



High Prairie School Div. No. 48

Organizational Meeting of the Board of Trustees

Meeting Type : Organizational Meeting of the Board of Trustees

Date : Wednesday, October 18, 2017

Start time : 2:00 PM

Location : HPSD Learning Support Center - High Prairie, AB

Minutes

Attendance

Present:

Tammy Henkel, Trustee
Joy McGregor, Trustee
Joyce Dvornek, Trustee
Lorraine Shelp, Trustee
Lynn Skrepnek, Trustee
Karin Scholl, Trustee
Ali Mouallem, Trustee
Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Raymonde Lussier, Secretary Treasurer
& Recording Secretary
Sue Charest, Executive Assistant
Kyle Nichols, Communications Officer

Call to Order

Superintendent Laura Poloz called the meeting to order at 2:10 p.m.

Oath of Office

Lynn Skrepnek was sworn in as Trustee for Ward 1 of High Prairie School Division.
Karin Scholl was sworn in as Trustee for Ward 1 of High Prairie School Division.
Tammy Henkel was sworn in as Trustee for Ward 2 of High Prairie School Division.
Joyce Dvornek was sworn in as Trustee for Ward 2 of High Prairie School Division.
Lorraine Shelp was sworn in as Trustee for Ward 3 of High Prairie School Division.
Ali Mouallem was sworn in as Trustee for Ward 4 of High Prairie School Division.
Joy McGregor was sworn in as Trustee for Ward 4 of High Prairie School Division.

Election of Chairperson

Laura Poloz called for nominations for the position of Chair of the Board. First call Trustee Henkel was nominated by Trustee Dvornek. Trustee Henkel accepted. The Superintendent called a second time for further nominations. The Superintendent called a third and final time for further nominations. Trustee Dvornek moved that nominations cease.
Trustee Henkel was declared Chair of the Board. The meeting was turned over to Trustee Henkel.
Chair, Tammy Henkel, acknowledged the territorial lands on which today's meeting is being held.

Election of Vice Chair

The Chair called for nominations for the position of Vice Chair of the Board. First call Trustee McGregor was nominated by Trustee Scholl. Trustee McGregor accepted. The Chair called a second time for further nominations. The Chair called a third and final time for further nominations. Trustee Shelp moved that nominations cease.
Trustee McGregor was declared Vice Chair of the Board.

Two handwritten signatures are present at the bottom right of the page. The first signature appears to be "OP" and the second is a stylized "LH".

**Signing
Authorities -
General
Account**

Resolution

Moved By: Karin Scholl

That the signing authorities be: General Account: one of Trustees Henkel or Dvornek and one of the Superintendent or Director of Finance or Secretary Treasurer.

Carried

**Signing
Authorities -
Payroll
Liability**

Resolution

Moved By: Karin Scholl

That the signing authorities for Payroll Liability Cheques be one of the Superintendent or Director of Finance or Secretary Treasurer.

Carried

**ACTION:
Amend Policy
7, Board
Operations -
1st Reading**

Resolution

Moved By: Lynn Skrepnek

That Policy 7, Board Operations, receive 1st reading to amend Policy 7 as amended.

Carried

**ACTION:
Amend Policy
7, Board
Operations -
2nd Reading**

Resolution

Moved By: Karin Scholl

That Policy 7, Board Operations, receive 2nd reading to amend Policy 7 as amended.

Carried

**ACTION:
Proceed to 3rd
Reading to
Amend Policy
7**

Resolution

Moved By: Joyce Dvornek

To proceed with 3rd and final reading of Policy 7.

Carried

**ACTION:
Amend Policy
7, Board
Operations -
Final Reading**

Resolution

Moved By: Ali Mouallem

That Policy 7 - Board Operations, receive 3rd and final reading and be accepted as High Prairie School Division policy.

Carried

**Review of
Board Policy 8**

Resolution

Moved By: Joy McGregor

To reaffirm Policy 8 - Committees of the Board, as High Prairie School Division policy as presented.

Carried

Committees

Resolution

Moved By: Joy McGregor

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

1. Joyce Dvornek, Lynn Skrepnek, and Lorraine Shelp, (as alternate), the Superintendent, Secretary Treasurer and Director of Transportation to the Board/Bus Drivers' Liaison Committee.

2. Joy McGregor, Ali Mouallem, Karin Scholl, the Superintendent and the Secretary Treasurer to the Board/Teacher Liaison Committee.

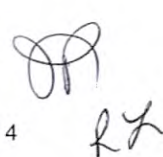
3. Committee of the Whole, the Superintendent, Director of Finance and the Secretary Treasurer to the Finance Committee.

4. Joyce Dvornek, Lorraine Shelp, Karin Scholl, and Lynn Skrepnek (alternate), the Superintendent, Director of Finance and the Secretary Treasurer to the Bus Drivers' Salary Negotiations and Interpretation Committee.

5. Karin Scholl with Joyce Dvornek (as alternate) be trustee representatives for the Director, Zone 1, ASBA.

6. Committee of the Whole and the Superintendent to the Planning and Priorities Committee.

7. Minimum of one trustee and the Superintendent or designate to the Pupil Personnel Committee.



8. Chair Tammy Henkel, Karin Scholl, Joyce Dvornek, Lynn Skrepnek (as alternate), the Superintendent, Director of Finance and the Secretary Treasurer to the Teachers' Salary Negotiations and Interpretation Committee.
9. Joyce Dvornek, Lorraine Shelp (as alternate) to the Public School Boards' Association Council.
10. Tammy Henkel, Ali Mouallem, and Joy McGregor for Trustee Professional Development.
11. One Trustee from each ward, the Superintendent, Director of Finance 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. Joy McGregor, Tammy Henkel, Joyce Dvornek (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, High Prairie, Slave Lake).

Carried

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

Resolution

Moved By: Joy McGregor

That High Prairie School Division appoint Trustee Henkel to sit on the Teacher Employer Bargaining Association (TEBA) as required by Bill 8.

Carried

Meetings

Resolution

Moved By: Karin Scholl

That the Board establish its regular meeting dates 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:

2017/2018 Meeting Dates and Times:

Date	Time
November 29, 2017	9:00 a.m. - 3:00 p.m.
December 20, 2017	9:00 a.m. - 3:00 p.m.
January 17, 2018	9:00 a.m. - 3:00 p.m.
February 21, 2018	9:00 a.m. - 3:00 p.m.
March 21, 2018	1:00 p.m. - 7:00 p.m.
April 25, 2018	1:00 p.m. - 7:00 p.m.
May 16, 2018	1:00 p.m. - 7:00 p.m.
June 20, 2018 (Regular & Organizational)	9:00 a.m. - 5:00 p.m.
August 15, 2018	1:00 p.m. - 7:00 p.m.
September 19, 2018	1:00 p.m. - 7:00 p.m.
October 17, 2018	1:00 p.m. - 7:00 p.m.

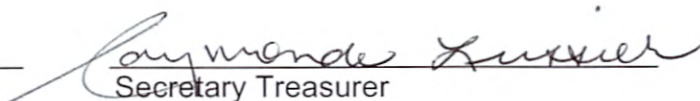
Carried

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Disclosure of Information Form	The Board reviewed the Disclosure of Information form.	
Delegation of Authority to the Pupil Personnel Committee	Resolution Moved By: Joyce Dvornek 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
Date for Long Service Awards	Resolution Moved By: Lynn Skrepnek To set the Long Service Awards for May 25, 2018 in High Prairie.	Carried
Date(s) for School Report to the Board	Dates for School Reports to the Board were discussed.	
Board Year Plan	Resolution Moved By: Joyce Dvornek That the Board approve the Board Year Plan - 2017-18 as amended with the following meeting dates being set: 1. November 29, 2017 and January 17, 2018 Board Meetings - School Reports to the Board 2. January 31, 2018 at 4:00 p.m. - Planning & Priorities Meeting 3. February 21, 2018 at 3:00 p.m. - Pre-budget Board Discussion 4. March 2, 2018 at 4:00 p.m. - Planning & Priorities Meeting 5. March 3 & 4, 2018 - Strategic Planning 6. April 9, 2018 at 5:30 p.m. - Preliminary Budget Discussion 7. April 25, 2018 - Final Approval of Budget at April Board meeting 8. May 25, 2018 - Long Service Awards 9. June 20, 2018 after the Board meeting - Organizational Meeting 10. August 13, 2018 at 5:30 p.m. - Planning & Priorities Meeting 11. October 18, 2018 at 9:00 a.m. - CEO Evaluation/Board Self-Evaluation	Carried
Adjournment	Resolution Moved By: Lynn Skrepnek That there being no further business, the meeting adjourn at 3:51 p.m.	Carried



Chairman



Secretary Treasurer