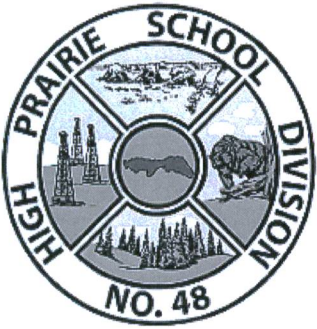




**Regular Meeting of the Board of Trustees**  
**MINUTES**

**Tuesday, November 23, 2021**  
**1:00 PM**  
**VIRTUAL MEETING**

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  
Margaret Hartman, Deputy Superintendent  
Jody Frowley, Secretary-Treasurer & Recording Secretary  
Kyle Nichols, Director of Communications  
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 1:00 p.m.

4. **Opening Remarks**

Chair, Joy McGregor, acknowledged the ancestral land on which we are meeting. She then invited anyone who wished to provide a personal acknowledgement or a welcome to the land to come forward.

5. **Approval of Consent Items**

**Resolution BD20211123.1001**

**Moved By:** Tammy Henkel

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 October 26, 2021
2. Receipt of the Superintendent's Report as information
3. Receipt of the Trustee Report as information
4. Receipt of Correspondence as information

**Carried**

- 5.1 **Adoption of Previous Minutes**

**Resolution BD20211123.1002**

**Moved By:** Tammy Henkel

That the minutes of the Regular Meeting of the Board of Trustees held October 26, 2021 be adopted as presented.

**Carried**

A handwritten signature in blue ink, appearing to be "J. M.", is located in the bottom right corner of the page.

- 5.2 Receipt of Superintendent's Report as Information**  
**Resolution BD20211123.1003**  
**Moved By:** Tammy Henkel  
 To receive the Superintendent's Report as information.  
**Carried**
- 5.3 Receipt of Trustee Report as Information**  
 The Trustee Report was received as information.
- 5.4 Receipt of Correspondence as Information**  
 The following Correspondence was received as information:  
 1. 2021-11-17 Letter from Minister of Education re Student Vaccines
- 6. Changes to the Agenda**  
**Resolution BD20211123.1004**  
**Moved By:** Karin Scholl  
 That the agenda be accepted as amended.  
**Carried**
- 7. Business Arising from Previous Minutes**  
 Karin Scholl inquired about the progress of the research being done regarding live streaming of Board meetings.
- 8. Points to Celebrate**  
 Communication Officer, Kyle Nichols, presented Points to Celebrate.
- 10. Delegations / Presentations**  
**10.1 Delegation: Auditors - MNP LLP**  
**Enter:** Darla Smith, HPSP's Financial Accountant, entered the meeting via Zoom at 1:09 p.m.  
**Enter:** A delegation from MNP LLP, Ted de Klein and Brandon Gagnon, attended the meeting via Zoom at 1:10 p.m. to present the 2020-2021 Audited Financial Statement.
- 9. New Business- Open**  
**9.2 Action Items**  
**9.2.1 ACTION: 2020-2021 Audited Financial Statement**  
**Exit:** Darla Smith exited the meeting at 1:40 p.m.  
**Resolution BD20211123.1005**  
**Moved By:** Cory Hughes  
 To approve the 2020-2021 Audited Financial Statement as presented by representatives of MNP LLP.  
**Carried**  
**Exit:** Ted de Klein and Brandon Gagnon exited the meeting at 1:41 p.m.
- 9. New Business- Open**  
**9.1 Trustee/Administration Question/Answer Period**  
**9.1.1 Q & A: Alberta School Councils' Association (ASCA) Engagement Opportunity**  
 Trustees discussed the invitation from Alberta School Councils' Association (ASCA) regarding their Engagement Opportunity on November 27, 2021.

### 9.1.2 Q & A: Review Re-Entry Plan

Trustees discussed when and how changes are made to the Re-Entry Plan.

**Exit:** Sue Charest exited the meeting at 2:32 p.m.

**Enter:** Sue Charest re-entered the meeting at 2:35 p.m.

#### **Resolution BD20211123.1006**

**Moved By:** Joy McGregor

To amend the Re-Entry Plan under Section 5.1 Mandatory Wearing of Masks as follows:

**Change to second bullet point:** All students 4-12 and all staff will wear masks in common areas such as hallways, libraries, washrooms and on buses and at all times in classrooms unless they are in their class, seated facing forward or they can maintain 2 metres distance.

**New bullet point:** All students K-3 are recommended to wear masks in common areas such as hallways, libraries, washrooms and at all times in classrooms unless they are in their class, seated facing forward or they can maintain 2 metres distance.

**New bullet point:** Should any school be placed into outbreak, all students shall wear masks in common areas such as hallways, libraries, washrooms and on buses and at all times in classrooms unless they are in their class, seated facing forward or they can maintain 2 metres distance.

Tammy Henkel requested a recorded vote.

**For (4):** Joy McGregor, Karin Scholl, Cory Hughes, Lynn Skrepnek

**Against (3):** Tammy Henkel, Adrian Wong, Lorrie Shelp

**Carried**

### 9.1.3 Q & A: Meeting Protocols

Trustees discussed COVID-19 protocols regarding Board meetings.

### 9.1.4 Q & A: Succession Planning

Trustees discussed succession planning for administrative positions. Succession Planning will be further discussed at future Planning and Priorities meetings.

### 9.1.5 Q & A: Administrative Procedure 101 - Workplace Health and Safety - COVID-19 Hazard Control Vaccination Status Procedure

Trustees discussed the recently implemented Administrative Procedure 101 regarding mandatory vaccinations. This Administrative Procedure will be revisited within 6 months (May Board meeting).

**Recess:** The meeting was recessed at 4:11 p.m. for a health break.

**Reconvene:** The meeting reconvened at 4:24 with all members present except Kyle Nichols.

### 9.1.6 Q & A: Bus Status App

The Board discussed concerns regarding timely updates to the Bus App.

**Enter:** Kyle Nichols re-entered the meeting at 4:29 p.m.

**9.1.7 Q & A: Public School Boards' Association Representative (Alternate)**

**Resolution BD20211123.1007**

**Moved By:** Tammy Henkel

To remove Tammy Henkel and appoint Karin Scholl as the alternate representative on the Public School Boards' Association Council (PSBC).

**Carried**

**9. New Business- Open**

**9.2 Action Items**

**9.2.2 ACTION: Approval of 2020-2021 Annual Education Results Report (AERR)**

Trustees reviewed the High Prairie School Division 2020-2021 Annual Education Results Report (AERR).

**Resolution BD20211123.1008**

**Moved By:** Cory Hughes

That the Board approve the High Prairie School Division 2020-2021 Annual Education Results Report (AERR) as presented.

**Carried**

**9.2.3 ACTION: Capital Purchase - Roland Michener Secondary School (RMS) Volleyball Equipment**

**Resolution BD20211123.1009**

**Moved By:** Lynn Skrepnek

To purchase replacement volleyball sets for Roland Michener Secondary School from the Capital Budget for a maximum of \$6,387.00.

**Carried**

**11. General Matters**

**11.1 Finance**

Secretary Treasurer, Jody Frowley, presented the financial information.

**Resolution BD20211123.1010**

**Moved By:** Karin Scholl

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

**Carried**

**12. Information Items**

**12.1 Standing Committee Reports**

There were no Standing Committee Reports.

**13. Closed**

**Exit:** Kyle Nichols exited the meeting at 4:54 p.m.

**Resolution BD20211123.1011**

**Moved By:** Tammy Henkel

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

**Carried**

**13.1 Upcoming Meetings & Accommodations**

**Exit:** Sue Charest left the meeting at 5:06 p.m.

**13.2 Suspension List**

**13.3 Action List**

**13.4 Retirements, Resignation, Appointments & Transfers**

**13.5 Committee of the Whole**

**13.5.1 Teacher Employer Bargaining Association (TEBA) Update**

**13.6 Out of Camera**

**Resolution BD20211123.1012**

**Moved By:** Adrian Wong

To come Out of Camera at 5:20 p.m.

**Carried**

**14. Next Regular Board Meeting**

The next Regular Meeting of the Board of Trustees is scheduled for December 21, 2021 at 1:00 p.m.

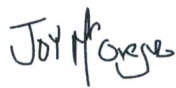
**15. Adjournment**

**Resolution BD20211123.1013**

**Moved By:** Karin Scholl

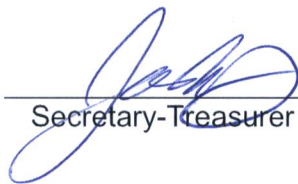
That there being no further business, the meeting adjourn at 5:20 p.m.

**Carried**



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Chair

  
Secretary-Treasurer