**Regular Meeting of the Board of Trustees**

**MINUTES**

**Wednesday, September 16, 2020**
**1:00 PM**
**HPSD Learning Support Centre - High Prairie, AB**

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| Present: | Steve Adams, Chair<br>Karin Scholl, Vice Chair<br>Joyce Dvornek, Trustee<br>Ali Mouallem, Trustee<br>Adrian Wong, Trustee<br>Lynn Skrepnek, Trustee<br>Lorrie Shelp, Trustee |
| Staff Present: | Laura Poloz, Superintendent<br>Jody Frowley, Secretary-Treasurer & Recording Secretary |
| Staff Absent: | Margaret Hartman, Deputy Superintendent<br>Kyle Nichols, Communications Officer<br>Sue Charest, Executive Assistant |

## 1. Division Vision, Mission, Values & Goals

## 2. Board Priorities & Goals

## 3. Call to Order

The meeting was called to order at 1:00 p.m.

## 4. Opening Remarks

Chair, Steve Adams, acknowledged the ancestral land on which we are meeting.

## 5. Approval of Consent Items

**Resolution BD20200916.1001**
**Moved By:** Ali Mouallem

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein as follows:
5.1 Minutes of the Regular Meeting of the Board of Trustees held August 19, 2020
5.2 Superintendent's Report
5.3 Trustee Reports
5.4 Transportation Reports
5.5 Correspondence

**Carried**

### 5.1 Adoption of Previous Minutes

**Resolution BD20200916.1002**
**Moved By:** Ali Mouallem

That the minutes of the Regular Meeting of the Board of Trustees held August 19, 2020 be approved as presented.

**Carried**

### 5.2 Superintendent's Report

**Resolution BD20200916.1003**
**Moved By:** Ali Mouallem

To receive the Superintendent's Report as information.

**Carried**

### 5.3 Trustee Reports

The Trustee Report was presented as information.

5.4 **Transportation Report**

There are no Transportation Reports at this time.

5.5 **Correspondence**

The following correspondence was presented as information:

1. 2020-08-13 PSBC Meeting Highlights and President's Report
2. 2020-08-31 Ltr from Minister of Education - Choice in Education and Hours of Instruction

6. **Changes to the Agenda**

Changes to the agenda are:

1. Removal of 9.1 Presentation by the Secretary-Treasurer
2. Addition of 10.2 New Accounting Rules
3. Addition of 12.7 Bus Driver Request under Closed session

**Resolution BD20200916.1004**
**Moved By:** Adrian Wong

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. **New Business- Open**

8.1 **Trustee/Administration Question/Answer Period**

8.1.1 **Q & A: Closed/Restricted Campuses**

Trustees received clarification on closed versus open school campuses.

8.2 **Action Items**

8.2.1 **ACTION: Long Service Award Date**

**Resolution BD20200916.1005**
**Moved By:** Lorrie Shelp

To defer setting the date for Long Service Awards until the October 21, 2020 meeting at which time the Employee Recognition Committee will bring recommended dates.

**Carried**

8.2.2 **ACTION: School Report to the Board Date(s)**

**Resolution BD20200916.1006**
**Moved By:** Ali Mouallem

That Administration recommend dates for the School Reports to the Board.

**Carried**

8.2.3 **ACTION: Board/Superintendent Evaluation Date**

**Resolution BD20200916.1007**
**Moved By:** Joyce Dvornek

That Administration set up a meeting between the Board and Maurice Fritze.

**Carried**

9. **Delegations / Presentations**

9.1 **Presentation: Secretary Treasurer - 2019-2020 Assignable Time**

The Secretary Treasurer's report on Assignable Time was removed from the agenda during Item 6. Changes to the Agenda.

10. **General Matters**

10.1 **Finance**

Secretary Treasurer, Jody Frowley, presented the financial information.

**Resolution BD20200916.1008**
**Moved By:** Lynn Skrepnek

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

**Carried**

10.2 **New Accounting Rules**

The Secretary-Treasurer, Jody Frowley, explained the new accounting rules for base funding which begins in the 2020-2021 school year.

11. **Information Items**

11.1 **Points to Celebrate**

Communication Officer, Kyle Nichols, sent his regrets that he was unable to attend.

11.2 **Standing Committee Reports**

There were no Standing Committee Reports.

12. **Closed**

**Resolution BD20200916.1009**
**Moved By:** Ali Mouallem

That the meeting go into camera at 1:56 p.m.

**Carried**

**Recess:** The meeting was recessed at 1:58 p.m. for a health break.

**Reconvene:** The meeting was reconvened at 2:03 p.m. with all members present.

12.1 **Upcoming Meetings & Accommodations**

12.2 **Suspensions - Year End Reports**

12.3 **Action List**

12.4 **Retirements, Resignation, Appointments & Transfers**

12.5 **Committee of the Whole**

12.6 **Q & A: Public School Boards' Association of Alberta (PSBAA) Fall General Meeting**

12.7 **Bus Driver Request**

12.8 **Out of Camera**
**Resolution BD20200916.1010**
**Moved By:** Lorrie Shelp

To come Out of Camera at 3:06 p.m.

**Carried**

**13. ACTION: Letter to Former Employee No. 3797**

Discussion occurred in Closed session.

**Resolution BD20200916.1011**
**Moved By:** Karin Scholl

That the Superintendent write a letter to former Employee No. 3797 stating that there is no record on his file of any investigation on any matter and that Administration consult with legal if they deem it necessary to do so.

**Carried**

**14. ACTION: Bus Driver Request**

Discussion occurred in Closed session.

**Resolution BD20200916.1012**
**Moved By:** Joyce Dvornek

That a meeting of the Board/Bus Driver Liaison Committee be convened to discuss driver concerns around bus cleaning.

**Carried**

**15. Next Regular Board Meeting**

The next Regular Meeting of the Board of Trustees is scheduled for October 21 at 1:00 p.m.

**16. Adjournment**

**Resolution BD20200916.1013**
**Moved By:** Lynn Skrepnek

That there being no further business, the meeting adjourn at 3 07 p.m.

**Carried**

Chairman

Secretary Treasurer