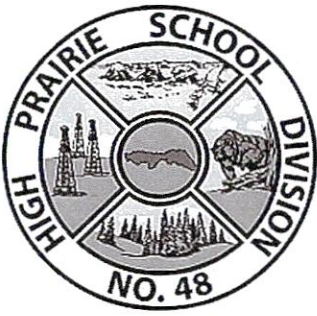




Regular Meeting of the Board of Trustees
MINUTES

Wednesday, November 20, 2019
1:00 PM
HPSD Learning Support Centre - High Prairie, AB

Present: Joyce Dvornek, Chair
Ali Mouallem, Vice Chair
Steven Adams, Trustee
Adrian Wong, Trustee
Lynn Skrepnek, Trustee
Karin Scholl, Trustee
Lorraine Shelp, Trustee

Staff Present: Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Jody Frowley, Secretary Treasurer & Recording Secretary
Kyle Nichols, Communications Officer
Sue Charest, Executive Assistant

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

The meeting was called to order at 1:02 p.m.

4. **Opening Remarks**

Chair, Joyce Dvornek, acknowledged the ancestral land on which we are meeting.

9. **Delegations / Presentations**

9.1 Delegation: Auditors - MNP LLP

A delegation from MNP LLP, Brandon Gagnon and Ted de Klein, attended the meeting at 1:02 p.m. to present the 2018-2019 Audited Financial Statement. They exited the meeting at 1:38 p.m. after the Board approved the Audited Financial Statement.

8. **New Business- Open**

8.2 Action Items

8.2.1 ACTION: 2018-2019 Audited Financial Statement

Resolution 20191120.1001

Moved By: Steven Adams

To approve the 2018-2019 Audited Financial Statement as presented by representatives of MNP LLP.

Carried

5. **Approval of Consent Items**

Resolution 20191120.1002

Moved By: Lorraine Shelp

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein as follows:

5.1 Minutes of the Regular Meeting of the Board of Trustees held October 23, 2019

Two handwritten signatures in blue ink are located at the bottom right of the page.

- 5.2 Superintendent's Report
- 5.3 Trustee Reports
- 5.4 Transportation Reports
- 5.5 Correspondence

Carried

5.1 Adoption of Previous Minutes

Resolution 20191120.1003

Moved By: Lorraine Shelp

That the minutes of the Regular Meeting of the Board of Trustees held October 23, 2019 be approved as presented.

Carried

5.2 Superintendent's Report

Resolution 20191120.1004

Moved By: Lorraine Shelp

To receive the Superintendent's Report as information.

Carried

5.3 Trustee Reports

The Trustee Report was presented as information.

5.4 Transportation Report

Transportation Reports were presented as information.

5.5 Correspondence

The following correspondence was presented as information:

1. 2019-11-01 Ltr to PSBA - Regulation 88-2019
2. 2019-11-05 Ltr from PSBA to Minister LaGrange - Naming of Public School Boards
3. 2019-11-05 Ltr from PSBA to Minister LaGrange - Ministerial Order 88
4. 2019-11-05 Ltr from Peace Wapiti Public School Division to PSBA - Regulation-88-2019
5. 2019-11-07 Ltr to PSBA from Aspen View Public School - Regulation 88-2019

6. Changes to the Agenda

Resolution 20191120.1005

Moved By: Ali Mouallem

That the agenda be accepted as amended.

Carried

7. Business Arising from Previous Minutes

There was no business arising from the minutes of the previous meeting.

9. Delegations / Presentations

9.2 Presentation: Grad & Career Coaches

The Grad & Career Coaches attended at 1:43 p.m. and presented an update on their work in the Division. They exited the meeting at 2:23 p.m.

Recess: The meeting was recessed at 2:23 for a health break.

Reconvene: The meeting was reconvened at 2:30 with all members present except Margaret Hartman who entered at 2:36 p.m.



8. New Business- Open

8.1 Trustee/Administration Question/Answer Period

8.1.1 Q & A: Administrative Procedure - Tobacco & Vaping

Trustees had a discussion regarding a tobacco and vaping Administrative Procedure after consultation with School Councils and Principals.

8.1.2 Q & A: Testing Lead Concentration in Water

Trustees discussed a letter received from the Ministers of Education and Health regarding supports to school divisions that wish to test lead concentrations in their water supply. The Board directed Administration to test the water for lead at all of the High Prairie School Division schools.

8.1.3 Q & A: Policy 3 - Role of the Trustee

Trustees reviewed Policy 3 - Role of the Trustee and its Appendix. Changes will be brought to the next regular board meeting for approval.

8.1.4 Q & A: Policy 4 - Trustee Code of Ethics

Trustees reviewed Policy 4 - Trustee Code of Ethics and its Appendix. Changes will be brought to the next regular board meeting for approval.

8.1.5 Q & A: Three Year Education Plan & School Reports to the Board

Trustees discussed the new dates selected for School Reports to the Board in view of the late receipt of data and extended deadline from Alberta Education.

Resolution 20191120.1006

Moved By: Lynn Skrepnek

To approve the amended dates for the 2019-2020 School Reports to the Board as presented.

Carried

8.1.6 Q & A: Delegations

Trustees discussed the process for responding to delegations.

8. New Business- Open

8.2 Action Items

8.2.2 ACTION: Amend 2019-2020 Capital Budget

Resolution 20191120.1007

Moved By: Lorraine Shelp

That the Board approve the amended 2019-2020 Capital Budget as presented and subject to change as per the recommendations of the Secretary-Treasurer.

Defeated

8.2 Action Items

8.2.3 ACTION: 2019-2020 Budget Update

Resolution 20191120.1008

Moved By: Steven Adams

To approve the November update to the 2019-2020 Budget as presented.

Carried



8.2.4 ACTION: Amend Policy 2 - Role of the Board

Resolution 20191120.1009

Moved By: Lynn Skrepnek

That Policy 2 - Role of the Board receive **first reading** to amend Policy 2 as presented.

Carried

Resolution 20191120.1010

Moved By: Ali Mouallem

That Policy 2 - Role of the Board receive **second reading** to amend Policy 2 as presented.

Carried

Resolution 20191120.1011

Moved By: Lorraine Shelp

To proceed with third and final reading of Board Policy 2 - Role of the Board.

Carried

Resolution 20191120.1012

Moved By: Karin Scholl

That Policy 2 - Role of the Board receive **third and final reading** and be accepted as High Prairie School Division policy.

Carried

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

Resolution 20191120.1013

Moved By: Karin Scholl

That "Approval in Full" be given to G. P. Vanier's proposed field trip to Quebec from Tuesday, March 24 to Saturday, March 28, 2020.

Carried

8.2.6 ACTION: Approval in Full - National Field Trip - PRJH to Ottawa, Quebec City & Montreal

Resolution 20191120.1014

Moved By: Ali Mouallem

That "Approval in Full" be given to Prairie River Junior High's proposed field trip to Ottawa, Quebec City & Montreal from Saturday, March 21, 2020 to Saturday, March 28, 2020.

Carried

Recess: The meeting was recessed at 4:30 p.m. for a health break.

Reconvene: The meeting reconvened at 4:40 p.m. with all members present.

10. General Matters

10.1 Finance

Secretary Treasurer, Jody Frowley, presented the financial information.

Resolution 20191120.1015

Moved By: Steven Adams

To approve the Accounts Receivables, Accounts Payables, Cheque/EFT Register, VISA and Budget reports as presented.

Carried



11. Information Items

11.1 Points to Celebrate

Communication Officer, Kyle Nichols, presented Points to Celebrate.

11.2 Alberta Rural Education Symposium 2020

Trustees discussed attendance at the Rural Education Symposium 2020.

12. Closed

Resolution 20191120.1016

Moved By: Lorraine Shelp

That the meeting go into camera at 4:54 p.m.

Carried

12.1 Upcoming Meetings & Accommodations

12.2 Suspension List & PPC's

12.3 Action List

12.4 Retirements, Resignation, Appointments & Transfers

12.5 Committee of the Whole

12.5.1 Fiscal Responsibilities

Exit: At the Board's request, Laura Poloz, Margaret Hartman and Jody Frowley exited the meeting at 5:17 pm.

Enter: At the Board's request Laura Poloz, Margaret Hartman and Jody Frowley returned to the Closed session at 5:48 p.m.

12.6 Q & A: Appointed Trustee

12.7 Out of Camera

Resolution 20191120.1017

Moved By: Steven Adams

To come Out of Camera at 6:20 p.m.

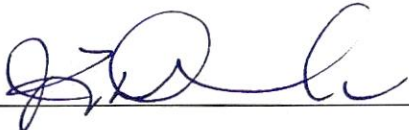
Carried

13. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for December 18, 2019 at 1:00 p.m.

14. Adjournment

There being no further business, the meeting adjourned at 6:21 p.m.


Chairman


Secretary/Treasurer