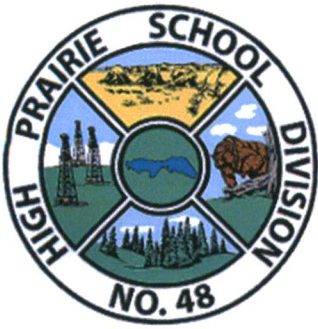




Regular Meeting of the Board of Trustees MINUTES

Tuesday, September 17, 2024
2:00 PM

HPSD Learning Support Centre - High Prairie, AB

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:

Murray Marran, Superintendent
Pam Heckbert, Assistant Superintendent
Darla Stout, Director of Finance
Sandra Cairns, Director of Business and 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 Closed Session of the agenda took place at 1:02 p.m. and recessed at 1:56 p.m. prior to the Call to Order of the Open session. Closed session resumed at 4:24 p.m. and ended at 6:25 p.m. Additions to the Closed session: ASBA Position Statement Framework, GPV Modernization, CASA, Minister meeting update and High School Resource Officer. These additions were reviewed in Closed along with: Trustee Upcoming Meetings & Accommodations, Finance Documents, 2023-2024 School Council Financial Statements, Fuel Cards, Committee of the Whole, Student Advisory Groups, Honorariums, Bus Routes, PPC's, Requested Family Commitments, Town of Slave Lake, Suspension List, Action List, and Retirements, Resignations, Appointments & Transfers.

Enter: Sheldon Bossert entered the meeting at 2:00 p.m.

The YouTube live stream began at 2:07 p.m.

The meeting was called to order at 2:07 p.m.

4. **Opening Remarks**

Chair, Joy McGregor, acknowledged the ancestral land on which we are meeting.

5. **Approval of Consent Items**

Resolution BDO20240917.1001

Moved By: Adrian Wong

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 August 20, 2024

Carried

A handwritten signature in blue ink, appearing to be "Joy McGregor", is written over the "Initials:" label.

5.1 Adoption of Previous Minutes

Resolution BDO20240917.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held August 20, 2024, be adopted as presented.

Carried

6. Changes to the Agenda

Added to the agenda was 10.2.2 Action item - Community Calendar, and Information Items 12.3 Correspondence from the Town of High Prairie and 12.4 Cell Phone Usage and Administrative Procedure 141 - Electronics and Cell Phones.

Resolution BDO20240917.1003

Moved By: Lynn Skrepnek

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. Delegations / Presentations

8.1 Presentation: HPSD Director of Transportation

High Prairie School Division Director of Transportation, Sheldon Bossert attended the meeting at 2:11 p.m. to provide an update on red light violations and the Motive software. The use of the new software showed significant savings in fuel costs after just one year and demonstrated a significant return on investment.

Exit: Sheldon Bossert exited the meeting at 2:40 p.m.

9. Points to Celebrate

Director of Communications, Kyle Nichols, presented Points to Celebrate.

10. New Business- Open

10.1 Trustee/Administration Question/Answer Period

10.1.1 Q & A: Employee Recognition Awards and Banquet Survey

Trustees reviewed the changes to the proposed survey questions regarding the Employee Recognition Awards and Banquet. Results will be presented at the October 15, 2024 Regular Meeting of the Board.

10.1.2 Q & A: Technology

Trustees discussed the use of technology in schools. As per the Ministerial Order, students can no longer access social media, including Youtube, while on school internet.

10.1.3 Q & A: Dress Code

Trustees discussed how inappropriate attire is dealt with in schools. Principals are encouraged to develop a school policy in consultation with the school community.

10.2 Action Items

10.2.1 ACTION: Approval in Principle, International Field Trip: Europe (Netherlands/France/England) Spring 2026

Trustees reviewed Kinuso School's proposed field trip to Netherlands, France and England to visit the European invasion beaches.

Resolution BDO20240917.1004

Moved By: Lorrie Shelp

That "Approval in Principle" be given to Kinuso School's proposed field trip to Europe (Netherlands/France/England) during Spring Break 2026, subject to adherence to High Prairie School Division Administrative Procedure 260 - Off-Site Activities, and any changes in the [Off-Site Activity Handbook effective January 2024](#), and the following conditions being met:

1. That the trip be planned outside of class time;
2. That supervisors on the trip be at the ratio of at least one supervisor for every ten students;
3. That only one teacher supervisor per ten participating students be released from regular duties, with pay on those days where school is in session. Additional teacher(s) may be approved to accompany this trip under the personal leave clause of the HPSD-ATA Collective Agreement;
4. That parents of participating students be involved in planning and implementing the trip;
5. That the Policies, Administrative Procedures, and requirements of the Off-site Activity Handbook of HPSD and the rules of the school must apply to this activity;
6. The risk assessment as required by the Off-site Activity Handbook must be submitted with the request for final approval;
7. Criminal Records Checks including a vulnerable sector check, acceptable to HPSD Human Resources department, must be obtained for any volunteer supervisors not employed by HPSD;
8. HPSD reserves the right to terminate the approval to proceed with the field trip, up to the point of departure, at no cost to the division; and,

a further recommendation (not a requirement) that the school consider procedures to enable participation to all interested students without causing economic hardship for individuals and to explore the purchase of cancellation insurance for the entire activity.

Tabled

The decision was Tabled to the October 15, 2024 Board Meeting so that Administration could gather more information for the Board.

10.2.2 ACTION: Community Calendars

Trustees discussed advertising in the Smoky River Chamber of Commerce Community Calendar. High Prairie School Division has been a member of the 3 local Chambers for several years.

Resolution BDO20240917.1005

Moved By: Karin Scholl

To purchase a \$100 large advertisement in the Smoky River Chamber of Commerce Community Calendar.

Carried

11. General Matters

11.1 Finance

Director of Finance, Darla Stout presented the financial information during the Closed Session in adherence of the Freedom of Information and Protection of Privacy (FOIPP) Act.

Resolution BDO20240917.1006

Moved By: Tammy Henkel

To approve the Accounts Payable, Accounts Receivable, Cheque/EFT Register, School Generated Funds, VISA and Budget reports as presented in the Closed session.

Carried

11.2 Superintendent's Report

Resolution BDO20240917.1007

Moved By: Cory Hughes

To receive the Superintendent's Report as information.

Carried

12. Information Items

12.1 Standing Committee Reports

Trustee Henkel attended a meeting through ASBA regarding AI technology. There will be more sessions for trustees in coming weeks.

12.2 Receipt of Trustee Report as Information

There were no written or verbal Trustee Reports presented.

12.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2024-09-06 Minister of Education response to Advocacy Plan
2. 2024-08-29 Town of High Prairie response re Youth Assessment Center (addition to agenda)

12.4 Cell Phone Usage and Administrative Procedure 141 - Electronics and Cell Phones

Superintendent Marran provided feedback regarding Administrative Procedure 141 - Electronics and Cell Phones. Administrators would like the procedure to allow cell phone use in schools for emergency purposes. The procedure will be modified accordingly.

13. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for October 15, 2024 beginning at 1:00 p.m. with the Closed session.

Recess: The meeting recessed at 4:09 p.m. to return to the Closed session.

The YouTube live stream ended at 4:09 p.m.

Reconvene: The meeting reconvened at 6:25 p.m. after completion of the Closed session.

14. Adjournment

Resolution BDO20240917.1008

Moved By: Karin Scholl

That there being no further business, the meeting adjourn at 6:25 p.m.

Carried

Chair

Director of Business