



Regular Meeting of the Board of Trustees
MINUTES

Tuesday, September 19, 2023
2:00 PM

HPSD Learning Support Centre - High Prairie, AB

Present: Joy McGregor, Chair
Tammy Henkel, Vice-Chair
Karin Scholl, Trustee
Adrian Wong, Trustee
Cory Hughes, Trustee
Lynn Skrepnek, Trustee

Absent: Lorrie Shelp, Trustee

Staff Present: Murray Marran, 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, recessed at 1:55 p.m prior to the Call to Order of the Open session, resumed at 2:44 p.m. and ended at 4:10 p.m.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Reports, Request for Use of Facilities to House Daycare in Kinuso, Ministers Meeting, Committee of the Whole, Suspension List, Action List, Retirements, Resignations, Appointments & Transfers, and 2022-2023 School Council Financial Statements. Additions to the Closed agenda included: Student Transportation, Stakeholder Engagement, and Student Wellness.

The YouTube live stream began at 2:03 p.m.

The meeting was called to order at 2:03 p.m.

- 4. Opening Remarks**

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

Enter: Cory Hughes joined the meeting via Zoom at 2:05 p.m.

- 5. Approval of Consent Items**

Resolution BDO20230919.1001

Moved By: Adrian Wong

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 Organizational Meeting of the Board of Trustees held August 22, 2023
2. Adoption of Minutes of the Regular Meeting of the Board of Trustees held August 22, 2023
3. Receipt of the Trustee Report as information
4. Receipt of Correspondence as information

Carried

Initials  

5.1 Adoption of Previous Minutes

Resolution BDO20230919.1002

Moved By: Adrian Wong

That the minutes of the Organizational Meeting of the Board of Trustees held August 22, 2023, be adopted as presented.

Carried

Resolution BDO20230919.1003

Moved By: Adrian Wong

That the minutes of the Regular Meeting of the Board of Trustees held August 22, 2023, be adopted as presented.

Carried

5.2 Receipt of Trustee Report as Information

There is no new information to report for August 2023.

5.3 Receipt of Correspondence as Information

The following correspondence was received as information:

1. 2023-08-22 Ltr to Christian Mencke - Achievement on Diploma Exam
2. 2023-09-15 Public School Boards' Association (PSBA) Advocate Newsletter

6. Changes to the Agenda

Resolution BDO20230919.1004

Moved By: Karin Scholl

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

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

9. New Business- Open

9.1 Trustee/Administration Question/Answer Period

9.1.1 Q & A: School Reports to the Board

Superintendent Marran discussed additional stakeholder engagement events that also need to be planned. Dates will be discussed further in Closed session.

9.1.2 Q & A: DRAFT Administrative Procedure 407 - Certificate of Good Health

Trustees discussed the draft Administrative Procedure 407 - Certificate of Good Health brought forward by Superintendent Marran.

9.1.3 Q & A: Curriculum Engagement

Tammy Henkel provided information on the [4-phase collaborative engagement process regarding the new Social Studies curriculum](#) that was announced on September 18, 2023 by Alberta Education. More information can be found on Alberta Education's website including a public feedback survey that is open until midnight on October 16, 2023.

9.2 Action Items

9.2.1 ACTION: Holy Family Catholic Regional Division (HFCRD) Busing

Trustees discussed the request from Holy Family Catholic Regional Division (HFCRD) to purchase 4 additional busing days during the 2023-2024 school year.

Resolution BDO20230919.1005

Moved By: Lynn Skrepnek

That High Prairie School Division approve Holy Family Catholic Regional Division's request to purchase four (4) additional busing days in the 2023-2024 school year.

Carried

9.2.2 ACTION: MOTIVE Fleet Management System

Trustees reviewed the cost projection prepared by the Transportation Department regarding the Motive Fleet Management System.

Resolution BDO20230919.1006

Moved By: Tammy Henkel

To purchase the 3-year subscription to the Motive Fleet Management Software system for the Transportation Department, as presented.

Carried

9.2.3 ACTION: Amend October Meeting Start Time

Resolution BDO20230919.1007

Moved By: Tammy Henkel

To amend the start time of the October 17, 2023 Closed session of the Board Meeting to 10:30 a.m.

Carried

10. General Matters

10.1 Finance

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

Tammy Henkel requested that Finance Reports without personal information be presented in the Open session.

Resolution BDO20230919.1008

Moved By: Lynn Skrepnek

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

Carried

10.2 Superintendent's Report

Superintendent Marran highlighted a few items from the Superintendent's Report to the Board. He thanked the Indigenous Education Team for their work on the Land Based Learning Day provided to certified staff during start up.

Resolution BDO20230919.1009

Moved By: Karin Scholl

To receive the Superintendent's Report as information.

Carried

11. Information Items

11.1 Standing Committee Reports

There were no standing committee reports.

12. Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for October 17, 2023 beginning at 10:30 a.m. with the Closed session.

13. In Camera

Resolution BDO20230919.1010

Moved By: Adrian Wong

To return to the Closed session at 2:44 p.m.

Carried

The YouTube live stream ended at 2:44 p.m.

Exit: Sue Charest and Kyle Nichols exited the meeting at 2:45 p.m.

14. Out of Camera

Resolution BDO20230919.1011

Moved By: Lynn Skrepnek

That the meeting come Out of Camera upon adjournment of Closed session at 4:10 p.m.

Carried

15. Adjournment

Resolution BDO20230919.1012

Moved By: Tammy Henkel

That there being no further business, the meeting adjourn at 4:10 p.m.

Carried


Chair


Director of Business