



Regular Meeting of the Board of Trustees MINUTES

Wednesday, November 18, 2020
10:00 AM

HPSD Learning Support Centre - High Prairie, AB

Present: Steve Adams, Chair
Karin Scholl, Vice Chair
Joyce Dvornek, Trustee
Ali Mouallem, Trustee
Adrian Wong, Trustee
Lynn Skrepnek, Trustee
Lorrie Shelp, Trustee

Staff Present: Laura Poloz, Superintendent
Margaret Hartman, Deputy Superintendent
Jody Frowley, Secretary-Treasurer & Recording Secretary
Kyle Nichols, Communications Officer

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

The meeting was called to order at 10:01 a.m.

4. Opening Remarks

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

5. Approval of Consent Items

Resolution BD20201118.1001

Moved By: Lorrie Shelp

That the Board of Trustees receive the items listed below, and to approve all recommendations contained therein, minus 5.2 Superintendent's Report as follows:

5.1 Minutes of the Regular Meeting of the Board of Trustees held October 21, 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 BD20201118.1002

Moved By: Lorrie Shelp

That the minutes of the Regular Meeting of the Board of Trustees held October 21, 2020 be approved as presented.

Carried

- 5.3 Trustee Reports

The Trustee Report was presented as information.

- 5.4 Transportation Report

Transportation Reports were presented as information.

A handwritten signature in black ink, appearing to be "A. J.", located in the bottom right corner of the page.

5.5 Correspondence

The following correspondence was presented as information:

1. 2020-10-20 Letter from ASBA to Minister of Education RE considerations regarding COVID-19
2. 2020-10-21 Letter to the Minister of Education re questions
3. 2020-10-21 Letter to Minister of Health re notice of Covid+
4. 2020-10-21 Letter to Town of Slave Lake re buses exit on Caribou Trail
5. 2020-10-29 Letter to Minister of Transportation re Testing Location
6. 2020-10-30 Letter to Minister of Education from Greater St. Albert Catholic Schools re Weighted Moving Average

6. Changes to the Agenda

Resolution BD20201118.1003

Moved By: Ali Mouallem

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. Points to Celebrate

Communication Officer, Kyle Nichols, presented Points to Celebrate.

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: Alberta School Councils' Association General Meeting Results

Trustees reviewed and discussed the Alberta School Councils' Association 2020 Regular General Meeting Draft Minutes and the 2020 Advocacy Resolution Results.

9.1.2 Q & A: ASBA Zone 1 Ad Hoc Report

Trustees discussed the ASBA Zone 1 Ad Hoc Report and recommendations regarding regional collaborative services.

9.1.3 Q & A: Trustee Reports

Trustees discussed their monthly report to the Board.

Resolution BD20201118.1004

Moved By: Joyce Dvornek

To remove the Trustee Reports from the Consent Agenda and add it to the General Matters section of the agenda effective immediately.

Carried

9.1.4 Superintendent's Report

The Superintendent's Report was removed from the Consent Items for discussion.

Resolution BD20201118.1005

Moved By: Lorrie Shelp

To receive the Superintendent's Report as information.

Carried



10. Delegations / Presentations

10.1 Delegation: Auditors - MNP LLP

Enter: A delegation from MNP LLP, Ted de Klein, attended the meeting at 11:12 a.m. via Zoom to present the 2019-2020 Audited Financial Statement.

9. New Business- Open

9.2 Action Items

9.2.1 ACTION: 2019-2020 Audited Financial Statement

Resolution BD20201118.1006

Moved By: Joyce Dvornek

To approve the 2019-2020 Audited Financial Statement as presented by representatives of MNP LLP.

Carried

Exit: Ted de Klein exited the meeting at 11:42 a.m.

9.2.2 ACTION: Approval of Combined 2019-2020 AERR and 2020-2023 Three Year Plan

Trustees reviewed the High Prairie School Division's Combined 2019-2020 AERR and 2020-2023 Three Year Plan.

Resolution BD20201118.1007

Moved By: Adrian Wong

That the Board approve The High Prairie School Division's Combined 2019-2020 AERR and 2020-2023 Three Year Plan as presented.

Carried

9.2.3 ACTION: Board Meeting Times

The Board discussed changing the start times of the meetings currently set to begin at 10:00 a.m.

Resolution BD20201118.1008

Moved By: Joyce Dvornek

To change the meeting start time from 10:00 a.m. to 1:00 p.m. for the Regular Board Meetings scheduled for December 16, 2020, January 20, February 17 and March 17, 2021.

Carried

Recess: The meeting recessed at 12:12 p.m. for lunch.

Reconvene: The meeting reconvened at 12:46 with all members present.

10. Delegations / Presentations

10.2 Presentation: Career Coach Lead

Enter: Monica Edwards, Career Coach Lead attended via Zoom at 12:46 p.m. to present an update on the work of the Grad and Career Coaches.

Exit: Lorrie Shelp exited the meeting at 1:05 p.m.

Enter: Treva Emter entered the meeting at 1:06 p.m.

Enter: Lorrie Shelp entered the meeting at 1:08 p.m.

Exit: Monica Edwards and Treva Emter left the meeting at 1:14 p.m.

11. General Matters

11.1 Finance

Secretary Treasurer, Jody Frowley, presented the financial information.



Resolution BD20201118.1009

Moved By: Lynn Skrepnek

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

Carried

11.2 ACTION: Inter-provincial Field Trips

Trustees discussed approval of inter-provincial field trips as part of the Secretary-Treasurers Finance Report.

Resolution BD20201118.1010

Moved By: Joyce Dvornek

That inter-provincial school field trips require final approval from the Board effective immediately.

Carried

11.1 Finance

11.1.1 2020-2021 Budget Presentation

Secretary-Treasurer, Jody Frowley made a presentation regarding the 2020-2021 Budget. Unlike in past years, there is no fall budget submission to the government.

12. Information Items

12.1 Standing Committee Reports

There were no Committee Reports.

12.2 Public School Boards' Council Meeting Agenda

The agenda package for Public School Boards' Council meeting held November 13, 2020 via Zoom was provided for information purposes.

12.3 High Prairie Elementary Occupational Health and Safety Inspection Reports

The High Prairie Elementary Occupational Health and Safety Inspection Reports were provided for information purposes.

Exit: Kyle Nichols exited the meeting at 2:07 p.m.

Recess: The meeting was recessed at 2:07 p.m. for a health break.

Reconvene: The meeting reconvened at 2:16 p.m.

13. Closed

Resolution BD20201118.1011

Moved By: Karin Scholl

That the meeting go into camera at 2:16 p.m.

Carried

13.1 Upcoming Meetings & Accommodations

Enter: Margaret Hartman entered the meeting at 2:35 p.m.

13.2 Suspension List

13.3 Action List

13.4 Retirements, Resignation, Appointments & Transfers

13.5 Committee of the Whole

13.6 Q & A: Boreal Centre for Bird Conservation - Slave Lake



13.7 Out of Camera

Resolution BD20201118.1012

Moved By: Joyce Dvornek

To come Out of Camera at 3:10 p.m.

Carried

14. ACTION: Classroom Supervisor Pay Rate

Discussion took place in Closed Session.

Resolution BD20201118.1013

Moved By: Ali Mouallem

To pay Classroom Supervisors at a rate of \$150 per day effective November 21, 2020.

Carried

15. ACTION: Boreal Centre for Bird Conservation - Slave Lake

Discussion took place in Closed Session.

Resolution BD20201118.1014

Moved By: Joyce Dvornek

To write a letter to the Minister of Environment and Parks in support of the Boreal Centre for Bird Conservation in Slave Lake, with copies going to MLA Rehn, the M.D. of Lesser Slave River and the Town of Slave Lake.

Carried

16. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for December 16, 2020 at 1:00 p.m.

17. Adjournment

Resolution BD20201118.1015

Moved By: Lorrie Shelp

That there being no further business, the meeting adjourn at 3:13 p.m.

Carried


Chairman


Secretary Treasurer