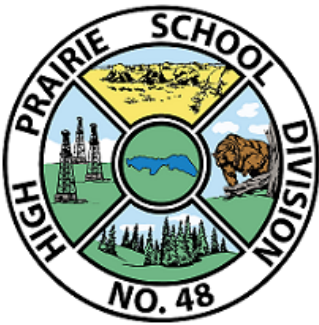




Regular Meeting of the Board of Trustees MINUTES

**Tuesday, November 15, 2022
2:00 PM
VIRTUAL MEETING**

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
Sandra Cairns, Director of Business and Recording Secretary
Darla Smith, Director of Finance
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 1:00 p.m. and ended at 1:56 p.m. prior to the Call to Order of the Open session.

The following items were reviewed under Closed:

1. Suspension List
2. Action List
3. Retirements, Resignations, Appointments & Transfers
4. Committee of the Whole
5. 2021-2022 Annual Education Results Report (AERR) – Embargoed
6. Q&A: Letter to Slave Lake Families regarding Busing
7. Alberta School Boards Association (ASBA) FGM Information and Policies Bulletin
8. Alberta School Boards Association (ASBA) Survey (deferred to December 20, 2022 Regular Meeting)
9. Public School Boards' Committee (PSBC) Draft November 18, 2022 Meeting Agenda Package
10. Teachers' Employer Bargaining Association (TEBA)
11. Trustee Upcoming Meeting & Accommodations

The YouTube live stream began at 2:06 p.m.

The meeting was called to order at 2:06 p.m.

- 4. Opening Remarks**

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

5. Approval of Consent Items

Resolution BDO20221115.1001

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 October 18, 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 BDO20221115.1002

Moved By: Cory Hughes

That the minutes of the Regular Meeting of the Board of Trustees held October 18, 2022 be adopted as presented.

Carried

5.2 Receipt of Superintendent's Report as Information

Resolution BDO20221115.1003

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 October.

5.4 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2022-10-14 Public School Boards' Association (PSBA) Advocate Newsletter
2. 2022-10-31 Public School Boards' Association (PSBA) Advocate Newsletter

6. Changes to the Agenda

Resolution BDO20221115.1004

Moved By: Lynn Skrepnek

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. Delegations / Presentations

8.1 Delegation: Auditors - MNP LLP

Enter: A delegation from MNP LLP, Ted de Klein and Brandon Gagnon, entered the meeting at 2:06 p.m. and began their presentation of the 2021-2022 Audited Financial Statement at 2:09 p.m.

10. New Business- Open

10.2 Action Items

10.2.1 ACTION: 2021-2022 Audited Financial Statement

Resolution BDO20221115.1005

Moved By: Tammy Henkel

To approve the 2021-2022 Audited Financial Statement as presented by representatives of MNP LLP.

Carried

Exit: Ted de Klein and Brandon Gagnon exited the meeting at 2:47 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: Transportation

The Superintendent updated the Trustees on the Transportation issues in High Prairie School Division and the province including the length of time MELT training takes plus scheduling and execution of the driver exams which must be done in Slave Lake, Grande Prairie or Westlock. We can only train 3 people at a time which takes approximately 2 months. Sometimes, we train drivers, free of charge and then they leave soon after for jobs with trucking companies. We are also seeing higher than normal rates of illness and medical leaves for which we have no spare drivers.

10.1.2 Q & A: Public School Boards' Committee (PSBC) Request for Advocacy Point Submissions

Trustees discussed which three Advocacy Points to submit to the Public School Boards' Committee (PSBC). The Board agreed to submit Timely and Appropriate Mental Health Resources for Students, Preserving Local Governance and Transportation/MELT as the 3 advocacy points.

10.1.3 Q & A: Public School Boards' Association (PSBA) - Request for meeting

Trustees discussed meeting with the Public School Boards' Association (PSBA). Administration was directed to offer dates that coincide with the December, January and February Regular Board meeting dates since the Board will already be gathered.

10.1.4 Q & A: Parent Concerns Regarding Mental Health and Busing

Trustees discussed the request of a parent who is looking for assistance with advocating to the provincial government regarding the issues of mental health and busing. Administration was directed to provide information to the school councils that can be distributed to their school communities, encouraging families to include their personal experiences in letters to the Ministers of Health and Transportation. This should be more effective than a template letter.

10.1.5 Q & A: C.J. Schurter School Council Questions

Cory Hughes brought CJS School Council questions forward to the Board and Superintendent:

1) Can the MELT training (busing) be provided in Slave Lake? We do not currently have a senior trainer on staff to oversee extra training. There are financial implications as well. We also need approved training grounds. In High Prairie, this is at the Learning Support Centre. In Slave Lake, CJS parking lot is approved but can only be used when school is out of session.

2) What does a double school bus run look like? This is something that HPSD looked at but was deemed problematic. Any double run in Slave Lake would take at least 30 minutes. This would have meant RMS students arriving at school by 7:45 a.m. For the elementary schools, this would have meant additional supervision, increasing personnel costs. Compensation for the driver would be minimal as well.

3) How close is Slave Lake to losing busing as a whole? This is difficult to answer. We have no control over staff going on medical leaves. Many divisions are in the same situation of not having enough bus drivers and spare drivers.

4) How is the 2.4 km boundary measured and how does it compare between schools? Our software measures the driving distance and not the walking distance to the school. It measures from the edge of the school property closest to the edge of the student's home property that is closest to the school. There were other factors involved including the transportation grant funding, and walking distance.

10.1.6 Q & A: Boiled Water Advisories

Trustees discussed how the west end schools dealt with the boiled water advisory in October and what steps were employed by the Learning Support Centre to help Ecole Routhier School and Georges P. Vanier manage. Administrative Procedure 178 - Emergency Response Plan was followed.

10. New Business- Open

10.2 Action Items

10.2.2 ACTION: Amend 2022-2023 Capital Budget

Resolution BDO20221115.1006

Moved By: Adrian Wong

To amend the High Prairie School Division 2022-2023 Capital Budget by removing the purchase of the 1 ton cargo van and increasing the expense to purchase the 3/4 ton pickup truck while remaining within the total Capital Budget approved as presented on May 17, 2022.

Carried

10.2.3 ACTION: Approval of 2021-2022 Annual Education Results Report (AERR)

Trustees reviewed the High Prairie School Division 2021-2022 Annual Education Results Report (AERR) in the Closed session.

Resolution BDO20221115.1007

Moved By: Lynn Skrepnek

That the Board approve the High Prairie School Division 2021-2022 Annual Education Results Report (AERR) as presented in the November 15, 2022 Closed session.

Carried

10.2.4 ACTION: Superintendent Resignation

The Board reviewed the resignation letter from Laura Poloz.

Resolution BDO20221115.1008

Moved By: Lorrie Shelp

To accept the resignation of Laura Poloz effective August 31, 2023.

Carried

11. General Matters

11.1 Finance

Director of Finance, Darla Smith presented the financial information.

Resolution BDO20221115.1009

Moved By: Tammy Henkel

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

Carried

12. Information Items

12.1 Standing Committee Reports

There were no Standing Committee Reports.

13. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for December 20, 2022, beginning at 1:00 p.m. with the Closed session.

14. Adjournment

Resolution BDO20221115.1010

Moved By: Cory Hughes

That there being no further business, the meeting adjourn at 4:09 p.m.

Carried

The livestream and recording were stopped at 4:09 p.m.


Joy McGregor (Dec 21, 2022 13:49 MST)
Chair


Sandra Cairns (Dec 21, 2022 13:51 MST)
Director of Business

2022-11-15 Regular Meeting Minutes

Final Audit Report

2022-12-21

Created:	2022-12-21
By:	Human Resources HPSPD (hr@hpsd.ca)
Status:	Signed
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