

# MINUTES

## High Prairie School Div. No. 48

### Regular Meeting of the Board of Trustees

Meeting Type : Regular Meeting of the Board of Trustees

Date : Wednesday, January 20, 2016

Start time : 9:00 AM

Location : HPSD Learning Support Center - High Prairie, AB

### Minutes

#### Attendance

Present:

Tammy Henkel, Chair

Joy McGregor, Vice Chair

Rudy Willier, Trustee

Lynn Skrepnek, Trustee

Karin Scholl, Trustee

Tracy Ottenbreit, Trustee

Laura Poloz, Superintendent

Margaret Hartman, Deputy Superintendent

Murray Marran, Asst Superintendent of Finance

Raymonde Lussier, Asst Superintendent of Business  
& Recording Secretary

Sue Charest, Executive Assistant

Absent: Joyce Dvornek, Trustee

Kyle Nichols, Communications Officer

#### CALL TO ORDER

The meeting was called to order at 9:05 a.m.

#### CHANGES TO THE AGENDA

##### **Resolution #BD20160120.1001**

Moved By: Tracy Ottenbreit

That the agenda be accepted as amended.

Carried

#### Reading and Adopting the Minutes

The minutes of the Regular Board meeting held December 16, 2015 were reviewed.

##### **Resolution #BD20160120.1002**

Moved By: Karin Scholl

That the minutes of the Regular Meeting of the Board of Trustees held December 16, 2015 be approved as presented.

Carried

#### Business Arising from Previous Minutes

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

#### Q & A: Joussard School Grand Opening & Open House

(Trustee/Administration Question/Answer Period)

Administration has requested dates in September where the Ministers of Education and Infrastructure would be available to attend the Joussard School Grand Opening. We are currently waiting for a response.

An Open House will take place on February 11, 2016 from 6:30 p.m. to 7:30 p.m.

#### Q & A: DRAFT Administrative Procedure - Donations

Administration presented a Draft Administration Procedure for Donation requests.

Handwritten signatures in blue ink, appearing to be initials or names of individuals involved in the meeting.

(Trustee/Administration  
Question/Answer  
Period)

**Q & A: Rural  
Education  
Symposium -  
2016**

(Trustee/Administration  
Question/Answer  
Period)

The Board discussed attendance at the Rural Education Symposium in Banff from March 6-8, 2016.

**Q & A: PSBA  
Awards 2016**

(Trustee/Administration  
Question/Answer  
Period)

The Board reviewed the PSBA package for 2016 Awards.

**Q & A: ASBA  
Strategic  
Planning Survey**

(Trustee/Administration  
Question/Answer  
Period)

The ASBA Strategic Plan was discussed. Trustees completed the requested survey.

**ACTION: Policy  
7 - Board  
Operations**  
(Action Items)

The times of board meetings was discussed.

**Resolution #BD20160120.1003**

Moved By: Karin Scholl

That High Prairie School Division change the Regular Board meeting time from 9:00 a.m. - 3:00 p.m. to 1:00 p.m. - 7:00 p.m.

**Defeated**

**Report from the  
Superintendent**  
(GENERAL MATTERS)

Laura Poloz presented the Superintendent's Report to the Board.

**Resolution #BD20160120.1004**

Moved By: Tracy Ottenbreit

To receive the Superintendent's Report as information.

**Carried**

**Delegation:  
Director of  
Transportation &  
Member of  
RCMP**  
(DELEGATIONS /  
PRESENTATIONS)

Director of Transportation, Harry Davis and Sergeant Michael Bourguignon, from the High Prairie RCMP detachment, attended at 10:00 a.m. to make a presentation on school bus stop arm cameras. They exited at 11:00 a.m.

**Presentation:  
HPSD Grad &  
Career Coaches**  
(DELEGATIONS /  
PRESENTATIONS)

The HPSD Grad & Career Coaches attended at 11:00 a.m. to update Trustees on their work within the Division. They exited at 11:42 a.m.

**Finance Reports**  
(GENERAL MATTERS)

Assistant Superintendent of Finance, Murray Marran, presented the Finance reports.

**Resolution #BD20160120.1005**

Moved By: Karin Scholl

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

**Carried**

**In Camera**

**Resolution #BD20160120.1006**

Moved By: Rudy Willier

That the meeting go In Camera at 11:50 a.m. to discuss Closed Items.

**Carried**

**Out of Camera**

**Resolution #BD20160120.1007**

Moved By: Lynn Skrepnek

That the meeting come Out of Camera at 12:35 p.m.

**Carried**

**Recess**


The meeting was recessed for lunch at 12:35 p.m.

**Reconvene**

The meeting was reconvened at 1:10 p.m. with all members present.



- In Camera**                      **Resolution #BD20160120.1008**  
 Moved By: Tracy Ottenbreit  
 That the meeting go In Camera at 1:10 p.m. to continue discussing Closed Items.  
**Carried**
- Conflict of Interest**                      Tracy Ottenbreit declared a conflict of interest for the discussion about Teachers' Employer Bargaining Association (TEBA) and exited the meeting at 1:28 p.m.
- Out of Camera**                      **Resolution #BD20160120.1009**  
 Moved By: Rudy Willier  
 That the meeting come Out of Camera at 2:27 p.m.  
**Carried**
- Entered Meeting**                      Tracy Ottenbreit rejoined the meeting at 2:28 p.m.
- ACTION: Bull Creek Wind Power Project (CLOSED)**                      **Resolution #BD20160120.1010**  
 Moved By: Karin Scholl  
 That High Prairie School Division No. 48 participate in the optional rebate program with BluEarth Renewable Inc. at a one time cost of \$119,858.00 for a 25 year electrical rebate.  
**Carried**
- ACTION: Capital Purchase (CLOSED)**                      **Resolution #BD20160120.1011**  
 Moved By: Joy McGregor  
 That subsequent to the capital projects approved at the June 29, 2015 Special Budget meeting (resolution BD 20150629.1002), Capital Reserves be used for additional capital purchases of 5 busses, Stop Arm Cameras, Board Room Technology, 4 Fleet Vehicles, a Scissor Lift and Trailer and Paving of the Learning Support Center parking lot at a total cost of \$2,080,000.00.  
**Carried**
- Trustee Reports (Open Items)**                      The Trustee Report was presented as information and reviewed.
- Transportation Report (Open Items)**                      The Transportation Report was presented as information and reviewed.
- Christmas Shoe Box Campaigns (Open Items)**                      The Trustees reviewed the information regarding Christmas Shoe Box campaigns.
- GPV Career Coach (Open Items)**                      The Trustees reviewed the information provided by the GPV Career Coach.
- Points to Celebrate (Open Items)**                      Points to Celebrate were deferred to the next meeting.
- ADJOURNMENT**                      **Resolution #BD20160120.1012**  
 Moved By: Lynn Skrepnek  
 That there being no further business, the meeting adjourn at 2:32 p.m.  
**Carried**

  
 \_\_\_\_\_  
 Chairman

  
 \_\_\_\_\_  
 Assistant Superintendent of Business