MINUTES
High Prairie School Div. No. 48

Regular Meeting of the Board of Trustes

Meeting Type : Regular Meeting of the Board of Trustees
Date : Wednesday, June 21, 2017
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 - late arrival
Lynn Skrepnek, Trustee
Karin Scholl, Trustee
Tracy Ottenbreit, Trustee
Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Raymonde Lussier, Secretary Treasurer
& Recording Secretary
Kyle Nichols, Communications Officer

Absent: Sue Charest, Executive Assistant

CALL TO ORDER

The meeting was called to order at 1:02 p.m. Chairperson, Tammy Henkel, acknowledged the territorial lands on which we are meeting.

APPROVAL OF CONSENT ITEMS

Resolution #BD20170621.1001
Moved By: Lynn Skrepnek
That the Board of Trustees receive the items, which are starred (*), and to approve all recommendations contained therein as follows minus 9.28, 9.29, 9.2.12 & 9.2.13:

7. *Reading and Adopting the Minutes
9.2.6. *ACTION: Amend Board Policy 7, Board Operations - 1st Reading
9.2.7. *ACTION: Amend Board Policy 7, Board Operations - 2nd Reading
~~9.2.8. *ACTION: Proceed to 3rd Reading to Amend Board Policy 7, Board Operations~~
~~9.2.9. *ACTION: Amend Board Policy 7, Board Operations - Final Reading~~
9.2.10. *ACTION: Amend Board Policy 11, Role of the Superintendent - 1st Reading
9.2.11. *ACTION: Amend Board Policy 11, Role of the Superintendent - 2nd Reading
~~9.2.12. *ACTION: Proceed to 3rd Reading to Amend Board Policy 11, Role of the Superintendent~~
~~9.2.13. *ACTION: Amend Board Policy 11, Role of the Superintendent- Final Reading~~
9.2.14. *ACTION: Reaffirm Board Policy 14 - School Closures
9.2.15. *ACTION: Reaffirm Board Policy 15 - Recruitment and Selection of Personnel
11.1. *Report from the Superintendent
12.2. *Suspension List - (May) & PPC's (2)
12.3. *Action List (May)
12.4. *Retirements, Resignations, Appointments, Transfers
12.7. *2016-2017 School Council Annual Reports

13.1.1. *Trustee Reports
13.1.2. *Transportation Report
13.1.3. *Correspondence

Carried

CHANGES TO THE AGENDA	**Resolution #BD20170621.1002** Moved By: Joyce Dvornek That the agenda be accepted as amended. **Carried**
***Reading and Adopting the Minutes**	**Resolution #BD20170621.1003** Moved By: Lynn Skrepnek That the minutes of the Regular Meeting of the Board of Trustees held (2017/05/17) be approved as presented. **Carried**
***ACTION: Amend Board Policy 7, Board Operations - 1st Reading** (Action Items)	**Resolution #BD20170621.1004** Moved By: Lynn Skrepnek That Board Policy 7 - Board Operations, receive 1st reading to amend Policy 7 as presented. **Carried**
***ACTION: Amend Board Policy 7, Board Operations - 2nd Reading** (Action Items)	**Resolution #BD20170621.1005** Moved By: Lynn Skrepnek That Board Policy 7 - Board Operations, receive 2nd reading to amend Policy 7 as presented. **Carried**
***ACTION: Amend Board Policy 11, Role of the Superintendent - 1st Reading** (Action Items)	**Resolution #BD20170621.1006** Moved By: Lynn Skrepnek That Board Policy 11 - Role of the Superintendent , receive 1st reading to amend Policy 11 as presented. **Carried**
***ACTION: Amend Board Policy 11, Role of the Superintendent - 2nd Reading** (Action Items)	**Resolution #BD20170621.1007** Moved By: Lynn Skrepnek That Board Policy 11 - Role of the Superintendent, receive 2nd reading to amend Policy 11 as presented. **Carried**
***ACTION: Reaffirm Board Policy 14 - School Closures** (Action Items)	**Resolution #BD20170621.1008** Moved By: Lynn Skrepnek That Board Policy 14 - School Closures, be reaffirmed as High Prairie School Division Policy. **Carried**
***ACTION: Reaffirm Board Policy 15 - Recruitment and Selection of Personnel** (Action Items)	**Resolution #BD20170621.1009** Moved By: Lynn Skrepnek That Board Policy 15 - Recruitment and Selection of Personnel, be reaffirmed as High Prairie School Division Policy. **Carried**
***Report from the Superintendent** (GENERAL MATTERS)	**Resolution #BD20170621.1010** Moved By: Lynn Skrepnek To receive the Superintendent's Report as information. **Carried**
Q & A: ASBA 2017 Long Service Award (Trustee/Administration Question/Answer Period)	The ASBA Long Service Award recipients were discussed.
Q & A: ASBA Zone 1 Fall Awards Banquet (Trustee/Administration Question/Answer Period)	The Board discussed attendance at the ASBA Zone 1 Fall Awards Banquet.

Q & A: Review "Other Policies" (Trustee/Administration Question/Answer Period)	Trustees discussed recommendations on High Prairie School Division's Administrative Procedures.
Q & A: School Report to the Board Dates (Trustee/Administration Question/Answer Period)	Dates and presentation format for School Reports to the Board were discussed. Dates set at October 20, 2017, November 10, 2017, December 1, 2017, January 31, 2018 and March 2, 2018.
Attendance	Rudy Willier entered the meeting at 1:40 p.m.
Q & A: Cannabis Survey (Trustee/Administration Question/Answer Period)	The Board worked on the Government of Alberta Cannabis Survey for School Boards.
Presentation - HPSD Director of Technology (DELEGATIONS / PRESENTATIONS)	Director of Technology, Sascha Klingsch, joined the meeting at 2:00 p.m. to update Trustees on the work of the Technology Department. He left at 2:40 p.m.
Presentation - HPSD Director of Facilities (DELEGATIONS / PRESENTATIONS)	Director of Facilities, Lionel (Butch) Gagnon entered the meeting at 2:40 p.m. to update Trustees on the work of the Facilities Department. He concluded his presentation at 2:55 p.m.
ACTION: Rescind Motion BD20160921.1010 (Action Items)	**Resolution #BD20170621.1011** Moved By: Joyce Dvornek To rescind Board Motion BD20160921.1010, "That High Prairie School Division amend their 2016-2017 IMR (Infrastructure, Maintenance, Renewal) Project list by eliminating 3 proposed projects at C.J. Schurter (light motion sensors, pressure reducing valve and replacing the emergency generator) in order to complete the parent parking project by moving the fence along the east side of the school and extending the pavement towards the north at an approximate cost of $100,000; and request that the Town of Slave Lake contribute $27,000 toward this project, with the understanding that if the Town of Slave Lake does not contribute, that the project will be brought back to the board for further discussion." **Carried**
ACTION: Amend 2016-2017 IMR & 2017-2018 IMR Project Lists (Action Items)	**Resolution #BD20170621.1012** Moved By: Tracy Ottenbreit That High Prairie School Division amend the 2016-2017 IMR (Infrastructure, Maintenance, Renewal) Project list by eliminating 3 proposed projects at C.J. Schurter (light motion sensors, pressure reducing valve and replacing the emergency generator) and the 2017-2018 IMR (Infrastructure, Maintenance, Renewal) Project List by eliminating the roofing project at Roland Michener Secondary School in order to complete the parent parking project at C.J. Schurter School which involves moving the fence along the east side of the school and extending the pavement towards the north at an approximate cost of $355,000 plus approximately $40,000 for a parking lot repair at E.G. Wahlstrom school, and request that the Town of Slave Lake contribute $27,000 toward this project, with the understanding that if the Town of Slave Lake does not contribute, that the project will be brought back to the board for further discussion. **Carried**
Presentation - HPSD Director of Facilities (DELEGATIONS / PRESENTATIONS)	Lionel (Butch) Gagnon left the meeting at 3:00 p.m.
Presentation - HPSD Leadership Professional Development (DELEGATIONS / PRESENTATIONS)	Assistant Superintendent of Human Resources, John Wiedrick, and District Principal (C.A.P.), Linda Green, joined the meeting at 3:00 p.m. to update the Trustees on their work on Leadership Professional Development. They left the meeting at 3:33 p.m.
Recess	The meeting was recessed for a 5 minute break at 3:33 p.m.

Reconvene — The meeting was reconvened at 3:38 p.m. with all members present.

Q & A: ASBOA Plant Operations & Maintenance Funding Discussion Paper
(Trustee/Administration Question/Answer Period)

Trustees discussed the ASBOA Plant Operations & Maintenance Funding Discussion Paper and the process used when this document was circulated to stakeholder groups.

Q & A: Regional Learning Consortiums
(Trustee/Administration Question/Answer Period)

Trustees discussed the Northwest Regional Learning Consortium and the recent development of the ATA withdrawing from all consortiums within the province. A letter will be drafted to the Minister of Education expressing High Prairie School Division's concerns.

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

Resolution #BD20170621.1013
Moved By: Joy McGregor
To accept, with regret, Tracy Ottenbreit's resignation as trustee effective July 1, 2017.

Carried

ACTION: By-Election
(Action Items)

Resolution #BD20170621.1014
Moved By: Joyce Dvornek
To conduct a by-election to fill the vacancy created by Tracy Ottenbreit's resignation.

Defeated

Q & A: Council of School Councils
(Trustee/Administration Question/Answer Period)

Trustees discussed the Council of School Councils. A COSC meeting will be planned for fall 2017.

ACTION: School Fees and Rates Schedule
(Action Items)

Director of Finance, Jody Frowley, attended the meeting at 4:30 p.m. School Fees were discussed. He left the meeting at 5:30 p.m.

Recess — The meeting was recessed for a 5 minute break at 5:30 p.m.

Reconvene — The meeting was reconvened at 5:35 p.m. with all members present.

Delegation: Sean McConnell
(DELEGATIONS / PRESENTATIONS)

A parent attended the meeting at 5:35 p.m. Chair person, Tammy Henkel asked if he would allow his name to appear in the minutes. Sean McConnell agreed to allow his name to appear in the minutes.

In Camera

Resolution #BD20170621.1015
Moved By: Tracy Ottenbreit
That the meeting go In Camera at 5:35 p.m. to receive an appeal regarding a student matter by parent, Sean McConnell.

Carried

Attendance — Mr. McConnell, Laura Poloz and Margaret Hartman exited the meeting at 7:15 p.m.

Out of Camera

Resolution #BD20170621.1016
Moved By: Karin Scholl
That the meeting come Out of Camera at 7:15 p.m.

Carried

Extend Meeting

Resolution #BD20170621.1017
Moved By: Joy McGregor
To extend the meeting past 7:00 p.m.

Carried

In Camera

Resolution #BD20170621.1018
Moved By: Joy McGregor
That the meeting go In Camera at 7:16 p.m. to continue the appeal hearing.

Carried

Out of Camera

Resolution #BD20170621.1019
Moved By: Joyce Dvornek
That the meeting come Out of Camera at 7:53 p.m.

Carried

Delegation: Sean McConnell
(DELEGATIONS / PRESENTATIONS)

Resolution #BD20170621.1020
Moved By: Joyce Dvornek
To uphold the Superintendent's decision in the appeal regarding support being provided to Mr. Sean McConnell's son.

Carried

Attendance

Jody Frowley, Laura Poloz and Margaret Hartman rejoined the meeting at 8:00 p.m.

ACTION: School Fees and Rates Schedule
(Action Items)

Discussion of Rates and Fees resumed at 8:00 p.m.

Resolution #BD20170621.1021
Moved By: Lynn Skrepnek
That the Board approve the High Prairie School Division School Fees & Rates and Use of School Facilities Fees Schedules as amended.

Carried

ACTION: 2017-2018 Capital Budget
(Action Items)

Director of Finance, Jody Frowley, presented the Capital Budget.

Resolution #BD20170621.1022
Moved By: Joyce Dvornek
That the Board approve the Capital Budget for the 2017-2018 year in the total amount of $1,230,634.00 as presented.

Carried

ACTION: Transfer from Operating Reserve to Capital Reserve
(Action Items)

Resolution #BD20170621.1023
Moved By: Tracy Ottenbreit
To transfer $842,844.00 from Operating Reserve to Capital Reserve.

Carried

ACTION: 2017-2018 Divisional Operating Budget
(Action Items)

Resolution #BD20170621.1024
Moved By: Lynn Skrepnek
That the Board approve the 2017-2018 Divisional Operating Budget as presented.

Carried

***ACTION: Proceed to 3rd Reading to Amend Board Policy 7, Board Operations**
(Action Items)

Resolution #BD20170621.1025
Moved By: Karin Scholl
To proceed with 3rd and final reading of Board Policy 7, Board Operations.

Carried

***ACTION: Amend Board Policy 7, Board Operations - Final Reading**
(Action Items)

Resolution #BD20170621.1026
Moved By: Tracy Ottenbreit
That Board Policy 7 - Board Operations, receive 3rd and final reading and be accepted as High Prairie School Division policy.

Carried

***ACTION: Proceed to 3rd Reading to Amend Board Policy 11, Role of the Superintendent**
(Action Items)

Resolution #BD20170621.1027
Moved By: Joyce Dvornek
To proceed with 3rd and final reading of Board Policy 11, Role of the Superintendent.

Carried

***ACTION: Amend Board Policy 11, Role of the Superintendent- Final Reading**
(Action Items)

Resolution #BD20170621.1028
Moved By: Karin Scholl
That Board Policy 11 - Role of the Superintendent, receive 3rd and final reading and be accepted as High Prairie School Division policy.

Carried

Finance
(GENERAL MATTERS)

Resolution #BD20170621.1029
Moved By: Lynn Skrepnek
To approve the Accounts Receivables, Accounts Payables, Cheque/EFT Register, VISA and Budget reports as presented.

Carried

Points to Celebrate
(Open Items)

Communication Officer, Kyle Nichols, presented Points to Celebrate.

In Camera

Resolution #BD20170621.1030
Moved By: Karin Scholl
That the meeting go In Camera at 9:42 p.m. to discuss Closed Items.

Carried

Out of Camera

Resolution #BD20170621.1031
Moved By: Tracy Ottenbreit
That the meeting come Out of Camera at 10:36 p.m.

Carried

ACTION: Land Transfer to Northern Lakes College
(Action Items)

Resolution #BD20170621.1032
Moved By: Joyce Dvornek
That High Prairie School Division No.48 apply to the Minister of Education for approval to transfer approximately 4.5 acres, more or less, of land at the High Prairie Elementary School site (1 SR Reserve Plan 792-0714) to Northern Lakes College with the following provision:

- at a cost of $1.00
- for the sole purpose of erecting a college campus that will accommodate collaborative programming for the students of High Prairie School Division No. 48
- with Northern Lakes College paying the costs to subdivide the property

and further:

- that should the college build not be commenced within 4 years, that the land revert back to High Prairie School Division No. 48
- with Northern Lakes College paying the costs to transfer and re-parcel the land
- should the property be sold by Northern Lakes College, that High Prairie School Division No. 48 be given the right of first refusal

and further:

- that a mutually acceptable agreement be signed between High Prairie School Division No. 48 and Northern Lakes College before the transfer takes place to address all issues including the housing of the Prairie View Outreach School within the College, etc.

Carried

NEXT REGULAR BOARD MEETING

The next Regular Meeting of the Board of Trustees is scheduled for August 16, 2017 at 1:00 p.m.

ADJOURNMENT

Resolution #BD20170621.1033
Moved By: Rudy Willier
That there being no further business, the meeting adjourn at 10:44 p.m.

Carried

Chairman

Raymonde Lussier
Secretary Treasurer