



Regular Meeting of the Board of Trustees MINUTES

Wednesday, August 21, 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, Acting Secretary Treasurer
Kyle Nichols, Communications Officer
Sue Charest, Executive Assistant

Staff Absent: Raymonde Lussier, Secretary Treasurer & Recording Secretary

1. **Division Vision, Mission, Values & Goals**

2. **Board Priorities & Goals**

3. **Call to Order**

The meeting was called to order at 1:00 p.m.

4. **Opening Remarks**

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

5. **Approval of Consent Items**

Resolution 20190821.1001

Moved By: Ali Mouallem

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein, minus 5.5 Correspondence, as follows:
5.1 Minutes of the Organizational and Regular Meetings of the Board of Trustees held June 19, 2019.

5.2 Superintendent's Report

5.3 Trustee Reports

5.4 Transportation Reports

5.5 Correspondence

Carried

5.1 **Adoption of Previous Minutes**

Resolution 20190821.1002

Moved By: Ali Mouallem

That the minutes of the Organizational Meeting of the Board of Trustees held June 19, 2019 be approved as presented.

A blue ink signature of Ali Mouallem, with the word "Initials" written below it.

A blue ink signature of Ali Mouallem, with the word "Initials" written below it.

Carried

Resolution 20190821.1003

Moved By: Ali Mouallem

That the minutes of the Regular Meeting of the Board of Trustees held June 19, 2019 be approved as presented.

Carried

5.2 Superintendent's Report

Resolution 20190821.1004

Moved By: Ali Mouallem

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.

6. Changes to the Agenda

Resolution 20190821.1005

Moved By: Steven Adams

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.

8. New Business- Open

8.1 Trustee/Administration Question/Answer Period

8.1.5 Q & A: Correspondence

The following Correspondence was pulled from the Consent Agenda and presented as information:

1. 2019-06-07 ASTAC Letter to Minister re Driver Examinations
2. 2019-06-14 Email from Minister of Ed re Invitation to Meet
3. 2019-06-15 RCASB Meeting - Save the Date
4. 2019-06-20 Ltr to Minister of Ed re 3 Year Capital Plan
5. 2019-06-26 Ltr from AB Education re 2018-21 3YEP and 2017-18 AERR
6. 2019-07-08 Ltr to Ryan Roy (New Horizon Coop) re ASBA Zone 1 Friends of Education Nominee
7. 2019-07-02 Correspondence re Flags on School Property


Initials


Initials

8. 2019-08-06 Email from MLA Lesser Slave Lake re Invitation to Join Meeting with Minister of Advanced Ed
9. 2019-08-08 Email from MLA Central Peace Notley re Invitation to Join Meeting with Minister of Advanced Ed
10. 2019-08-10 Save the Date for CSBA Congress 2020

Discuss followed and Chair, Joyce Dvornek, provided an update on the meeting with the Minister of Advanced Education on August 13, 2019.

8. New Business- Open

8.1 Trustee/Administration Question/Answer Period

8.1.1 Q & A: 2019 Public School Boards' Association (PSBA) FGM

Trustees discussed attendance at the 2019 Public School Board Association Fall General Meeting.

Resolution 20190821.1006

Moved By: Lorraine Shelp

To move the Planning & Priorities meeting date from October 15 to October 16, 2019 at noon.

Carried

8.1.2 Q & A: Policy 13 - Hearings on Teacher Transfers

Trustees discussed Policy 13 - Hearings on Teacher Transfers and the most recent hearing. The Superintendent indicated that a Policy Review is scheduled for the upcoming year and that this topic is on the agenda of the Planning & Priorities meeting later in the day.

Resolution 20190821.1007

Moved By: Lorraine Shelp

To revisit Policy 13 during the policy review process planned for 2019-2020.

Carried

8.1.3 Q & A: Red Tape Reduction Recommendations - Letter to Associate Minister

Trustees discussed the recommendation letter, dated July 3, 2019, that Wetaskiwin Regional Public Schools sent to the Associate Minister of Red Tape Reduction. The Board directed Administration to draft a letter with our own recommendations.

8.1.4 Q & A: Choice in Education

Trustees discussed the forthcoming Act regarding Choice in Education.

9. Delegations / Presentations

9.1 Presentation: HPSD Safety Officer

High Prairie School Division Safety Officer, Shawn Oliver attended the meeting at 1:48 p.m. to provide the Occupational Health & Safety update. He exited at 2:16 p.m.

9.3 Presentation: Communications Officer & Summer Students

Jessica Smith & Megan Glanville attended at 2:17 p.m. and presented their Summer Communication Assistants' update. They exited at 2:29 p.m.

Communication Officer, Kyle Nichols, provided the Board with an update on the communication department at 2:29 pm and concluded at 3:00 p.m.

Recess: The meeting recessed for a health break at 3:00 p.m.

Reconvene: The meeting reconvened at 3:09 p.m. with all members present.

8. New Business- Open

8.2 Action Items

8.2.1 ACTION: Use of School Facilities - High Prairie & District Children's Resource Council Request

Resolution 20190821.1008

Moved By: Lynn Skrepnek

To approve the request from the High Prairie & District Children's Resource Council to use a classroom at Kinuso School to operate a Parents N' Tots Program every 2nd and 4th Wednesday for each month from September 11, 2019 to June 24, 2020 at no cost pending:

- receipt of proof that they carry Liability Insurance coverage, in an amount of not less than 2 million dollars per occurrence, with High Prairie School Division named as an "Additional Insured";
- an understanding that the classroom will only be used on the 2nd and 4th Wednesday of each month from 12:30 pm to 3:30 pm;
- agreement that the only items belonging to the resource council that will be left in the classroom are two filing cabinets that measure approximately 5'x2'x1.5';
- agreement that the Parent N' Tots program will not utilize or disrupt any property belonging to High Prairie School Division or the Kinuso Playschool Society which shares the classroom;
- a statement that they carry a reasonable property insurance for contents or a statement waiving contents insurance;
- an indemnity clause that states they will indemnify High Prairie School Division against all liabilities, costs, damages, losses, fines, suits, claims, demands and actions or causes of action of any kind for injuries to persons or loss of life or damage to property, including loss or damage to the property of High Prairie School Division, and whether for third party liabilities or direct or indirect loss to the property of High Prairie School Division;
- agreement of the Kinuso Playschool Society to share the classroom,

and further, an understanding that approval for use of the classroom for the period of September 2020 to June 2021 will be considered at the August Regular Meeting of the Board of Trustees after review of the current year's operations.

Carried

8.2.2 ACTION: Amend 2019-2020 Capital Budget

Resolution 20190821.1009

Moved By: Karin Scholl

To postpone the discussion to amend the 2019-2020 Capital Budget to the November 2019 Regular Meeting of the Board.

Carried

10. General Matters

10.1 Finance

Acting Secretary Treasurer, Jody Frowley, presented the financial information.

Resolution 20190821.1010

Moved By: Ali Mouallem

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

Carried

11. Information Items

11.1 Points to Celebrate

Points to Celebrate were not presented due to the previously mentioned presentation by Communications Officer, Kyle Nichols.

12. Closed

Resolution 20190821.1011

Moved By: Steven Adams

That the meeting go into camera at 3:35 p.m.

Carried

12.1 Upcoming Meetings & Accommodations

9. Delegations / Presentations

9.2 Presentation: Assistant Superintendent of Human Resources Treva Emter (CLOSED)

Assistant Superintendent of Human Resources, Treva Emter, attended the Closed Session at 3:41 p.m. to provide the results of the HR Exit Survey and an update on hiring. She exited the meeting at 4:20 p.m.

12.2 Suspension List

12.3 Action List

12.4 Retirements, Resignation, Appointments & Transfers

12.5 Committee of the Whole

12.6 Out of Camera

Resolution 20190821.1012

Moved By: Steven Adams

To come Out of Camera at 5:09 p.m.

Carried

13. **ACTION: Vaping**

Resolution 20190821.1013

Moved By: Lynn Skrepnek

To address vaping through an Administrative Procedure.

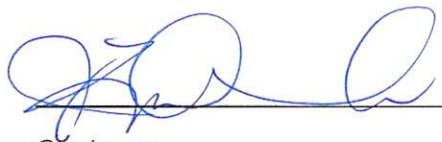
Carried

14. **Next Regular Board Meeting**

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

15. **Adjournment**

There being no further business, the meeting adjourned at 5:10 p.m.


Chairman
Secretary Treasurer