2024, for the purpose of advocacy with the various Ministries.

Carried

9.2.4 ACTION: Approval in Principle, International Field Trip: GPV to Costa Rica Spring 2025

Resolution BDO20240416.1009

Moved By: Lynn Skrepnek

That "Approval in Principle" be given to Georges P. Vanier School's proposed field trip to Costa Rica from March 22 to March 31, 2025, subject to adherence to High Prairie School Division Administrative Procedure 260 - Off-Site Activities, and any changes in the Off-Site Activity Handbook effective January 2024, and the following conditions being met:

1. That the trip be planned outside of class time;
2. That supervisors on the trip be at the ratio of at least one supervisor for every ten students;
3. That only one teacher supervisor per ten participating students be released from regular duties, with pay on those days where school is in session. Additional teacher(s) may be approved to accompany this trip under the personal leave clause of the HPSP-ATA Collective Agreement;
4. That parents of participating students be involved in planning and implementing the trip;
5. That the Policies, Administrative Procedures, and requirements of the Off-site Activity Handbook of HPSP and the rules of the school must apply to this activity;
6. The risk assessment as required by the Off-site Activity Handbook must be submitted with the request for final approval;
7. Criminal Records Checks including a vulnerable sector check, acceptable to HPSP Human Resources department, must be obtained for any volunteer supervisors not employed by HPSP;

8. HPSPD reserves the right to terminate the approval to proceed with the field trip, up to the point of departure, at no cost to the division; and,

a further recommendation (not a requirement) that the school consider procedures to enable participation to all interested students without causing economic hardship for individuals and to explore the purchase of cancellation insurance for the entire activity.

Carried

9.2.5 ACTION: Capital Purchase - Commercial Range for Jousard School

Trustees discussed the purchase of a replacement commercial range for Jousard school as recommended by the Director of Facilities.

Resolution BDO20240416.1010

Moved By: Lorrie Shelp

To purchase a replacement commercial range for Jousard School from the capital budget at a maximum of \$15,000.00, as recommended by the Director of Facilities.

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 BDO20240416.1011

Moved By: Karin Scholl

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

Resolution BDO20240416.1012

Moved By: Karin Scholl

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 ASBA Zone 1 Friends of Education Nomination

The Board discussed the timelines for receiving nominations for the Friends of Education Award and submission of their candidate to the ASBA Zone 1.

Recess: The meeting recessed at 3:07 p.m. for a health break and the YouTube feed was paused.

Enter: Tammy Henkel entered the meeting at 3:19 p.m. and the YouTube feed resumed.

Reconvene: The meeting reconvened at 3:20 p.m. with all members present and proceeded to the third readings of Policies 1 and 11.

9. **New Business- Open**

9.2 **Action Items**

Resolution BDO20240416.1013

Moved By: Cory Hughes

To proceed with third and final reading of Policy 1 - Division Vision Statement and Values.

Carried

Resolution BDO20240416.1014

Moved By: Karin Scholl

That Policy 1 - Division Vision Statement and Values receive **third and final** reading and be accepted as High Prairie School Division policy.

Carried

9.2.2 **ACTION: Amend Policy 11 - Role of the Superintendent**

Resolution BDO20240416.1015

Moved By: Lynn Skrepnek

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

Carried

Resolution BDO20240416.1016

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

Recess: The meeting was recessed at 3:23 p.m. to return to the Closed meeting session and the YouTube feed ended.

Reconvene: The meeting reconvened at 4:48 p.m. with all members present after adjourning the Closed session.

10. **Delegations / Presentations**

10.1 **Presentation: MLA Scott Sinclair - Provincial Budget Overview**

The Board proceeded with the meeting for one hour beyond the scheduled time (3:00 p.m.) of Mr. Sinclair's presentation. He did not appear for the second consecutive month without notification to High Prairie School Division.

13. **Next Regular Board Meeting**

The next Regular Meeting of the Board of Trustees is scheduled for May 21, 2024 beginning at 1:00 p.m. with the Closed session.

14. **Adjournment**

Resolution BDO20240416.1017

Moved By: Tammy Henkel

That there being no further business, the meeting adjourn at 4:49 p.m.

Carried


Chair


Director of Business