



Regular Meeting of the Board of Trustees MINUTES

Tuesday, November 26, 2024
2:00 PM

HPSD Learning Support Centre - High Prairie, AB

Present: Joy McGregor, Chair
Karin Scholl, Trustee
Adrian Wong, Trustee
Cory Hughes, Trustee
Lynn Skrepnek, Trustee
Lorrie Shelp, Trustee

Absent: Tammy Henkel, Vice-Chair

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 Statement & Values and Board Priorities**
2. **Call to Order**

The Closed Session of the agenda took place at 1:06 p.m. and recessed at 2:02 p.m. prior to the Call to Order of the Open session. The Closed session reconvened at 4:19 p.m. (Tammy Henkel joined the Closed session at 4:35 p.m.) and adjourned at 6:05 p.m. There were no additions to the Closed session.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Reports and the Fall Update to the 2024-2025 Budget, Negotiating, Labour Unrest, Potential Election Bylaw Changes, Apply to Education Software, ESA-NSD online school, Letter of Support, Community Partnership Request, Social Media Update, Student Advocacy Meetings, Slave Lake Resource Officer, Dual Credit and Collegiate Application, PSBA Survey, PSBC Meeting documents, Committee of the Whole, Suspension List & PPC, Action List, and Retirements, Resignations, Appointments & Transfers.

The YouTube live stream began at 2:08 p.m.

The meeting was called to order at 2:08 p.m.

3. **Opening Remarks**

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

4. **Adoption of Agenda**

Resolution BDO20241126.1001

Moved By: Lynn Skrepnek

That the agenda be accepted as presented.

Carried

5. **Adoption of Previous Minutes**

Resolution BDO20241126.1002

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held October 15, 2024, be adopted as presented.

Carried

6. Delegations / Presentations

6.1 Delegation: Auditors - MNP LLP

Enter: MNP representatives, Brendan Gagnon and Ted de Klein entered the meeting at 2:08 p.m.

Chair Joy McGregor welcomed the delegation from MNP LLP, Ted de Klein and Brandon Gagnon, and they began their presentation of the 2023 - 2024 Audited Financial Statement at 2:12 p.m.

9. Action Items

9.1 ACTION: 2023-2024 Audited Financial Statement

Resolution BDO20241126.1003

Moved By: Karin Scholl

To approve the 2023-2024 Audited Financial Statement as presented by representatives of MNP LLP.

Carried

Exit: Ted de Klein and Brandon Gagnon exited the meeting at 2:45 p.m.

7. Points to Celebrate

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

8. Trustee/Administration Question/Answer Period

8.1 Q & A: Family Commitment Statement and Administrative Procedure 339 - Concerns and Complaints (Parents)

Trustees reviewed the changes to Administrative Procedure 339 - Concerns and Complaints (Parents) and Appendix 339A - Family Commitment Statement.

8.2 Q & A: Administrative Procedure 141 - Electronics and Cell Phone Administration

Trustees reviewed and discussed Administrative Procedure 141 - Electronics and Cell Phone Administration.

8.3 Q & A: DRAFT Administrative Procedure 375 - Requirements to Participate in High School Graduation Ceremony

Trustees reviewed DRAFT Administrative Procedure 375 - Requirements to Participate in High School Graduation Ceremony. Administration was directed to address the academic criteria and additional elements required by individual schools that were discussed and return with an updated AP at the December meeting.

8.4 Q & A: DRAFT Administrative Procedure 330 - Student Attendance

Trustees reviewed and discussed proposed changes to Administrative Procedure 330 - Student Attendance.

9. Action Items

9.2 ACTION: Approval of 2023-2024 Annual Education Results Report (AERR)

Trustees reviewed the High Prairie School Division 2023-2024 Annual Education Results Report (AERR). The report will be posted to the division website by November 30th.

Exit/Enter: Sandra Cairns left the meeting at 3:27 p.m. and returned at 3:28 p.m.

Resolution BDO20241126.1004

Moved By: Karin Scholl

That the Board approve the High Prairie School Division 2023-2024 Annual Education Results Report (AERR) as presented.

Carried

9.3 ACTION: Amend Board Policy 7 - Board Operations

Resolution BDO20241126.1005

Moved By: Karin Scholl

To table the discussion regarding Policy 7 amendments to the December meeting.

Carried

9.4 ACTION: Capital Purchase - School Buses for 2025-26

Trustees reviewed the price quote for the purchase of three (3) 64 passenger school buses for the 2025-2026 school year.

Resolution BDO20241126.1006

Moved By: Adrian Wong

To approve the purchase, from the Capital Budget, of three (3) new sixty-four (64) passenger buses for the 2025-2026 school year at a cost of \$191,000.00 per unit (including GST) for a total of \$573,000.00

Carried

10. Reports

10.1 Superintendent's Report

Resolution BDO20241126.1007

Moved By: Lynn Skrepnek

To receive the Superintendent's Report as information.

Carried

10.2 Finance Reports

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

Resolution BDO20241126.1008

Moved By: Lynn Skrepnek

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

Carried

10.2.1 2024-2025 Budget (Fall Update)

The Director of Finance provided Trustees with the fall update to the 2024-2025 Operational Budget.

10.3 Trustee Reports

Trustee Reports were received as information.

10.4 Standing Committee Reports

There were no Standing Committee Reports.

11. Information

11.1 Correspondence

The following correspondence was received as information:

1. 2024-10-30 Auditor General re Educ-perf rptg by school authorities

2. 2024-10-31 Public School Boards' Association (PSBA) Advocate Newsletter
3. 2024-10-31 Email from Minister of Education re Bill 27 Education Amendment Act 2024
4. 2024-10-31 Public School Boards' Association (PSBA) to HPSD local MLA's re Public School Education
5. 2024-11-08 Email from Minister of Education re Engaging on New Curriculum
6. 2024-11-13 Minister of Education re GPV Modernization

11.2 Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for December 17, 2024 beginning at 1:00 p.m. with the Closed session.

Recess: The meeting recessed at 4:03 p.m. to return to the Closed session.

The YouTube live stream ended at 4:03 p.m.

Exit: Sue Charest and Kyle Nichols exited the meeting at 4:03 p.m. and did not return.

Reconvene: The meeting reconvened at 6:05 p.m.

12. Adjournment

Resolution BDO20241126.1009

Moved By: Joy McGregor

That there being no further business, the meeting adjourn at 6:05 p.m.

Carried


Chair


Director of Business