



Regular Meeting of the Board of Trustees MINUTES

Tuesday, January 17, 2023
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: Laura Poloz, Superintendent
Darla Smith, Director of Finance
Kyle Nichols, Director of Communications
Sue Charest, Executive Assistant

Staff Absent: Sandra Cairns, Director of Business and Recording Secretary

1. **Division Vision, Mission, Values & Goals**
2. **Board Priorities & Goals**
3. **Call to Order**

The Closed Session of the agenda took place at 1:09 p.m. and recessed at 2:00 p.m. prior to the Call to Order of the Open Session. There were no additions to the Closed Session.

The following items were reviewed under Closed: Suspension List, Action List, Retirements, Resignations, Appointments & Transfers, Committee of the Whole, Q & A: Wage Increase for Uncertified, Non-union Employees, Q & A: Policy Review for Inclusivity - Proposal, and Trustee Upcoming Meetings & Accommodations.

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 BDO20230117.1001

Moved By: Cory Hughes

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 December 20, 2022
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 BDO20230117.1002

Moved By: Cory Hughes

That the minutes of the Regular Meeting of the Board of Trustees held December 20, 2022 be adopted as presented.

Carried

Two handwritten signatures in blue ink are present. The first signature is a stylized 'J' for Joy McGregor, and the second is a stylized 'C' for Cory Hughes.

5.2 Receipt of Superintendent's Report as Information

Resolution BDO20230117.1003

Moved By: Cory Hughes

To receive the Superintendent's Report as information.

Carried

5.3 Receipt of Trustee Report as Information

There is no new information to report for December 2022.

5.4 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2023-01-10 Invitation to Alberta Rural Education Symposium (ARES) - all municipalities

6. Changes to the Agenda

Resolution BDO20230117.1004

Moved By: Lorrie Shelp

That the agenda be accepted as presented.

Carried

7. Business Arising from Previous Minutes

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

8. Points to Celebrate

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

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: ASBA Zone 1 Meeting Format

Trustees discussed their preference of format (in-person, virtually, or hybrid) for ASBA Zone 1 meetings. The majority felt that a hybrid meeting is the best option.

9.2 Action Items

9.2.2 ACTION: Amend Transportation Temperature Limits

Trustees discussed the mechanical issues that affect operation of buses in extreme cold weather.

Resolution BDO20230117.1005

Moved By: Lynn Skrepnek

To amend the air temperature, from -40 to -35 (regardless of wind conditions), at which time the Director of Transportation could invoke the non-operation of school buses in consultation with the driver of the regular route or field trip.

Carried

10. General Matters

10.1 Finance

Director of Finance, Darla Smith presented the financial information.

Resolution BDO20230117.1006

Moved By: Adrian Wong

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

Carried

11. Information Items

11.1 Standing Committee Reports

Nothing was reported.

11.2 Public School Boards' Association Awards Nomination Packages

Trustees received the nomination criteria for the Public School Boards' Association 2023 Awards as information. Administration was directed to send the school/community related award information to schools for their consideration.

11.3 Alberta School Boards Association (ASBA) Awards

Trustees received the nomination criteria for the Alberta School Boards Association 2023 Honouring Spirit Indigenous Student Awards and Lieutenant Governor of Alberta Student Awards.

12. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for February 21, 2023 beginning at 1:00 p.m. with the Closed Session.

13. In Camera - Reconvene Closed Session

Resolution BDO20230117.1007

Moved By: Tammy Henkel

To go in camera and reconvene the Closed Session at 2:44 p.m. to conclude discussion of Closed items.

Carried

The Open Session of the Board meeting reconvened at 4:06 p.m. after adjournment of the Closed Session.

9. New Business- Open

9.2 Action Items

9.2.1 ACTION: Wage Increase for Uncertified, Non-union Employees

This decision was postponed until the end of the meeting.

Discussion took place in the Closed Session.

Resolution BDO20230117.1008

Moved By: Tammy Henkel

That High Prairie School Division provide all non-certified staff members who are employed on January 17, 2023, and who are not covered by a Union Collective Agreement, with a rate increase in the amount presented (3%) retroactive to September 1, 2022 to be paid by February 28, 2023.

Carried

14. ACTION: Policy Review for Inclusivity - Proposal

Addition to agenda: This item was added to the agenda after the Board adjourned the Closed Session and reconvened the Open Session.

Discussion took place in Closed Session.

Resolution BDO20230117.1009

Moved By: Adrian Wong

To approve the expense of \$2000 plus GST for consultant Dana Antaya-Moore (A.M. Consulting) to review High Prairie School Division Board policies with a focus on inclusivity.

Carried

15. Adjournment

Resolution BDO20230117.1010

Moved By: Lynn Skrepnek

That there being no further business, the meeting adjourn at 4:11 p.m.

Carried

Chair

A handwritten signature in blue ink, appearing to read "Jay M. Egoz", written over a horizontal line.

Director of Business

A handwritten signature in blue ink, appearing to read "Samuel Cas", written over a horizontal line.