



MINUTES

High Prairie School Div. No. 48

Regular Meeting of the Board of Trustees

Meeting Type : Regular Meeting of the Board of Trustees

Date : Wednesday, October 26, 2016

Start time : 1:00 PM

Location : HPSD Learning Support Center - High Prairie, AB

Minutes

Attendance

Present:

Tammy Henkel, Chair

Joy McGregor, Vice Chair

Joyce Dvornek, Trustee

Rudy Willier, Trustee

Lynn Skrepnek, Trustee

Karin Scholl, Trustee

Tracy Ottenbreit, Trustee

Laura Poloz, Superintendent

Margaret Hartman, Deputy Superintendent

Raymonde Lussier, Secretary Treasurer

& Recording Secretary

Sue Charest, Executive Assistant

Candace Barber, Receptionist (Cross Training)

Absent: Kyle Nichols, Communications Officer

CALL TO ORDER

The meeting was called to order at 1:06 p.m.

CHANGES TO THE AGENDA

Resolution #BD20161026.1001

Moved By: Tracy Ottenbreit

That the agenda be accepted as amended.

Carried

Reading and Adopting the Minutes

Resolution #BD20161026.1002

Moved By: Joyce Dvornek

That the minutes of the Regular Meeting of the Board of Trustees held September 21, 2016 be approved as presented.

Carried

Business Arising from Previous Minutes

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

Q & A: PSBC (Trustee/Administration Question/Answer Period)

Attendance at the PSBC meeting was discussed. Joyce Dvornek and Tammy Henkel will attend the PSBC meeting in November.

Report from the Superintendent (GENERAL MATTERS)

Laura Poloz presented the Superintendent's Report to the Board.

Resolution #BD20161026.1003

Moved By: Lynn Skrepnek

To receive the Superintendent's Report as information.

Carried

Attendance

Director of Finance, Rod Geyer, entered the meeting at 1:16 p.m. to answer Finance questions.

Finance (GENERAL MATTERS)

The budget report was not available due to audit.

Two handwritten signatures are present at the bottom right of the page. The first is a stylized signature, and the second is a more legible signature.

Resolution #BD20161026.1004

Moved By: Karin Scholl

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

Carried

Attendance

Rod Geyer exited the meeting at 1:25 p.m.

**ACTION: Special
Budget/Audit
Meeting
(Action Items)**

Resolution #BD20161026.1005

Moved By: Joy McGregor

To hold a Special Budget/Audit meeting on November 28, 2016 at 5:30 p.m.

Carried

**Trustee Reports
(Open Items)**

The Trustee Report was presented as information and reviewed.

**Transportation
Report
(Open Items)**

The Trustees reviewed the Transportation Report.

**Correspondence
(Open Items)**

The following correspondence was presented as information:

1. Ltr from Minister of Health Re EPIC (2016-09-29)
2. Ltrs from and to M.D. of LSR re support bus safety (October 2016)

**ASBA Fall
General Meeting
(Open Items)**

The Board discussed attendance at the ASBA Fall General Meeting in November.

Recess

The meeting was recessed at 1:51 p.m. for a health break.

Reconvene

The meeting was reconvened at 2:00 p.m. with all members present.

**Presentation:
Human
Resources and
CAP
(DELEGATIONS /
PRESENTATIONS)**

HPSD Human Resources and CAP team members, John Wiedrick, Paula Murphy and Linda Green attended the meeting at 2:00 p.m. to make a presentation. They left the meeting at 2:38 p.m.

In Camera

Resolution #BD20161026.1006

Moved By: Joy McGregor

That the meeting go In Camera at 2:38 p.m. to discuss Closed Items and a Personnel Item.

Carried

Out of Camera

Resolution #BD20161026.1007

Moved By: Tracy Ottenbreit

That the meeting come Out of Camera at 4:16 p.m.

Carried

**ACTION: Early
Notification of
Resignation -
CLOSED
(Action Items)**

Resolution #BD20161026.1008

Moved By: Joyce Dvornek

That any teacher who is on a continuing contract and submits an early notice of resignation by December 31, 2016, effective at the end of the current school year, will be paid \$2000.00 at the end of their employment.

Carried

**NEXT REGULAR
BOARD
MEETING**

The next Regular Meeting of the Board of Trustees is scheduled for November 16, 2016.

ADJOURNMENT

Resolution #BD20161026.1009

Moved By: Lynn Skrepnek

That there being no further business, the meeting adjourn at 4:17 p.m.

Carried



Chairman



Secretary Treasurer